

# Minutes

## Academic Board

Meeting No: 6/24



University of  
Southern  
Queensland

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<b>Date and Time:</b>	Tuesday, 12 November 2024, 1:00pm
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<b>Location:</b>	Council Chamber, Toowoomba Campus
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<b>Minute Secretary:</b>	Tracey Tyers, Governance Officer (Academic Board)   07 4631 1912
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<b>Members Present:</b>	Professor Alexander Kist (Chair)	Associate Professor Eric Ng (Deputy Chair)
	Professor Karen Nelson	Associate Professor Jessica Marrington
	Professor Lorelle Burton	Associate Professor Lisa Beccaria
	Professor Glen Coleman	Associate Professor Andrew Hemming
	Professor John Bell	Associate Professor Rhiannan Johnson
	Professor Odette Best (Zoom)	Dr Ahmad Sharifian-Barforoush
	Professor Lyn Alderman	Associate Professor David Thorpe (Zoom)
	Professor Charlotte Brownlow	Professor Luke van der Laan
	Professor Jo-Anne Ferreira (Zoom)	Dr Anita Wheeldon
	Professor Geoff Slaughter	Associate Professor Alison McCarthy (Zoom)
	Professor Thiru Aravinthan	Charmaine Davis
	Professor Noeleen McNamara	Dr Julie Lindsay (Zoom)
	Dr Lindsay Helwig	Emerson Zerafa-Payne
	Dr Rohan Genrich	Peter Giess
	Professor Polly Burey	

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<b>By Invitation:</b>	Professor Gavin Beccaria – For Item 9.2 and 9.3 (Zoom)
	Diane Knezevic – For Item 15 (Zoom)
	Nina Sorley – For Item 15
	Zachary Vellacott – For Item 15
	Lisa Connolly – For Item 15 (Zoom)
	Pranima Thapa – For Item 15 (Zoom)

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<b>Observers:</b>	Julie Shidders – University Secretary and Director (Governance)
	Leanne Midgley - Principal Advisor (Academic Governance and Standards)
	Professor Fabrizio Carmignani - Head of School (Business)
	Professor Elizabeth Cardell – Head of School (Health and Medical Sciences) (Zoom)
	Professor Sherif Mohamed – Head of School (Surveying and Built Environment)
	Professor Marion Gray - Academic Director (Health Partnerships) (Zoom)
	Cassandra Thomson - Policy Advisor
	Dr Gabriela Berger - Academic Policy Coordinator

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<b>Apologies:</b>	Professor Ren Yi
	Professor Mark Toleman
	Associate Professor Melissa Johnson Morgan

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<b>Absent:</b>	Professor Marie Kavanagh
	Hina Inam
	Imogen Kleidon - Student Director, Deputy Chair UniSQ Student Guild

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The meeting opened at 1:00pm. A quorum was present.

## Acknowledgement of Country

The Chair, Professor Alexander Kist provided an Acknowledgement of Country and paid respect to Elders past, present and emerging.

Professor Kist proposed a rotating schedule of members to provide the Acknowledgement of Country, enabling the opportunity for individuals to pay their respects and reflect on what Country means to them. Members were encouraged to contact the Secretary of Academic Board if they wish to be included in the schedule.

## Welcome

The Chair welcomed members at the UniSQ Council Chamber and via Zoom and noted the apologies.

Professor Kist congratulated Academic Board members Professor Polly Burey, Associate Professor Alison McCarthy, and Associate Professor Rhiannan Johnson on their recent academic promotions.

The Chair congratulated undergraduate student representative, Peter Giess on his graduation and thanked Mr Giess for his service and valuable contribution as a student member on Academic Board. Professor Kist also noted the upcoming retirement from UniSQ of Principal Advisor (Academic Governance and Standards) Leanne Midgley, and thanked Mrs Midgley for her work with Academic Board.

The Chair noted the recent retirement of the Vice-Chancellor Professor Geraldine Mackenzie, giving thanks for her contributions to Academic Board and noting the positive working relationship between the Board and Professor Mackenzie.

Professor Kist took the opportunity to acknowledge the outgoing Chancellor Mr John Dornbusch and gave thanks for his significant contributions to the University over the past 25 years. Professor Kist also acknowledged Chancellor Elect, Dr John McVeigh noting that he looks forward to working with Dr McVeigh as the Chair of UniSQ Council.

## Declaration of Conflict of Interest and Statement of Confidentiality

The Chair invited members of Academic Board to declare any potential, perceived or actual conflict of interest with the matters listed. No conflicts of interest were noted.

The Chair advised members that generally Academic Board matters are not confidential, confidential items will be identified and no discussion of confidential items outside of the meeting is permitted. Members were reminded that the discussion should be contained to the topic, rather than identifying particular individuals.

## Starring of Items

Having provided members with an opportunity to star any additional agenda items, it was resolved that Academic Board approve or note *en bloc* all remaining items which were not starred.

### 1. \* Confirmation of the Minutes

Received: Unconfirmed minutes Academic Board meeting (05/24) 10 September 2024

#### Resolved:

*Academic Board resolved that the minutes of the Academic Board meeting (05/24) held on 10 September 2024, having been circulated and read, be **confirmed** as a true and accurate record.*

## 2. Business Arising from the Previous Meeting

Received: Post meeting action sheet for actions arising from the previous meeting (05/24) held on 10 September 2024.

### 2.1. \* Council Report to Academic Board

Received: Council Report to Academic Board following the 21 October 2024 Council meeting

The Director (Governance) and University Secretary, Julie Shidders introduced this item and provided an overview of relevant matters discussed at the Council meeting held 21 October 2024, noting that in 2025 Council would be receiving a presentation from the Pro Vice-Chancellor (First Nations Strategy) on the First Nations Education Strategy and First Nations Research Strategy

#### 2.1.1. \* Proposed Amendments to Terms of Reference

Received: Terms of Reference Change Proposal Education Committee and ABEX

Ms Shidders drew members attention to the change proposal for the Terms of Reference for Education Committee and the Academic Board Executive Committee. The updates to membership were proposed in response to recent changes to the University's senior management.

##### **Resolved:**

- *Academic Board resolved to **approve** the proposed amendments to the Terms of Reference for Academic Board Executive Committee and Education Committee.*

**ACTION:** Secretary (Academic Board)

#### 2.1.2. \* 2025 UniSQ Meeting Schedule

Received: Approved 2025 University Meeting Schedule

Ms Shidders advised members that the governance meeting dates proposed for the 2025 University Meeting Schedule had been approved by Council at the 21 October 2024 meeting. It was noted that meeting placeholders had been circulated via Outlook and members were encouraged to prioritise these meetings.

Ms Shidders reminded members that those who anticipate being absent from two or more consecutive meetings of the Academic Board should give prior written notice to the Chair for a leave of absence in accordance with the Academic Board Terms of Reference section 3.7 *Absences*.

#### 2.1.3. 2024 External Review of Academic Governance Action Plan Update

Received: Action Plan for 2024 External Review of Academic Governance Update

## 3. \* Comments from the Chair

The Chair Professor Alexander Kist addressed members and acknowledged the challenging times that the University and the higher education sector are currently facing. Uncertainty and ongoing change across the University involving redundancies and small-scale restructures were noted, and the Chair encouraged members to be conscious and supportive of colleagues during this time.

The following matters were noted:

- a. The external policy environment continues to change creating a challenging time. There is uncertainty around the effect of the Australian Universities Accord and implementation of the [Australian Tertiary Education Commission \(ATEC\)](#) on the University. Professor Kist highlighted the opportunities arising for the University, noting that UniSQ is well placed as a

regional university, and is already undertaking initiatives which align with the Accord recommendations, such as offering enabling programs and stackable degrees, focussing on enrolment for students from diverse and non-traditional backgrounds, and providing the opportunity for both on-campus and online engagement.

- b. Professor Kist attended the **Australian Committee of Chairs of Academic Boards and Senates (OZCABS) conference** at Flinders University, Adelaide held on 7-8 November 2024 and provided some key points taken from the conference.
- **Artificial Intelligence** - Generative AI was a popular topic of discussion. A key point raised was that because artificial intelligence is incorporated into most current software, it is not feasible to expect an assessment piece have no AI (Level 0), other than a supervised assignment such as an invigilated examination or viva voce. Professor Kist noted that the University's current practice allowed AI Level 0 for all assessment pieces and suggested an urgent review.
  - **Flinders University's Factory of the Future** - The rise of the **Innovation District Model** was discussed. [The Factory of the Future](#) is an advanced manufacturing facility designed to bring together industry, education and researchers, and government. Professor Kist noted an alignment between the model and the University's current industry research partnerships.
  - **Tertiary Education Harmonisation** – The Commissioner of Jobs and Skills Australia, Professor Barney Glover AO made a presentation around the drive for harmonisation between the higher education and Vocational Education and Training (VET) sectors. The Chair encouraged members to view the Commissioner's address to the National Press Club of Australia: <https://youtu.be/PiXiYB2MvwE> and the Department of Education [2024-25 Budget: Tertiary Education Harmonisation fact sheet](#)
  - **Jobs and Skills Australia (JSA)** – The Chair advised that JSA generates reports based on national data. The latest report was generated from the VET National Data Asset (VNDA) and provides statistical insights on domestic, non-school students who have completed a VET qualification. The Chair encouraged members to review these reports via <https://www.jobsandskills.gov.au/research>. Professor Kist noted that the general observation was that Mid-Year Economic and Fiscal Outlook (MYEFO) should provide more detail around policy decisions through upcoming government funding commitments.
  - The **Australian Universities Accord** panel Chair, Professor Mary O'Kane presented an update on the Accord implementation particularly relating to Academic Board and Senate business. Professor O'Kane spoke about the importance of Council oversight and knowledge of university business, particularly around teaching and research, and Tertiary Education Harmonisation. It was noted that Academic Board already implements suggested actions, such Council members attending Board meetings as invited guests.
  - The training required for academic staff to maintain appropriate skill levels to meet requirements of the Accord and the Higher Education Standards Framework was identified as a gap, in particular considering changes in pedagogy and educational practice.
  - The special role of regional universities was a topic of discussion. The Chair noted that the [2024 Jobs and Skills Report](#) estimates that approximately 90% of future jobs will require post-secondary qualifications, and that regional universities are able to reach into non-traditional and equity groups to provide alternate pathways to higher education..

Item 6 was considered after this item.

## 4. Vice-Chancellor's Report

Received: The Vice-Chancellor's Report to Academic Board

This item was considered after Item 9.9 and before Item 5.

The report was taken as read. Acting Vice-Chancellor Professor Karen Nelson introduced the item and provided further comment around some of the items in the report:

- a. **Fee-Free TAFE** – Professor Nelson highlighted the challenges for the university sector created by the Government's Fee-Free Tafe initiative, particularly in disciplines where there is an overlap, such as nursing. An insights report is expected to be released in mid-2025 which will inform the future of the Fee-Free TAFE program.
- b. **International students** - Professor Nelson advised that universities are waiting for the Education Services for Overseas Students Amendment (Quality and Integrity) (ESOS) Bill 2024 to return to the Senate, noting that the Coalition has not declared their position, and the legislation would need to return to the House of Representatives if amendments are required, before returning to the Senate. The legislation is scheduled to be before the Senate in the week commencing 17 November 2024.

Professor Nelson highlighted that modelling has not been undertaken around the impact of international student caps, and that these decisions are impacting the economic viability of universities and communities more broadly.

Professor Nelson provided the following updates from the Universities Australia Vice-Chancellors Plenary:

- a. The Universities Australia Vice-Chancellors group is anticipating announcements associated with the Mid-Year Economic and Fiscal Outlook (MYEFO) concerning the establishment of the Australian Tertiary Education Commission (ATEC), Needs-based Funding and Managed Growth Funding.
- b. A working group of the Universities Australia Vice Chancellors group and key stakeholders is developing a survey to be undertaken in 2025 around student safety on campus, to provide a more accurate report that distinguishes between whether reported incidents of harassment and assault occurred on campus or in the student's everyday life.
- c. The progress against the Universities Australia Indigenous Strategy 2022-2025 is very positive, with strong engagement in all aspects of the strategy across the Deputy Vice-Chancellor groups.
- d. A report from the directors of the latest Universities Australia Universities Matter campaign highlights some positive outcomes around changing perceptions of the broader community around the value of higher education.

## 5. Education Report

Received: Education Report to Academic Board

The Acting Vice-Chancellor Professor Karen Nelson took the report as read and highlighted that this report also incorporates the 2024 Strategic Education Report included at Item 16 of this agenda, which was submitted to UniSQ Council for consideration. Professor Nelson took the opportunity to commend colleagues on the work being undertaken towards enhancing and strengthening learning and teaching and the student experience at the University.

Professor Nelson noted that since circulation of the agenda, the Quality Indicators for Learning and Teaching (QILT) 2023 Student Experience Survey National Report and 2023 Graduate Outcomes Survey International Report have been released. The reports will be made available once the analysis

of the University's performance against the sector is complete. Professor Nelson noted some preliminary findings, highlighting improvements in student experience markers across five of the six clusters.

The 2024 Strategic Education Report was discussed, and Professor Nelson highlighted the progress against initiatives proposed as part of the UniSQ Education Plan 2022-2024, particularly relating to data and information. It was noted that various dashboards and reports are now readily available through the University's Business Intelligence interfaces and that innovations have been created specifically to support the achievement of the Education Plan, such as the Pathways to University dashboard.

## 6. Research Report

This item was considered after Item 3.

Received: Research Report to Academic Board

The Deputy Vice-Chancellor (Research and Innovation) Professor John Bell took the report as read and took the opportunity to add the following comments related to matters mentioned at Item 3.

- **Artificial Intelligence in research** - Professor Bell advised that he is chair of the Universities Australia Deputy Vice-Chancellors (Research) *AI in research working group* noting the rapid acceleration of AI issues within research. Professor Bell noted that the Wiley publishing company had recently provided its entire back catalogue of publications to an AI aggregator to enable large language models to be trained on the content. Professor Bell highlighted the issues created, particularly around appropriate citation of research.
- **Innovation District Model** - Professor Bell highlighted the University's involvement with several innovation hubs and precincts, highlighting that the University is looking to move activities to industry, such as the Darling Downs Health Innovation and Research Collaborative (DDHIRC).

## 7. Student Representatives Report

The Student Representatives Report is expected to be received at a future meeting.

## 8. Standing Committee Reports

### 8.1. Academic Board Executive Committee

Received: Academic Board Executive Committee Unconfirmed Minutes – 31 October 2024

The unconfirmed minutes of the Academic Board Executive Committee meeting held 31 October 2024 were taken as read.

**Resolved:**

- *Academic Board resolved to **note** the unconfirmed minutes of the Academic Board Executive Committee meeting of 31 October 2024.*

### 8.2. Student Academic Appeals Committee

A report from the Student Academic Appeals Committee is scheduled to be received for the 11 February 2025 meeting.

### 8.3. \* Research Committee

Received: Research Committee Report to Academic Board – 2 October 2024

The Research Committee Report, which provided an overview of the discussions and resolutions of the Research Committee meeting held 2 October 2024 was taken as read. The Deputy Chair of Research Committee, Associate Professor Polly Burey introduced the report and provided an overview of the recommendations being put forward later in the agenda.

Members raised no questions.

**Resolved:**

*Academic Board resolved to **note** the unconfirmed minutes from the 2 October 2024 meeting and:*

- a) endorse the Higher Degree by Research (HDR) Thesis Examination Procedure (refer Academic Board agenda item 10.2)*
- b) note the Graduate Research School Report*
- c) note the Human Research Ethics Committee Report*
- d) note the Animal Ethics Committee Report*
- e) note the Research Training Subcommittee Report from the 2 September 2024 meeting.*

#### **8.4. \* Education Committee**

Received: Education Committee Report to Academic Board – 3 October 2024

The Education Committee Report was taken as read and the Deputy Chair of the Committee, Professor Noeleen McNamara provided an overview of discussions from the Education Committee meeting held 3 October 2024. Professor McNamara noted that items considered by Education Committee and recommended to the Board would be discussed separately in the agenda.

Professor McNamara highlighted that the Committee had commended the comprehensive program review proposals for the psychology program suites, noting that these proposals were an exemplar of a well-developed comprehensive program review.

Members raised no questions.

**Resolved:**

*Academic Board resolved to **note** the Unconfirmed Minutes from the 3 October 2024 meeting, and:*

- a) approve curriculum proposal recommendations (refer Academic Board agenda item 9); and*
- b) endorse the Academic Medals and Awards Schedule (refer Academic Board agenda item 10.3).*

## **9. Curriculum Items**

### **9.1. \* New Program Proposal - Graduate Certificate of First Nations Health Leadership (GFHL)**

This item was considered after Item 10.3.

Received: Documentation via CourseLoop proposal [26146](#) .

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with an overview of the proposal, highlighting that this had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. Recommendations made by Education Committee had been addressed and were reflected in the CourseLoop proposal. The Head of School and Dean (Health and Medical Sciences) Professor Elizabeth Cardell and the Pro Vice-Chancellor (First Nations Strategy) Professor Odette Best were in attendance to address feedback from members.

No concerns were raised.

**Resolved:**

- *Academic Board resolved to **approve** the major program change proposal for the new Graduate Certificate of First Nations Health Leadership (GFHL) effective 1 January 2025.*

**9.2. \* Comprehensive Program Review - Bachelor of Psychology (Honours) (BPSH) | Bachelor of Science (Psychology) (BSCP) | Undergraduate Certificate of Psychology Fundamentals (UCCP)**

Received: Documentation via CourseLoop proposal [22218](#).

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposals had been scrutinised in depth at Education Committee and details were captured in the minutes of the meeting attached at Item 8.4. Professor Gavin Beccaria was in attendance to address feedback from members.

No concerns were raised.

**Resolved:**

- *Academic Board resolved to **approve** the comprehensive program review of the Bachelor of Psychology (Honours) (BPSH), Bachelor of Science (Psychology) (BSCP), and the Undergraduate Certificate of Psychology Fundamentals (UCCP).*

**9.3. \* Comprehensive Program Review – Master of Clinical Psychology - Advanced Entry (MCPA) | Master of Clinical Psychology (MCPS) | Master of Professional Psychology (MPPS)**

Received: Documentation via CourseLoop proposal [22217](#).

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposals had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. Professor Gavin Beccaria was in attendance to address feedback from members.

Members discussed the complicated process for students to obtain professional accreditation in the field of psychology. It was noted that the complexities are communicated to students from their first year of study in the program.

The proposal team were commended for developing an efficient delivery model, and the suite was highlighted as an exemplar of effective program design.

Professor Beccaria acknowledged the Board's feedback around the quality of the comprehensive program review proposals and agreed to relay the commendation to all who contributed.

**Resolved:**

- *Academic Board resolved to **approve** the comprehensive program review of the Master of Clinical Psychology – Advanced Entry (MCPA), Master of Clinical Psychology (MCPS), and the Master of Professional Psychology (MPPS).*

**9.4. \* Comprehensive Program Review - Associate Degree of Criminology and Criminal Justice (ADCJ)**

Received: Documentation via CourseLoop proposal [21597](#).



The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. The Acting Head of School and Dean (Law and Justice) Professor Noeleen McNamara was in attendance to address feedback from members.

Discussion was had around the development of a bachelor's level degree in criminology.

No concerns were raised.

**Resolved:**

- *Academic Board resolved to **approve** comprehensive program review of the Associate Degree of Criminology and Criminal Justice (ADCJ).*

**9.5. \* Comprehensive Program Review - Master of Business Administration (MBAL)**

Received: Documentation via CourseLoop proposal [22027](#).

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. The Head of School and Dean (Business) Professor Fabrizio Carmignani was in attendance to address feedback from members.

No concerns were raised.

**Resolved:**

- *Academic Board resolved to **approve** the comprehensive program review of the Master of Business Administration (MBAL).*

**9.6. \* Comprehensive Program Review - Master of Project Management (MPPM)**

Received: Documentation via CourseLoop proposal [21432](#).

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. The Head of School and Dean (Business) Professor Fabrizio Carmignani was in attendance to address feedback from members.

No concerns were raised.

**Resolved:**

- *Academic Board resolved to **approve** the comprehensive program review of the Master of Project Management (MPPM).*

**9.6.1. Major Program Change - Master of Project Management (MPPM) | Graduate Certificate of Project Management (Enhancing Business Performance) (GEBP) | Graduate Certificate of Project Management (Leading Business Innovation) (GLBI) | Graduate Certificate of Project Management (Delivering Business Strategy) (GBSD)**

Received: Documentation via CourseLoop proposal [22100](#).

The major program change proposal for the Master of Project Management, which included new nested programs; Graduate Certificate of Project Management (Enhancing Business Performance), Graduate Certificate of Project Management (Leading Business Innovation), and Graduate Certificate of Project Management (Delivering Business Strategy) was approved at the Education Committee meeting held 3 October 2024. The changes were proposed in response to the outcomes

of the comprehensive program review for the Master of Project Management. The documentation was received for noting by Academic Board.

### 9.7. **Comprehensive Program Review - Bachelor of Science (BCSI) | Diploma of Science (DPSC) | Diploma of Wine (DWIN) | Bachelor of Science (Psychology) (BSCP) | Bachelor of Science Honours (Psychology) (BSHP)**

Received: Documentation via CourseLoop proposal [21425](#).

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. Professor Xiaohui Tao was in attendance to address feedback from members.

No concerns were raised.

#### **Resolved:**

- *Academic Board resolved to **approve** the comprehensive program review of the Bachelor of Science (BCSI), Diploma of Science (DPSC), Diploma of Wine (DWIN), Bachelor of Science (Psychology) (BSCP), and the Bachelor of Science Honours (Psychology) (BSHP).*

### 9.8. **Program Discontinuation - Master of Spatial Sciences (MSPT) | Graduate Diploma of Spatial Sciences (GDST) | and Graduate Certificate of Spatial Sciences (GCST)**

Received: Documentation via CourseLoop proposal [22342](#).

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. Professor Sherif Mohamed was in attendance to address feedback from members.

No concerns were raised.

#### **Resolved:**

- *Academic Board resolved to **approve** the discontinuation of the Master of Spatial Sciences (MSPT), Graduate Diploma of Spatial Sciences (GDST), and Graduate Certificate of Spatial Sciences (GCST), effective Trimester 1 2025.*

### 9.9. **Major Program Change - Bachelor of Cyber Security (BCYS) (Expedited Approval Pathway)**

Received: Documentation via CourseLoop proposal [28344](#).

The Major Program Change to the Bachelor of Cyber Security (BCYS) was approved via the Expedited Approval Pathway and was received by Academic Board for noting.

**ACTION:** Governance Officer (Academic Board)

*Members took a short rest break, and Item 4 followed for consideration.*

## 10. Policy and Procedure

### 10.1. \* Academic Quality Policy and Procedure Report (HESF 6.3.2.a)

This item was considered after Item 8.4

Received: Academic Quality Policy and Procedure Report

The Principal Advisor (Academic Governance and Standards) Leanne Midgley introduced this report on behalf of the Acting Vice-Chancellor, noting that the report includes a list of policy instruments approved and published following the Academic Board meeting of 10 September 2024.

Mrs Midgley provided a presentation around key policy matters currently underway, highlighting that the recent focus has been around the following two policy suites:

- **Educational Partnerships policy suite** – The *Educational Partnership Policy* currently contains three procedures, the *Third Party Delivery of Coursework Programs Procedure*, the *Articulation and Credit Transfer Pathways Procedure*, and the *Cotutelle PhD Program Procedure*. Recommendations from a recent evaluation included:
  - creating an integrated approach to managing international and domestic partnerships,
  - simplifying requirements and role clarification for stakeholders, and
  - creating more robust academic quality assurance and monitoring processes.

A major review of the Educational Partnerships policy suite has been undertaken, and the recommendations incorporated into the proposed updates. Major changes to the Third Party Delivery of Coursework Programs Procedure and two new subordinate procedures, the *Coursework Dual and Joint Awards Procedure* and the *Educational Partnerships – Other Collaborative Arrangements Procedure* have been finalised and are ready to progress for approval.

- **Admission, Enrolment and Graduation (AEG) policy suite** – The current policy suite contains three separate policies, the *Admissions Policy*, *Enrolment Policy* and the *Award Eligibility and Graduation Policy*. Review of this policy suite has been underway for some time having been impacted by changes such as implementation of the Flexible Academic Calendar. The proposal is nearing completion and will include combining the three current policies into the overarching *Admission, Enrolment and Graduation Policy* with subordinate procedures, the *Admission Procedure*, *Enrolment Procedure*, and *Graduation Procedure*.

It is expected that the draft policy instruments will be circulated for wider consultation early in 2025 with the aim of progressing the finalised suite in the second quarter of 2025 for approval and implementation in August.

The Chair proposed that the Educational Partnerships policy suite recommendations be circulated out of session for endorsement by the Board, with a two-week period to allow for appropriate consideration by members. Members were agreeable to the proposal.

**Resolved:**

- *Academic Board resolved to consider the Educational Partnerships policy suite via circular resolution for endorsement and forwarding to the Vice-Chancellor for approval.*

No questions or concerns were raised by members.

**ACTION:** Governance Officer (Academic Board)

## 10.2. \* Higher Degree by Research Thesis Examination Procedure

Received: Higher Degree by Research Thesis Examination Procedure

The Dean (Graduate Research School) Professor Charlotte Brownlow introduced this item and provided an overview of the proposal, which was presented to the Board for endorsement, highlighting that the purpose of the update is to provide a clear process for oral examination. Professor Brownlow advised that a robust consultation process had been undertaken and the proposed updated procedure had received endorsement by Research Committee at the 2 October 2024 meeting.

Clarification was sought around the proposed implementation date of 1 January 2024. Professor Brownlow advised that all students commencing in 2024 were consulted upon admission and were made aware of the requirement for an oral examination. Members agreed that backdating the implementation of a policy instrument was not preferable and the proposed implementation date should be amended to 1 January 2025.

**Resolved:**

- *Academic Board resolved to **endorse** the Higher Degree by Research Thesis Examination Procedure, subject to the change of implementation date to 1 January 2025, and forward to the Vice-Chancellor for approval.*

**ACTION:** Governance Officer (Academic Board)

### 10.3. \* Academic Medals and Awards Schedule

Received: Academic Medals and Awards Schedule Briefing Paper

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with an overview of the proposal which was presented to the Board for endorsement. Professor Coleman noted that the changes arose from the regular policy review cycle and relate mainly to wording for realignment of the schedule with current University structures.

No concerns regarding the proposal were raised.

**Resolved:**

- *Academic Board resolved to **endorse** the updated Academic Medals and Awards Schedule, previously titled Medals and Awards with Distinction Schedule, to be implemented no earlier than January 2025 to allow for implementation planning, and forward to the Vice-Chancellor for approval.*

**ACTION:** Governance Officer (Academic Board)

Item 9.1 was considered directly after this item.

## 11. Academic Quality Reports

### 11.1. Quality Assurance of Awarding Qualifications

Received: Summary of awards conferred to students - 21 July 2023 to 26 August 2024

A summary of awards conferred between 21 July 2023 and 26 August 2024 and the assurance that awards have been conferred only on eligible students was received for information. This report will be included in the UniSQ and Academic Board Business Schedule from 2025.

## 12. Academic Board Working Group Updates

Regular updates from the working groups of Academic Board are received by the Board for consideration. Current working groups include:

- Academic Board Self-Assessment Survey Working Group
- Academic Board Terms of Reference Review Working Group
- Academic Risk Register Working Group.

### 12.1. \* Academic Risk Register Working Group

The Chair of the Academic Risk Register Working Group, Professor Luke van der Laan spoke to the **attached** presentation which provided an overview of the work undertaken to date. Professor van der Laan noted that the scope of works was to investigate a simple process for a rolling review of the risks

contained in the register, and that the group had considered relevant Higher Education Standards Framework (HESF) provisions and Tertiary Education Quality and Standards Agency (TEQSA) requirements, along with benchmarking of good practice. The following recommendations were proposed by the working group for consideration by the Board:

- An Academic Board academic risk monitoring process, including a risk matrix.
- Inclusion of an unstarred standing item on the Academic Board agenda.
- Continuation of the working group to consider a continuous improvement process for the Academic Risk Register and a cyclical program of self-assurance.

Professor Kist commended the group on the excellent work undertaken in a short period, and members provided discussion and feedback around the recommendations. It was agreed that the proposals did not follow the formal approval process.

The Board agreed to endorse the proposed framework for the academic risk monitoring process in principle, and continuation of the working group to consider and identify how the Academic Risk Register would best integrate within the University's Risk Management Framework.

### **13. \* TEQSA Re-registration Project Update**

Received: Tertiary Education Quality and Standards Agency (TEQSA) 2024 Program Final Update

This item was considered after Item 15.

The Acting Vice-Chancellor Professor Karen Nelson introduced this item and provided an overview of the program of work undertaken by the University over several years. The resulting ten-page self-assurance statement and five-page research statement were a culmination of this work, created to demonstrate that UniSQ meets or exceeds the standards set out in the Higher Education Standards Framework (HESF). The University submitted its application for re-registration as a Higher Education Provider to TEQSA on 28 October 2024.

Professor Nelson and Professor Kist took the opportunity to thank the Principal Advisor (Academic Governance and Standards) Mrs Leanne Midgley for her significant efforts and dedication on this project.

As this project is now finalised, this standing item will be closed and removed from the agenda.

### **14. Flexible Academic Calendar Project Update**

Received: Flexible Academic Calendar Project Update No. 18

The Flexible Academic Calendar Project Update was received for noting by Academic Board.

### **15. UniSQ Students as Partners Framework Update**

Received: UniSQ Students as Partners Framework Update

This item was considered after Item 12 and before Item 13.

Student Partnerships Officer Diane Knezevic addressed the Board and introduced her colleagues who were in attendance to present the update to members, Nina Sorley (Student Partnerships Assistant), Lisa Connolly (Co-chair, Student Senate), and Zachary Vellacott and Pranima Thapa (Co-chairs, Student Representative Committee).

Ms Knezevic highlighted the significant progress made towards building authentic partnerships between students and staff and noted the most recent initiative to be integrated into the Students as Partners (SAP) Framework, Project Partnerships.

Ms Sorley provided an overview of the phases for implementation of the Framework, and measuring performance against the key indicators to ensure success. Ms Sorley highlighted significant growth in engagement since implementation of the SAP Framework in 2023. It was noted that Academic Student Representatives serve on over 40 committees across the University. To date, these representatives have not been closely connected with the Student Senate, and initiatives are now in place to strengthen these connections.

Ms Connolly provided an overview of the Student Senate Partnership Outcomes, highlighting the different areas that the Senate has been working with, and the positive progress towards the Student Senate aims set for 2023 and 2024.

Mr Vellacott discussed the key outcomes of the Student Representative Committee (SRC) during 2024. Positive outcomes were noted, such as increased engagement from Heads of School and academic staff, along with some areas needing further development which have been incorporated into the SRC goals for 2025.

Project Partnerships was trialled in 2024 with three Project Partnerships pilots undertaken in the areas of orientation, safer communities, and academic integrity. The Project Partnerships aim to enhance the student experience in two key areas: learning and teaching and overall student experience. Ms Knezevic noted that feedback around the pilots was positive, and that the initiative will be officially launched in 2025.

It was noted that several challenges remain, particularly around traditional staff and student dynamics, and improving student nominations and retention rates, and that the Students as Partners team will continue to address these challenges moving forward.

The Students as Partners team were commended by members on their presentation to Academic Board, and their work towards improving student engagement and participation.

## **16. 2024 Strategic Education Report**

Received: 2024 Strategic Education Report

The 2024 Strategic Education Report was received for noting by the Board. The Acting Vice-Chancellor Professor Karen Nelson included a brief overview of the report at Item 5.

## **17. Other Business**

No other business was raised.

## **18. Items for Information**

There were no items for information.

## **19. Next Meeting**

The next Academic Board meeting will be held at 1.00pm, Tuesday 11 February 2025, Council Chamber, Toowoomba Campus.

## **20. Close**

The meeting closed at 4:10pm.