

ACADEMIC BOARD 8/2021

Academic Board Meeting 8/2021 will be held on **Wednesday 24 November 2021, at 3:00 pm via ZOOM Video Conferencing.**

Ex officio, elected and appointed members attend meetings of the Academic Board. A non-member may request permission to attend a meeting of the Board as an observer by telephoning extension 59008. Observers have no speaking or voting rights.

Members are asked to note that apologies should be telephoned to extension 59008 or emailed to academicboard@monash.edu

Farrah Vintsarevich
Secretary
18 November 2021

AGENDA

A PRELIMINARY

*1 WELCOME

*2 ARRANGEMENT OF AGENDA

2.1 Starring of Items

Members who wish non-starred items to be discussed may so request by **10:00 am on Wednesday 24 November 2021.**

2.2 Approval of Non-Starred Items

The Chair will move:

That the recommendations of the Steering Committee be adopted without discussion for all items other than those starred.

*3 MINUTES

3.1 Minutes of Academic Board Meeting 7/2021

pp 1-16

The unconfirmed Minutes of Meeting 7/2021 of Academic Board, held on Wednesday 20 October 2021, are attached.

Recommendation:

*That Academic Board **approve** the Minutes of Meeting 7/2021.*

3.2 Business arising from the Minutes

3.2.1 Schedule of Action Items

The Chair will speak to the updated Schedule of Action Items.

Recommendation:

*That Academic Board **receive** the Schedule of Action Items and note the Chair's advice.*

3.2.2 MSA Teach-Out Cohort Progress Report, Semester One 2021 (Minutes 2/2018 item 5.2 and Minutes 8/2019 item 7.6)

pp 17-23

The Chair will introduce this item.

Recommendation:

*That Academic Board **note** the MSA Teach-Out Cohort Progress Report, Semester One 2021*

3.2.3 Question on Notice Response to Academic Board (Minutes 7/2021 item 12.3)

pp 24-26

New Admissions and Credit Policy and Procedures

The Vice-Provost (Academic Affairs) [Chair of Graduate Research Committee] will introduce this item.

Recommendation:

*That Academic Board **note** Question on Notice Response to Academic Board regarding the 'New Admissions and Credit Policy and Procedures'.*

***4 QUESTIONS ON NOTICE**

Members are requested to provide at least 24 hours' notice for questions on items not related to the agenda.

B KEY MATTERS

***5 CHAIR'S BUSINESS**

5.1 Chair's Report

Professor Robert Brooks will report.

Recommendation:

*That Academic Board **receive** and **note** the Chair's report.*

5.2 Elections to Academic Board

Recommendation:

*That Academic Board **note**:*

- 1. The Declaration of the Election for the position of one President, Academic Board with a term of office from 1 January 2022 to 31 December 2023*
- 2. The Declaration of the Election for the position of one Vice-President Academic Board with a term of office from 1 January 2022 to 31 December 2023*
- 3. That elections of students to membership of Academic Board concluded on 29 October 2021, for one (1) UG and (1) HDR with terms of office from 1 January 2022 to 31 December 2023.*

5.3 Amendment to the Academic Board Steering Committee Terms of Reference

pp 27-29

Proposed amendment to the Steering Committee Terms of Reference to include one member of professional staff from the ex officio members nominated by the Steering Committee.

Recommendation:

*That Academic Board **approve** the proposed amendment to the Academic Board Steering Committee Terms of Reference to include one member of professional staff from the ex officio members.*

Voting as follows:

Yes, no or Abstain

5.4 Summer Business Planning

The Chair will propose that the Board delegate to Steering Committee the Board's powers to approve matters, which are submitted for approval between the conclusion of this meeting of the Board and the commencement of the first meeting of the Board for 2022.

Recommendation:

*That Academic Board **delegate** to Steering Committee the power to **approve** matters, which are submitted for approval between the conclusion of this meeting of the Board and the commencement of the first meeting of the Board for 2022.*

Voting as follows:

Yes, no or Abstain

***6 VICE-CHANCELLOR'S BUSINESS**

6.1 Vice-Chancellor's Report

The Vice-Chancellor will report.

Recommendation:

*That Academic Board **receive** and **note** the Vice-Chancellor's report.*

***7 ACADEMIC MATTERS**

pp 30-36

7.1 Special Admissions Scheme

Deputy Vice-Chancellor (Education) and Senior Vice-President, Professor Sharon Pickering will introduce this item.

Recommendation:

*That Academic Board **approve** the special admissions schemes listed below, as endorsed by Education Committee:*

- *Special Entry Access Scheme (SEAS)*
- *Monash Guarantee*
- *Elite Student Performer Entry Scheme (ESPES)*
- *Dean’s Rural List (MNHS-based)*

Voting as follows:

Yes, no or Abstain

8 ACADEMIC STRUCTURE

No submission received for this meeting.

9 STUDENT REPORT

No submission received for this meeting.

C GOVERNANCE

10 COURSEWORK PROGRAM DEVELOPMENT AND REVIEW

The course proposal summaries relating to items 10.1 and 10.2 are included.

Full coursework course proposals are available to members in CourseLoop, through the link embedded in the course codes below.

CourseLoop queries may be directed to EducationPrograms@monash.edu or 9902 9856.

10.1 Coursework Proposals for Approval

The Education Committee endorsed the following proposals, which are submitted to Academic Board for approval.

Recommendation:

That Academic Board:

1. **Approve** the following proposals for new course offerings, as endorsed by the Education Committee:

pp 37-44

Course code	Course title (including link)	Faculty	Notes
New	Graduate Diploma of Learning Analytics	IT	New offering - introduce a new Graduate Diploma at OES (teaching period 2, 2022 implementation)
New	Graduate Certificate of Learning Analytics	IT	New offering - introduce a new Graduate Certificate at OES (teaching period 2, 2022 implementation)
New	Graduate Certificate of Specialist Paramedic Practice (Community Care)	MNHS	New offering - introduce a new Graduate Certificate as an exit only award for the Master of Specialist Paramedic Practice (M6015) (semester 1, 2022 implementation)

2. **Approve** the following proposals for amendment to courses, as endorsed by the Education Committee:

pp 45-49

Course code	Course title (including link)	Faculty	Notes
M6015	Master of Specialist Paramedic Practice	MNHS	AB Amendment - introduce a new 'community care' specialisation and introduce the new 'Graduate Certificate of Specialist Paramedic Practice (Community Care)' as an alternative exit (semester 1, 2022 implementation)
C4006	Graduate Certificate of Information Technology Research	IT	AB Amendment - extension of course accreditation period until July 2022.
S2000	Bachelor of Science	Sci	AB Amendment - change the title of the Atmospheric science major and minor to Climate and atmospheric science, and introduce an extended major in Climate and atmospheric science (semester 1, 2022 implementation)
S3001	Bachelor of Science Advanced - Global Challenges (Honours)	Sci	AB Amendment - change the title of the Atmospheric science major and minor to Climate and atmospheric science, and introduce an extended major in Climate and atmospheric science (semester 1, 2022 implementation)
S3002	Bachelor of Science Advanced - Research (Honours)	Sci	AB Amendment - change the title of the Atmospheric science major and minor to Climate and atmospheric science, and introduce an extended major in Climate and atmospheric science (semester 1, 2022 implementation)

3. **Approve** the following proposals for reaccreditation of courses, as endorsed by the Education Committee:

pp 50-104

Course code	Course title (including link)	Faculty	Notes
B2001	Bachelor of Commerce	BusEco	Reaccreditation to 31 December 2028
B2006	Bachelor of Commerce and Bachelor of Global Studies	BusEco	Reaccreditation to 31 December 2028
B2008	Bachelor of Commerce and Bachelor of Computer Science	BusEco	Reaccreditation to 31 December 2028
B2020	Bachelor of Commerce and Bachelor of Arts	BusEco	Reaccreditation to 31 December 2028
B2021	Bachelor of Commerce and Bachelor of Biomedical Science	BusEco	Reaccreditation to 31 December 2028

B2022	Bachelor of Commerce and Bachelor of Music	BusEco	Reaccreditation to 31 December 2028
B2023	Bachelor of Commerce and Bachelor of Science	BusEco	Reaccreditation to 31 December 2028
B2025	Bachelor of Commerce and Bachelor of Information Technology	BusEco	Reaccreditation to 31 December 2028
B2030	Bachelor of Commerce and Bachelor of Actuarial Science	BusEco	Reaccreditation to 31 December 2028
B2031	Bachelor of Economics	BusEco	Reaccreditation to 31 December 2028
B2032	Bachelor of Commerce and Bachelor of Economics	BusEco	Reaccreditation to 31 December 2028
B2033	Bachelor of Actuarial Science	BusEco	Reaccreditation to 31 December 2028
B2034	Bachelor of Finance	BusEco	Reaccreditation to 31 December 2028
B2043	Bachelor of Commerce and Bachelor of Finance	BusEco	Reaccreditation to 31 December 2028
B3701	Bachelor of Commerce (Honours)	BusEco	Reaccreditation to 31 December 2028
M4001	Graduate Certificate of Advanced Health Care Practice	MNHS	Reaccreditation to 31 December 2028 with amendments to course and award title
M6001	Master of Advanced Health Care Practice	MNHS	Reaccreditation to 31 December 2028
S2008	Bachelor of Medical Bioscience	Sci	Reaccreditation to 31 December 2026 with amendments to course learning outcomes
S2009	Bachelor of Food Science and Technology	Sci	Reaccreditation to 31 December 2026

4. **Approve** the following 12-month update responses after reaccreditation of the following courses, as endorsed by Education Committee:

pp 105-122

Faculty:	Medicine, Nursing and Health Sciences
Course/s:	<ol style="list-style-type: none"> 1. Master of Biomedical and Health Science (M6003) 2. Graduate Certificate of Clinical Simulation (M4008) 3. Graduate Certificate of Health Professions Education (M4009) <p>Bachelor of Medical Science (Honours) - 1 yr (M3701) Bachelor of Biomedical Science (Honours) – 1 yr (M3702) Bachelor of Nutrition (Honours) – 1 yr (M3703) Bachelor of Nursing (Honours) – 1 yr (M3704) Bachelor of Psychological Science (Honours) - 1 yr (M3705) Bachelor of Health Sciences (Honours) - 1yr (M3706) Bachelor of Paramedicine (Honours) - 1yr (M3707)</p>

Review Recommendations:	<ol style="list-style-type: none"> 19 recommendations. 9 have been reported as completed, 5 as in progress, 1 as ongoing, 3 as not yet started and 1 as no longer relevant 4 recommendations. 1 have been reported as completed and 3 as ongoing 3 recommendations. 1 have been reported as completed and 2 as ongoing 12 recommendations. 7 have been reported as completed and 5 in progress
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10.2 Coursework Proposals for Noting

ePortfolio

That Academic Board **note** the following proposals for amendments to course offerings, as approved by the Education Committee:

Course code	Course title (including link)	Faculty	Notes
L4004	Graduate Certificate of Legal Studies	Law	EC Amendment - change course requirements to enable this course as an alternative exit for L6005 (retrospectively semester 1, 2021 implementation).
L5004	Graduate Diploma of Legal Studies	Law	EC Amendment - change course requirements to enable this course as an alternative exit for L6005 (retrospectively semester 1, 2021 implementation).
L6005	Juris Doctor	Law	EC Amendment - introduce the Graduate Certificate of Legal Studies (L4004) as an alternative exit (retrospectively semester 1, 2021 implementation).
M3701	Bachelor of Medical Science (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
M3702	Bachelor of Biomedical Science (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
M3703	Bachelor of Nutrition Science (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
M3704	Bachelor of Nursing (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
M3705	Bachelor of Psychological Science (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
M3706	Bachelor of Health Sciences (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
M3707	Bachelor of Paramedicine (Honours)	MNHS	EC Amendment - amendments to course outcomes (semester 1, 2022 implementation)
S6005	Master of Genome Analytics	Sci	EC amendment - remove the existing exit awards and introduce the 'Graduate Certificate of Genome Analytics' (S4007) and the 'Graduate Diploma of Genome Analytics' (S5008) as exit awards (semester 1, 2022 implementation)

11 HDR PROGRAM DEVELOPMENT AND REVIEW

11.1 Course Re-accreditation – Course - MSDI (Reaccreditation Application following Course Review)

CourseLoop

CourseLoop Proposal #	Code	Unit	Proposal Type
98109	2710	Doctor of Philosophy	Reaccreditation

Recommendation:

That Academic Board **approve** the MSDI reaccreditation above, as endorsed by the Graduate Research Committee.

11.2 Major Amendment – Course – IT (Adding MSRI location)

CourseLoop

CourseLoop Proposal #	Code	Course	Proposal Type
97204	0190	Doctor of Philosophy	Major Amendment - To enable offering at Monash Suzhou Research Institute (MSRI)

Recommendation:

That Academic Board **approve** the Faculty of IT major amendment above, as endorsed by the Graduate Research Committee.

11.3 Cross-listed Unit Offering Amendment that has been published (sent through by MNHS coursework governance in error as Faculty Admin Change)

CourseLoop

CourseLoop Proposal #	Code	Course	Proposal Type
93252	TRM6007	Translational research and medicine for metabolic disorders	Amendment

- The amendments were to update the Unit Coordinator and remove the S2 offering of this unit and have been accidentally actioned by Faculty Education Committee and sent to SEBS for publishing (published).
- The unit is cross-listed with a coursework Masters level unit for which same amendments were approved and published - this is likely why FEC had progressed the amendment to publishing in error.

Recommendation:

That Academic Board **note** the published amendment.

11.4 Major Amendments/New Units/Disestablishment of Units – BusEco

CourseLoop

CourseLoop Proposal #	Code	Program	Proposal Type
62000	BANKFINP01	Banking and finance PhD program	Major Amendments – Amend the coursework component to reflect the entry pathway via Master of Commence: <ul style="list-style-type: none"> • Amendments to the 2 units that are being retained (BEX6011, 6012) • Disestablishment of 2 units (BEX6013, BEX6014) • Removal of the rest of units from listing
70437	ECOP01	Economics PhD program	Major Amendments – Amend the coursework component of the program:

			<ul style="list-style-type: none"> • Include 2 new units (BEX5481, 5482) • Include BEX5479 • Delete BEX5850
74144	BEX6401	Theories of marketing	Major Amendments: change in unit offering/teaching period
70552	BEX5481	Economic research project 1	New Units
70553	BEX5482	Economic research project 2	New Units
61827	BEX6013	Issues in financial institutions	Disestablishment
61829	BEX6014	Contemporary issues in finance	Disestablishment
59064	BEX4420	Microeconometrics	Disestablishment: per Annual Update
59060	BEX4460	Financial econometrics 2	Disestablishment: per Annual Update
59062	BEX5110	Special reading unit 2	Disestablishment: per Annual Update
59000	BEX5300	Applied financial econometrics	Disestablishment: per Annual Update
59004	BEX5950	Business statistics	Disestablishment: per Annual Update
59794	BEX5970	Introduction to health economics	Disestablishment: per Annual Update
59057	BEX5973	Economic evaluation in health care	Disestablishment: per Annual Update
59062	BEX5975	Principles of health economics for developing countries	Disestablishment: per Annual Update

Recommendation:

That Academic Board **approve** the Faculty of Business and Economics major amendments, new units and disestablishments below, as endorsed by the Graduate Research Committee.

CourseLoop

***11.5 New Course / New Program – Faculty of Engineering**

CourseLoop Proposal #	Faculty	Code	Title	Proposal Type
101157	Engineering	New	Doctor of Philosophy (Industry)	New course
100992	Engineering	ENGP02	Engineering Industry Doctoral Program	New Program

Recommendation:

That Academic Board **approve** the Faculty of Engineering new course and new program above, as endorsed by the Graduate Research Committee (out of session).

Voting as follows:

Yes, no or Abstain

11.6 Teach-out Completed – 4320 Master of Philosophy in Computer and Information Science – MSA Teach-out

In response to the changes to the Monash South Africa Campus, the disestablishment of the course was approved by AB 3/2019 Item *7.1 with a teach-out plan.

See – GRC Report

Confirmation was received by Jenny Phillips, Transition Project (Teach Out) and Committees Coordinator, that there were no enrolments at the start of the teach-out in 2019 in this course so the teach-out is now considered complete.

Recommendation:

*That Academic Board **note** the completion of the teach-out.*

12 LEGISLATION, POLICY DEVELOPMENT AND REVIEW

***12.1 Academic Board Delegations Required for New Admissions and Credit Policy**

pp123-126

Deputy Vice-Chancellor (Education) and Senior Vice-President, Professor Sharon Pickering will introduce this item.

Recommendation:

*That Academic Board **approve** the draft delegations of specific powers relating to coursework admissions under the Monash University (Academic Board) Regulations, as endorsed by Education Committee.*

Voting as follows:

Yes, no or Abstain

***12.2 Amendments to Marking and Feedback Procedures and Student Academic Progress Policy**

pp127-149

Deputy Vice-Chancellor (Education) and Senior Vice-President, Professor Sharon Pickering will introduce this item.

Recommendation:

That Academic Board:

1. **Approve** the proposed amendments to the Student Academic Progress Policy, effective immediately, as endorsed by Education Committee
2. **Note** the approval of Education Committee of proposed amendments in relation to the following supporting procedures:
 - a. the Academic Progress Procedure, effective immediately
 - b. the Marking and Feedback Procedure, as they relate to sections 1.11, 3.9, 3.17 and 4.10 - 4.13 only.

Voting as follows:

Yes, no or Abstain

***12.3 University Student Ombudsman Policy and Procedure**

pp150-157

A review has been undertaken of the University Student Ombudsman Policy and Procedure.

This review has sought to:

- ensure alignment with updated Student Complaints Policy suite;
- update content and terminology;
- effectively capture all University operating locations in scope; and
- remove business process level instruction from the documents

Recommendation:

That Academic Board:

1. **Endorse** the University Student Ombudsman Policy prior to its submission to Monash University Council for approval; and
2. **Approve** the University Student Ombudsman Procedure.

Voting as follows:

Yes, no or Abstain

D ITEMS FOR NOTING

13 STANDING COMMITTEES

ePortfolio

13.1 Steering Committee

Recommendation:

That Academic Board **receive** and **note** the Report of the Resolutions of the Steering Committee out-of-session requests dealing with matters considered pursuant to Academic Board's delegation of its power to approve matters submitted for approval between the conclusion of Academic Board Meeting 7/2021 and the commencement of Meeting 8/2021.

13.2 Graduate Research Committee

Recommendation:

That Academic Board **receive** and **note** the Report of Meeting 8/2021 of the Graduate Research Committee held on Wednesday 4 November 2021.

13.3 Monash University Research Committee

Recommendation:

That Academic Board **receive** and **note** the Report of Meeting 8/2021 of the Monash Research Committee held on Thursday, 21 October 2021.

13.4 Education Committee

Recommendation:

That Academic Board **receive** and **note** the Report of Meeting 8/2021 of the Education Committee held Tuesday 26 October 2021.

E ITEMS OF OTHER BUSINESS

14 OTHER BUSINESS

15 NEXT MEETING

Academic Board Meeting **1/2022** will be held on **Wednesday 16 February 2022** via Zoom Video Conferencing (venue TBC) commencing at **3.00 pm**.

ePortfolio

Principal Dates 2021 - see ePortfolio

Monash University Academic Board
Schedule of Action Items

No.	Meeting & Item	Item	Responsibility	Timeframe	Status
<p style="text-align: center;">1 <i>combined</i></p>	<p>MSA Admissions 2/2018 item 5.2</p>	<p>Reports on progress of students admitted in 2015 to MU awards on the basis of average marks between 50-59%, comparing the results of the students to whom the exemption applies with standard admissions to MU awards at MSA.</p>	<p>MSA</p>	<p>Annual reports (to include discipline-based analysis):</p> <ul style="list-style-type: none"> – end 2018 (AB 2/2019). – end 2019 (AB 2/2020). 	<p>Progressing.</p> <ul style="list-style-type: none"> – 2016 report + additional analysis considered by AB 3/2017. – 2017 report on the agenda for AB 2/2019. – Report on intake of 59 special cohort students in 2015: presented to AB 4/2019. – Submitted AB 8/2020 – Submitted AB 4/2021 – Next status update due AB 8/2021 – NB: <ul style="list-style-type: none"> ○ numbers of students with complete results submitted to AB 8/2021 ○ Full update results for semesters 1/2021 is for AB 1/2022).
	<p>8/2019 item 7.6 Monash South Africa – teach-out cohort progress report, Semester 1 2019</p>	<p>Members noted that data provided is not amenable to detailed analysis and asked that data be presented such that students in the teach-out at risk of not completing can be monitored.</p>	<p>Director Quality</p>	<p>Recommended that a report of students at risk of not completing during the teach-out be presented to the Board in 2020.</p>	<ul style="list-style-type: none"> – Submitted AB 2/2020 – Submitted AB 8/2020 – Submitted AB 4/2021 – Next status update due AB 8/2021 – NB: <ul style="list-style-type: none"> ○ numbers of students with complete results submitted to AB 8/2021 ○ Full update results for semesters 1/2021 is for AB 1/2022).

2	2/2019 item 5.2 Faculty Discipline Panel Annual Reports	Requested that ADE's, LTC and GRC consider a comprehensive review of data and responsible officer details in each faculty to determine how decisions are made.	DVC (E) and VP (FGA)	LTC and GRC to deliberate a more considered analysis and report results in Excel back to the Board.	The Board received an updated report (2018 Discipline Report on Academic Misconduct – Prof Kris Ryan) addressing concerns and recommendations raised (2/2019). Submitted to AB 6/2019 - Faculty discipline panel annual report process. <ul style="list-style-type: none"> – Update on feedback due AB 5/2020 – Submitted to AB 7/2020 and 8/2020 – Submitted to AB 5/2021 at item 7.4 '2020 Student Academic Misconduct Report'.
3	8/2019 item 7.4 SETU Directed Unit Reviews, Semester 1 2019 and Semester 1, 2018 12-Month Review	Current SETU questions indicate that clarity of assessment instructions and assessment feedback are the leading reasons for student dissatisfaction in units requiring review. More analysis is taking place on units in need of critical attention.	Academic Director, Monash Education Academy, Professor Allie Clemans, Office of Learning & Teaching	Recommended that a report on the relationship between SETU and nationwide data be presented to Academic Board.	<ul style="list-style-type: none"> – Scheduled for AB 2/2020 – Moved to AB 3/4 2020 – Submitted to AB 4/2020 – Submitted to AB 4/2021 – Next status update planned due AB 4/2022.