CONFIRMED MINUTES OF MEETING 20/2 OF
ACADEMIC BOARD – 27 MAY 2020

Meeting 20/2 of the Academic Board of the University of Technology Sydney held at 9am on Wednesday 27 May 2020 via Zoom (https://utsmeet.zoom.us/j/563815094).

PRESENT:	Professor Joanne Gray (Chair), Professor Shirley Alexander, Associate Professor Adel Al-Jumaily, Professor Alaina Ammit, Professor Monica Attard, Ms Rebecca Lorena Bachmann, Associate Professor James Ball, Dr Robin Bowley, Professor Attila Brungs, Professor Ian Burnett, Professor Suzanne Chambers AO, Mr Kurt Cheng JP, Mr Matthew Choy, Professor Thomas Clarke, Associate Professor Mary Coupland, Dr Alexandra Crosby, Professor Alan Davison, Dr Daniel Demant, Professor Sara Denize, Professor Maryanne Dever, Professor Chris Earley, Associate Professor Beth Goldblatt, Mr Michael Gonzalez, Ms Wendy John, Ms Jane Kenny, Ms Brooke Lazarus, Associate Professor David Leary, Ms Georgia Lloyd, Professor Lori Lockyer, Professor Michael McDaniel, Professor Kathryn McGrath, Dr Peter McLean, Ms Jan McLean, Professor Louise McWhinnie, Associate Professor Peter Meier, Professor Elizabeth Mossop, Dr Christina Nikitopoulos, Ms Nicola Panapoulos, Professor Andrew Parfitt, Associate Professor Lisa Pont, Dr Jenna Price, Associate Professor Jochen Schweitzer, Professor Peter Scott, Mr Sam Silcock, Associate Professor Lynn Sinclair, Dr Nicole Vincent, Mr Iain Watt, Professor Stuart White, Professor Glenn Wightwick, and Ms Jacqui Wise. Mr Bill Paterson (University Secretary), and Ms Komal Jagad (Executive Officer).
IN ATTENDANCE:	Ms Tracie Conroy (Equity and Diversity Unit – for item 4.5), Ms Anne-Lise Daniel (University Academic Programs Office – for item 4.1), Ms Verity Firth (Equity and Diversity Unit – for item 4.5), Ms Catherine Livingstone AO (Chancellor – for item 1.1), Ms Sonal Singh (Equity and Diversity Unit – for item 4.5), and Ms Elbreg Zwaan (Senior Governance Support Officer).
APOLOGIES:	Associate Professor Tracey Booth, Associate Professor Maxine Evers, Professor Lesley Hitchens, Associate Professor Natalie Lloyd, and Dr Stephen Woodcock.
ABSENT:	Professor Michael Eyles and Ms Nina Frost.

1 PROCEDURAL MATTERS

1.1 WELCOME/APOLOGIES

RESOLVED AB/20-2/20 – Welcome/Apologies

Academic Board resolved to note the apologies received from members as noted above and agree that these members be excused for their absence.

Note for the record

The Chair opened the meeting with an Acknowledgment of Country and of the Traditional Owners.

The Chair noted and reflected on the National Sorry Day, an annual event that has been held in Australia on 26 May since 1998, to remember and commemorate the mistreatment of the country's Indigenous peoples, as part of an ongoing process of reconciliation between the Indigenous peoples and the settler population.

The Chair noted that after 23 years since the 'Bringing Them Home' report was tabled, our Stolen Generations continue to experience higher rates of adversity than Indigenous people who were not removed, with poorer health and socioeconomic outcomes.

It is deeply concerning that Aboriginal and Torres Strait Islander children are being removed from their families at 10.6 times the rate of non-Indigenous children, pointing to a 'new stolen generation'.

This continues to impact on our children, families and communities today, so it is a very important day to acknowledge.

The Chair welcomed all members to the meeting (including new staff, students and attendees) and thanked members for participating via Zoom.

The apologies as listed above were received and leave of absence from the meeting granted.

Upon the request of the Chair, the student members introduced themselves. The students thanked the university and academics for their responsiveness to COVID-19 and acknowledged the hard work and support of academics in offering the courses online.

The Chair welcomed Ms Catherine Livingstone AO (Chancellor) and invited the Chancellor to address the Board.

The Chancellor thanked the Chair and members for providing her the opportunity to attend the meeting, which was followed by an Acknowledgment of Country and of the Traditional Owners.

The Chancellor acknowledged and congratulated Distinguished Professor Larissa Behrendt AO, who directed the documentary 'Maralinga Tjarutja', which was aired on ABC TV on 24 May 2020. This documentary shines a spotlight on the 60,000-year connection to country of the Maralinga Tjarutja people.

The Chancellor noted that the UTS Council was impressed with the UTS response to managing the COVID-19 pandemic. The Chancellor congratulated the university and all academics for their excellent contribution in supporting the move to online learning within a very short timeframe, noting that these efforts reflect UTS's values, and demonstrate that great student learning experience is of core importance to the university. The positive student feedback received from the Early Feedback Survey is a testament to this.

The Chancellor reinforced the importance of:

- the UTS 2027 strategy noting that certain elements of the strategy have been reprioritised due to the recent events, however the strategy is still current and applicable to all UTS activities;

- the role of Academic Board is crucial in providing quality assurance to Council in terms of the courses being offered at UTS, not just in the current environment, but also in the future, when aspects of the UTS 2027 strategy are accelerated.

The Chancellor noted that the current situation of COVID-19 provides both opportunities and risks to the university, and UTS needs to be constantly aware of these, so these are assessed/re-assessed and acted upon appropriately. The Chancellor urged staff members to think laterally and with awareness while reviewing the risk profile within their area.

The Chancellor provided a brief update on the financial situation for the University. While there has been impact on the cashflow, UTS has responded to the issue by reducing or deferring spending on capital projects and some operating expenditure. This has been pivotal in assisting the university to respond to the significant revenue shortfalls. The Chancellor thanked staff members who have worked so hard to help achieve this objective.

The Chancellor added that the Vice-Chancellor has provided information to staff on UTS's financial situation from time to time and will continue to do so. The UTS Council is working with the Vice-Chancellor, Provost and the Finance Committee to monitor and respond to this situation and plan forward – both short-term (for 2020) and medium-term (2021-2024).

A query was raised about the potential impact of cashflow creating a risk for the quality of academic success and the matters the Board needs to focus on in the process of decision making in the near future.

It was noted that the university has, due to recent events, moved from face-to-face to online/blended learning swiftly, however, the focus of the future would be blended learning. Academic Board will play a critical role in ensuring that the right balance of both online with traditional (place-based classroom) elements are incorporated in the blended learning format for various courses, with the objective of providing high quality learning experience for students.

1.2   MINUTES

Confirmation of the minutes of meeting 20/1 held Wednesday 25 March 2020

RESOLVED AB/20-2/21

Academic Board resolved to confirm the minutes of meeting 20/1 of Academic Board held on Wednesday 25 March 2020, as detailed in Document 1.2, as a true record.

1.3   BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

1.4   RECEIPT OF TABLED PAPERS

There were no tabled papers.

1.5   STARRING OF ITEMS FOR DISCUSSION

RESOLVED AB/20-2/22 – Starring of items

Academic Board resolved to:

.1   pre-star items 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 3.5, 4.1, and 4.5; and

.2   adopt the remaining unstarred items as approved.

Note for the record

The following items were pre-starred: 2.1, 2.2, 3.1, 3.2, 3.3, 3.4, 3.5, 4.1, and 4.5.

Members were invited to star further items for discussion. No further items were starred.

2   REPORTS FROM THE CHAIR/DEPUTY CHAIR AND VICE-CHANCELLOR

*2.1   REPORT FROM THE CHAIR/DEPUTY CHAIR

RESOLVED AB/20-2/23 – Report from the Chair/Deputy Chair

Academic Board resolved to:

.1   receive and note the report as detailed in Document 2.1 – *Report from the Chair/Deputy Chair* and its attachments;

.2   note the executive action taken by the Chair of Academic Board on 23 April 2020 to Academic Board, as detailed in Document 2.1;

.3   note the executive action taken by the Chair of Academic Board on 18 March 2020 to approve the grading of awards for graduands in March 2020 as listed in the following schedules presented by the faculties:

- Schedule 1 – Faculty of Arts and Social Sciences
- Schedule 2 – UTS Business School
- Schedule 3 – Faculty of Design, Architecture and Building
- Schedule 4 – Faculty of Engineering and Information Technology
- Schedule 5 – Faculty of Health
- Schedule 6 – Faculty of Law
- Schedule 7 – Faculty of Science
- Schedule 8 – Graduate Research School
- Schedule 9 – Faculty of Transdisciplinary Innovation and Connected Intelligence Centre
- Schedule 10 – Graduate School of Health

   .1   that graduands in their respective courses of the eight faculties, and the Graduate Research School indicated in recommendation .3 above, as listed in Schedules 1-10 be admitted to the appropriate degrees or awarded the appropriate diplomas and graduate certificates as designated; and

   .2   that graduands, as designated, be awarded the University Medals.

.4   note the 2020 Forward Plan as detailed in **Attachment 1** of Document 2.1;

.5   note the Academic Board Actions List as detailed in **Attachment 2** of Document 2.1;

.6   note the executive action taken by the Chair of Academic Board on 13 May 2020 to approve the grading of awards for graduands in June 2020

as listed in the following schedules presented by the faculties:

- Schedule 1 – Faculty of Arts and Social Sciences
- Schedule 2 – UTS Business School
- Schedule 3 – Faculty of Design, Architecture and Building
- Schedule 4 – Faculty of Engineering and Information Technology
- Schedule 5 – Faculty of Health
- Schedule 6 – Faculty of Law
- Schedule 7 – Faculty of Science
- Schedule 8 – Graduate Research School
- Schedule 9 – Faculty of Transdisciplinary Innovation and Connected Intelligence Centre

.1   that graduands in their respective courses of the eight faculties, and the Graduate Research School indicated in recommendation .6 above, as listed in Schedules 1-9 be admitted to the appropriate degrees or awarded the appropriate diplomas and graduate certificates as designated; and

.2   that graduands, as designated, be awarded the University Medals.

Note for the record

The Chair spoke to the report, highlighting the following and noting that the rest of the report be taken as read.

- 2020 Forward Plan – Due to COVID-19, some items on the 2020 Forward Plan have not been considered at the relevant Academic Board meeting as planned. These items are retained on the Forward Plan and will be considered by Academic Board later in the year.

- Faculty board visits – The Chair and Deputy Chair visited the faculty boards as part of the Academic Board and Faculty Board engagement initiative. The faculty boards are currently reviewing the Strategic Risk Assessments (SRA) of Academic Board. The Chair thanked the faculty boards for their feedback and noted that the Executive Committee of Academic Board (ECAB) will review the SRA (in July) in the context of COVID-19 and faculty board feedback.

- Chairs of Academic Boards/Senates (CABS) meeting – The Chair attended the CABS meeting on 8 May 2020 where various universities discussed their strategies of responding to the COVID-19 crisis in relation to matters like online learning, management of fail grades, and assessment. The Chair noted that the sector is facing similar challenges and these discussions provide a sense of reassurance on UTS's approach to the situation.

*2.2   REPORT FROM THE VICE-CHANCELLOR

RESOLVED AB/20-2/24 – Report from the Vice-Chancellor

Academic Board resolved to receive and note the report as detailed in Document 2.2 – *Report from the Vice-Chancellor*.

Note for the record

The Vice-Chancellor acknowledged the efforts of all UTS staff (and the Academic Board members) in stepping up in these uncertain times and thanked everyone for the continued support and hard work.

The Vice-Chancellor thanked the UTS Students' Association for their support in helping students in hardship (providing meals and accommodation to students).

The Vice-Chancellor spoke to his report, highlighting the following and noting that the rest of the report be taken as read.

- *Role of Academic Board:* The Vice-Chancellor reinforced to members that as we progress the UTS 2027 strategy in a post-COVID environment, the role of Academic Board members as academic leaders will be crucial. Universities play a critical role in the community in the process of Nation's recovery through education, by re-skilling and upskilling the workforce. There will be lots of opportunities in this space, as micro-credentials and other new forms of learning evolve. It is crucial for Academic Board to ensure UTS responds innovatively and that the courses offered are of the highest quality and standard.

- *Campus reactivation:* UTS is planning the gradual and safe reactivation of the campus operations to continue to provide access for research and essential teaching activities that require the physical campus and its facilities. The campus was already open to support the students with low socioeconomic status so that they are not disadvantaged. The Library and Reading Room reopened on 18 May 2020. The Vice-Chancellor acknowledged the Library for the excellent services and making resources available remotely to both domestic and international students in supporting their online learning.

- *Finance situation update:* The Vice-Chancellor noted that the update on finance situation was provided at the Zoom town hall webinar and in the faculty/division meetings. Although UTS is in a better financial position than many other universities, financial recovery from COVID-19 will run into 2021 and 2022.

- *NSW Government:* The NSW Vice-Chancellors have been working with the NSW Government on: lack of Government support for international students; financial support (access to loans, payroll tax relief, support for international students); gradual and safe campus reactivation and

accelerating efforts in some areas (eg job creation, Western Sydney) to support the Government.

- ***UTS Green Star Champion:*** The Vice-Chancellor congratulated the UTS Sustainability Manager, Danielle McCartney, who has recently been recognised with an award from the Green Building Council of Australia for her commitment to enhancing campus sustainability.

- ***Outstanding Migration Lawyer of the Year 2020:*** The Vice-Chancellor congratulated Professor Jennifer Burn, who was recognised as the Outstanding Migration Lawyer of the Year 2020 by the Law Council of Australia for her outstanding work in Migration Law and her commitment to helping those most in need of legal assistance in this area.

The Vice-Chancellor spoke about the Student Experience Survey 2019 and the Year 13 program as detailed in his report.

The Board discussed the importance of UTS 2027 strategy in the current scenario and its progress. The Vice-Chancellor reinforced that the UTS 2027 strategy continues to be current and of critical importance to UTS, even in a post-COVID environment. As a public university of technology for public good, and especially when the community is facing challenges, the context of UTS 2020 strategy is even more crucial.

The elements of the strategy have been reprioritised to respond to COVID-19. Accelerated effort is put into the lifetime learning initiative, with focus to re-educate the workforce (enterprise learning), and postgraduate courses etc. Some elements of the strategy have been postponed as well, to enable the acceleration of the other elements that need focus.

The Board discussed if there would be any organisational (staff) re-structure in response to COVID-19. The Vice-Chancellor noted his preference not to look first to large scale organization re-structures to solve cost pressures, however, he noted the ways of working (systems and process) will change, given the shift to online learning and working; and to ensure these are fit to support UTS 2027 and the post-COVID environment, some of these will mean some reorganization to better align with delivery of UTS 2027. This experience will help UTS in adapting to a new environment, that will brace the positive elements of this new experience.

The Board discussed that the shift to online learning may deter some students who value face to face interactions and being at the university campus. The Vice-Chancellor noted that UTS has always valued face-to-face interactions and considered it as critical part of skill development and the whole learning experience and will continue to do so. While this may be done in different ways in post-COVID environment, UTS will not move away from this approach. In terms of the world standard, UTS has one of the best campuses, especially for on-campus collaborative learning activities, which will be most valuable to support learning in the post-COVID world.

3   PRIORITY ISSUES

3.1   COVID-19 update

RESOLVED AB/20-2/25 – COVID 19 update

Academic Board resolved to receive and note the report, as detailed in Document 3.1 – *COVID-19 update*.

Note for the record

The Chair noted that the "Decisions Register" included in the report was an extraordinary and important governance document providing detailed information in terms of relevant decisions and their rationale providing a historic record for reference in the future.

The Provost and the Chair commended the Deputy Vice-Chancellor (Education and Students) for compiling the document reflecting the tremendous amount of work that had to be undertaken in such a short span of time, in response to COVID-19. While the Tertiary Education Quality and Standards Agency (TEQSA) has relaxed some provisions, it nevertheless expects universities to document relevant decisions undertaken during COVID-19.

The Provost, Professor Andrew Parfitt, provided an update on this report noting that UTS is working with NSW Health and planning the gradual and safe reactivation of the campus operations to continue to provide access for research and essential teaching activities that require the physical campus and its facilities.

UTS is working on strategies on how to manage the return of international students onto campus. Currently around 3,500-4,000 students are studying online overseas with robust online support. While this will continue in Spring 2020, additional resources and support will be provided to further strengthen the support/resources available to these students.

The Provost noted that there may be changes in relation to admission process for Higher School Certificate (HSC) students due to COVID-19. The NSW Education Standards Authority has released the timeline for release of HSC results, which is the same date as last year. While the date is the same, the process may not be the same, as there has been a significant impact of the students due to COVID-19. UTS (with help from Student Administration Unit) is working on addressing this issue and changes will be made to the admissions process. The Provost briefly outlined the process that is being considered. Further details will be provided to Academic Board in the near future.

The Provost noted that in order to have an equitable approach to respond to HSC students' circumstances due to COVID-19, the Provost may need to exercise his Delegation (more frequently than usual) in relation to the admission

requirements. Further information about this approach will be presented to Academic Board in the near future.

The Board discussed if Australian Tertiary Admissions Rank (ATAR) will continue to be the measure for student admission to UTS. It was noted that while there are other pathways of admission based on special circumstances. ATAR will continue to remain the key measure for student admission.

A query was raised as whether there will be any adjustments to the fee structure (for domestic and international students) as the subjects will continue to be delivered online for Spring 2020, as some of the students were struggling with financial hardship and some unable to return to Australia.

The Board noted that UTS has set up the Hardship Fund to deploy resources to help students in need. The issues around course fees is complex. The university is working hard in delivering courses online and has invested resources in accommodating the new learning model. Efforts will continue to be made to provide the greatest support to international students (which requires investment/resources) and ensure that a smooth transition to near normal occurs as soon as its safe to do so.

A query was raised as to how COVID-19 will impact large lectures over next few years. It was noted that the trend of large lectures is disappearing slowly and due to COVID-19, this model will continue to evolve. The university will be looking at innovative ways of responding to this change. UTS campus caters well for creative and interactive ways of learning, and new formats will evolve over time as the traditional model will change. Academic Board will be involved in these discussions in the future.

The Board discussed about the:

- the extension of the access hours (after 5pm) to the Library and UTS Central, as the exam period approaches; and
- the opening/access of other buildings.

*3.2   Teaching and learning update (COVID-19 response)

RESOLVED AB/20-2/26 – Teaching and learning update (COVID-19 response)

Academic Board resolved to receive and note the presentation on Teaching and learning update (COVID-19 response).

Note for the record

Professor Shirley Alexander, Deputy Vice-Chancellor (Education and Students) and Chair, Teaching and Learning Committee presented on Teaching and learning update (COVID-19 response) summarising three issues: the Early

Feedback Survey (EFS) and Student Feedback Survey (SFS) – Autumn 2020; assessment (Autumn 2020) and Spring 2020.

Academic Board noted the following matters:

Early Feedback Survey and Student Feedback Survey (Autumn 2020)

In the spirit of UTS being a learning community and supporting the positive culture of giving/receiving feedback, the EFS and SFS surveys are important tools to seek student feedback and to enable the university to learn and improve current practices, especially as the world will change post-COVID, it is crucial to understand if current processes are working (or not).

While slightly below 2019 results, the EFS results are excellent in the current circumstances.

The SFS is currently open (25 May to 7 June) and consists of four questions, including a new question in response to shift to online learning *(The subject provided opportunities to interact online with other students as part of my learning experience).* This new question replaces the question *'Overall, I am satisfied with how this staff member facilitated my learning.'* The survey is open this year for three weeks (normally two weeks).

Dr Amanda White from UTS Business School was working with students to provide guidance around ways of giving feedback to these surveys. This useful information was circulated to faculties by the DVC (Education and Students).

Assessment (Autumn 2020)

The DVC (Education and Students) commended Professor Maryanne Dever, who has been leading a large and complex project on how the online assessments will be conducted. Usually UTS hosts 65,000 exam sittings, however, in the current COVID-19 environment, majority of exams for Autumn 2020 will be either take-home or online via the learning management system.

Only six exams will be held live, and some will be invigilated by artificial intelligence. The invigilated exams will be monitored by ProctorU software. UTS Students' Association has been consulted and privacy related issues resolved.

Special consideration is available to students who feel that their performance has been affected by circumstances beyond their control. An overview of the special consideration and management of pass/fail grade was provided.

Spring 2020

- Library open now 10am – 6pm and regular hours from 27 July.
- Primarily online learning for Spring 2020, however, 211 subjects in seven faculties will have centrally timetabled on-campus activities (as the

subjects are difficult to continue online). Student Administration Unit (SAU) and Facilities Management Office (FMO) are assisting with the timetabling to comply with relevant social-distancing guidelines.

- FEIT planning to program opt-in activities within subjects wherever possible, timetabled within the faculty.

- Other on-campus activities that will be available include HELPS activities, co-curricular and cohort-based activities, language development tutorials and bookable groupwork rooms. UTS Students Association and ActivateUTS are working with the university to consider which co-curricular activities could be made available on-campus.

DVC (Education and Students) reminded members that a survey of teaching staff is being prepared to inform an assessment of changes required or additional support for those staff.

*3.3   Research update (COVID-19 response)

RESOLVED AB/20-2/27 – Research update (COVID-19 response)

Academic Board resolved to receive and note the presentation on Research update (COVID-19 response).

Note for the record

Professor Kate McGrath, Deputy Vice-Chancellor (Research) and Chair, Research Committee provided an update on the Research response to COVID-19. The DVC Research noted that the university had worked hard to adapt its research activities to the new COVID-19 environment and thanked everyone, including the members of the Research Working Group (working under the UTS COVID-19 Taskforce) for their enormous contribution in enabling this transition to ensure both on- and off-campus activities could continue in a safe manner.

The DVC (Research) provided an overview of how the university responded and adapted to COVID-19 summarising the following:

- a working group had been established to lead the University's COVID-19 Research Response

- UTS collaborated with other universities in Sydney, NSW, across the Australian Technology Network and Universities Australia to ensure a consistent response and continuity for critical research positions (eg Animal Welfare Officers) oversaw the implementation of social distancing in facilities to ensure on-campus research could continue

- developed a plan to safely shut down and monitor research operations in the event of a level 4 shutdown

- created a principles-based exemption scheme to maintain critical research projects (eg those projects related to COVID-19 and longitudinal research

projects with time critical deadlines)

- centrally coordinated COVID-19 research related requests for information by building a database of COVID-19 related research projects.

DVC (Research) noted that while research activities have continued on-campus due to the need for access to specialised physical infrastructure, new practices have evolved so researchers could continue their research.

As research had continued on-campus throughout our remote operations model, it is more advanced in the 'campus reactivation' space compared to other units. Despite these efforts, some research activities are impacted (eg where field work, face-to-face/human interaction, travel etc is needed).

The DVC (Research) complimented staff and students in increasing their digital competency over last two months to adapt to the new online world. This skill uplift will result in an advantage for the university in the future. All relevant research-related process changes and new practices are being documented to augment the UTS 2027 initiative of new ways of working, post COVID-19.

An overview of the support extended to research students was provided which included various initiatives:

- a personalised framework: identifying and working within candidature stages and by cohorts (providing extensions as required)

- established two Microsoft Teams sites (faculty HDR/GRS staff; and HDR reps) to understand perspectives and address opportunities and concerns

- access to hardship and a range of other standard mechanisms and types of support

- flexible and adaptive use of space for HDRs including RES Hub Physical and the Library,

- Constantly ensuring we are being responsive and adapting and adopting practice as the situation evolves and communicating proactively, eg FAQ website, discipline/cohort based 'town halls'.

The DVC (Research) noted that DVCs Research had been collaborating on various research-related matters, especially in the HDR space and noted that a number of media-releases in relation to research matters are being misunderstood and there is a need for the sector to work together, to provide relevant re-assurance to the community.

In the context of campus reactivation and the period leading up to July 27 (conclusion of Phase 1), it was noted that it is important to keep an eye on the number of staff/students that visit campus (and their interaction) as providing a safe environment is a priority.

UTS researchers have started to explore how they can support the local,

national and global framework for COVID-19 recovery.

Academic Board discussed the implication of COVID-19 on Australian Research Council (ARC) research grant applications and the issue of how the applications are being managed where some of the research may require international collaboration, travel, human interaction etc that would no longer be possible due to COVID-19. It was noted that there has not been a formal announcement from ARC in relation to the existing grants, however ARC has a process for late grant applications to be submitted if there are exceptional circumstances. While it may be particularly challenging for some research projects, discussions are on-going within the sector to explore options, especially in relation to remote access, new ways of working and managing these issues.

*3.4   UTS 2027 Strategy and UTS Corporate Plan 2020 update

RESOLVED AB/20-2/28 – UTS 2027 Strategy and UTS Corporate Plan 2020 update

Academic Board resolved to receive and note the presentation on UTS 2027 Strategy and UTS Corporate Plan 2020 update.

Note for the record

Professor Andrew Parfitt (Provost) spoke to this item reiterating that the UTS 2027 strategy is important in the context of all UTS activities in the current and post-COVID-19 world. UTS vision to be a leading public university of technology recognised for its global impact is particularly critical in the current scenario.

Academic Board noted that:

- certain elements of the strategy (enterprise learning, new ways of working, systems and processes) have been reprioritised and accelerated, while some have been postponed, responding to recent events
- the Strategic Initiative Coordinators for the Strategic Initiatives have changed recently.

In terms of the new ways of working and systems and process changes, Academic Board's attention will be drawn to matters in relation to streamlining the academic processes, the support required for academics in the future, and providing quality assurance in relation to the new courses offered (micro-credential, postgraduate etc).

(Note: As the UTS 2027 strategy was discussed in various context throughout the meeting under 3.1-3.3, this update was brief).

*3.5   Higher Education Certificates – Government COVID 19 Initiative

RESOLVED AB/20-2/29 – Higher Education Certificates – Government COVID 19 Initiative

Academic Board resolved to:

.1   receive and note the report as detailed in Document 3.5 – *Higher Education Certificates – Government COVID-19 Initiative;*

.2   approve the process of approval for new Graduate Certificates to be offered in Spring 2020 under the Higher Education Certificate program such that the Provost will approve the strategic positioning of the new courses, and the Executive Committee of Academic Board will approve the admission requirements and learning outcomes to ensure they meet Australian Qualifications Framework Level 8 requirements, drawing upon Courses Accreditation Committee advice as it deems necessary;

.3   recommend that the proposed process of approval (under Recommendation .2 above) will be applicable only to the new Graduate Certificates courses that are to be offered in Spring 2020 under the Higher Education Certificates program, following which, the approval ceases or the criteria reassessed, and new approvals sought; and

.4   recommend Council to approve the changes to Delegation 4.4.1 in relation to authority to set admissions standards, selection criteria and entry levels to UTS award courses and, courses that prepare students for entry to higher as detailed in **Attachment 2** of Document 3.5.

Note for the record

The Provost Professor Andrew Parfitt noted that in response to the impacts of the COVID-19 pandemic on the higher education sector, the Government announced the Higher Education Relief Package. The relief package includes the funding of higher education certificate courses in designated national priority areas.

The Government's requirements for offering the certificates are Australian Qualifications Framework (AQF) level 5 to level 9, however UTS is focusing on graduate certificates rather than sub-bachelor study, in line with the UTS 2027 strategy (focus on engaging more people in postgraduate education through a range of structures including short courses and micro-credentials). The Provost recommended that Academic Board approve the process of approval for new Graduate Certificates as outlined in the report.

The Provost thanked Ms Jacqui Wise, Director of Student Administration Unit and the faculties for supporting this initiative and providing relevant input in relation to the processes and proposed courses to be offered under the program.

UTS

4   COMMITTEE BUSINESS

*4.1   Courses Accreditation Committee Report

RESOLVED AB/20-2/30 – Courses Accreditation Committee Report

Academic Board resolved to:

.1   receive and note the report as detailed in Document 4.1 – *Courses Accreditation Committee Report* and its attachments;

New courses/course arrangements

Accreditation

.2   approve the accreditation of the following new courses at .2.1, and .2.2, and course changes at .2.3 as detailed:

Faculty of Arts and Social Sciences

.2.1   C11222 Graduate Certificate in Learning Design

from February 2021 to end 2025.

(file: UR10/462) [1547]

.2.2   C04255 Master of Teaching (New Course)
(Additions to existing set:)

.2.3   C10404 Bachelor of Science Master of Teaching in Secondary Education
C10405 Bachelor of Communication (Creative Writing) Master of Teaching Secondary Education
C10406 Bachelor of Engineering Studies Master of Teaching in Secondary Education

from Autumn 2021

(file: UR11/1392) [1550]

Course changes

.3   approve the course changes for the following courses at 3.1 and as detailed:

Faculty of Transdisciplinary Innovation

.3.1   C04322 Master of Animation and Visualisation

C11262 Graduate Certificate in Animation and Visualisation

from Autumn 2021

(file: UR 16/560) [1568]

Extension of Accreditation

.4 approve the extension of accreditation of the following courses at .4.1,.4.2 and .4.3 as detailed:

Faculty of Design, Architecture and Building

.4.1 C10004 Bachelor of Design in Architecture
C10325 Bachelor of Design in Architecture Bachelor of Creative Intelligence and Innovation
C09048 Bachelor of Design (Honours) in Architecture
C10271 Bachelor of Design in Interior Architecture
C10272 Bachelor of Design in Interior Architecture Bachelor of Arts in International Studies
C10322 Bachelor of Design in Interior Architecture Bachelor of Creative Intelligence and Innovation
C09055 Bachelor of Design (Honours) in Interior Architecture and Innovation

until 31 December 2021

(files: UR94/0551, UR00/137, 97/450-2, UR10/380, UR13/307) [1560]

University Academic Programs Office on behalf of the Faculty of Law

.4.2 C04320 Juris Doctor Graduate Certificate in Professional Legal Practice

until 31 December 2022

(file: UR16/409)

C11264 Graduate Certificate in Legal Studies
C11265 Graduate Certificate in Laws

until 31 December 2023

(files: UR04/1239, UR07/109) [No OCAP required]

Faculty of Arts and Social Sciences

.4.3 C10369 Bachelor of Communication (Creative Writing)

C10370 Bachelor of Communication (Creative Writing) Bachelor of Arts in
International Studies
C10377 Bachelor of Communication (Creative Writing) Bachelor of Creative
Intelligence and Innovation
C10359 Bachelor of Communication (Digital and Social Media) Bachelor of
Creative Intelligence and Innovation
C10371 Bachelor of Communication (Digital and Social Media)
C10372 Bachelor of Communication (Digital and Social Media) Bachelor of Arts in International Studies
C10361 Bachelor of Communication (Journalism)
C10365 Bachelor of Communication (Journalism) Bachelor of Arts in International Studies
C10376 Bachelor of Communication (Journalism) Bachelor of Creative Intelligence and Innovation
C10362 Bachelor of Communication (Media Arts and Production)
C10366 Bachelor of Communication (Media Arts and Production) Bachelor of Arts in International Studies
C10373 Bachelor of Communication (Media Arts and Production) Bachelor of Creative Intelligence and Innovation
C10363 Bachelor of Communication (Public Communication)
C10367 Bachelor of Communication (Public Communication) Bachelor of Arts in International Studies
C10374 Bachelor of Communication (Public Communication) Bachelor of Creative Intelligence and Innovation
C10364 Bachelor of Communication (Social and Political Sciences)
C10368 Bachelor of Communication (Social and Political Sciences) Bachelor of Arts in International Studies
C10375 Bachelor of Communication (Social and Political Sciences) Bachelor of Creative Intelligence and Innovation
C09047 Bachelor of Communication (Honours)

until 31 December 2021

(files: UR02/353, UR13/494, UR13/495, UR13/298, UR13/307, UR09/275, 00/893) [1564]

Phasing Out and Discontinuation

.5   approve the phasing out and discontinuation of the following courses at .5.1 and .5.2 as detailed:

Faculty of Engineering and Information Technology

.5.1   C04161 Master of Business and Technology

C06060 Graduate Diploma in Business and Technology
C11138 Graduate Certificate in Business and Technology

from Autumn Session 2020.

(files: 98/954, UR05/413) [1295]

UTS Business School

.5.2   C11208 Graduate Certificate in Executive Business Administration

from Autumn session 2020.

(files: 01/564, UR07/617) [1484]

Other matters for approval

.6   approve the correction of course reaccreditation period for three (3) courses as outlined below (changes in bold and underline):

University Academic Programs Office on behalf of the Faculty of Science

.6.1   C10346 Bachelor of Biomedical Physics
C10353 Bachelor of Biomedical Physics Bachelor of Creative Intelligence and Innovation
C09078 Bachelor of Biomedical Physics (Hons)

Until 31 December ~~2024~~ **2022**.

(file: UR14/520) [1342]

.7   approve the changes to 2021 Admissions Selection Criteria for the following postgraduate and Online Program Management courses from the Faculty of Health:

Postgraduate courses:

C04140 Master of Health Services Management
C04246 Masters of Advanced Health Services Management in Planning
C04246 Masters of Advanced Health Services Management in Health Information Management
C04140 Master of Health Services Management in Health Research
C04140 Master of Health Services Management in Planning
C04140 Master of Health Services Management in Project Management
C04140 Master of Health Services Management in Clinical Leadership

C04140 Master of Health Services Management in Health Law, Ethics and Governance
C07048 Graduate Diploma in Health Services Management
C11107 Graduate Certificate in Health Services Management

Online Program Management courses:

C04409 Master of Health Services Management
C04409 Master of Health Services Management in Quality and Safety
C04409 Master of Health Services Management in Digital Health
C04409 Master of Health Services Management in Leadership
C07144 Graduate Diploma in Health Services Management (Exit only)
C11304 Graduate Certificate in Health Services Management

Other matters for noting

.8   note the following external articulation arrangements approved at the CAC 20/04 meeting held on 30 April 2020:

Faculty of Engineering and Information Technology

.8.1   **South China University of Technology (SCUT), China**

C09066 Bachelor of Engineering (Honours)

(file: UR18/1900) [1563]

.8.2   **HELP University, Malaysia**

C10148 Bachelor of Science in Information Technology

(files: UR01/791, UR10/432)[1543]

.8.3   **Kings Cornerstone International College (KCIC) - Chennai, India**

C10148 Bachelor of Science in Information Technology
C09066 Bachelor of Engineering (Honours)

(file: UR20/757)[1535]

.8.4   **Shaoguan University, China**

C10066 Bachelor of Engineering Science (Mechanical Engineering major)

(file: UR20/3340)[1489]

.8.5   **Soochow University, China**

C10148 Bachelor of Science in Information Technology

(file: UR20/756)[1416]

.8.6 **Shantou University, China**

C09066 Bachelor of Engineering (Honours)

(file: UR20/760)[1432]

.8.7 **University of Brawijaya, Indonesia**

C04278 Master of Engineering (Advanced)

(file:UR16/865)[1485]

.8.8 **Guangzhou Maritime University (GMU), China**

C10148 Bachelor of Science in Information Technology
C10066 Bachelor of Engineering Science

(file: UR20/761)[1491]

.8.9 **Taylor's University, Malaysia**

C09066 Bachelor of Engineering (Honours) (Electrical and Mechanical majors)
C10148 Bachelor of Science in Information Technology

(file: UR20/779)[1437]

Faculty of Design, Architecture and Building

.8.10 **INSEARCH, Sydney**

C10004 Bachelor of Design in Architecture

(file: UR08/508) [1431]

UTS Business School

.8.11 **Shanghai University (SHU), China**

C04048 Master of Finance
C04238 Master of Professional Accounting
C04038 Master of Financial Analysis

(file: UR14/1144) [1427]

Note for the record

Professor Sara Denize, Chair, Courses Accreditation Committee (CAC) informed members that the CAC recommends five new courses for approval from the Faculty of Arts and Social Sciences.

The Chair of CAC provided an overview of the new courses commending the excellent effort put in by FASS in proposing these innovative courses.

The Graduate Certificate in Learning Design is an interesting and innovative course that supports the new monthly academic calendar and has a modular format with blended learning and a possibility that some of the subjects from the course will be in the form of the 'stackable degrees'.

The suite of Master of Teaching courses is a novel concept of introducing vertically integrated replacement courses aiming to leverage the strengths of UTS degrees from three faculties – FASS, Faculty of Science and Faculty of Engineering and Information Technology.

The Chair of CAC appreciated FASS's engagement and collaboration with the committee, early in the process, to enable the committee to thoroughly review these course proposals and provide relevant evidence to ensure that the criteria set by TEQSA's Higher Education Standards Framework 2015 and relevant guidelines for quality assurance are met.

The Chair thanked the Courses Accreditation Committee for their excellent support and for reviewing these courses and noted that a correction is required to recommendation .2.3 as outlined below.

(Additions in bold and underline; and deletions in bold and strikethrough)

C10406 Bachelor of Engineering **Studies** ~~Science~~ Master of Teaching in Secondary Education

4.2   **Executive Committee of Academic Board Report**

RESOLVED AB/20-2/31

Academic Board resolved to:

.1   receive and note the report as detailed in Document 4.2 – *Executive Committee of Academic Board Report* and its attachments;

.2   approve the Intellectual Property Policy as detailed in **Attachment 2** of Document 4.2;

.3   recommend Council to rescind the Intellectual Property Policy (approved by Council in 2014);

.4   note the Project brief for the Review of Academic Board Surveys as detailed in **Attachment 3** of Document 4.2;

.5   note the Executive Committee of Academic Board feedback on the results of the Academic Board Induction – Feedback Survey as detailed in **Attachment 4** of Document 4.2;

.6   note the approval (by Executive Committee of Academic Board) of the accreditation of various courses as detailed in **Attachment 5** of Document 4.2.

4.4   Research Committee Report

No report

*4.5   Teaching and Learning Committee Report

RESOLVED AB/20-2/33 – Teaching and Learning Committee Report

Academic Board resolved to:

.1   receive and note the report as detailed in Document 4.5 – Teaching and Learning Committee Report and its attachments; and

.2   approve the U@Uni Academy assessment framework as detailed in **Attachment 2** of Document 4.5.

Note for the record

Ms Verity Firth, Executive Director, Social Justice spoke to this report, noting the following matters.

- Academic Board approved the U@Uni Academy admission process to UTS on 13 November 2019, noting that the detailed assessment framework for the CAPRI capabilities will be provided to Academic Board in 2020.

- The Assessment Framework for the program is recommended by the Teaching and Learning Committee for approval of the Board.

- The U@Uni Academy is a two-year program for high school students from a low SES background who are not on a trajectory to receive the required selection rank (based on ATAR) for entry into UTS, but who have demonstrated potential to succeed at university through specified criteria.

An overview of the program and the assessment framework was provided, covering information on the: program outcomes, CAPRI matrix, assessment

Rubric, REVIEW online tool, three-point scale of tracking progression, next steps after approval.

Academic Board discussed the importance of certain skills, which may be a pre-requisite for academic success in some courses (eg Mathematics for engineering and information technology courses) and how this will be managed under the program to ensure that the students' capabilities match the course requirements.

It was noted that the program outcomes address this issue as there is explicit requirement under the program to have the discipline knowledge. In addition to this, if students need further development, they will be offered bridging/transition courses to develop relevant skills. The student will be constantly monitored to ensure any such gaps are filled.

The Board agreed that it is important to ensure that UTS promotes diversity in such courses/professions, to which access is usually limited due to hard entry/other restrictions, but at the same time, it is essential that students have the necessary skills once they complete the course. While the bridging course at the start may help the student, it should also be embedded into the duration of the whole course, as and when required.

5 FACULTY/BOARD MATTERS

5.1 Composition changes – Faculty Board in Design, Architecture and Building

RESOLVED AB/20-2/34

Academic Board resolved to:

.1 receive and note the report as detailed in Document 5.1 – C*omposition changes – Faculty Board in Design, Architecture and Building* and its attachment*; and*

.2 approve the changes to the composition of the *Faculty Board in Design, Architecture and Building* as detailed in **Attachment 1** of Document 5.1.

5.2 Composition changes — Composition changes – Faculty Board in Engineering and Information Technology

RESOLVED AB/20-2/35

Academic Board resolved to:

.1	receive and note the report as detailed in Document 5.2 – C*omposition changes – Faculty Board in Engineering and Information Technology* and its attachment*; and*

.2	approve the changes to the composition of the *Faculty Board in Engineering and Information Technology* as detailed in **Attachment 1** of Document 5.2.

## 6	PRESENTATIONS

No presentations.

## 7	GENERAL BUSINESS

### 7.1	Report on late conferrals, corrections to awards and rescission of awards

RESOLVED AB/20-2/36

Academic Board resolved to:

1.	receive and note the report as detailed in Document 7.1 – *Report on Late Conferrals, Corrections to Awards and Rescission of Awards – Autumn 2020* in accordance with Delegations 4.10.3, 4.10.4 and 4.10.8; and

2.	*recommend Council to note the* Report on Late Conferrals, Corrections to Awards and Rescission of Awards – Autumn 2020.

### 7.2	Online examinations (Autumn session) – changes to governance instruments

RESOLVED AB/20-2/37

Academic Board resolved to:

.1	receive and note the report as detailed in Document 7.2 – *Online Examinations: Governance Support* and its attachments;

.2	approve the amendments to the Coursework Assessments Policy as outlined in the report and detailed in **Attachment 1** of Document 7.2;

.3	recommend the Deputy Vice-Chancellor (Education and Students) to approve amendments to the Coursework Assessments Procedures as outlined in the report and detailed in **Attachment 2** of Document 7.2; and

.4	recommend Council to approve the proposed amendments to the UTS Student Rules as detailed in **Attachment 3** of Document 7.2.

## 8	OTHER BUSINESS

There was no other business.

CLOSURE

The Chair thanked all members for their attendance and participation.

The Chair closed the meeting at 11:10am.

SIGNED AS A TRUE RECORD

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CHAIR

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DATE