

# Academic Board (AB) , Minutes of Meeting



DATE: Tuesday 27 June 2023  
TIME: 10am-12.30pm  
VENUE: Level 3 Boardroom, Chancellery and via Microsoft Teams ('online' refers to online attendance only – otherwise, attendance was in person)

## PRESENT

1. Professor D Cohen, Science, AB President and Chair
2. Scientia Associate Professor LA Rollins, Science, AB Deputy President
3. Scientia Professor V Perkovic, Acting Provost – Faculties and Dean of Medicine & Health
4. Scientia Professor G Williams AO, Deputy Vice-Chancellor, Planning & Assurance (DVCPA) and Acting Provost – Operations
5. Professor C Annesley, Acting Provost – Faculties and Dean of Arts, Design & Architecture
6. Professor M Crossley AM, DVC, Academic Quality (DVCAQ)
7. Professor C Doolan, Engineering (online)
8. Professor X Feng, Medicine & Health
9. Professor N Fisk AM, DVC, Research & Enterprise (DVCRE) (online)
10. Professor S Foster, Dean of Engineering
11. Professor N Garg, Business School (online)
12. Professor B Golder, Such other Person
13. Professor M Green, Medicine & Health (online)
14. Professor F Johns, Law & Justice
15. Professor L Lixinski, Law & Justice
16. Professor S Maddison, DVC, Education and Student Experience (DVCESE) (online)
17. Professor D McCamey, Pro-Vice-Chancellor, Research (PVCR) (online)
18. Professor J Morris, PVC, Research Training and Dean of Graduate Research
19. Professor A Ortmann, Business School (online)
20. Professor L Ravelli, Arts, Design & Architecture (online)
21. Professor S Scott, UNSW Canberra
22. Professor J Seidel, Science (online)
23. Professor A Steel, Such other Person; Acting PVC, Education & Student Experience (online)
24. Professor C Styles, Dean of Business School
25. Professor M Uncles, Business School
26. Professor W Zhang, Engineering
27. Professor A Zwi, Arts, Design & Architecture
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- 29.
- 30.
- 31.
32. EDI) (online)
33. Dr N Castano Rodriguez, Such other Person, Representative of the Early Career Academic Network (ECAN) Executive Committee (online)
34. Dr N Gardner, Such other Person
35. Dr A Khatamianfar, Engineering (online)
36. Dr J Steele, Science
37. Ms I Cruz Aroca, Postgraduate Student (online)
38. Mr J Karras, Higher Degree Research Student (online)
39. M McBurnie, Postgraduate Student
40. Mr C Pearce, Law & Justice (online)
41. Mr H Salehi, Higher Degree Research Student
42. Mr A Sunjaya, President of Postgraduate Council (PGC) (online)
43. Ms K Watson, Arts, Design & Architecture

APOLOGIES: Scientia Professor S Rogge, Dean, Science  
Professor A Brungs, Vice-Chancellor (VC)  
Professor N Klein, Such other Person  
Professor A Lynch, Dean of Law & Justice

Professor E Sparks, Rector of UNSW Canberra  
Professor M Tani Bertuol, UNSW Canberra  
Associate Professor S Clark, Engineering  
Associate Professor D Dong, UNSW Canberra  
Associate Professor A Kayis-Kumar, Business  
Dr D Lackerstein, UNSW Canberra  
Mr J Lowinger, Undergraduate Student  
Ms T McKee, Indigenous Student Representative  
Mr Z Morris, Undergraduate Student  
Mr O Pike, Chair of Arc @ UNSW Board  
Ms P Sedgwick, President, Student Representative Council (SRC)  
Officer Cadet H Hutchinson, UNSW Canberra Student

IN ATTENDANCE: Professor J Hanrahan, President of the Academic Board, Sydney University  
Professors S Kable (online), L Lutze-Mann (online), S McIntyre (online),  
M Pagnucco (for item 19) and L Piggott (online)  
Dr R LeBard, Associate Dean, Education, Innovation and Student  
Experience, (for the Dean of Science) and Dr J Strauss  
Mr M Borchert, Ms Y Chan (online for item 18), Ms B Greene (online for item  
18), Ms S Hilton (online), Ms N Huggett (online), Ms M Leeming (online for  
item 18), Ms S Lightfoot (for item 10), Ms M Pavelkova and Mr D West (for  
item 10)

SECRETARY: Ms F Velosa, Senior Governance Officer

Quorum: 20  
RAMS: 2023/000227

## A PROCEDURAL MATTERS

1. Welcome, apologies and leave of absence  
The Chair extended his respects to Elders past and present, and acknowledged the Traditional Custodians of all the lands from which members were joining the meeting.

The Chair welcomed everyone to the meeting, with particular reference to the following:

- new AB member Professor Maddison (DVCESE) and
- Professor Hanrahan, a member of the University Promotions Committee of UNSW, as an observer from the University of Sydney.

On behalf of the AB, the Chair thanked Professor Lutze-Mann for her AB participation as Acting DVCESE and the following outgoing AB staff members for their membership of, and contribution to, the AB:

1. A/Professor Bond
2. A/Professor Dong
3. Professor Doolan
4. Professor Feng
5. Dr Gardner
6. Professor Green
7. A/Professor Heywood
8. A/Professor Kayis-Kumar (outgoing Deputy President of the AB)
9. Dr Khatamianfar
10. Dr Lackerstein
11. Professor Lixinski
12. Mr Pearce
13. Professor Seidel
14. Professor Uncles
15. Professor Zhang
16. Professor Zwi



## 7.2 Amendments to the UNSW Rules –







congratulated Professor Crossley on his appointment as a Member of the Order of Australia (AM) in the recent 2023 King's birthday honours.

**E POLICIES AND PROCEDURES**

Nil

**F ACADEMIC OFFERINGS, FACULTIES AND BOARD OF STUDIES**

14. Academic Programs & Specialisations (new & revised) as recommended by ABPC of 2 June 2023 and UHDC of 22 June 2023

RESOLVED

The Academic Board approved the following academic proposals, as set out in [ECLIPS](#):

Arts, Design & Architecture





Undergraduate Major – New

14.55 MATSM1 Materials Science and Engineering (Materials Engineering)

Undergraduate Major – Revision

14.56 MATSB1 Materials Science

University Board of Studies (BoS)

- 17.12 University Board of Studies (BoS)  
• 17 May 2023 (unconfirmed)
- 17.13 UNSW Canberra  
• 22 May 2023 (unconfirmed)

18. 2022 Student Conduct and Complaints Annual Report – Confidential: this version is not to be distributed outside of UNSW  
The AB noted the findings of the 2022 Student Conduct and Complaints Annual Report, which would be released publicly on the UNSW website by the Conduct and Integrity Office (CIO), once reviewed by all relevant UNSW committees.

The AB discussed the following:

- Detection is not a reflection of all incidents of misconduct as there is underreporting of academic misconduct at UNSW, with only about 3% of the student headcount being reported.
- Students and staff can register a complaint about suspected student misconduct. Student complaints may be lodged anonymously.
- The CIO has developed a tool to detect and investigate contract cheating, reducing the time-consuming and manual task of uploading Moodle logs to IP look up providers from hours and days to minutes, which also analyses the IP locations used. This detail is not in the annual report as the tool is still undergoing tests, consultation, internal checks and approval from UNSW Cyber Security, privacy etc.

It was noted that as the reporting period, up to December 2022, overlapped only briefly with the rise of ChatGPT, reporting on the unauthorised use of generative artificial intelligence models as well as support for staff and students would be included in the next annual report.

The Chair thanked Ms Greene and the CIO for the detail and the high quality of the report.

19. Engineering Postgraduate Coursework Provisions (Information Technology, Engineering Science, Food Science and related proposals) – see AB agenda items 17.2 and 17.8.2

Professor Pagnucco presented on the summary of proposed updates and the coursework wireframe for the following three suites of Engineering postgraduate coursework programs and related academic offerings: 8543 Master of Information Technology, 8338 Master of Engineering Science and 8037 Master of Food Science.

The AB noted the following:

- The aim of the updates is to optimise the quality and speed of the University's assessment of recognition of prior learning (RPL) for advanced standing at the point of admissions.
- The proposed package of academic proposals is the result of a triangulation of market-smart intelligence, administrative sustainability, and academic rigour and compliance.

Professors Foster and Pagnucco discussed that the changes would enable:

- significantly more principled and coherently structured programs based on alignment with the Australian Qualifications Framework (AQF),
- significantly reduced administrative burden for academic and professional staff,
- the availability of more streamlined and supportive programs for a broader range of future students while mitigating risks associated with the assessment and award of credit for advanced standing through RPL,
- faster application turnaround times resulting in improved Faculty planning and competitiveness for future student recruitment, and
- improved equity and access for students via alternative pathways into Engineering's in-person Master programs or transfers between programs so as not to disadvantage any student, thus assisting in improving the overall student experience.

