



Academic Board (AB) Minutes of Meeting

DATE: Tuesday 11

- x PVC Indigenous (to be appointed)
 - x Chair of the Postgraduate Re-enrolment Appeals Committee (Professor Natalie Klein)
 - x One representative of the Early Career Academic Network (ECAN) Executive Committee, nominated by the AB President (Dr Natalia Castano Rodriguez)
4. Starring of items, adoption of unstarred items and rearrangement of the agenda
AB starred item 15 for discussion, and received and carried a motion to adopt all the unstarred items.
5. Confirmation of confidential items
The Chair asked AB members to note that item 12 was marked confidential.

B PRESIDENTS' BUSINESS

6. Report of the AB President
The report of the AB President highlighted the review of the Academic Promotions Policy and Procedures (APPP) (see agenda item 15). The report also noted discussions between CoCABS and NESA on the high variability between subjects in the percentage of students achieving HSC Bands 5 and 6, affecting the award of bonus points for ATAR entry to UNSW and other universities. AB noted that revising guidelines on benchmarking of programs and external accreditation protocols would be discussed at the OzCABS meeting on 10 and 11 November 2022.
- 6.1 Associate Professor Promotions – effective from 1 January 2023
AB noted the members of staff promoted to Associate Professor with effect from 1 January 2023. AB received a request for data on how long candidates were in their previous level before being promoted successfully as it may provide further useful insight into gender inequity.
7. Question on Notice (QoN) – Supplementary Examinations
AB noted the response from the Office of the Registrar and Director, Student Services to the student question on supplementary examinations.
8. Report of the Vice-Chancellor (VC)
The VC reported that he continued to meet with Government ministers and their staff over various issues relating to the tertiary sector in general and UNSW in particular. He emphasised the successes in the work being done in the entrepreneurship-innovation-start-up areas, with UNSW ranking #1 for new start-ups and spin-offs.
- AB noted the University's Recharge Week from 17-21 October 2022 and the UNSW Health, Safety and Wellbeing Month. The VC reported that staff would receive a safety video message from him later in the day, highlighting a suite of tools and initiatives that the Safety Team had developed to assist in the safety of UNSW students, staff and visitors as part of a core value of the University community.
- The VC reported that the processes of

C PRESENTATIONS AND DISCUSSION TOPICS

9. Update on S25 Working Group – Assessment and Feedback

The Chair noted assessment issues and optimising assessment practices as key topics of discussion at this AB meeting (agenda items 9 and 10.1) and ongoing discussions across the University.

The Provost introduced Professor Ellis and Professor Pagnucco to present and update AB on the S25 Assessment and Feedback Working Group.

Professors Ellis and Pagnucco presented on the dominant themes of the topic of assessment. AB noted that assessment and feedback fed into the University's consideration of educational experience, the student lifecycle, optimising 3+, future academic offerings as well as teaching in 2023 and beyond.

AB noted the pillars of quantity, quality and integrity as well as world-class distinctiveness in providing a world-class assessment experience with the level of urgency assigned as follows:

- x Quantity: to reduce the unnecessary burden of assessment and feedback: critical/immediate urgency
- x Quality and integrity: to optimise and ensure learning outcomes: medium urgency
- x World-class distinctiveness: longer-term urgency

The Chair thanked Professor Ellis and Professor Pagnucco for their discussion and commended them and the working group on its excellent progress on fine tuning assessment and feedback.

The Chair noted from the AB discussion that although some work was required to:

- x define principles,
- x provide professional development resources and support to all staff (through 'Faculty Assessment Squads'),
- x review/update and communicate relevant policies, and
- x fund the necessary technological updates and IT systems,

the immediate urgency was to implement assessment changes in collaboration with the Faculties/Schools to reduce unnecessary assessment load on students and staff, and to help students self-evaluate their skills and understandings as they progress through courses and programs.

AB agreed on the importance of an effective communication strategy, plan and guidelines for implementing changes to assessment, noting that this topic would be socialised at the Heads of School Forum on 26 October 2022 to prioritise assessment and obtain buy-in from all the relevant parties.

The Chair advised that a copy of the presentation would be sent to AB after the meeting.

D REPORTS

10. Deputy Vice -Chancellor, Education and Student Experience (DVCESE)

The Academic Board noted the report of the Division of the DVCESE.

The Chair thanked the Provost for the report.

10.1 Assessment Working Party (AWP) on Integrity, Efficiency, Efficacy & Authenticity, Final Report – Assessment Integrity

The Academic Board noted and discussed the final report on assessment integrity of the AWP, which included recommendations with a four-pronged approach for UNSW to

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E POLICIES AND PROCEDURES

13. Research Progress Review and Confirmation of Research Candidatures Procedure
AB endorsed the Research Progress Review and Confirmation of Research Candidatures Procedure, as amended.
14. Show Cause for Research Candidates Procedure
AB endorsed the Show Cause for Research Candidates Procedure, as amended.
15. Report on the Review of the Academic Promotions Policy and Procedures (APPP)
AB noted the report on the review of the academic promotions policy and related procedures as well as the draft recommendations, which were not provided for endorsement but for discussion. AB noted that the amendments, yet to be finalised, would not be for implementation from 1 January 2023 to allow for further consultation and discussion across the University.

AB discussed their initial thoughts on the outcomes of the Review of the APPP, including:

- x Issues of confidentiality of HoS reports and the provision of summary feedback reports to unsuccessful candidates to provide guidance on developing certain areas
- x The two-year rule/s and out-of-rounds processes
- x The basis and application of the 'points system' and assessment
- x Providing training to the panel members across the faculties for some consistency across the University
- x Clarity on the feedback and communications strategies for further consultation with University staff

Regarding the naming and objectives of the third pillar (or a split 3rd pillar) of both the APPP and the Academic Expectations Framework, AB noted variable support for various combinations of Engagement/Leadership/Social Impact/Collegiality, which AB agreed required further discussion outside the AB meeting (due to time constraints) and at the next AB meeting, as required.

The Chair advised he would continue to consider how best to seek general input on this review outside formal meetings and report back on the next steps to be taken.

F ACADEMIC OFFERINGS, FACULTIES AND BOARD OF STUDIES

16. Academic Programs & Specialisations (revisions), recommended at ABPC of 9
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| 19.8 | Engineering
x 12 August 2022 (signed) |
| 19.9 | Law & Justice
x 20 July 2022 (confirmed) |
| 19.10 | Medicine & Health
x 9 August 2022 (unsigned) |
| 19.11 | Science
x 22 September 2022 circular resolution |
| 19.12 | University Board of Studies
x 31 August 2022 (unsigned) |
| 19.13 | UNSW Canberra
x 25 July 2022 (unsigned) |

H OTHER BUSINESS

20. Governance Approval Timelines for 2024 Academic Offerings
The AB noted the governance approval timelines for 2024 academic offerings to guide staff across the University involved in the development and approval of proposals for new and revised academic offerings for delivery in 2024 as well as discontinued offerings.
21. Proposed AB meeting dates for 2023