Secretariat

ACADEMIC BOARD

FIRST QUARTER, 2017 - REPORT ON ACTIVITIES

Please find following an update on the activities of Curtin University's Academic Board during the first quarter of 2017.

Academic Board's key areas of focus for the Q1 have included:
- Strategic Plan implementation and proposed monitoring of KPIs, measures and targets;
- Strategic Risk – Monitoring Academic Key Risk Indicators;
- Academic Assurance to Council;
- Dubai Campus Update; and
- Copyright Compliance

Strategic Conversations and Updates

Strategic Plan – implementation and proposed monitoring of KPIs, measures and targets

In February 2017 the Vice-Chancellor and Dr Marco Schultheis, Chief Strategy Officer outlined Council's approval of the 2017 Priorities and Key Performance Indicators, Measures and Targets and the University's specific foci noting this would form the basis of monitoring activities by Academic Board, as appropriate. The Board's role in monitoring will focus on ensuring all reports received by the Board identify key issues and questions that facilitate feedback to improve the Board's effectiveness in this space.

At the March meeting the Chief Strategy Officer confirmed face-to-face Academic Board Monitoring Meetings are proposed to be held during the tuition free period on Wednesdays with sessions to be distributed to all campuses with subsequent online sessions to facilitate further engagement around the KPIs, measures and targets. The pilot of the new Monitoring Meeting process will run during 2017. It is hoped that the new format will facilitate greater engagement from staff at all locations.

Strategic Risk and Academic Key Risk Indicators

The Director, Risk and Assurance, Ms Michelle Griffiths presented to the Board on the University's Strategic Risks.   The key focus for Academic Board will be the five risks relevant to academic performance. Ms Griffiths outlined the process that commenced in 2015 to identify and monitor key academic risk indicators. During 2017 work will be undertaken to roll this process to the Standing Committees of Academic Board to ensure comprehensive governance of the risk framework.

<u>Dubai Campus Update</u>

The Vice-Chancellor and Deputy Vice-Chancellor, International Professor Seth Kunin provided an update on the establishment of the Curtin Dubai campus noting all matters are on schedule for the opening in September 2017. Recruitment for a Pro Vice-Chancellor to be permanently based in Dubai has commenced with the Deputy Vice-Chancellor, International to act in that capacity until an appointment is made.

The Office of Research and Development is working with the Dubai team on plans to develop strategic links with industry and business including MOUs, Work Integrated Learning, internships and other activities that align with the University's global strategy related to impact, industry and social engagement. Faculties and Schools are encouraged to engage with the Dubai team to discuss similar potential opportunities.

The move into Dubai had raised broader issues for Curtin as it transitions to a global University. To that end, the Centre for Human Rights Education will present a seminar series during 2017 that will facilitate discussion on challenges and opportunities for Curtin as a global university.

<u>Copyright Compliance</u>

The University Librarian, Ms Catherine Clark and Ms Amanda Bellenger, Manager Strategy, Planning and Copyright presented to the Board on learning and teaching issues relating to copyright, the challenges because Australian legislation had not kept pace with digital technologies and the implications for the University sector at large.

Compliance with copyright requirements continues to be a challenge and measures that have been implemented to provide support for staff and students include: development of a copyright module delivered through iPerform, copyright training for HDR students, face-to-face training and one-on-one support. Curtin is also involved in a collaborative project with four other universities conducting an in-depth review of online environments.

Copyright will be a regular Strategic Conversation for Academic Board to demonstrate appropriate oversight and leadership on this crucial issue.

<u>Strategic Plan 2017-2020 Enabling Plan: Learning and Student Experience Stream</u>

Academic Board noted the development of the plan had involved significant input from stakeholders and this would continue with an integrated delivery – embedding – consultation process.

An extensive consultation process, including students and industry representatives will begin shortly in relation to the graduate capacity framework to ensure Curtin is future focussed and forward looking. A strategic discussion will be held at Academic Board as part of the consultation process.

It was noted the Studium platform in relation to graduate employability has been piloted in CBS in a collaboration with the Chamber of Commerce and Industry and is anticipated to be rolled out across other Faculties in due course. Additionally three small collaborative pilots in the use of artificial intelligence are expected to be undertaken in the student services domain.

Academic Board Governance

<u>Academic Assurance Statement</u>

Academic Board considered the draft Academic Assurance Statement outlining Academic Board's activities in assisting Council to fulfil its responsibilities in relation to academic quality and integrity. Development of the Statement had included consideration by the Executive Committee of Council.

The Academic Assurance Statement was recommended to Council and, in association with the Academic Board Annual Report, is intended to assure Council the right areas are being monitored and examined and that the Board is doing the right things and at the right time.

<u>Academic Board and Standing Committee Annual Reports</u>

The Board received annual reports for 2016 from its Standing Committees (excluding Academic Board Executive) and as part of that process approved changes to committee constitutions and memberships. Academic Board also recommended the submission of its annual report for 2016 to Council.

<u>Australian Tertiary Admission Rank (ATAR) Governance Framework</u>

Academic Board approved the new governance processes for approving and altering the minimum Australian Tertiary Admission Rank (ATAR) for new undergraduate courses and majors. In doing so the Board has noted the Hon. Simon Birmingham's request to ensure admissions processes are clear, transparent, provide parity and demonstrate oversight by the University and alignment sector-wide processes.

The policy requires all new undergraduate courses and majors to include an appropriate considered rationale for the proposed ATAR rank.

Monitoring Activities and Functions of Standing Committee through Regular Reports

The following reports were noted by the Academic Board:

<u>eVALUate University Aggregated Report – Semester 2, 2016</u>

Academic Board noted that while Semester 2 eVALUate response rates are historically lower than Semester 1 it requested:

- More fine-grained analysis be undertaken to determine differences in feedback from student cohorts; and
- Low response rates be assessed particularly against international comparators and strategies to address low rates be outlined.

In relation to student satisfaction nine of ten targets had been achieved, however, satisfaction in relation to feedback was lower than target with all Curtin Semester 2 courses showing a five-year trend of decreasing satisfaction. It requested the three key strategies to be employed to address the decline be included in detailed action plans.

<u>Learning and Teaching Quality Dimensions</u>

The Board noted the:

- Teaching Staff; Leadership and Governance of Teaching and Learning;
- Framework for Quality and Excellence in Learning and Teaching: Action Plan Progress; and
- Revised Framework for Quality and Excellence in Learning and Teaching

A number of matters were raised for action and review.

<u>Trends in Graduate Studies</u>

Trend comparison over the four years considered by the report demonstrate that while Curtin's Doctoral load is almost identical to comparable universities the load-to-completion ratios vary up to 19 per cent with Curtin's median completion rate being approximately 4.4 years.

Consideration will be given to how to capture data on the proportion of research outputs involving HDR students. Additionally a milestone approach related to candidacy, assessment and other components of the HDR process will be considered.

<u>Reports on Research Institutes and Centres</u>

Academic Board recommended the Vice-Chancellor approve the name changes of the Nanochemistry Research Institute (NRI) to the Curtin Institute of Functional Molecules and Interfaces (CIFMI).

Accreditation Reports

A range of accreditation reports were noted:

- Chartered Institution of Civil Engineering Surveyors: Faculty of Science and Engineering - Bachelor of Surveying (B-SURV); Geographic Information Science Major (BSc Science) (MJRU-GISSS)
- Engineers Australia: Faculty of Science and Engineering study packages

Academic Board also considered the Annual reviews and quarterly reports of branch campuses and transnational programs

New Courses

The following new course was approved by the Academic Board for commencement in Semester 1, 2017:

Graduate Diploma in Human Nutrition (GD-HUMNUT) (Intermediate Exit Only Award);

To address a range of administrative matters, the Board approved a range of new courses and deactivation of courses.

Policies and Procedures

Academic Board approved or recommended the approval of the following policies and procedures:

- *Intellectual Property Policy* and *Intellectual Property Procedures*;
- *Collaborative Education Services (International) Policy*;

The Board also recommended to Council, via the Legislative Committee, that it approve the revised Library Rules.

Current University policies and procedures can be found on the Compliance, Legislation and Policy website at: http://policies.curtin.edu.au/findapolicy/

Other

Farewell

The Committee farewelled a number of ex officio and elected members who had completed their terms including the Deputy Chair, Professor Mark Buntine and noted the election and re-election of new members.

Cancellation of April Academic Board Meeting

Due to the impact of the Easter break and Anzac Day it was determined to cancel the Academic Board meeting scheduled for Friday, 26 April. If any matters that require urgent consideration or approval a special meeting of the Academic Board Executive will be scheduled.

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