



ACADEMIC BOARD BULLETIN

June 2019

ACADEMIC BOARD MEETING – 4 June 2019

Academic Board Standing Committees

Inaugural meetings for each of the new Academic Board Standing Committees were held during May 2019. The Education Quality Committee, Academic Program Committee, and Research Committee each reported productive meetings, and although the election process, and therefore membership was incomplete, members had taken the opportunity to discuss the roles and functions of the Committees and foreshadow items to be considered moving forward.

Terms of Reference and membership details for Academic Board Standing Committees are available on the [USQ Governance Website](#).

Elections for Staff and Student Membership on Academic Board and Standing Committees

An election to fill a vacancy on Academic Board for one female academic staff member from non-faculty organisational units has concluded, with Dr Kate Davis being declared elected to the position.

A number of elections were also held for membership of the newly formed Standing Committees. Results of these elections are as follows:

Research Committee - Election Results

- One Aboriginal and/or Torres Strait Islander academic staff member – Ms Tonia Chalk
- Two Research by Higher Degree students – Ms Bianca Viljoen, Ms Courtney Feldman
- Two early-career researchers of the University – Dr Peter Ayriss, Dr Robyn Heckenberg
- One mid-career researcher of the University – Associate Professor Jessica Gildersleeve
- One Professor – Professor Tony Machin
- Three elected staff members of Academic Board – Professor Peter McIlveen, Associate Professor Amy Mullens, Professor Karen Trimmer

Academic Program Committee - Election Results

- Two elected staff members of Academic Board from each Faculty – Mr Rohan Genrich, Dr Eric Ng, Mr Shane Simmons, Dr Steven Goh
- One elected staff member of Academic Board – Professor Karen Trimmer
- One Undergraduate student from each Faculty – Mr Thomas Miller, Ms Sally Williams
- One Research by Higher Degree student – Ms Danielle Shaw

Education Quality Committee - Election Results

- Three elected staff members of Academic Board – Mrs Justine Baillie, Dr Melissa Forbes, Associate Professor Alexander Kist
- One Undergraduate student from each Faculty – Mr Robert Maunsell (HES)

Academic Appeals Committee – Election Results

- One Aboriginal and/or Torres Strait Islander academic staff member – Mrs Vicki Horner

A second **call for nominations is currently underway** for the following membership positions:

Academic Program Committee – Call for Nominations

- One Aboriginal and/or Torres Strait Islander academic staff member
- One Postgraduate coursework student from each Faculty

Education Quality Committee – Call for Nominations

- One Aboriginal and/or Torres Strait Islander academic staff member
- One Undergraduate student (BELA)
- One Postgraduate coursework student from each Faculty
- One Research by Higher Degree student.

Nominations for student positions **close Monday 17 June 2019** and staff nominations **close Friday 14 June 2019**.

Nomination forms and further information can be found on the Academic Board Website www.usq.edu.au/about-usq/governance-leadership/governance/academic-board

TEQSA Re-registration Condition

A number of updates were provided in relation to Academic Board's progress towards fulfilling TEQSA re-registration condition requirements and members were advised that the University is tracking very well with its response to these requirements.

Academic Board Data Dashboard

Development of the Academic Board Data Dashboard has been completed and is currently awaiting configuration of the technological platform (Power BI) which will deliver the Dashboard. It is expected that this configuration will be completed by 14 June 2019 and the Dashboard will go live with S3 2018 data immediately after that.

Progress Review - 2017 Internal Audit of Academic Board

Emeritus Professor Hilary Winchester recently completed a review on the progress against recommendations in the 2017 Internal Audit of Academic Board. The Progress Review was considered and noted, and the draft Action Plan prepared as a result of the report was approved by the Board.

PwC Academic Restructure Enablement Review

The Education team from PricewaterhouseCoopers (PwC) recently completed a review of the University's Academic Governance process mapping to assist with the implementation of any policy instrument changes or re-allocations arising from the departure of the Senior Deputy Vice-Chancellor. An Action Plan to address those recommendations was provided to the Board for consideration and approval.

Revised Program Accreditation Procedure

Academic Board received a paper from the Pro Vice-Chancellor (Education) in relation to the update of the Program Accreditation Procedure. The Learning and Teaching Taskforce was established to have institutional oversight in developing a University wide framework for learning and teaching quality, and quality assurance. One of the priority areas of the Taskforce was the review and revision of USQ's existing approach to undertaking program re/accreditation. The draft updated Program Accreditation Procedure, Professional Accreditation Schedule, and Program Development Team Schedule was reviewed, discussed, and subsequently endorsed by the Board subject to minor amendments.

Research Code of Conduct: Management of Potential Breaches Procedure

The University's Research Code of Conduct Policy was recently updated to reflect the changes to the Australian Code for Responsible Conduct of Research, 2018. As a result, the draft Research Code of Conduct: Management of Potential Breaches Procedure (currently the Research Conduct Complaint Procedure) has undergone extensive consultation with Human Resources, Student Services, and the Director (Integrity and Professional Conduct) in order to align with University policy and procedures, as well as reflect National Health and Medical Research Council (NHMRC) best practice. Academic Board noted the major review of the Research Code of Conduct: Management of Potential Breaches Procedure.

Academic Board Minutes, Agendas and Bulletins

Academic Board minutes, agendas and bulletins can be accessed on the Academic Board website at www.usq.edu.au/about-usq/governance-leadership/governance/academic-board

Next meeting of Academic Board

The next meeting of Academic Board will be held on 30 July 2019 at 1pm. The 2019 USQ meeting schedule can be accessed on the [Governance Website](#) 'Meeting dates'. If you wish to attend Academic Board as an observer, please forward your request to attend to the [Secretary \(Academic Board\)](#) a minimum of one business day prior to the meeting.

If you have any questions regarding the activities of Academic Board or its Standing Committees, feel free to contact academic.board@usq.edu.au