**DIGEST – MEETING 05/2024**

A summary of the Academic Board meeting 05/2024 held on 18 September 2024 is detailed below.

**Chair of Academic Board’s Update**

Academic Board:

* Noted the membership update.
* Noted the verbal report of the Chair, Academic Board.
* Noted and provided advice on the Academic Board Risk Register and Associated Actions.
* Noted the Chair of Academic Board Approvals.

**Vice-Chancellor and President’s (VCP) Update**

The VCP reported on:

* The assessment of the university’s performance that had been conducted over the last 9 months. The performance indicators were positive at ACU with increases to both international and domestic enrolments and growth in Higher Education Research Data Collection (HERDC) and Higher Degree by Research (HDR).
* The success of the recent ACU hosted the Association of Southeast and East Asian Catholic Colleges and Universities (ASEACCU) Conference and noted this was a wonderful opportunity to extend the university’s hospitality to the many and varied guests in attendance from around the world.
* Matters occurring in international education and provided an overview.

Academic Board noted:

* The Report of the Vice-Chancellor and President.
* The ACU Reregistration Program 2024 – Core Evidence Scope as provided by Professor Tim McKenry, Institutional Lead.

**Provost’s Update**

The Provost reported on:

* Head count at ACU was at is highest in its history and advised that all areas were above target.
* Results from the 2024 Commencing Student Survey revealed three crucial areas of focus for our new students and advised that plans were underway for improvement in these spaces.
* Commended the Faculty of Education and Arts for the great result in research grants and tenders.

Academic Board discussed and noted the Report of the Provost.

Academic Board noted the 2023 Scholarships Annual Report as provided by Cheryl Fullwood, Academic Registrar.

**Deputy Vice-Chancellor (Research and Enterprise) (DVCRE) Update**

Professor Abid Khan, DVCRE reported on:

* Assessment suggested that ACU remained compliant with the Higher Education Standards Framework (Threshold Standards) 2021 (HES) across research.
* The growth of HDR and international research students.
* The creation of dashboards for faculty colleagues to monitor and leverage data.
* The development of a research roadmap.
* Work in collaboration with the Office of the Provost on a workforce profile.
* Research performance update and provided an overview of ACU’s past and current position in this space and acknowledged the university’s significant year to year growth in this space.
* Strategies in place to assist the university to continue to grow as well as differentiate ACU as an institution.
* How the university is setting up for the future and provided an overview including stronger alignment to sector norms and our work with our peers both domestic and international.
* Provided an overview on the challenges currently faced by the university with respect to research and the steps being undertaken to mitigate them.

Academic Board noted the Report of the DVCRE.

Academic Board noted the proposed non-Education collaboration policy as provided by Professor Phil Parker, Pro Vice-Chancellor (Research).

**Deputy Vice-Chancellor, Education (DVCE) Update**

Professor Hayden Ramsay, DVCE reported on:

* Campuses were thriving and advised that the Student Services and Amenities Fee (SSAF) was being utilised for a range of activities and events designed to benefit students and encourage engagement.
* The changes occurring with the distribution of the SSAF. In 2025, 40% is to be utilised for student leadership. External advice is being sought from MinterEllision regarding our obligations. The portfolio was also undertaking a review of its student leadership model.
* The hosting of several Higher Education Learning and Teaching Academy (HELTA) presentations and sessions co-ordinated by the team in CEI. Professor Ramsay highlighted the current series of presentations on Generative AI.
* Representation from ACU students at the recent Olympic and Paralympic Games and the Indigenous Nationals. Professor Ramsay noted the many opportunities for ACU with the Olympic Games due to be held in Brisbane in 2032

Academic Board noted the Report of the DVCE.

Academic Board noted the Support for Students Policy Implementation update as provided by Sue Bolt, Director, Strategy & Operations.

Academic Board noted the Education Plan Update as provided by Professor Anthony Whitty, Director, CEI.

**Vice-President (VP) Update**

Academic Board noted the Report of the VP including updates on:

* The Vice President Portfolio.
* ACU Centre for Liturgy
* Mission and Ministry
* Campus and Student Ministry

**Presentations**

Academic Board noted and discussed the Update: Core Curriculum Revitalisation Project as presented by Associate Professor Richard Colledge, Acting Executive Dean, Faculty of Theology and Philosophy.

**Reporting Committees**

1. **Courses and Academic Quality Committee (CAQC)**

 Academic Board:

* Noted the report of the Chair of the Courses and Academic Quality Committee, dated 3 September 2024.
* Approved the major course change to amend the course rules and course maps for the Bachelor of Education (Primary), effective for Semester 1 2025.
* Approved the major course change to amend the course rules and course maps for the Bachelor of Educational Studies, effective for Semester 1 2025.
* Approved the major course change to amend the Course Completion Requirements, Schedule of Unit Offerings and Course Maps for the Diploma of Educational Studies (Tertiary Preparation), effective for Semester 1 2025.
* Approved the major course change to amend the completion requirements for the Sociology Major in the Bachelor of Arts, effective for Semester 1 2025.
* Approved the proposal to discontinue the Bachelor of International Development Studies, effective for Semester 1 2025.
* Approved the major course change to offer the Graduate Certificate in Culinary Nutrition Science Online for Professional Term 2 2025.
* Approved the major course change to amend the advertised entry requirements for the Graduate Certificate in Religious Education, effective for Semester 1, 2025.
* Approved the proposed Community-engaged Learning and Unit Design Principles Guideline, with effect from 18 September 2024 as presented by Dr Jen Azordegan, Manager, Community-Engaged Learning and Dr Matthew Pink, Head, ACU Engagement.
* Approved amendments to the Structuring Coursework Programs Policy with immediate effect.
* Approved amendments to the Course Accreditation, Amendment and Review Policy with immediate effect.
* Approved amendments to the Course Accreditation and Amendment Procedure (including Schedule 4) with immediate effect.
* Approved amendments to the Course Review Procedure with immediate effect.
* Noted the Provost’s Course Suspension Approvals:
* Noted the minutes.
1. **Student Administrative Lifecycle and Policy Committee (SALPC)**

Academic Board:

* Noted the report of the Chair, Student Administrative Lifecycle and Policy Committee dated 2 September 2024.
* Approved the new Authority to Act Policy and Procedure, with effect from 1 January 2025.
* Approved:
	+ the proposed amendments to the Academic Calendar and Study Periods for 2025 and 2026; and
	+ the consequential changes to the Common Academic Calendar Procedure,

with immediate effect.

* Approved amendments to:
	+ the Conferral and Graduation Policy;
	+ the Procedures for Conferral of Awards;
	+ the Procedures for Graduation Ceremonies; and
	+ the Academic Dress and Regalia Policy,

with immediate effect.

* Approved:
	+ the disestablishment of SALPC as a Standing Committee of Academic Board with effect from September 2024.
	+ the amendment of the Terms of Reference of the University Learning and Teaching Committee (ULTC) and the Courses and Academic Quality Committee (CAQC) to incorporate responsibility for the reporting and Governing Authority responsibilities for the range of student and operational policies identified in Attachment 1 of Item 15.5; and
	+ considered the policies identified as falling outside of the immediate remit of those committees, as identified in Attachment 1 of Item 15.5.
* Noted the International Admissions Report September 2024.
* Noted the minutes.
1. **Internationalisation Committee (IC)**

Academic Board noted the Agent Management Processes Update.

1. **University Learning and Teaching Committee (ULTC)**

Academic Board:

* Approved the proposal to introduce the reviewed Evaluation of Learning & Teaching Policy and Student Evaluation of Learning & Teaching Survey Procedures for submission to Academic Board with effect from 20th September 2024 as presented by Associate Professor Chris Lorenzen, Manager, Student Engagement and Success.
* Noted the minutes.
1. **University Research Committee (URC)**

Academic Board:

* Noted the report of the Chair, URC dated 4 September 2024.
* Approved the amended External Research Costing Policy with immediate effect.
* Noted the Research Operations Report for year-to-date June results.
* Noted the Higher Research Degree (HDR) Report and Graduate Research School Update dated August 2024.
* Noted the analysis of ERA Voluntary Submission Data as noted by the University Research Committee via Circular Resolution on 4 September 2024.
* Noted the minutes.
1. **Faculty Boards**

Academic Board noted the minutes and updates from:

* Faculty of Education and Arts.
* Faculty of Health Sciences.
* Faculty of Law and Business.
* Faculty of Theology and Philosophy.