

Minutes

Academic Board

Meeting No: 1/25

Date and Time:	Tuesday, 11 February 2025, 1:00pm	
Location:	Council Chamber, Toowoomba Campus	
Secretary:	Tracey Tyers, Governance Officer (Academic Board) 07 4631 1912	
Members Present:	Professor Alexander Kist (Chair) Professor Karen Nelson Professor Lorelle Burton Professor Glen Coleman Professor John Bell Professor Ren Yi (Zoom) Professor Lyn Alderman Professor Charlotte Brownlow Professor Jo-Anne Ferreira Professor Geoff Slaughter (Zoom) Professor Thiru Aravinthan Dr Lindsay Helwig Dr Rohan Genrich Professor Polly Burey Peter Giess Emerson Zerafa-Payne	Associate Professor Eric Ng (Deputy Chair) Associate Professor Jessica Marrington Associate Professor Lisa Beccaria Associate Professor Andrew Hemming Associate Professor Rhiannan Johnson Dr Ahmad Sharifian-Barforoush Professor Noeleen McNamara (Zoom – joined Item 3.1) Professor Mark Toleman Dr Anita Wheeldon Charmaine Davis Dr Julie Lindsay Associate Professor Daniel Terry Dr Sarah McKibbin Associate Professor Mia O'Brien Shane Simmons
By Invitation:	Dr Tania Leach – For Item 9.1 (Zoom) Dr Aaron Timoshanko – For Item 9.2 (Zoom)	
Observers:	Julie Shinnars – University Secretary and Director (Governance) Professor Fabrizio Carmignani - Head of School (Business) Associate Professor Peter Cook – Head of School (Education) (Zoom) Associate Professor Tanya Machin – Associate Dean (Learning and Teaching) Cassandra Thomson - Policy Advisor Emma Phillips – Governance Officer Zachary Vellacott – Student Senate Member Pranima Thapa – Student Senate Member (Zoom)	
Apologies:	Professor Odette Best Associate Professor Alison McCarthy	
Absent:	Nil	

The meeting opened at 1:01pm. A quorum was present.

Acknowledgement of Country

Associate Professor Rhiannan Johnson (School of Creative Arts) provided an Acknowledgement of Country and paid respect to Elders past, present and emerging.

Welcome

The Chair welcomed members at the UniSQ Council Chamber and via Zoom and noted the apologies.

New academic staff members were welcomed to their first meeting of Academic Board; Associate Professor Daniel Terry, Dr Sarah McKibbin, and Associate Professor Mia O'Brien. Shane Simmons was welcomed as a returning member of Academic Board. Peter Giess was welcomed back in his new ex-officio role as Student Director, UniSQ Student Guild.

Professor Kist acknowledged recently departed members and thanked them for their commitment and invaluable contributions to Academic Board; Professor Luke van der Laan, Associate Professor David Thorpe, Associate Professor Melissa Johnson Morgan, and Professor Marie Kavanagh.

Declaration of Conflict of Interest and Statement of Confidentiality

The Chair invited members of Academic Board to declare any potential, perceived or actual conflict of interest with the matters listed. Members indicated their involvement with submissions for the following proposals:

- Professor Noeleen McNamara – Item 9.2
- Emerson Zerafa-Payne – Item 9.3
- Associate Professor Rhiannan Johnson – Item 9.4
- Associate Professor Eric Ng – Item 13.1 and 13.2
- Dr Rohan Genrich – Item 13.1 and 13.2

The Chair advised members that generally Academic Board matters are not confidential. Confidential items will be identified and no discussion of confidential items outside of the meeting is permitted. Members were reminded that the discussion should be contained to the topic, rather than identifying particular individuals.

Starring of Items

Having provided members with an opportunity to star any additional agenda items, it was resolved that Academic Board approve or note *en bloc* all remaining items which were not starred.

1. Confirmation of the Minutes

Received: Unconfirmed minutes Academic Board meeting (06/24) 12 November 2024

Resolved:

- *Academic Board resolved that the minutes of the Academic Board meeting (06/24) held on 12 November 2024, having been circulated and read, be **confirmed** as a true and accurate record.*

2. Business Arising from the Previous Meeting

Received: Post meeting action sheet for actions arising from the previous meeting.

3. Comments from the Chair

The Chair Professor Alexander Kist addressed members and thanked colleagues for their commitment to serving on Academic Board, noting a challenging year ahead for the University and the Higher Education sector.

Professor Kist advised of the following matters that have been raised in conversation and noted the intersection with management business:

- The Federal Government's Expert Council on University Governance.

- The Right to Disconnect legislation and implications for engaging with students.
- Recognition of service workload for Academic Board members.

The Chair reminded members to notify the Board Secretary of planned periods of leave that may result in their absence for more than two meetings. In such cases, the position will be temporarily filled during the leave period in accordance with the Academic Board Terms of Reference 3.8 Casual Vacancies.

3.1. Council Report to Academic Board

Received: Council Report to Academic Board following the 2 December 2024 Council meeting.

The Chair took the report as read and provided a brief overview of matters of interest to Academic Board arising from the December 2024 meeting of the UniSQ Council.

4. Vice-Chancellor's Report

Received: The Vice-Chancellor's Report to Academic Board

The report was taken as read. Acting Vice-Chancellor Professor Karen Nelson introduced the item and provided an update on matters of interest.

a. Load update for Trimester 1 2025:

Overall student load is currently 98% of target (excluding Higher Degree by Research students). Some shortfall may be attributable to Block 2 enrolments in UniPrep Pathways which commence 17 March 2025. Overall commencing load is slightly above target at 101%. Continuing load is below target at 98%, equating to 87 equivalent full-time students, and raising concern around the high attrition rate.

Domestic student load: Commencing load 93% and continuing load 104% of target.

International student load: Commencing load 287% and continuing load 75% of target.

b. Quality of governance at Australian higher education providers: The Senate Education and Employment Legislation Committee has commenced an inquiry into the adequacy of the powers available to the Tertiary Education Quality and Standards Agency (TEQSA) to perform its role in identifying and addressing corporate governance issues at Australian higher education providers.

c. TEQSA re-registration: The University's submission for re-registration through TEQSA was finalised in November 2024. A response from the regulator is not expected to be received for at least six months post-submission.

d. Recent activities:

- The Regional Universities Network (RUN) Vice-Chancellors Group is working on a strategy focused on education environments and the contribution regional universities make to their regions and regional workforces in preparation for the Federal election.
- The upcoming Vice-Chancellor's Executive & Council Workshop will consider two topics - the state of the sector and opportunities for UniSQ, and progress made towards the University's transformational program, Shaping our Future
- The Universities Australia conference commences 24 February 2025. A joint meeting of university Chancellors and Vice-Chancellors will be held to discuss development of a unified vision for the advancement of social licence in the Higher Education sector.
- The Chancellor and the Vice-Chancellor will meet with the Queensland Minister for Education The Honourable John-Paul Langbroek MP on 4 March 2025 to discuss the State Government's strategy for supporting Higher Education in Queensland.

5. Education Report

Received: Education Report to Academic Board

The report was taken as read. The Associate Provost Professor Lorelle Burton and the Dean (Learning and Teaching Futures) Professor Jo-Anne Ferreira introduced this item which provided a high-level update on key sector and University-wide education matters, and updates on the priorities and initiatives set out in the Education Plan 2022-2025.

Professor Burton provided an overview of items in the report relevant to student experience, noting that the Vice-Chancellor had provided an update regarding student load at Item 4.

Professor Ferreira provided an overview of items in the report relating to the learning and teaching environment.

A member took the opportunity to provide feedback on the Get Ready to Study Dashboard, noting that the dashboard was timely and very helpful during orientation. Professor Burton highlighted that the dashboard was a collaborative effort involving the Student Success Advising team, the Student Enquiry and Advising team, and colleagues from across the Schools and Colleges. Professor Burton undertook to convey this feedback to the parties involved.

5.1. 2023 Student Experience Survey – Universities Australia Data Comparison

Received: 2023 Student Experience Survey Universities Australia Data Comparison

The Dean (Learning and Teaching Futures) Professor Jo-Anne Ferreira provided an overview of the report which was presented to Academic Board for noting.

6. Research Report

Received: Research Report to Academic Board

The Deputy Vice-Chancellor (Research and Innovation) Professor John Bell took the report as read and provided an overview of the paper, highlighting the following matters:

- Positive research outcomes have been delivered by University staff, such as increases in research income, and the volume and quality of publications, resulting in excellent outcomes for UniSQ in international university rankings.
- Recent amendments to the *Australian Research Council Act 2001* were passed. The Act contains new requirements around the reporting of conflict of interest by researchers. Professor Bell urged colleagues to ensure that all conflict reporting is up to date, stressing that staff should revisit their conflict of interest declarations as part of their annual Performance Planning and Review process.

7. Student Representatives Report

The Chair provided an update on the progress of elections for student representatives on Academic Board, noting that the next one-year student term commences on 1 April 2025.

Professor Kist advised that six nominations were received for the undergraduate student position, and that voting would close this week. It was also advised that, as the only nominee, Brintha Karunarathna had been duly elected to the Higher Degree by Research (HDR) position.

No nominations were received for the postgraduate coursework student representative position, and Professor Kist asked members to encourage students to nominate.

8. Standing Committee Reports

8.1. Academic Board Executive Committee

Received: Academic Board Executive Committee Unconfirmed Minutes – 30 January 2025

The unconfirmed minutes of the Academic Board Executive Committee meeting held 30 January 2025 were taken as read.

Resolved:

- *Academic Board resolved to **note** the unconfirmed minutes of the Academic Board Executive Committee meeting of 30 January 2025.*

8.2. Student Academic Appeals Committee

Received: Student Academic Appeals Committee Report to Academic Board.

The Chair of the Student Academic Appeals Committee Associate Professor Eric Ng introduced the report which was presented to Academic Board for noting. Associate Professor Ng thanked the outgoing Chair and members of the Committee for their commitment and advised the Board that a new pool of academic staff members was appointed in December 2024 commencing a two-year term from 1 January 2025.

Associate Professor Ng highlighted that all Academic Appeal applications received in 2024 had been resolved, and attributed the faster resolution period to process optimisation, quicker decision-making processes, improved working relationships with stakeholders, commitment of members, and support received from professional staff. Associate Professor Ng highlighted the Committee's commitment to continual process improvement and assurance to Academic Board that the Committee has discharged its' duties in accordance with the Terms of Reference.

Associate Professor Ng noted a potential issue relating to the period of exclusion, particularly the alignment of the student's Return to Study with the new Flexible Academic Calendar, which had been identified during the meetings. It was confirmed that the matter had been discussed with the Responsible Officer and addressed.

Members discussed the following:

- **Tracking of student progress following return to study.** It was advised that tracking of student progress after exclusion is not within the remit of the Student Academic Appeals Committee. Members were assured that the progress of students returning from exclusion is monitored by the Student Progression team.
- **The comparison of appeal outcomes between 2024 and previous periods.** Clarification was requested around the significant increase in appeal dismissals, and decrease in appeals being upheld. Associate Professor Ng advised that all facts and supporting documents provided in the appeal submission were reviewed thoroughly by the Committee. The determinations were based on the supporting documents provided, and whether the documents aligned with the grounds for appeal as stated in the submission.

8.3. Research Committee

Received: Research Committee Report to Academic Board – 22 January 2025

The Research Committee Report, which provided an overview of the discussions and resolutions of the Research Committee meeting held 22 January 2025 was taken as read. The Deputy Chair of Research Committee, Associate Professor Polly Burey introduced the report and provided an overview of the recommendations being put forward later in the agenda.

Members raised no questions.

Resolved:

*Academic Board resolved to **note** the unconfirmed minutes from the 22 January 2025 meeting and:*

- a) the Committee's endorsement of the proposed Research Committee Self-Assessment Survey instruments, and the post-survey processes and follow-up action plan (refer AB agenda item 13.1),*
- b) the Committee's endorsement of the UniSQ Animal Ethics Committee Annual Report to UniSQ Council 2024 (refer AB agenda item 12),*
- c) the Research Grants and Contracts Report 2024,*
- d) the Graduate Research School Report,*
- e) the Human Research Ethics Committee Report,*
- f) the Animal Ethics Committee Report, and*
- g) the Research Training Subcommittee Report from the 21 October 2024 meeting.*

8.4. Education Committee

Received: Education Committee Report to Academic Board – 23 January 2025.

The Education Committee Report was taken as read and the Deputy Chair of the Committee, Professor Noeleen McNamara provided an overview of discussions from the meeting held 23 January 2025. Professor McNamara noted that items considered by Education Committee and recommended to the Board would be discussed separately in the agenda.

Professor McNamara highlighted that the Committee had commended the comprehensive program review proposal for the Master of Learning and Teaching program suite, noting that the proposal was an exemplar of a well-developed comprehensive program review. The Committee had discussion around the proposed Self-Assessment Survey instruments and anticipate that the outcomes will contribute to the continual improvement of processes moving forward.

No questions were raised.

Resolved:

*Academic Board resolved to **note** the Unconfirmed Minutes from the 23 January 2025 meeting, and:*

- a) approve and note curriculum proposal recommendations (refer Academic Board agenda item 9); and*
- b) note the Committee's endorsement of the proposed Education Committee Self-Assessment Survey instruments, and the post-survey processes and follow-up action plan (refer AB agenda item 13.1).*

9. Curriculum Items

9.1. Comprehensive Program Review - Master of Learning and Teaching (Early Years) (MELT) | Master of Learning and Teaching (Primary) (MPLT) | Master of Learning and Teaching (Secondary) (MSLT) | Graduate Diploma of Early Childhood Education and Care (GDCH) | Graduate Certificate of Early Childhood Education and Care (GCCH)

Received: Documentation via CourseLoop proposal 28024.

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposals had been scrutinised in depth at Education Committee and details were captured in the minutes of the meeting attached at Item 8.4. The Head of School and Dean (Education) Associate Professor Peter Cook and Deputy Head of School (Education) Dr Tania Leach were in attendance to address feedback from members.

Members raised the following matters for discussion:

- **Addressing attrition:** Dr Leach advised that as an initial teacher education suite, many commencing students are coming from industry and have diverse educational backgrounds. Many have not undertaken formal study for quite some time. Natural attrition occurs when these students decide that teaching is not what they expected, ultimately withdrawing from the program. The team is considering opportunities for capturing these students by offering an alternate path of study at UniSQ better suited to the individual.
- **Common courses:** Dr Leach advised there are very few common courses across the program suite noting that the plan for each program is individualised, for example primary and secondary education, therefore it is difficult for a student to transfer between programs.
- **Resourcing efficiencies:** It was noted that several courses are taught simultaneously across the undergraduate and postgraduate program suites, providing efficiencies in resourcing. The major program change proposals will consider further efficiencies, including maximising student experience in terms of resourcing, and cost savings for the University.

No concerns were raised.

Resolved:

- *Academic Board resolved to **approve** the comprehensive program review of the Master of Learning and Teaching (Early Years) (MELT), Master of Learning and Teaching (Primary) (MPLT), Master of Learning and Teaching (Secondary) (MSLT), Graduate Diploma of Early Childhood Education and Care (GDCH), and Graduate Certificate of Early Childhood Education and Care (GCCH).*

9.2. Comprehensive Program Review - Bachelor of Laws (Honours) (LLBH)

Received: Documentation via CourseLoop proposal 28260.

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4. The Program Director for the Bachelor of Laws (Honours) Dr Aaron Timoshanko was in attendance to address questions from members.

Members congratulated the program team on the comprehensive program review, noting that the review was thorough and the outcomes clear. It was highlighted that curriculum design would be considered in the subsequent major program change proposals.

No concerns were raised.

Resolved:

- *Academic Board resolved to **approve** the comprehensive program review of the Bachelor of Laws (Honours) (LLBH).*

9.3. Comprehensive Program Review - Indigenous Higher Education Pathways Program (IHPP)

Received: Documentation via CourseLoop proposal 28895.

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth by Education Committee and details were captured in the minutes from the meeting attached at Item 8.4. Emerson Zerafa-Payne was in attendance and addressed queries from members.

Members commended the program team on a practical and well-presented comprehensive review, and the following matters were discussed:

- A member noted some inconsistencies with the acronyms used in the document, such as IHPP, IHEP, and IHEPP. It was recommended that the proposal be reviewed and the inconsistencies corrected.
- Artificial Intelligence: Members discussed the reference to learning, teaching and assessment arrangements relating to the use of artificial intelligence (AI) in the proposal, acknowledging that the review was undertaken some time ago. Mr Zerafa-Payne confirmed that the review documentation is outdated, and that the 2025 Assessment Task Sheet is being used within the program which addresses inconsistencies relating to the use of AI.

Resolved:

- *Academic Board resolved to **approve** the comprehensive program review of the Indigenous Higher Education Pathways Program (IHPP).*

9.4. Program Discontinuation - Master of Editing and Publishing (MAEP) | Graduate Diploma of Editing and Publishing (GDPU) | Graduate Certificate of Editing and Publishing (GCEP)

Received: Documentation via CourseLoop proposal 29325.

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and provided members with a brief overview, highlighting that the proposal had been considered in depth at the most recent Education Committee meeting and details were captured in the minutes of the meeting attached at Item 8.4.

The recommendation to discontinue the Master of Editing and Publishing (MAEP) program suite was made due to consistent low enrolments and declining EFTSL since peak collective enrolment in 2022.

Members noted that the proposal was well written and communicated clear outcomes. The following matters were discussed:

- **Student teachout:** It was highlighted that all continuing students have been contacted individually regarding teach out options.
- **Decision to discontinue:** The Dean (Academic Transformation) Professor Lyn Alderman advised that an extensive qualitative review had been undertaken as part of the decision to discontinue the program. The decision is well supported by sector benchmarking.

Members had a general discussion around program suspension and discontinuation processes and the potential for improvement and efficiencies.

Resolved:

- *Academic Board resolved to **approve** the discontinuation of the Master of Editing and Publishing (MAEP), Graduate Diploma of Editing and Publishing (GDPU), and Graduate Certificate of Editing and Publishing (GCEP) effective Trimester 1 2025.*

Associate Professor Rhiannan Johnson abstained from voting.

9.5. Major Program Change - Master of Business (MBIZ) | Graduate Diploma of Business (GDPU) | Graduate Certificate of Business (GCBU)

Received: Documentation via CourseLoop proposal 23448.

The Major Program Change proposal for the Master of Business (MBIZ) program suite was approved at the 23 January 2024 meeting of Education Committee and was received by Academic Board for noting.

10. Policy and Procedure

10.1. Academic Quality Policy and Procedure Report (HESF 6.3.2.a)

Received: Academic Quality Policy and Procedure Report

The Deputy Vice-Chancellor (Academic Affairs) Professor Glen Coleman introduced this item and took the report as read, which was presented to the Board for noting.

Professor Coleman highlighted the importance of members and academic colleagues to be aware of proposed major policy work early. Members were urged to critically review and provide feedback on academic policy proposals from the early consultation stage, focusing on the feasibility of implementation from all perspectives, such as operational processes and systems. Members agreed that tighter scrutiny of the implementation plans is required moving forward.

The Chair of Education Committee Professor Lorelle Burton highlighted that the Committee is revising its processes for the review and consideration of items brought to the Committee for endorsement or approval. Professor Burton agreed that tighter scrutiny of the implementation plans before approval is needed. Professor Kist requested that a report be provided to the Board from Education Committee regarding the outcomes of the process review.

ACTION: Chair (Education Committee)

10.2. Class of Honours Schedule Implementation Update

Received: Class of Honours Schedule Implementation Update Briefing Paper.

Policy Advisor Cassandra Thomson took the paper as read and provided an overview of the paper. Ms Thomson highlighted that the set-up of processes and systems could not be completed in time, causing the delayed implementation of the Class of Honours Schedule.

It was recommended that the updated implementation plan be submitted to Education Committee for consideration at its next meeting.

ACTION: Policy Advisor

11. Academic Quality Reports

There were no items received for consideration.

12. UniSQ Animal Ethics Committee Annual Report to Council 2024

Received: 2024 UniSQ Animal Ethics Committee Annual Report to Council

The Deputy Vice-Chancellor (Research and Innovation) Professor John Bell introduced this item and took the report as read. Professor Bell provided an overview of the report, highlighting that the report will be forwarded to UniSQ Council for consideration.

Members raised no concerns.

ACTION: Governance Officer (Academic Board)

13. Academic Board Working Group Updates

Regular updates from the working groups of Academic Board are received by the Board for consideration. Current working groups include:

- Academic Board Self-Assessment Survey Working Group
- Academic Board Terms of Reference Review Working Group
- Academic Risk Register Working Group.

13.1. Academic Board Self-Assessment Survey Working Group

Received: Academic Board Self-Assessment Survey Working Group Update.

The Chair of the Academic Board Self-Assessment Survey Working Group Associate Professor Eric Ng introduced this item and took the paper as read. Associate Professor Ng provided an overview of the work undertaken by the group, and the proposal before the Board for approval.

Associate Professor Ng thanked the members of the Working Group, including those who had since departed the University.

The Chair Professor Kist took the opportunity to acknowledge the work of the group, and thanked members for their contributions and commitment to the task.

Members were supportive of the proposed new survey instruments. No concerns were raised.

Resolved:

- *Academic Board resolved to **approve** the self-assessment survey instruments for Academic Board, Education Committee, Research Committee, and Student Academic Appeals Committee, and the post-survey processes and follow-up action plan template.*

13.2. Academic Board Terms of Reference Review Working Group

Received: Academic Board Terms of Reference Review Working Group Update.

The Chair of the Academic Board Terms of Reference Review Working Group Dr Rohan Genrich introduced this item and took the paper as read. Dr Genrich provided an overview of the work undertaken by the group, and the proposal before the Board for approval.

Dr Genrich thanked members of the group for their work to date, noting that the review focused on alignment with the Higher Education Standards Framework (HESF), Tertiary Education Quality and Standards Agency (TEQSA) requirements, sector benchmarks, and recommendations from the 2024 External Review of Academic Governance.

Professor Kist acknowledged and thanked the group for the work undertaken to date.

Members raised the following matters for discussion:

- **Functions:** Members remarked that the functions were very detailed and highlighted a significant overlap within section 2. Functions. Members asked whether there was a distinction between items listed under section 2.1 and 2.2. It was recommended that the functions be reviewed, condensed and consolidated where appropriate.

A member asked how Board will operationalise each of the functions, for example monitoring the University's compliance with policy.
- **Student membership:** Discussion was had around the proposed student membership. A misalignment with the UniSQ Student Senate Terms of Reference was noted. Members queried the proposal to remove Higher Degree by Research student representation. It was recommended that the Working Group liaise with representatives from the Student Senate to ensure alignment, and effective student representation on Academic Board.

- **Campus representation:** Members discussed the proposal to remove campus representation requirements. It was noted that a balance of representation from across the University's campuses should occur naturally.
- **Gender equity:** Members discussed the proposal to remove reference to gender equity. The University Secretary Ms Julie Shinnars advised that Council provides a statement relating to diversity and recommended using a diversity statement in place of a gender balance requirement.
- **Professional staff:** Members highlighted that the election requirements have been excluded from the proposed new professional staff member categories. The
- **Membership size:** Discussion was had around the size of Academic Board, and what is considered an appropriate number of members. It was advised that benchmarking had been undertaken, and that Board size and structure varied across the sector. A show of hands from members indicated strong support for a larger Academic Board.
- **Editorial matters:** Typographical, spelling, grammar, and formatting errors throughout the document were highlighted. Discussion was also had around language, for example the use of the word 'shall' rather than 'must'. It was recommended that the draft document be reviewed and edited prior to resubmission to Academic Board.

Members agreed that the working group should reconvene to consider the Board's feedback particularly around the following:

- Functions: review, identify, and advise of ways that the functions should be actioned.
- Gender/diversity: Consider legal input around gender representation and equity.
- Membership: revisit membership, particularly student representation.
- Size: consider the size of Academic Board.

To address the recent departure from UniSQ by members of this working group, and to ensure the group can continue its valuable work, it was agreed that an Expression of Interest be called to fill the vacancies. The Board secretary agreed to circulate a call for expressions of interest.

ACTION: Governance Officer (Academic Board)

Based on this discussion, the recommendation that Academic Board endorses the proposed revised Academic Board Terms of Reference and recommends to Council for approval was withdrawn.

13.3. Academic Risk Register Working Group

Due to the resignation from UniSQ of the Chair of the Academic Risk Register Working Group Professor Luke van der Laan, Professor Alexander Kist provided a brief update for this item, noting that no documentation had been received.

Professor Kist advised members that at the Academic Board meeting of 12 November 2024, the Board agreed to provide in principle endorsement of the proposed framework for the academic risk monitoring process and recommended that the Working Group continue to meet to consider and identify how the Academic Risk Register would best integrate within the University's Risk Management Framework.

To address the departure of several members from the Working Group, it was recommended that an Expression of Interest be called to fill the vacancies. Professor Kist invited an existing member of the Working Group, Professor Andrew Hemming to assume the role of Chair. Professor Hemming accepted the invitation. The Board secretary agreed to circulate a call for expressions of interest.

ACTION: Governance Officer (Academic Board)

14. Flexible Academic Calendar Project Update

Received: Flexible Academic Calendar Project Update No. 19

The Flexible Academic Calendar Project Update was received for noting by Academic Board.

15. 2024 External Review of Academic Governance Action Plan Update

Received: 2024 External Review of Academic Governance Action Plan Update

The updated action plan for the 2024 External Review of Academic Governance was received for noting by Academic Board.

16. Strategic Discussion

The Chair introduced this item and provided members an overview of the function of the Strategic Discussion standing item. Professor Kist highlighted past strategic discussions, such as professional development, Higher Education Standards Framework, capacity building, Students as Partners Framework, along with presentations on relevant matters such as artificial intelligence and cyber security.

Professor Kist encouraged members to consider topics of potential interest to the Board, preferably contained to academic governance rather than management, and forward suggestions to the Secretary (Academic Board) for consideration.

17. Other Business

No other business was raised.

18. Next Meeting

The next Academic Board meeting will be held at 1.00pm, Tuesday 8 April 2025, Council Chamber, Toowoomba Campus.

19. Close

The meeting closed at 3:48pm.