1. REPORT FROM THE PRO-VICE-CHANCELLOR (ACADEMIC)

I reported to members of Academic Senate on the University’s progress in its preparation for the AUQA quality audit, recent developments in the review of the South Australian Certificate of Education, and progress in relation to consequential policy amendments arising from the approval of *Education at Flinders*.

I was also able to report to Academic Senate that the University had been awarded $98,000 to undertake a project on Quality Assurance and Quality Improvement in Offshore Programs protocols, and that protocols for conducting a pilot of the plagiarism software program ‘Turnitin’ were being developed.

2. VICE-CHANCELLORS REPORT

The Vice-Chancellor reported to Academic Senate on Minister Nelson’s proposed agenda for his second term and the Minister’s recent address to the Australian Vice-Chancellor’s Committee (AVCC). She also reported to Academic Senate on the proposed new private university in Adelaide and the State Government’s consultancy on Systems Models of University Governance. The Vice-Chancellor provided an update report to members of Academic Senate on Enterprise Bargaining and the final enrolment data for 2004.

3. ROLE AND FUNCTION OF ACADEMIC SENATE

Academic Senate considered a paper proposing changes to its terms of reference in light of the revision to the University’s strategic plan, *Flinders Strategic Priorities and Future Directions* (FSPFD). Equal Opportunity and equity issues were now specifically identified in the goals, objectives and actions contained within FSPFD, and Academic Senate would have responsibility for monitoring the University’s performance against these goals, objectives and actions. Academic Senate endorsed and referred to Council for approval the revised terms of reference and delegations (item 6(d) of the Council agenda refers).

Academic Senate also considered a recommendation from a Working Party established to consider the impact of the change in Academic Senate’s responsibilities on the Committee of Equal Opportunity. Academic Senate endorsed and referred to Council a recommendation to abolish the Committee of Equal Opportunity and establish, as a standing committee of Academic Senate, a smaller expert body to be called the Equal Opportunity and Diversity Committee (item 6(d) of the Council agenda refers).
4. **RESEARCH MATTERS**

Academic Senate approved recommendations from the Deputy Vice-Chancellor (Research) to change the University’s research advisory structures and received the Scholarships Committee annual report for the twelve-month period ending 30 June 2004. Professor Marlin also reported to Academic Senate on Flinders success in recent ARC and NHMRC grant rounds, and on the following matters:

- Ethics review;
- Areas of Strategic Research Investment (ASRIs);
- Future expansion of the Lincoln Marine Science Centre;
- The signing of a Memorandum of Understanding (MOU) with the SA Museum;
- China Shadowing Program;
- Changes to the Research Training Scheme (RTS).

5. **HIGHER EDUCATION SUPPORT ACT – POLICY DEVELOPMENTS**

Academic Senate considered a paper proposing the adoption of the following new policies and changes to the following existing policies to ensure the University complied with the requirements of the Commonwealth Higher Education Support Act (HESA) 2003:

- Policy on Continuity of Study (new Policy);
- Policy on Refund of Student Contribution Amounts and Tuition Fees, and Remission of Higher Education Loan Program (HELP) Debts (new Policy);
- Charging of Materials Fees Policy (renamed the Policy on the Charging of Incidental Fees);
- Policy and Procedures on Payment of Postgraduate Course Fees by Domestic Students; and
- Non-award Studies Policy.

Academic Senate endorsed the new policies and amendments to existing policies and recommended their approval to Council (item 8(b) of the Council agenda refers).

6. **FEES FOR DOMESTIC STUDENTS IN POSTGRADUATE COURSEWORK COURSES**

Academic Senate endorsed amendments to the Policy on Fixing of Fees for Postgraduate Coursework Courses and the Distribution of Revenue and recommended to Council their approval (item 8(c) of the Council agenda refers). Academic Senate also approved a change in name of FMAC to the Fee Monitoring Advisory Committee and revised terms of reference for the Committee.

7. **STUDENT ENROLMENT LOAD POLICY**

Academic Senate endorsed amendments to the Student Enrolment Load Policy and recommended the revised policy to Council for approval (item 8(d) of the Council agenda refers).
8. **ENTRY REQUIREMENTS: POLICY AND PROCEDURES**

Academic Senate endorsed the revised *Entry Requirements: Policy and Procedures* and recommended to Council its approval (item 8(e) of the Council agenda refers).

9. **GUIDELINES FOR HONOURS SUPERVISORS AND STUDENTS**

Academic Senate approved the *Guidelines on the Responsibilities of Students Enrolled in the Research Component of an Honours Program* and the *Guidelines on the Responsibilities of Supervisors of Students Enrolled in the Research Component of an Honours Program*. The Guidelines will support the recently adopted Policy on Honours Programs.

10. **STUDENT APPEALS COMMITTEE REPORT**

Academic Senate noted the report of the Student Appeals Committee for the period November 2003 to October 2004, and agreed to forward it to Council in compliance with the provision of the Student Related Policies and Procedures (item 8(f) of the Council agenda refers).

11. **COURSE PROPOSALS**

Academic Senate endorsed the proposal for a new course, *Bachelor of Creative Arts - Honours (Creative Writing)*, and referred it to Council for approval for inclusion in, or amendment to, the Council Register of Degrees, Diplomas and Other Academic Awards (item 8(h) of the Council agenda refers).

Academic Senate, under its delegated authority to approve new or amended course documentation, also approved a significant change to the *Master of Arts (Women’s Studies)*.

12. **REPORTS ON THE EXERCISE OF DELEGATED AUTHORITY**

Academic Senate noted a report from the Registrar on the approval of the establishment, disestablishment and amendment to the rules of prizes and scholarships, under authority delegated by Council.

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I am pleased to convey the items listed above to Council for approval or noting, as appropriate, with the endorsement of the Academic Senate.

Professor Joan Cooper  
Chairperson, Academic Senate  
25 November 2004