



**DEAKIN**  
UNIVERSITY AUSTRALIA

MELBOURNE GEELONG WARRNAMBOOL

# Academic Board Induction Handbook

For members of the Academic Board and Standing Committees  
September 2011

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# Welcome to Deakin University Academic Board

**Deakin University's Academic Board is the principal academic authority within the University. It has responsibility to Council for maintaining the highest standards in teaching and research.**

To achieve this, the Academic Board fulfils this responsibility in the following ways:

- it approves and reviews academic policies and monitors their compliance to ensure that they inform and guide academic activity within the University
- it approves new courses, ensuring the academic qualification standards of Deakin's awards
- it provides advice of an academic nature to Council and the Vice-Chancellor
- it engages with the wider academic community and promotes debate on academic matters.

The Academic Board Induction Manual is a resource for members of the Academic Board. It provides the context in which the Board operates as a governance structure along with the procedural matters for effective meetings. The importance of academic freedom and collegiality is often spoken about, both of which are integral to the core values that underpin the idea of a University – a commitment to the creation, advancement, transmission and application of knowledge and skills. The Academic Board conducts its meetings in an environment of mutual respect and is 'the embodiment of collegiality' within Deakin University. It is charged with supporting a University culture based on the highest academic quality and contributing to the upholding of the academic freedom of staff.

I encourage you to read the manual and in particular reflect on how you will contribute to the Academic Board during your term.



Professor Hisham Elkadi  
Chair, Academic Board

# Academic Governance

The principal academic governance body of the University is the Academic Board. The governing legislation for Academic Board is Statute 2.2 - *The Academic Board* and Regulation 2.2(1) - *The Academic Board* and is constituted under the *Deakin University Act 2009 (Vic.)*.

The purpose of the Academic Board is responsible to Council and has general powers under the Deakin University Act, that it is the principal academic authority within the University. It has responsibility to the Council for maintaining the highest standards in teaching and research. Academic Board members may discuss and submit to Council an opinion on any matter relating to the prescribed programs of the University and may make recommendations to Council as it thinks proper, with respect to instruction, studies, discipline, examinations, assessments, research, degrees and diplomas.

The Board is comprised of 55 members - a mixture of ex-officio, elected and appointed members drawn from senior academic and teaching staff, members of the senior management team as well as general teaching staff and students from across the University.

The Board may constitute and appoint standing committees, by resolution, which meet at varying times throughout the year. An Academic Board standing committee must report to the Board on its activities as the Board directs and the Academic Board will annually assess each committee on its performance to ensure the highest academic standards are met.



# Academic Board Functions

Functions of the Academic Board are derived from its powers set out in *Statute 2.2—The Academic Board*.

## **Function 1** - *Advice on matters of an academic nature*

- 1.1 Providing advice to the Vice-Chancellor on the University's draft annual Business and Operational Plans and Functional Area Plans.
- 1.2 Providing advice to Council as required.

## **Function 2** - *Establishing and maintaining academic standards*

- 2.1 Developing and approving operational policies and procedures that define the University's academic standards and guide its academic activity.
- 2.2 Providing quality assurance and enhancement of good practice in respect of the academic activities of the University.
- 2.3 Approving rules that enable the implementation of specific academic operational policies.
- 2.4 Reviewing academic operational policies and procedures.

## **Function 3** - *Course approval and review*

- 3.1 Approving new courses on academic grounds.
- 3.2 Recommending to Council the introduction of new courses.
- 3.3 Overseeing the quality of major course reviews undertaken by faculties.

## **Function 4** - *Admission to the University and selection to courses*

- 4.1 Approving University admission requirements.
- 4.2 Approving course selection requirements.

## **Function 5** - *Student discipline and academic appeals*

- 5.1 Ensuring adequate procedures for, and the effective operation of, student academic discipline and appeals.

## **Function 6** - *Academic engagement*

- 6.1 Promoting debate on academic matters within the Academic Board.

## **Function 7** - *Academic Board's own affairs*

- 7.1 Ensuring a culture of collegial cooperation and open discussion within the Academic Board and its committees.
- 7.2 Establishing procedures to meet the Academic Board's own responsibilities, including its compliance obligations.

# Membership

Regulation 2.2(1) - *The Academic Board* sets down the composition of the Academic Board, which consists of 55 members drawn from ex-officio members, elected members and co-opted members.

## Ex Officio Members

Chair, Academic Board	Pro Vice- Chancellor (Learning Futures)
Deputy Chair, Academic Board	Pro Vice- Chancellor (Arts and Education)
The Vice-Chancellor	Pro Vice- Chancellor (Business and Law)
Deputy Vice- Chancellor (Academic)	Pro Vice-Chancellor (Health)
Deputy Vice-Chancellor (International and Development)	Pro Vice-Chancellor (Science and Technology)
Deputy Vice- Chancellor (Research)	University Librarian
Pro Vice- Chancellor (Academic Programs and Integrity)	Director, Institute of Koorie Education
Pro Vice-Chancellor (Research Development and Training)	

## Elected Members

There are 32 elected members being:

- two general staff members elected by and from all general staff, whose appointments are both 0.5 fraction or more and of 12 months duration or more
- three members of the Professoriate elected by and from members of the Professoriate, whose appointments are both 0.5 fraction or more and of 12 months duration or more
- eight academic staff members from each Faculty, elected by and from all academic staff in the Faculty, of whom a minimum of four must be Professors, whose appointments are both 0.5 fraction or more and of 12 months duration or more
- three students elected by and from students enrolled at the University on the date on which the notice of the election is published and who are not full time employees of the University.

## Co-opted Members

Such members appointed by the Academic Board, following nomination by the Academic Board Executive, for the purpose of assisting the Academic Board achieve an informed perspective on any of the powers or duties of the Academic Board as defined in Regulation 2.2(1), clause 2(c).

## Terms of Office

All elected positions expire on 31 December. Elections for membership of the Academic Board are normally conducted in October of each year via the University's e-election website.

**Chair and Deputy Chair** - The terms of office of each of the Chair and Deputy Chair shall normally each be three years and shall normally serve no more than two consecutive three year terms.

**Elected Staff Member**- The term of office of an elected staff member shall normally be two years and shall normally serve no more than two full terms of office consecutively.

**Students** - The term of office for an elected student member shall normally be one year.

## Vacancies

The Academic Board is guided by Regulation 7.1(1) - *Elections*, whereby the office of an elected or co-opted member of the Academic Board can become vacant if any of the following applies:

- his or her elected term expires
- the member resigns in writing
- the member ceases to hold the office, position or qualification which entitled him or her to be elected
- the member ceases to be enrolled in a course which entitled him or her to be elected
- the member dies or otherwise becomes unable to act
- he or she becomes entitled to be an ex-officio member, in which case the member's former position results in a vacancy.

If a vacancy occurs:

- 3 months or less before the term of office is due to expire, the vacancy cannot be filled, more than three months but less than twelve months before the term of office is due to expire, then that position can be co-opted
- more than 12 months before the term is due to expire, an election shall be conducted.

## Chair and Deputy Chairs

The Chair of the Academic Board is elected by the Professors of the University and the Deputy Chair is elected by the Professors and Associate Professors, in accordance with Regulation 2.2(1) - *The Academic Board*.

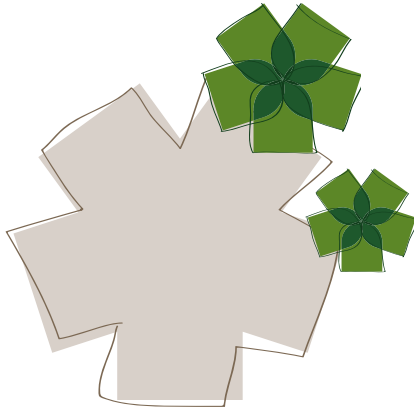
The election of a Chair and Deputy Chair occurs during the last quarter of the year preceding the first year in which they hold office. The term of office for both positions is three years, ending on the 31 December in the third year. The Chair and Deputy Chair are eligible to be re-elected at the end of their term but they cannot serve more than two consecutive three year terms.

A person cannot hold more than one membership on the Board, for instance where a newly elected Chair or Deputy Chair already hold elected membership positions, these positions shall be declared vacant.

### **Attendance at Meetings and Apologies**

Members must make every effort to attend all meetings of Academic Board. Members who are unable to attend a meeting should, as a matter of courtesy, convey their apologies to the Executive Officer before the commencement of the meeting. Such apologies are announced at the meeting and are recorded in the minutes.

The role of members of the Academic Board is to contribute positively to the work and effectiveness of the Board.



## Academic Board Membership, as at September 2011

Membership Category	Name	Term of office end date
Ex-officio members		
Chair, Academic Board	Prof Hisham Elkadi	31 Dec 2011
Deputy Chair, Academic Board	Prof Ian Robottom	31 Dec 2011
The Vice-Chancellor	Prof Jane den Hollander	N/A
Deputy Vice-Chancellor (Academic)	Prof John Catford	N/A
Deputy Vice-Chancellor (International and Development)	Ms Robin Buckham	N/A
Deputy Vice-Chancellor (Research)	Prof Lee Astheimer	N/A
Pro Vice-Chancellor (Academic Programs and Integrity)	-	N/A
Pro Vice-Chancellor (Research Development and Training)	Assoc Prof Tes Toop (acting)	N/A
Pro Vice-Chancellor (Learning Futures)	-	N/A
Pro Vice-Chancellor (Arts and Education)	Prof Diane Mayer (acting)	N/A
Pro Vice-Chancellor (Business and Law)	Prof Gael McDonald	N/A
Pro Vice-Chancellor (Health)	Prof Maxine Duke (acting)	N/A
Pro Vice-Chancellor (Science and Technology)	Prof Chris Gray	N/A
University Librarian	Ms Anne Horn	N/A
Director, Institute of Koorie Education	Prof Wendy Brabham	N/A

Membership Category	Name	Term of office end date
Academic Staff Members: 8 elected from each Faculty, of whom a minimum of 4 must be Professors (32)		
Faculty of Arts & Education	Prof Sue Kilpatrick	31 Dec 2013
	Prof David Marshall	31 Dec 2012
	Prof Ian Robottom	31 Dec 2012
	Prof Karen Starr	31 Dec 2013
	Dr Coral Campbell	31 Dec 2012
	Dr Phil Connors	31 Dec 2012
	Dr Stephen Mackey	31 Dec 2013
	Dr Bernadette Walker-Gibbs	31 Dec 2013
Faculty of Business and Law	Prof Paul Couchman	31 Dec 2013
	Prof Jean Du Plessis	31 Dec 2012
	Prof Howard Frederick	31 Dec 2013
	Prof Pasquale Sgro	31 Dec 2012
	Prof John Hall	31 Dec 2012
	Dr Bob Li	31 Dec 2013
	Dr Michael McShane	31 Dec 2013
	Mr Michael Tse	31 Dec 2012

Membership Category	Name	Term of office end date
<b>Academic Staff Members: 8 elected from each Faculty, of whom a minimum of 4 must be Professors (32)</b>		
Faculty of Health	Prof Beverly O'Connell	31 Dec 2013
	Prof Rod Snow	31 Dec 2012
	Prof Greg Tooley	31 Dec 2013
	Prof Harrison Weisinger	31 Dec 2012
	Dr Helen Forbes	31 Dec 2013
	Dr Melissa Graham	31 Dec 2012
	A/Prof Bernie Marshall	31 Dec 2013
	Dr Lynn Riddell	31 Dec 2012
Faculty of Science and Technology	Prof Bas Baskaran	31 Dec 2013
	Prof Lynn Batten	31 Dec 2012
	Prof Hisham Elkadi	31 Dec 2013
	Prof Anthony Mills	31 Dec 2012
	A/Prof Jemal Abawajy	31 Dec 2012
	A/Prof Malcolm Campbell	31 Dec 2012
	Ms Janine McBurnie	31 Dec 2013
	A/Prof Geoffrey Wescott	31 Dec 2013

Membership Category	Name	Term of office end date
<b>Members elected by and from the Professors of the University (3)</b>		
Professoriate	Prof Roger Horn	31 Dec 2013
	Prof Diane Mayer	31 Dec 2013
	Prof Geoffrey Stokes	31 Dec 2012
<b>Members elected by and from the general staff (2)</b>		
General Staff	Ms Alice Di Pasquale	31 Dec 2013
	Dr Glenn Nicholls	31 Dec 2012
<b>Members elected by and from the students (3)</b>		
Undergraduate student	Ms Polly Walker-Dorras	31 Dec 2011
Postgraduate coursework student	Mr Joel Rickard	31 Dec 2011
Higher degrees by research student	Ms Belinda Townsend	31 Dec 2011
<b>Rights of Audience</b>		
Professors, Heads of Schools and Associate Deans, who are not members of the Academic Board, may attend meetings of the Board with rights of audience.		

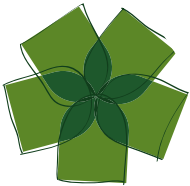
# Academic Board Proceedings

The Academic Board normally meet at least 6 times in each year. The meetings are usually held in the James Leslie Council Chambers, Level 3 at the Geelong Waterfront Campus 5 times per year and the Richard Searby Room, Melbourne Burwood Campus, two times per year. Meetings are normally held on Tuesdays (as scheduled) commencing at 10 am. Specific dates and venues are set out in a meeting schedule. Coffee, tea and a light lunch is provided.

If for any reason a member will not be attending a scheduled meeting, an apology for their absence is to be given to the Board via the Secretary by either emailing [ab-secretariat@deakin.edu.au](mailto:ab-secretariat@deakin.edu.au) or telephoning 03 5227 8517.

To assist members in identifying each other, nameplates are provided for each meeting. They are set out in alphabetical order at the entrance of the Academic Board meeting room before the meetings commence. On arrival, each member collects their nameplate and takes it to where they sit during the meeting.

Academic Board meetings are governed by meeting rules listed in the Academic Board Standing Orders. The following procedures will assist you in understanding these rules.



**It is important to remember that members of the Academic Board do not ‘represent’ their constituent body by which they were elected from. Members act in accordance with their own view, with respect to issues discussed, and these views may not necessarily be the view of constituent bodies.**

## The Agenda

The agenda for each meeting is available on the Academic Board website, [www.deakin.edu.au/academicboard](http://www.deakin.edu.au/academicboard), one week prior to the meeting. Members will be sent an email advising when the agenda is available. The deadline for agenda items is normally 10 working days prior to the meeting.

A member who wishes to have a matter discussed at an Academic Board meeting, should advise the Secretary by the deadline for agenda items. Sufficient background information must be provided to allow for adequate discussion. The Secretary will advise the Chair of the Academic Board of the nature of the matter raised in order to determine:

- whether the matter will be placed on the Academic Board agenda
- whether the matter should be deferred to a committee of the Academic Board
- whether the matter should be referred elsewhere.

The Chair of the Academic Board will discuss the agenda for the forthcoming meeting with the Academic Board Steering Committee and will ‘star’ items on the agenda, that is have a star beside them, so they are discussed at the meeting, as it is assumed that all other items on the agenda will not be discussed.

Agenda items may also be starred at the meeting. Urgent items may be brought to the attention of the Chair prior to the commencement of the meeting who may star the item at their discretion.

Items for noting are for members' information. Items for consideration, endorsing and approval require a decision and are generally passed onto the Council or another committee for either noting, approval or further decision.

## **Motions and Amendments**

- A motion or amendment shall be couched in clear and precise language and should normally be affirmative in form.
- Motions appearing on the agenda shall be taken as moved and seconded.
- Any motion or amendment moved from the floor which is not seconded shall lapse, and no record of it shall appear in the Minutes.
- In the absence of a member who has given notice of motion, a motion shall lapse unless another member present is prepared to move it.
- A motion may be amended or withdrawn by the mover with the consent of the meeting.
- A member who, without comment, seconded a motion or amendment shall not be deemed to have spoken.
- An amendment shall relate directly to the matter involved in the motion.
- An amendment which is a direct negative of the motion shall be disallowed.
- Only one amendment shall be accepted at a time. However, a member may speak against an amendment by drawing attention to a foreshadowed amendment to be moved if the amendment before the meeting is defeated.
- If an amendment has been defeated, a further amendment which is substantially the same as the defeated amendment is out of order.

## **Procedural Motions**

Debate on a motion or amendment shall be immediately suspended if any of the following procedural motions is moved:

- that the Board/committee proceed to the next business
- that the Board/committee now adjourn
- that the question be now put
- that the speaker be no longer heard
- that the matter be referred back to the committee which submitted the proposal.

Such procedural motions do not require a seconder, and any such motion may not be moved by a person who has already spoken to the motion or to an amendment currently being debated. These motions shall immediately be put without amendment or debate, except that:

- the Chair may express the view that the matter has not been adequately debated and that the procedural motion should not be carried
- if the motion 'that the question be now put' is carried in relation to an original motion or amendment, the mover of that motion or amendment may exercise the right of reply before the motion is put.

A procedural motion to dissent from a ruling by the Chair may be moved. To allow debate of the Chair's ruling, the Deputy Chair assumes the role of Chair for the duration of the debate. Where the Deputy Chair is absent, or the committee has not appointed a Deputy Chair, this role will be carried out by a member who is accepted to do so by the meeting.

## **Ordinary Rules of Debate**

The Board/committee shall ordinarily conduct its business in accordance with the ordinary rules of debate, in particular:

- For a motion on the agenda the Chair shall invite an appropriate person to speak to the motion as the first speaker. When a motion is moved from the floor the mover and seconder will be invited to speak first.
- Thereafter the member first observed to raise his or her hand by the Chair shall be given priority in speaking.
- A member may speak more than once on any question but does not have the right to do so if the Chair considers that other members are being denied the right to speak or that the member is being unduly repetitious.
- The Chair may participate in the debate from the Chair.
- There is no distinction between ex-officio and other members.

## **Formal Rules of Debate**

The Board/committee shall ordinarily conduct its business in accordance with the ordinary rules of debate, in particular:

- For a motion on the agenda the Chair shall invite an appropriate person to speak to the motion as the first speaker. When a motion is moved from the floor the mover and seconder will be invited to speak first.
- Thereafter the member first observed to raise his or her hand by the Chair shall be given priority in speaking.
- A member may speak more than once on any question but does not have the right to do so if the Chair considers that other members are being denied the right to speak or that the member is being unduly repetitious.
- The Chair may participate in the debate from the Chair.
- There is no distinction between ex-officio and other members.

## **Putting the Motion/Amendment**

No member may speak to a motion, except to raise a point of order, after it has been put by the Chair and the show of hands or ballot has been taken.

## **Voting**

Voting shall be decided by a show of hands unless a ballot is directed by the Chair or is demanded by at least ten members. Where a ballot is taken, it shall be conducted in such manner as the Chair shall decide, provided that secrecy be ensured. Observers may not vote.

## Questions

Questions relating to the affairs of the University may be put through the Chair to any member present. The Chair may disallow any question.

## Quorum

A quorum is one third of the members or three members, whichever is greater. Should a meeting lack a quorum, no further business will be transacted. Items scheduled to be considered at the meeting will normally be held over to the next meeting.

## Conflict of Interest

The Chair of the Academic Board shall stand aside as chair for a particular item on a meeting agenda if there is a potential conflict of interest. The Academic Board will then nominate a temporary chair for discussion of the particular item. At times when the Chair of the Academic Board is required to consider matters under delegated authority or exemptions relating to matters where there may be a potential conflict of interest, the Academic Board may nominate a particular person as their nominee in relation to the required decision.

Members of the Board who have an interest in any matter being considered must declare the nature of the interest either in writing to the Chair or at the meeting. Any deliberations of conflict of interest must be reported at the next meeting and the Board will determine whether the member remains to be present for any deliberation; and/or is entitled to vote on the matter.

## Confidentiality and Privacy (in Camera)

At times some items discussed by the Academic Board will be considered too sensitive a nature to be released to the University at large. When this occurs, a portion of the meeting will be held 'in camera'. The Chair may ask observers or non-members to leave the meeting whilst the meeting operates in-camera. Where practicable, the agenda will indicate the intention to hold certain parts of the proceedings in camera but will not include details that are considered by the Chair to be of a sensitive nature. Items discussed at these times are recorded in an in-camera version of the minutes.

## The Minutes

The minutes record the date, time and place of the meeting. The names of the Chair and of all other persons present at the meeting and members absent with apology are also recorded along with a summary of the business conducted at the meeting including motions which are carried.

A record of the following matters are not included in the minutes:

- the names of the mover and seconder, if any, of a motion
- the number of votes for or against a motion, unless so directed by the Chair
- the names of individual members expressing a particular point of view.

The minutes of each Academic Board meeting are submitted to the following meeting for confirmation. After they are confirmed, they are signed by the Chair as a true record of the proceedings of the previous meeting. Any amendments to the minutes of a previous meeting will be included in the minutes of the succeeding meeting. The minutes of the meeting are circulated electronically to members within two weeks after the Academic Board meeting. They are made available on the Academic Board website, [www.deakin.edu.au/academicboard](http://www.deakin.edu.au/academicboard), and members will be sent an email advising when the minutes are available.

# Roles and Responsibilities

## Chair of the Academic Board

The Chair of the Academic Board is the most senior elected academic within the University.

The roles of the Chair include:

- acting as the formal point of contact between the academic community and the University Executive, and
- increasing the engagement of the academic community in the work of the Academic Board and its influence on the University as a whole.

The Chair of the Academic Board has the following responsibilities:

- to Chair meetings of the Academic Board and the Academic Board Steering Committee
- to ensure that the Academic Board fulfils its responsibilities to Council and that it fulfils its established functions and the obligations set out in its schedule of business
- to lead the work of the Academic Board and its committees
- to develop an effective, responsive and influential Academic Board
- to actively promote the Academic Board as a collegial, representative body that encourages open exchanges of ideas and views on matters of academic importance
- to set and manage the business, activities and operations of the Academic Board and its committee structure (on advice from the Academic Board Steering Committee)
- to keep informed of the activities and issues affecting the academic organisation of the University
- to ensure, through regular meetings, that the Deputy Chair and committee chairs are kept informed of major academic issues and the way in which the Board will address these
- to promote the work of the Academic Board to the wider University community
- to represent and promote the views of the Academic Board at Council, Planning and Resources Committee and Executive meetings
- to develop the annual program for Academic Forums
- to develop and implement succession plans for officers of the Board and committee chair positions
- to represent the Academic Board on appointment committees for senior academic and other senior staff of the University
- to represent the Academic Board at graduations and at other University functions as appropriate
- to approve the agenda and minutes of the Academic Board prior to publication.

## **Deputy Chair of the Academic Board**

The role of the Deputy Chair of the Academic Board is to support the Chair of the Academic Board across the entire portfolio of his or her responsibilities.

The Deputy Chair of the Academic Board has the following responsibilities:

- to carry out on behalf of the Chair, or assist the Chair to carry out, such functions as the Chair may determine
- to act in the position of the Chair of the Academic Board in the absence of that person
- to keep informed of the activities and issues affecting the academic organisation of the University
- to assist the Chair to promote the work of the Academic Board to the wider University community
- to actively support and enhance the work of the Academic Board
- to provide leadership to ensure that an appropriate focus and alignment with the work of the Board is maintained by committees of the Board
- to meet regularly with the Chair of the Academic Board and chairs of committees
- to actively promote the Academic Board as a collegial, representative body that encourages open exchanges of ideas and views on matters of academic importance.

## **Members of the Academic Board**

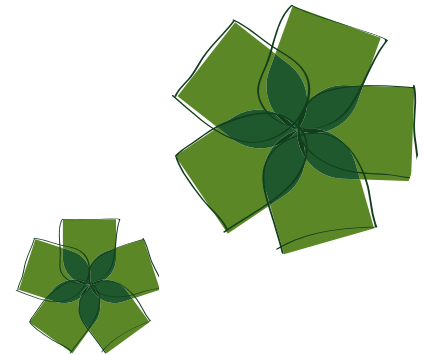
Members of the Academic Board have the following responsibilities:

- to understand the role and responsibilities of the Academic Board and the way in which it contributes to the maintenance and monitoring of standards in teaching and research and governance of the University
- to prepare for and attend meetings of the Academic Board and contribute actively to scheduled discussions and debates
- to contribute positively to the functioning of the Academic Board through membership of standing and ad hoc committees of the Board and membership of such selection panels as may be required from time to time
- to act in the best interests of the University and not as a representative of any constituent group which may have elected or appointed the member
- to promote the work of the Academic Board to the wider community and to communicate decisions and outcomes of Academic Board meetings
- to maintain the confidentiality of information marked 'confidential' obtained through membership of the Academic Board.

## Executive Officer

The role of the Board and committee executive officers is to provide high level secretariat support to committees to enable them to fulfil their responsibilities. The committee executive officers have the following responsibilities:

- to understand the role of the committee, its fit within the Academic Board committee structure and the contribution of the committee to the overall work of the Academic Board
- to assist the chair of the committee to manage the work assigned to the committee so that it meets its annual obligations under its terms of reference and by completing other work assigned to it by the Academic Board
- to manage the operational aspects of the committee's work
- under the guidance of the chair, research and prepare papers to inform the work of the committee
- to ensure that the committee has the documents it needs to make timely and informed decisions
- to understand the University legislation and policies relevant to the committee's responsibilities
- to promulgate decisions of the Academic Board and its committees to the wider University community
- to assist the committee chair in ensuring a shared understanding by members of the role and responsibilities of the committee
- under the guidance of the committee chair, develop and review academic policy within the committee's assigned portfolio
- to draft agendas, minutes, follow up correspondence and reports to the Academic Board for approval by the chair of the committee.



# Schedule of Business

The following Schedule of Business for 2011 is indicative of the items to be submitted to the Academic Board for consideration, determination and/or information. It provides an indication of the range and scope of items that are likely to be considered.

Academic Board Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg 1 Feb	Mtg 2 Mar	Mtg 3 May	Mtg 4 Jun	Mtg 5 Jul	Mtg 6 Aug	Mtg 7 Oct	Mtg 8 Nov
<b>1. Advice on matters of an academic nature</b> <ul style="list-style-type: none"> <li>Providing advice to the Vice-Chancellor on the University's draft annual Business and Operational Plans and Functional Area Plans.</li> <li>Providing advice to Council as required.</li> </ul>	1.1	To consider and provide comment to the Vice-Chancellor on the University's 2012 Operational Plan.	Vice-Chancellor	<i>(to come in Nov)</i>						X		
	1.2	To consider and provide comment to the Vice-Chancellor (via the PRC report) on the University's Business Plan, 2012-2014.	Vice-Chancellor									X
<b>2. Establishing and maintaining academic standards</b> <ul style="list-style-type: none"> <li>Developing and approving operational policies and procedures that define the University's academic standards and guide its academic activity.</li> <li>Providing quality assurance and enhancement of good practice in respect of the academic activities of the University.</li> </ul>	2.1	To consider (in relation to academic quality assurance) an annual report regarding the activities of: <ul style="list-style-type: none"> <li>MIBT</li> <li>TAFE alliances and agreements</li> <li>Exchange partnerships</li> <li>Offshore teaching partnerships</li> </ul>	Vice-Chancellor  (DVC(I&D) via VC's Report)	Mtg 1, Min 8.10	X							
	2.2	To receive the 2010 register of operational policies of an academic nature as approved by the Academic Board, including those approved during the year.	Secretary, AB	Mtg 2, Min 19.2	X							
	2.3	To receive the updated Academic Standards Framework.	Chair, AB	Mtg 2, Min 19.2	X							
	2.4	To receive a report regarding the 2009 Deakin Research Management Report (1) and 2010 Report (2).	Chair, RRTC	(1) Not received	X(1)							X(2)

Academic Board Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg 1 Feb	Mtg 2 Mar	Mtg 3 May	Mtg 4 Jun	Mtg 5 Jul	Mtg 6 Aug	Mtg 7 Oct	Mtg 8 Nov
<b>2. Establishing and maintaining academic standards cont.</b>	2.5	To consider proposed new or revised policies and/or procedures from the relevant standing committee.	Chair, AB Standing Cttee	Mtg1: Research policy suite  Mtg2: Assessment policy suite	<b>X</b>							
	2.6	To consider the annual Teaching and Learning Plan.	DVC(A)	Mtg 2, Min 13.2		<b>X</b>						
	2.7	To receive a report on the implementation of the Course Quality Framework.	Chair, TLC	Mtg 4, Min 16		<b>X</b>						
	2.8	To consider a report regarding the outcomes of the annual statement from each faculty and IKE on the 2010 review of research training.	Chair, RRTC	Mtg 3, Min 16 (B&L & Health)  Others to come to the August meeting in RRTC Report			<b>X</b>					
	2.9	To consider a report regarding the University report and faculty responses to the outcome of the student evaluation of teaching and units for T2, 2010 (1), T3, 2010 (2) and T1, 2011 (3).	Chair, TLC	T2, 2010: Mtg 4, Min16 – noted.			<b>X(1)</b>		<b>X(2)</b>			<b>X(3)</b>
	2.10	To consider a report regarding results of the HDR Exit Survey conducted by Research Services Division.	Chair, RRTC						<b>X</b>			

Academic Board Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg 1 Feb	Mtg 2 Mar	Mtg 3 May	Mtg 4 Jun	Mtg 5 Jul	Mtg 6 Aug	Mtg 7 Oct	Mtg 8 Nov
<b>2. Establishing and maintaining academic standards cont.</b>	2.11	To consider a report for presentation to Council on oversight and management of academic standards in teaching, assessment and research and of the way in which the University facilitates upholding the academic freedom of staff.	Chair, AB							X		
	2.12	To consider the 2010 Postgraduate Research Experience Questionnaire/ Graduate Destination (PREQ/GDS) Report.	Chair, RRTC							X		
	2.13	To consider a report regarding results of the 2011 Annual HDR Survey.	Chair, RRTC									X
<b>3. Course approval and review.</b>  <ul style="list-style-type: none"> <li>Approving new courses on academic grounds.</li> <li>Recommending to Council the introduction of new courses.</li> <li>Overseeing the quality of major course reviews undertaken by faculties</li> </ul>	3.1	To receive a summary report of new courses approved in the preceding twelve months.	Chair, APC	Mtg 1, Min 24	X							
	3.2	To consider recommendations regarding the academic approval of all new undergraduate courses proposed for offer from 1 January 2012 for inclusion in the 2011 (for 2012) VTAC Guide.	Chair, APC	None received		X						
	3.3	To consider any recommendations for approval of any new higher education and VET courses on academic grounds for T 2, 2011 (1) and T3, 2011 (2) and T1, 2012 (3).	Chair, APC	Mtg 2, Min 14.2  Mtg 3, Min 12.2		X(1)			X(2)			X(3)
	3.4	To consider the 2010 annual compliance report from Faculties hosting Vocational Education and										

Academic Board Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg 1 Feb	Mtg 2 Mar	Mtg 3 May	Mtg 4 Jun	Mtg 5 Jul	Mtg 6 Aug	Mtg 7 Oct	Mtg 8 Nov
<b>3. Course approval and review cont.</b>	3.4 cont	training courses (conducted in accordance with the Vocational Education and Training operational policy).										
	3.5	To consider a consolidated annual report regarding the 2010 major course reviews (in accordance with the Reviews and Revisions of Higher Education Courses procedure).	Chair, APC	Mtg 3, Min 15 - noted			X					
	3.6	To consider a report regarding the outcomes of its review of faculty annual course review reports (in accordance with the Reviews and Revisions of Higher Education Courses procedure).	Chair, APC	Mtg 4, Min 15 – noted (B&L; Health)				X				
<b>4. Admission to the University and selection to courses.</b>  • Approving University admission requirements. • Approving course selection requirements.	4.1	To consider recommendations for any changes to middle band statements and prerequisites for publication in the 2013 VICTER Guide and the 2011 VTAC Guide.	Chair, TLC	Approved out of cycle by Chair of AB and reported to Mtg 3 of AB.			X					
	4.2	To consider a report regarding the administration of faculty admission and selection rules in the selection of international fee-paying students for T 1, 2011 (1) and T2, 2011 (2).	Chair, TLC	Mtg 4, Min 16				X(1)			X(2)	
	4.3	To consider: a. Faculty domestic admission and selection rules for 2012 and international admission and selection rules for 2013 b. the 2013 admission and selection rules for the Bachelor of Medicine Bachelor of Surgery.	Chair, TLC								X	

Academic Board Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg 1 Feb	Mtg 2 Mar	Mtg 3 May	Mtg 4 Jun	Mtg 5 Jul	Mtg 6 Aug	Mtg 7 Oct	Mtg 8 Nov
<b>4. Admission to the University and selection to courses cont.</b>	4.4	To receive for information a list of the membership of faculty admission and selection committees and course selection committees for 2011.	Chair, TLC									X
<b>5. Student discipline and academic appeals.</b> <ul style="list-style-type: none"> <li>Ensuring adequate procedures for, and the effective operation of, student academic discipline and appeals.</li> </ul>	5.1	To consider a report on student academic progress and retention for 2010 and any recommendations for future action.	Chair, TLC	Mtg 2, Min 27.2		X						
<b>6. Academic engagement.</b> <ul style="list-style-type: none"> <li>Promoting debate on academic matters within the Academic Board.</li> </ul>	6.1	Hot Topic Presentations [topics determined by Academic Board Steering Committee]	AB Steering Committee	Mtg2: AUQA Audit  Mtg3: Research findings on ABs in Australia  Mtg 4: Meaningful student engagement		X	X	X	X	X	X	X
<b>7. Academic Board's own affairs.</b> <ul style="list-style-type: none"> <li>Ensuring a culture of collegial cooperation and open discussion within the Academic Board and its committees.</li> </ul>	7.1	To consider a report arising from the 2010 Self-Review of the Academic Board and its standing committees.	Chair, AB	Mtg 1, Min 10	X							

Academic Board Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg 1 Feb	Mtg 2 Mar	Mtg 3 May	Mtg 4 Jun	Mtg 5 Jul	Mtg 6 Aug	Mtg 7 Oct	Mtg 8 Nov	
<b>8. Academic Board's own affairs cont.</b> <ul style="list-style-type: none"> <li>Establishing procedures to meet the Academic Board's own responsibilities, including its compliance obligations.</li> <li>Establishing procedures for ensuring that all responsibilities assigned to the Board in the University's Operational Plan are fulfilled.</li> <li>Ensuring clear delegations to the Chair of the Academic Board, to committees of the Board and otherwise as required.</li> </ul>	7.2	To consider a recommended process and timeline for the 2011 Self-Review of the Academic Board.	Chair, AB						X				
	7.3	To approve the 2011 Schedule of Business (1) and consider the draft 2012 Schedule of Business (2).	Chair, AB	(1) Mtg 1, Min 11	X(1)							X(2)	
	7.4	To receive a short presentation from the Chair of each standing committee of the Board regarding its major priorities for 2011.	Chairs, AB Standing Committees	Mtg 3, Min 14 - received		X							
	7.5	To receive a summary report of the annual review from each Faculty Board (pursuant to Reg 2.3(1)). [Faculties to submit reviews for consideration by the Academic Board Steering Committee in May]	Chair, AB	Reviewed by ABSC on 9 June and reported at AB Mtg 4, Min7				X					
	7.6	To note annual reports from Faculty Centres/ Institutes (pursuant to Regulation 2.3(2)—Faculty Centres and Reg 2.4(1,2,3,5)—various Institutes.	Deans, Directors of Institutes	ADRI & ITRI to Aug meeting				X					
	7.7	To receive the 2012 schedule of meeting dates for the Academic Board and its committees.	Secretary, AB									X	

#### Abbreviations used:

AB Academic Board

ABSC Academic Board Steering Committee

APC Academic Programs Committee

RRTC Research and Research Training Committee

TLC Teaching and Learning Committee

# Standing Committees

Regulation 2.2(1) - *The Academic Board* empowers the Board to appoint such committees as it sees fit. The Academic Board has established standing committees and their subcommittees to undertake the detailed work of the Board. These committees are:

- Academic Board Steering Committee
- Academic Programs Committee
- Research and Research Training Committee and Thesis Examination Subcommittee
- Teaching and Learning Committee, and
- University Appeals Committee.

The current membership and terms of reference of each of these committees can be accessed on the Academic Board website (please refer to the links section at the end of this document).

Members of the Academic Board are expected to participate in one or more of the Academic Board Standing Committees, depending on their interests, expertise and available time. Members will also be asked to serve on working parties from time to time as the need arises.

## Chairs of the Standing Committees for 2011

Standing Committee	Chair
Academic Board Steering Committee	Professor Hisham Elkadi
Academic Programs Committee	Professor Rod Snow
Research and Research Training Committee	Professor Pasquale Sgro
Teaching and Learning Committee	Professor Karen Starr
University Appeals Committee	Professor Paul Couchman

## Role and responsibilities of the Chairs of Standing Committees

The role of members of committees is to contribute positively to the work and effectiveness of the committee. Members of committees of the Academic Board have the following responsibilities:

- to understand clearly the role and responsibilities of the committee and the way in which it contributes to the work of the Academic Board
- to be familiar with the policies within the committee's portfolio
- to prepare for and attend meetings of the committee and contribute actively to scheduled discussions and debates
- to undertake tasks assigned by the committee chair
- to act in the best interests of the University and not as a representative of any constituent group
- to promote the work of the Academic Board to the wider community and to communicate decisions and outcomes of committee meetings.

### The Academic Board and its Standing Committees



# Members Biographies

## Ex-Officio Members

### Professor Hisham Elkadi, Chair of the Academic Board

Professor Hisham Elkadi is Chair of the Academic Board and has been a member of Academic Board since joining the University in 2009. Professor Elkadi is also the Head of School, Architecture and Building in the Faculty of Science and Technology.

Since his first appointment in the University of Liverpool in 1988, Professor Elkadi has developed a good balance between research, teaching, HDR supervision, outreach activities, and Management. With a background in architecture, postgraduate studies in urban design, research in humanities and social science, and academic career in engineering, arts, and social science faculties, Professor Elkadi has the understanding of quality provision of research in higher education and the ability to outreach for diverse disciplines. Professor Elkadi's appointments have been in top rated Universities in both teaching and research. His previous appointment was to lead the School of Architecture & Design at the University of Ulster. Under his leadership, the School has achieved excellent rating, ranked 5th in UK when he left. Professor Elkadi was also appointed an advisor to the Minister of Culture in Northern Ireland in 2008.

His academic career includes being a research coordinator in Plymouth, Director of undergraduate programme and a Director of postgraduate studies in the University of Newcastle and Head of School of Architecture & Design in Belfast.

Professor Elkadi's research, in the field of cultural aspects of technology in the Built Environment and was part of the research group achieved top rating in the last RAE in UK. He has established a sound research network on both national and international levels in the subject of cultural aspects of the built environment. He currently leads the architecture theme in a EU funded Framework 7, Network of Excellence, and works on another 4 national and international grants. Professor Elkadi is currently supervising 8 Ph.D. students at Deakin University and acted as an invited external examiner at Harvard, Liverpool, Edinburgh, Nottingham, Beirut, Newcastle, Alexandria, Gothenburg, Kuwait, Lund, Carlow and Kuala Lumpur.

Professor Elkadi is an Honorary Fellow at the University College London, a member of the Royal Institute of British Architects, an Honorary Fellow of the Royal Institute of Chartered Surveyors. Professor Elkadi has more than 60 refereed publications and acted as a Keynote speaker, member of scientific committees, and Chairperson in International conferences. Professor Elkadi is Member of the Australian Association of Heads of Schools of Architecture (AASA), Member of the Association of the Australian

Deans of the Built Environment (ADBED), Member of the Board of Examiners, ARB-Victoria. He also acted as a member of the executive committee of The Royal Society of Ulster Architects, and a member of the Standing Committee of the Heads of Schools of Architecture (SCHOSA).

### Professor Ian Robottom, Deputy Chair of the Academic Board

Professor Ian Robottom is Deputy Chair of the Academic Board. He is also Associate Dean (International) in the Faculty of Arts and Education. Professor Robottom has an international reputation in community-based environmental education. He has directed several environmental education projects in Australia and abroad with funding from Australian government departments, AusAID, Australian Research Council, NH&MRC, the Canadian Commonwealth Scholarship and Fellowship Committee and Canadian provincial governments. He has served on the editorial boards of several international research journals and has published widely in environmental education, science education and participatory approaches to social research. In 2005 he became the first Australian to receive the North American Association for Environmental Education Research Award for "Outstanding Contributions to Research in Environmental Education". He is currently co-editing an International Handbook on Research in Environmental Education.

In his portfolio work in Internationalisation, Professor Robottom has responsibilities in establishing and maintaining strategic partnerships with international institutions and government agencies creating opportunities for recruitment of cohorts of international students, collaborative research, and staff and student exchange. He has received two Vice-Chancellor's Awards for outstanding achievements in Internationalisation and in Teaching and Learning

### Professor Jane den Hollander

Professor Jane den Hollander commenced as Vice-Chancellor and President of Deakin University on 19 July, 2010.

Since that time Professor den Hollander has set out to develop a clear vision for Deakin that distinguishes it from other universities. For the students and staff who choose Deakin, her concern has been to set a value proposition that is different, that is aspirational and which reflects that place Deakin wishes to be for the communities the University serves.

Professor den Hollander is currently a board member of Universities Australia, Education Australia Limited and the Australian Learning and Teaching Council.

From 2005-2008, Professor den Hollander was a Board member of Graduate Careers Australia. In addition, Professor den Hollander sits on numerous national committees

mostly concerned with higher education issues.

Professor den Hollander holds a BSc (Honours) First Class in Zoology and a Master of Science degree from Wits University, Johannesburg. Her PhD is from the University of Wales, Cardiff.

Prior to taking up her appointment as Vice-Chancellor of Deakin University, Professor den Hollander was Deputy Vice-Chancellor (Academic) at Curtin University of Technology in Western Australia.

Professor den Hollander has demonstrated a strong commitment to the social inclusion agenda and the transformative power of education to reduce the effects of social and financial disadvantage.

### **Professor John Catford**

John Catford commenced in June 2011 as the Deputy Vice-Chancellor and Vice-President (Academic) at Deakin University. He has university-wide responsibilities for "Advancing flexible, engaged, e-rich learning and the student experience that builds the capacity of Deakin graduates for life and the workplace of the future". He is the standing deputy to the Vice-Chancellor, Professor Jane den Hollander, and holds the foundation Chair of Health Development at Deakin University.

John trained in medicine at Cambridge University, paediatrics at the London Hospital, public health medicine at the London School of Hygiene and Tropical Medicine, and received his Doctorate of Medicine from the University of Southampton. From 2002-2011 he was the inaugural Dean of the Faculty of Health, Medicine, Nursing and Behavioural Sciences and subsequently Pro Vice-Chancellor of the Faculty of Health at Deakin University. The Faculty comprises 5 Schools distributed over 4 Campuses and 12 health service sites with more than 1,100 staff, and qualifies 1500 health professionals per annum from 19 disciplines.

John Catford's current portfolio Academic Development Deakin comprises "super-connected, resource-effective teams of leaders, innovators and service-providers distributed across all campuses". Specific responsibilities include academic programs and integrity, learning futures, academic staff development and appointments, information and communication technology, Desire 2 Learn, library and academic support services, student services and residences, business development and operations, Deakin at Your Doorstep, quality improvement systems, higher education research, strategic intelligence and planning, equity and diversity, and indigenous education.

John is currently the Chair of the Postgraduate Medical Council of Victoria; Chair of the Youth Support and Advocacy Service (YSAS), Editor-in-Chief of the journal Health

Promotion International published by Oxford University Press, and Board Director of Research Australia, Victorian Health Promotion Foundation (Vic Health) and GMHBA Health Insurance, and Governor of the Windermere Foundation and the Epworth Foundation.

John instigated and led the development of the Deakin Medical School which is the third medical school in Victoria and the first one in southern Australia focused on rectifying the medical workforce shortages in rural and regional Australia. The new Deakin Medical School was formally opened on 1 May 2008 by the Prime Minister, Kevin Rudd, with the Victorian Premier, John Brumby, Federal Minister for Health and Ageing, Nicola Roxon, and Victorian Minister of Health, Daniel Andrews. Some of his recent innovations have been the Deakin Institute for Health Research, the West Victoria Academic Health College, the National Centre for Farmer Health, and the Victorian Centre for Rural Emergency Medicine.

### **Ms Robin Buckham**

As Deputy Vice-Chancellor (International and Development), Robin Buckham has overall responsibility at Deakin University for international and domestic marketing and student recruitment, administrative and support services. In addition, the Deputy Vice-Chancellor (International and Development) is responsible for external relations and TAFE and international partnerships. She is a member of the Executive of the Universities Australia committee of Deputy / Pro Vice-Chancellors (International).

The Divisions in her portfolio are Division of Student Administration, Division of Student Life, Marketing Division, comprising National Recruitment and External Relations and Deakin International.

Ms Robin Buckham commenced at Deakin on 2 February 2009 as Pro Vice-Chancellor (Development). In August 2009 she became Deputy Vice-Chancellor (International and Development), taking responsibility for Deakin International, including the Deakin University English Language Institute (DUELI). Three Divisions and one Unit belong to the portfolio of the Deputy Vice-Chancellor (International and Development): the Marketing Division and Deakin's Art Collection and Galleries, the Division of Student Administration, Deakin International and the Planning Unit.

Ms Buckham holds a Master of Commerce (Marketing), Bachelor of Arts and Diploma of Education. Her experience in the education sector encompasses marketing and recruitment, product development, human resources, and strategic planning, implementation and management.

Ms Buckham began her career as a secondary school teacher for the NSW Department of Education. From 1982 to 1997 Ms Buckham worked in a variety of roles around

Australia for metal manufacturer and distributor BHP/Tubemakers of Australia Limited. She was Business Unit Manager of Oil and Gas Pipelines, managing a \$200 million steel pipe mill, when she left the company.

In 1997 Ms Buckham commenced employment with the University of Wollongong where she remained until 2008. From 1997 to 1998 she was Director of Human Resources, a role in which she created change management strategies to effectively modernise HR practices. In 1998 Ms Buckham was appointed General Manager of UniAdvice, a position she held until leaving the University of Wollongong in 2008. UniAdvice is one of three areas of the ITC Group – an unlisted public company subsidiary of the University of Wollongong that delivers educational, project management and international development solutions. In this position Ms Buckham enjoyed much success, leading all marketing, domestic and international recruitment, Alumni, community relations, scholarships, fundraising and admissions at the University of Wollongong; setting direction of the University in relation to market position and marketing strategy; and repositioning marketing strategy and material to reflect customer service and relationship marketing in all areas.

At the same time as holding the position of General Manager of UniAdvice, Ms Buckham spent some years lecturing in undergraduate and postgraduate marketing programs, and had stints as Chief Operating Officer, Managing Director and Marketing Manager of ITC Education Limited.

Ms Buckham is currently a member of the Port Kembla Port Corporation Board. She was previously a board member of the Illawarra Institute of TAFE Advisory Council, and a member of the Duke of Edinburgh Commonwealth Study Conference and the Wollongong Stock Exchange Advisory Board. She was also the Director of ITC Education Limited and Director of the International Film School, Sydney.

### **Professor Lee Astheimer**

In March 2009 Professor Lee Astheimer commenced as Deputy Vice-Chancellor (Research) of Deakin University. Professor Astheimer's portfolio includes responsibility for Research Services Division, Institute for Technology Research and Innovation (ITRI) and Institute of Research Training.

Professor Astheimer's role at Deakin is to provide academic leadership in respect of the advancement of research and research training and promoting, both nationally and internationally, Deakin University's distinctive contribution to research and research training.

Prior to joining Deakin Professor Astheimer was appointed Pro Vice-Chancellor (Research) at the University of Wollongong in 2006 and also served as Acting Deputy

Vice-Chancellor (Research) between 2007 and 2008, managing research policy, development, commercialisation and training. She has served on the Board of Directors of the Smart Services CRC and Australia and New Zealand Council for the Care of Animals in Research & Teaching (ANZCCART).

Professor Astheimer received her BSc Hon. from Lakehead University, Ontario Canada and her PhD in Ecology from University California, Davis, USA (1984). She was awarded a National Institutes of Health-NIMH Postdoctoral Award (1988-1991) in comparative endocrinology and behaviour at the University of Washington, Seattle. Lee's research has focussed on comparative endocrinology and behaviour related to nutrition, reproduction and stress in vertebrates including humans. She has held academic positions at Rutgers University, New Jersey and the Universities of Tasmania and Wollongong.

In her position as Deputy Vice-Chancellor (Research) Professor Astheimer chairs the Research Management Subcommittee and the ITRI Board. Professor Astheimer is also a member of various external committees including Victorian Partnership for Advanced Computing Limited (VPAC) Board, Enterprise Connect Innovative Regions Advisory Board, Universities Australia Executive Women Board and Australian Research Council College of Experts.

### **Professor Gael McDonald**

Professor Gael McDonald is the Pro Vice-Chancellor of the Faculty of Business and Law at Deakin University, Australia. Previously, she was Vice President of Research and Professor of Business Ethics at Unitec, New Zealand.

Professor McDonald has a Bachelor of Business (BBS) from Massey University, New Zealand, a Masters of Business Administration (MBA) from the University of Western Australia, and her Doctorate was obtained from The London School of Economics and Political Science, United Kingdom.

Professor McDonald has taught undergraduate and graduate courses in Australia, New Zealand, Malaysia, Macau, United States and Canada in the areas of International Marketing, Human Resource Management and Organisational Behaviour. She has also published widely in academic and professional journals, and consulted in the private sector. In 2003 Professor McDonald appeared in Unlimited Magazine's selection of the 150 most powerful women in business in New Zealand.

Professor McDonald is a past President of the Australian and New Zealand Academy of Management, and has twice been a member of the New Zealand Performance Based Research Fund Panel in Business and Economics.

Professor McDonald is co-author with Professor Ray Cooksey of the recent text

'Surviving and Thriving Post Graduate Research'.

In keeping with Gael's commitment to productivity, she is the mother of twin five year olds.

### **Professor Maxine Duke**

Professor Maxine Duke is Acting Pro Vice-Chancellor of Deakin University's Faculty of Health. She previously held the position of Head of School, School of Nursing and Midwifery (SONM). As Head of School, she was responsible for the delivery of innovative nursing and midwifery courses that reflect current trends and evidence-based practice in nursing and midwifery, and had oversight of the SONM's large Clinical Partnership Program. The Clinical Partnership Program is the first coordinated program of its kind in Australia, connecting the School to eight healthcare organisations in the public and private sector and in metropolitan and nonmetropolitan areas of Victoria.

Professor Duke also holds the Chair in Nursing Development at Deakin University and is a Fellow of the Royal College of Nursing Australia (RCNA). She is a member of the Nursing and Midwifery Board of Australia's Nurse Practitioner Accreditation Committee, the Victorian and Tasmanian Deans of Nursing and Midwifery, the Council of Deans of Nursing and Midwifery.

Professor Duke's research program is centred on quality and safety, particularly in the alternative care delivery environments such as Hospital in the Home. She supervises honours, masters and PhD students in the School of Nursing and Midwifery. The students are investigating a number of areas related to quality patient outcomes in acute care.

### **Professor Chris Gray**

In October 2009 Professor Chris Gray was appointed as the Dean of the Faculty of Science and Technology, Deakin University having been the Interim Dean, and the Deputy Dean. Professor Gray holds a Bachelors degree with honours in Chemistry from the University of Lancaster and an Masters degree in Environmental Pollution Control from the University of Leeds. After a period in the chemical industry and then in Environmental Health in a government department he undertook research for his PhD at the University of Bradford into fume formation in electric arc welding. He is a Certified Industrial Hygienist (CIH) of the American Board of Industrial Hygiene.

Professor Gray held postdoctoral position at the University of Bradford before becoming a lecturer at the University of Birmingham in 1981. At Birmingham, he was involved in a major study of the neurobehavioural effects of organic solvents and was a consultant to the World Health Organisation on the development of a protocol for exposure assessment in occupational neurobehavioural investigations. He also played

a lead role in a major international study of cancer among welders coordinated by the International Agency for Research on Cancer (IARC) in Lyon, France. He was a author of the IARC Monograph 49, Chromium, Nickel and Welding, 1990.

In September 1989, Professor Gray moved to Deakin University as an Associate Professor and head of the Occupational Hygiene program. Among several areas of research he was involved in the "Health Watch" study of the health of workers in the petroleum industry and a case-control study of leukaemia and other haematopoietic cancers in this cohort.

In 2000 Professor Gray became a member of the Academic Board Executive and Chair of the Teaching and Learning Committee and the Information Technology Committee. He was the Chair of the Academic Board from 2005 to 2007.

Professor Gray has published over 100 publications in refereed journals and has several book chapters. He was made Fellow of the Australian Institute of Occupational Hygienists in 2006

### **Ms Anne Horn**

Anne Horn joined Deakin University in 2005 and currently holds the position of University Librarian/Executive Director, Academic Support. Anne provides high level advice to the University on access to scholarly information including web-scale discovery, research and data repository management, and the provision of high quality and client-focussed services. Anne is responsible for providing services that support students, academic staff and researchers at Deakin's four campuses and in the online environment. The Library's support for students studying in off-campus mode continues to be the benchmark for Australia. The University Librarian is responsible for the Alfred Deakin Prime Ministerial Library and Special Collections.

Ms Horn previously held senior positions at the University of Queensland (UQ), Murdoch University and Queensland University of Technology. She also worked for a time as academic consultant to a global information management and publishing company. Anne has published and presented nationally and internationally on library and information management in academic libraries, learning space design, the information society, and informetrics. At Deakin, and previously at UQ, Ms Horn was a Chief Investigator on the major humanities ARC LIEF project over the last decade; AUSTLIT. The Resource in Australian Literature.

Anne is currently the Chair of the National Library of Australia's cross-sectoral Libraries Australia Advisory Committee, a member of the Council of Australian University Librarians, and an adviser to CAUL members on electronic information resources and collaborative purchasing.

## **Professor Wendy Brabham (Wergaia/Wamba Wamba woman)**

Professor Wendy Brabham has a long involvement in Aboriginal Education, going back to 1979. In 1985, Wendy carried out a Review of the Victorian Pre-School Assistants Scheme. The recommendations from this review were fundamental in providing positive changes in the area of early childhood education for Koorie children.

Wendy has been involved in a number of research projects in Aboriginal Education including 'We are proud of our Elders, A Koorie Education Resource For Early Childhood Educators' for the Victorian Department of Human Services and The Commonwealth Department of Employment, Education and Training, Youth Affairs and 'Informing New Apprenticeships Through Studies of Indigenous Specific Training Projects' for DETYA. 'Analysis of the Impacts of the Changes to ABSTUDY on Indigenous Students', and 'The Impact of ABSTUDY 2000 on Mature Age Indigenous Tertiary Students' for ATSIC, and more recently 'Employment and Equal Opportunity for Indigenous Employees in the Victorian Public Sector' for the Victorian Office of Public Employment.

Wendy has a long and extensive involvement in the area of Higher Education and is currently the Director of the Institute of Koorie Education at Deakin University in Geelong and has been employed at Deakin since 1988. Wendy has been involved in the development of the Institute's Research Management Plan with Elders, Respected Persons and Chairs of Indigenous Knowledge Systems, Professors Veronica Arbon and Mark Rose.

Wendy has also been involved in VAEAI in Specialist positions, and Office Bearer positions since 1986 and has served on other community boards and committees.

## **Elected Members**

### **Associate Professor Jemal Abawajy**

Jemal Abawajy is an associate professor of School of Information Technology. He received Ph.D., M.Sc. and BE degrees all from Canada. A/Prof. Abawajy has been involved in teaching undergraduate and postgraduate students at Deakin University since 2004. He has been involved extensively in curriculum development and renewal making sustained contributions to the teaching and learning portfolio of the School of Information Technology. He has demonstrated academic leadership in the roles of IT security course leader, Honours program coordinator, unit teaching team supervisor and in the conceptualisation and formation of the BIT courses and majors.

Jemal is a senior member of IEEE and is actively involved in funded research. He has published more than 150 research refereed articles. He is directing the "Pervasive

Computing & Networks" research group. He is currently the principal supervisor of 13 PhD students and co-supervising 3 PhD students. A/Prof. Abawajy is on the editorial board of several international journals. He has been awarded the 2010 Outstanding Performance in Research Training Award, School of Information Technology, Deakin University, 2009 Vice-Chancellors Best Contribution to Research Award, Deakin University and 2009 Outstanding Contribution to Research Award, School of Information Technology. Jemal has been a very effective member of several very important committees including Faculty Board (Faculty of science and Technology), Faculty Access, Equity and Equal Opportunity, Teaching and Learning Committee. His service outside the University includes editorial board of several international journals and organizing committee for over 100 international conferences serving in various capacity including chair, general co-chair, vice-chair, best paper award chair, publication chair, session chair and program committee.

### **Professor Bas Baskaran**

Professor K. Baskaran has more than 29 years of professional experience in Civil engineering. For the first four years of his professional career, he worked as a civil engineer with various international civil engineering and building contractors in Sri Lanka. The remaining 25 years, he has worked in leading tertiary institutions in Australia and Thailand conducting extensive research in various aspects of water reclamation and reuse, treatment processes for municipal and industrial wastewater, and cleaner technologies.

He joined the School of Engineering & Technology as a lecturer in 1992. At Deakin University, he was actively involved in the development and delivery of several undergraduate and postgraduate programs in engineering. He was the Head of School, School of Engineering and Technology from 2002 – 2005 and Deputy Dean, Faculty of Science and Technology from January 2006 – June 2008, and Interim Head, School of Engineering from January 2009 – September 2010. He has chaired various School, Faculty and University level committees and actively involved in the senior level academic management, administration, and internationalization. Currently he is the Associate Dean (International), Faculty of Science and Technology and Chair in Civil Engineering, School of Engineering at Deakin University. He was a member of the Academic Board (2003-05) and chaired the Coursework Awards Review Committee (previously Accreditation Committee) in 2004-05.

His areas of research expertise includes: integrated urban and industrial water management, water recovery and reuse; nutrient removal and recovery, wastewater treatment technologies, and industrial pollution prevention and control. Prof. Baskaran also has extensive knowledge and understanding for the Victorian Water Industry and

successfully completed several industry funded research projects over the past 18 years. He was the principal investigator for several Smart Water funded projects as well as lead researcher from Deakin University for the "Closing the Loop" project with dairy processing industry funded by the Gardiner foundation and Dairy Australia.

He was highly influential in International Centre of Excellence in Water Resources Management (ICEWaRM), as one of the original members of the proposal team for initial funding. He chaired the ICEWaRM Board of studies, and has been widely involved in the development of programs for training purposes. He is also a member of the Academic Board of Studies of Melbourne Institute of Business and Technology (MIBT) and Chair the Deakin – MIBT Academic Advisory committee.

### **Professor Lyn Batten**

Professor Batten is Director of IT Security research at Deakin University, and also holds the Deakin Chair in Mathematics. Her research includes a range of issues important to information technology security, including malicious software, data privacy and cryptographic protocols. She also works in the area of digital forensic investigations as there is a growing need in the industry for such investigations after an attack.

She is Associate Editor of the Journal of the Australian Mathematical Society and a founding board member of SECIA (secia.org). Lyn's recent Research Projects are:

- classification of malicious software (supported by an Australian Research Council Linkage grant)
- wireless network recovery (supported by a grant from the Australian Defence Signals Directorate)
- preserving data privacy in the health industry (supported by an Australian Research Council Linkage grant)
- development of authentication protocols in user-user scenarios in untrusted environments.

### **Dr Coral Campbell**

Coral Campbell, located at the Waurn Ponds Campus of Deakin University, is a senior lecturer in science, environmental education, technology and mathematics education. Previously, Coral spent seventeen years in science laboratories and thirteen years as a school teacher. Coral has a B. App Sci, B. Ed (post-grad.) and a PhD. Her PhD gave an account of the changes that were impacting on the teaching of science in primary schools in Victoria across 1993 to 1999.

Coral's research interests are predominately in the area of experiential learning and how

children learn in science and technology education, using socio-cultural constructivist theory. Her conference presentations and refereed publications predominantly relate to these areas. In addition, Coral has contributed chapters to several books on primary science education, creativity in education and environmental education. Currently, she is co-editing two books; a text on Early Childhood Science Education, to which she has contributed several chapters and a book on alternative approaches to science teaching in secondary schools to which she is contributing two chapters. She is currently involved in several research projects on school teaching which attract over \$800000 in support.

Since joining Deakin University, Coral has been involved in both primary and secondary science education areas, environmental education, technology education and mathematics education. She works closely with the local school communities, promoting experiential learning for her education students by placing them in schools as part of their science course. Coral has gained several teaching awards/grants: the Vice-Chancellor's Award for Excellence in Teaching 2004; Joseph Banks' Award for Teaching Excellence 2004; Faculty Award for Coordination of Graduate Diploma of Education (primary) 2007; Faculty Teaching and Learning grants (2010); Faculty Teaching and Learning grants (2011).

### **Associate Professor Malcolm Campbell**

Malcolm is the Associate Dean (Teaching and Learning) in the Faculty of Science and Technology at Deakin University. He is also an Associate Professor within the School of Information Technology.

Malcolm has just on 25 years experience working in the Higher Education sector first in the College of Advanced Education environment and then within Universities. Malcolm's teaching expertise resides in the design and development of interactive multimedia and he is the program leader for the Bachelor of Information Technology (Interactive Media) course. In 2010 Malcolm was awarded an ALTC Citation for outstanding contributions to student learning.

Malcolm has been an Associate Dean within the Faculty since 2003 and is the convener of the Associate Deans (Teaching and Learning) across Deakin. Apart from his faculty duties, he is currently chair of the Joint Faculty D2L Transition group and a member of the University Teaching and Learning Committee.

### **Dr Phil Connors**

Dr Connors PhD, is a Lecturer in the School of International and Political Studies, in the Faculty of Arts and Education. Phil has teaching responsibilities for the Master of International Development.

## Professor Paul Couchman

Professor Paul K Couchman is the Head of the School of Management and Marketing at Deakin University. He has had a diverse career in the natural and social sciences, working in both the public and the private sectors. Since joining academia, as an industrial research fellow, he has had extensive teaching experience across the disciplines of Management and Marketing, both in Australia and in South East Asia. Paul's current research interests include innovation management, interorganizational collaboration, and the development of innovation capabilities in SMEs.

## Ms Alice Di Pasquale

Alice has been employed at Deakin University since 1995 where she initially worked in the Financial and Business Services Division in roles such as Finance Officer, Insurance Officer, Travel Officer and Business Services Accountant. In 2002, Alice was seconded to the Faculty of Arts for a short period and has not returned to a Division since that time. In 2004 Alice began working in the Faculty of Education as the Business Manager before it amalgamated with the Faculty of Education in 2007/08. Alice was elected by the general staff of the Faculty to the implementation committee which led the Faculty of Arts and Faculty of Education through the amalgamation. In 2009 Alice received the Vice-Chancellors award for Outstanding contribution to Resources, Finance and Infrastructure.

Alice was appointed to the role of Faculty General Manager in the Faculty of Arts and Education in late 2009. In this role Alice is responsible for all aspects of the administration of the Faculty working closely with the Pro Vice-Chancellor and all members of the Faculty Executive.

Alice completed a Bachelor of Commerce at Deakin University while working and having two children then completed the CPA Program to become a Certified Practising Accountant. Alice continues to contribute to the tertiary sector in her role on the Victoria/Tasmania Association of Tertiary Education Management (ATEM) Committee as Treasurer and committee member.

## Professor Jean du Plessis

Jean is currently a Professor of Law at Deakin University. He studied in South Africa and obtained his Doctorate in Law (LLD) in 1991. He and his family migrated to Australia in 1999. Jean served a 3-year term as Head of the Deakin Law School in 2000-2002 and was the President of the Corporate Law Teachers Association (CLTA) in 2007 and 2008. Jean has spent extensive time doing research in the UK and in Germany (as Alexander von Humboldt Scholar) in the areas of corporate law and corporate governance.

Jean is the co-author of several textbook on South African corporate law (including

Corporate Law, 3rd Edition and Entrepreneurial Law, 4th Edition) and he has published more than 70 articles in refereed journals in the areas of corporations law and corporate governance. He published four books as co-author since 2005:

- Principles of Contemporary Corporate Governance (with Anil Hargovan, James McConvill and Mirko Bagaric) Cambridge University Press (2nd ed, 2011);
- Law of Insider Trading in Australia (with Gregory Lyon) Federation Press (2005);
- German Corporate Governance in International and European Context (with Bernhard Großfeld, Claus Luttermann, Ingo Saenger and Otto Sandrock) Springer Verlag (2005); and
- Principles of Business Law (with Roger Gamble and Luke Neal) Thomson Reuters (2008).

Since 2004 Jean has been involved in the South African Corporate Law Reform Program as part of a small international reference group that assisted the South African Department of Trade and Industry with the new South African Companies Act 71 of 2008, which has been promulgated in April 2009 and will become law in 2013.

Jean is currently teaching the units Corporate Governance, Business Organisations, Corporations Law and Business Law at Deakin University, Australia.

## Dr Helen Forbes

Dr. Helen Forbes is a Senior Lecturer in the School of Nursing and Midwifery. Dr Forbes is actively involved in the development of teaching and learning within Deakin University as demonstrated by her membership, participation and leadership in HERG and CHER activities, the University Teaching and Learning Leaders Forum, The Faculty of Health Teaching & Learning Committee, the Teaching Leaders Group and in her role as Director of Teaching & Learning in the School of Nursing and Midwifery. Dr Forbes has broad clinical and academic experience and has held various teaching roles at both undergraduate and postgraduate areas, locally as well as internationally. She has an intense interest in curriculum design and development in nursing and clinical education. Her interests and expertise include teacher and student experiences of teaching and learning, teaching effectiveness and student engagement in learning and clinical education. Her research is reported in a number of papers. Dr. Forbes' has had clinical involvement with clinical partners at The Alfred and more recently at Cabrini Health in supporting and progressing nursing education.

## Professor Howard Frederick

PhD International Relations (American U), MA Broadcasting (San Francisco State U), BA German Intellectual History (Stanford U). New Zealand Institute of Directors. Professor Howard Frederick holds the Chair of Entrepreneurship Education at Deakin

University, Melbourne, Australia and is Director of the Centre for Entrepreneurship, Innovation & Community, a research centre of the Faculty of Business and Law. An American-New Zealander and native of Silicon Valley, he previously was Professor of Innovation & Entrepreneurship in New Zealand. He is known particularly for the Global Entrepreneurship Monitor reports and for Entrepreneurship: Theory, Practice and Process, Asia-Pacific edition (with Donald F Kuratko of Indiana University). The book received Australian Award for Excellence in Educational Publishing. Howard is a multi-cultural, multi-lingual Stanford graduate with European, Latin American, and Australasian experience. During the 1990s, he ran his own IT company in Europe and today manages three web environments. His present company Mámor Chocolate Ltd ([www.mamorchocolates.com](http://www.mamorchocolates.com)) is a rapidly expanding firm within the food-export sector. He has trained entrepreneurs in Latin America, Southeast Asia and Australia-New Zealand. Today, Howard is pioneering the new field of Entrepreneurial Ecology, or Sustainable Entrepreneurship. One of Howard's specialisations is training of teachers who teach entrepreneurs. He is also a webmaster in social media tools.

### **Dr Melissa Graham**

Melissa Graham, PhD is a senior lecturer in the School of Health and Social Development where she teaches into the undergraduate and postgraduate public health and health promotion programs. Since 2007, Dr Graham has been the Course Leader for the undergraduate public health and health promotion programs. She is a member of the School Teaching and Learning Committee, Research and Research Training Committee and HEAG-H reviewer.

Dr Graham has ten years of experience contributing to the fields of public health and health promotion both in the field and in the academic setting. Dr Graham's research career brings together a body of research which has examined women's health across the life course. Her research interests are in the area of women's reproductive health, specifically childlessness. This body of work has explored childless women's lived experiences, social exclusion and marginalisation, health and wellbeing, and population trends in Australia.

During her short career in academia Dr Graham has attracted a number of small internal and external research grants totalling more than \$220,000. Dr Graham has successfully supervised more than fifteen Honours and Masters research students in the area of childlessness, teen pregnancy (and pregnancy), menstrual problems and hysterectomy, and women's health more broadly. She is currently an Associate Supervisor for a PhD student who is due to complete by the end of 2011.

Dr Graham is a member of the Public Health Association of Australian (PHAA), the PHAA Women's Health Special Interest Group and has been the PHAA VicBranch Treasurer since 2009. She has served as a peer reviewer for a range of public health, epidemiology

and women's health national and international journals.

### **Professor John Hall**

John Hall, PhD, is the Professor of Marketing and Associate Head (research) within the Deakin Graduate School of Business. His expertise is in the field of marketing and is consumer behavior and service oriented with a focus on leisure, tourism, hospitality and social marketing, where he has some 250 outputs relating to marketing theory and practice.

John Hall has been an academic for more than 20 years, he joined Deakin in 2004 and prior to that was employed by Victoria University. Professor Hall's responsibilities at Deakin have included: Marketing Discipline leader, Director of the Master in Marketing program, Director of The Centre for Business Research, a member of the Faculty Research Committee, the DGSB management committee and the DGSB Advisory Board, as well as being a full and active member of the Centre for Sustainable and Responsible Organisations

### **Professor Roger Horn**

Roger Horn joined Deakin in July 2009 as Director of the Institute of Research Training. He brought to that role previous experience as Chair of the Research Training Committee at the University of South Australia a decade ago (a position that later morphed into their Dean of Graduate Studies). Since coming to Deakin he has been an active member of Academic Board and the committee Research and Research Training Committee, and Chairs the Thesis Examination Subcommittee of RRTC.

As Director of Research Training, Roger works with Faculties, Schools and Institutes to provide a series of skills development workshops for higher degree by research (HDR) candidates, and training workshops for HDR supervisors. He is also involved in development of policy and procedures concerning HDRs, and in academic decision-making on behalf of RRTC concerning candidature issues, supervision, and thesis examinations.

Roger Horn is holds a BSc (Hons) degree in physics from Monash University and a PhD from Cambridge. He has spent his career in public sector research organisations including the Université de Paris-Sud, the Australian National University, the US National Institute of Standards and Technology, and the University of South Australia where he was Deputy Director of the Ian Wark Research Institute. Roger's research interests centre on the physics and chemistry of thin liquid films and interfaces, particularly interfaces between liquids and other materials. The properties of interfaces play a major role in how materials interact with each other through physical forces, and these interactions determine important phenomena including adhesion, lubrication, friction, colloidal

stability, nanoparticle stability, static electrical charging, bioadhesion and wetting. He is respected internationally for his pioneering work in measuring forces between surfaces. Roger currently holds two ARC Discovery grants to investigate the (surprisingly complex!) physicochemical interactions between bubbles.

### **Professor Sue Kilpatrick**

Professor Sue Kilpatrick was appointed Research Professor of Regional Communities in April 2011. Previously she was Pro Vice-Chancellor (Rural and Regional), Deakin University. Prior to joining Deakin University, she was Director of the Department of Rural Health, University of Tasmania, Chair of the Australian Rural Health Education Network and previously Director of the Centre for Research and Learning in Regional Australia. She has had a career-long interest in rural and regional development through education and research.

Professor Kilpatrick has a PhD in the Economics of Education and a Master of Economics in Labour Economics. She is passionate about higher education access for rural and remote students and lifelong learning. Her research interests are education and learning in rural and regional Australia, rural health systems, social capital, rural workforce, community participation, learning for natural resource management and primary industry, and community leadership. She has over 150 publications and has received numerous research grants in these areas besides working as a consultant with local communities. Membership of boards and committees in areas related to her research has complemented her research career, including school education, the early years, farmer education and training, economic development, rural health research and community care.

She is currently a member of the Regional Development Australia Barwon South West Victoria Committee and a Board member of South West Institute of TAFE, South West Local Learning and Employment Network and Marcus Oldham College.

### **Dr Bob Li**

Bob's academic experience is well balanced with commercial expertise. He started his career as a research engineer in the commodity industry and later became a futures analyst. He also worked as an investment analyst in banking and utility industries. The last industry position he held before turning into academics was senior research analyst. He has deep understandings of financial markets, instruments and equity/portfolio analysis/management.

Bob has a hybrid education background. He holds a PhD in Finance, Master's in Economics and Bachelor in Engineering (Honours). He joined Deakin in 2009 as a lecturer in finance.

Bob has many high quality publications, including an article in Journal of Portfolio Management.

### **Dr Stephen Mackey**

Dr Steve Mackey is a Senior Lecturer in Public Relations in the Faculty of Arts and Education. Formerly a journalist and regional government press officer in London Steve came to Deakin in 1990. He is based at Warrnambool but also teaches on campus in Burwood and Geelong.

### **Associate Professor Bernie Marshall**

Associate Professor Bernie Marshall is the Associate Dean (Teaching and Learning) in the Faculty of Health, and is responsible for leading curriculum and academic development and review in the Faculty at strategic and operational levels. He has a particular focus on building teaching and learning leadership capacity at school, faculty and university levels and creating a culture that values and rewards high-quality teaching and effective learning. In 2009 he was awarded an Australian Learning and Teaching Citation for 'Outstanding Contribution to Student Learning for 'creating conditions that nurture and inspire learning and teaching excellence'. As Chair of the Faculty Academic Progress and Discipline Committee he is responsible for the management of all student progress, student misconduct and academic integrity matters across the Faculty. Within the School of Health and Social Development, he coordinates the Master of Public Health and teaches at undergraduate and postgraduate levels in health promotion and public health.

Over the last ten years, Associate Professor Marshall has undertaken a major role in health promotion workforce capacity building in Victoria, and in developing health promotion strategic and program planning within the primary health care sector. This has involved workforce training in health promotion; mentoring health professionals; developing frameworks for effective health promotion program planning and evaluation; and supporting networks and alliances to better plan, deliver and evaluate health promotion programs at district and regional levels. Organisations and programs involved in this work have included community health services, women's health, local government, Divisions of General Practice, school nursing services, drug and alcohol programs, mental health services, neighbourhood renewal programs, youth services, primary care partnerships, sexual health services, and a broad range of non-government organisations. Over the past two years, he has developed two leadership and capacity building programs for the Victorian Health Promotion Foundation. The first related to primary prevention of violence against women, for which he received the 2010 VicHealth Award for Participation and Skill Development. The second program is in the area of reducing race-based discrimination and promoting diversity in the community.

He has also worked for a number of years with the World Health Organization and the Ministry of Health in Vietnam to increase health promotion capacity within that country. This has focussed on working with a broad range of sectors, including health, education, agriculture, police, urban and rural development, transport, and mass organisations (such as the Women's Union and the Youth Union) to develop greater understanding of, and skills in, health promotion, and to increase partnerships between these sectors around identified priority health issues.

Associate Professor Marshall has also worked in the area of school health for nearly 25 years, originally from within the education sector as a consultant in health education and curriculum development. Since joining Deakin, he has undertaken a broad range of research and consultancies in school health.

### **Professor David Marshall**

Professor Marshall is the Head of the School of Communication and Creative Arts and professor. He holds a personal chair in new media, communication and cultural studies and is the author of *Celebrity and Power: Fame in Contemporary Culture* (Minnesota, 1997), *New Media Cultures* (Edward Arnold/Oxford, 2004) and the co-author of *Fame Games: The Production of Celebrity in Australia* (Cambridge, 2000/01), *Web Theory* (Routledge, 2002 with Robert Burnett), the editor of the *Celebrity Culture Reader* (2006), and over 60 articles and book chapters on media, new media and popular culture. His work has been translated into French, Spanish, Japanese, Bulgarian and Icelandic. Professor Marshall's two principal research areas are: the study of the public personality and the study of new media forms. His current research is a comprehensive reading of the changes from "representational" media to "presentational" media and investigates these shifts through the term "intercommunication". His work also includes leading research in the burgeoning field of persona studies as it investigates the proliferation of the public persona from its origins in the entertainment industries. Along with many media interviews on major networks (including CNN, Fox News, the ABC, BBC, CBC, NPR) and for numerous newspapers (including the New York Times, Washington Post, Sydney Morning Herald, The Globe and Mail, Los Angeles Times, Christian Science Monitor and many others), Professor Marshall was the founder of the online journal *M/C* ([www.media-culture.org.au](http://www.media-culture.org.au)) in 1998.

### **Professor Diane Mayer**

Diane Mayer has been Chair in Education and Head of the School of Education at Deakin University since 2008. Prior to that she was Associate Dean at the University of California Berkeley 2003-2008, and held academic positions at The University of Queensland 1988-

2003 and the University of Southern Queensland 1988-1998.

Diane's current research and scholarship focuses on the policy and practice of teacher education, examining issues associated with the professionalism of teaching and what that means for the policy and practice of teacher education. This work has produced more than 100 publications. Research grants totalling approximately AUD\$1.2m and almost USD\$2m (plus a \$1m endowment) have been secured to support this work. Currently, Diane is lead CI on an ARC Linkage funded project 'Investigating the effectiveness of teacher education for early career teachers in diverse settings: A longitudinal study'. In addition, she is editor of two Taylor and Francis/ Routledge journals, 'Teaching Education' and 'Asia Pacific Journal of Teacher Education'.

Diane is Chair of the Victorian Council of Deans of Education (VCDE) and sits on the Australian Council of Deans of Education (ACDE) Board as well as the Australian Teacher Education Association (ATEA) Executive. In addition, she is ACDE representative on Australian Institute for Teaching and School Leadership's National Professional Standards for Teachers Implementation Reference Group and AITSL's National Initial Teacher Education Advisory Committee. She also represents the higher education sector on the Council of the Victorian Institute of Teaching, the government authority responsible for teacher registration and the profession in Victoria.

### **Ms Janine McBurnie**

Since completing my Masters degree in 1996 I have been a lecturer in Environmental Science at Deakin University, both on the Rusden and Burwood Campuses. I was employed to specifically focus on teaching undergraduate students. My main role has been to develop engaging units for first year students which I have really enjoyed. I have supervised many honours students during this time in the areas of coastal geomorphology, coastal management, and in more recent times environmental sustainability.

In 2009 I was part of a cross faculty team that developed Deakin's first cross faculty undergraduate unit. The unit – *Creating Sustainable Futures* - ran for the first time in 2010, and has continued to be well received by the students in 2011. This has been the most rewarding teaching experience of my career.

I have a strong interest in undergraduate transition, focussing on transition of students into first year, as well as transition into 2nd year. In 2009 I implemented a transition program for environmental science students at Burwood moving from first year into second year as well as for those articulating straight into 2nd year. Transition 'through' university has not received the same recognition as first year transition and I hope to get this on Deakin's agenda.

## **Dr Michael McShane**

I teach administrative law, legal theory and negotiation/mediation in the law school and am developing a unit in strategic negotiation in the MBA, and would like to develop a unit in the cultural context of negotiation in an on-line/video-conferenced format with a Canadian law school. I have taught at Deakin since February 2001

I hold graduate degrees in law, politics, history and, soon education. My doctorate is in modern European intellectual history which I completed in Canada at the end of the 1980s and at a time when there were few academic jobs in the discipline; as a result, I slipped into the study of law, also in Canada, and practiced at the Ontario Bar in the area of civil and family law before escaping into university teaching with the aid of an LL.M in administrative law; also from a Canadian school.

My academic interests are interdisciplinary in nature: I enjoy migrating across the borders of legal theory/education, negotiation and workplace learning in the context of higher education. I strongly disagree with the corporate drift of the tertiary sector and its anti-intellectual +pro-business predilections. I am pleasantly surprised that a number of my students are also interested in challenging the dominant ways of thinking in legal education and are interested in pursuing diverse curricular practices, and in ways that query the bureaucratic conceptions of the purpose of higher education as expressed in the overly prescriptive, instrumentalized and market-driven view of graduate attributes.

## **Professor Anthony Mills**

Professor Mills is Chair of Construction Management in the School of Architecture and Building at the Deakin University, Victoria. He has held other academic positions at the University of Melbourne and RMIT positions in a similar field.

Prior to becoming an academic Anthony had over ten years of experience as a Quantity Surveying consultant in construction industry, and was formally President of the Australian Institute of Quantity surveying in Victoria.

He is an experienced researcher, team leader and developer of construction education programs. Prof Mills currently holds three nationally competitive grants in the area of construction education pathways. He is a member of a number of professional education committees, and has led a number of industry accreditation panels of construction courses in Australia and overseas. Professor Mills has undertaken extensive research into the subject of education of professionals in the built environment

## **Dr Glenn Nicholls**

Dr Glenn Nicholls has worked at Deakin University for 3 years 6 months. He is Executive Officer in the Office of the Deputy Vice-Chancellor (International and Development).

Prior to that he was Executive Officer to the Vice-President and Council Secretary.

Previously Glenn worked at the Institute for Social Research, Swinburne University; was Executive Officer and Company Secretary at the Mental Health Research Institute; undertook research and business liaison at the Australia Business Arts Foundation; and established the research service at the Refugee Review Tribunal.

Glenn completed a PhD at Monash University in 1993 in German-Australian comparative literature and has authored the book *Deported: A History of Forced Departures from Australia* (UNSW Press 2007), which was shortlisted for the Gleebooks Prize for Critical Writing in the 2008 NSW Premier's Literary Awards.

## **Professor Beverly O'Connell**

Professor Beverly O'Connell holds the positions of Inaugural Chair in Nursing at Southern Health and Associate Dean (Research) Faculty of Health. She has 21 years experience working in an academic role across two multi-campus universities in two states and has held a number of senior academic positions. Previously, she held the positions of Chair in Nursing at Cabrini Health-Deakin University, Nursing Research Director at Sir Charles Gardiner hospital and has been the Director, Centre for Nursing Research and Development at Curtin University.

Her areas of expertise in teaching and research include aged care, continence care, risk management (falls prevention) and carer needs. She has extensive experience as chief investigator of multidisciplinary research projects that have influenced health policy and practice. Bev sits on the editorial board for the journal of Contemporary Nurse and the Australian & New Zealand Continence Journal. Track record to date includes:

Sixty successful grant applications attracting a more than 2.7 million dollars in funding from local, state and Commonwealth sources

More than 101 publications in refereed journals, books, book chapters, conference proceedings, and reports

Ninety-five presentations at international, national, and local conferences and professional seminars

Invited as a consultant by National Continence Foundation and the Department of Health and Ageing to sit on advisory panels and comment on issues related to continence and aged care.

## **Mr Joel Rickard**

Joel is a student member of the Academic Board. He currently works for himself doing a range of design and consulting jobs from new residential builds and heritage listed to

commercial. He has worked as a Project Officer, organising preparation and logistics of construction projects before, during, and after construction. Joel is currently completing a Masters of Architecture at Deakin University Geelong. He has a Bachelor of Design (Architecture), Dip. Architectural Design, Bachelor of Industrial Design, Cert Teaching English, Cert of Graphic Design and Cert of Designing for the Web.

### **Dr Lynn Riddell**

Dr Lynn Riddell is currently Associate Head of School, Teaching and Learning and a senior lecturer in the School of Exercise and Nutrition Sciences. She joined Deakin University in 2004 and has previously held academic positions at Drexel University, Philadelphia and the University of Otago in New Zealand. Lynn currently teaches nutrition at both undergraduate and postgraduate level and supervises research degree students and honours students. In addition, she is an active member of the Centre for Physical Activity and Nutrition Research (C-PAN) SRC. Her research focuses on long term dietary strategies for the prevention and management of cardiovascular disease. This research can be broken down into three main areas: 1) How much salt is consumed within the Australian diet, what are the dietary and health implications and what strategies can be employed to effectively reduce intake? 2) Is the presence of excess levels of caffeine and sodium within our food supply increasing food and beverage consumption? and 3) What is the role of micronutrients in health maintenance and chronic disease prevention? She has published widely in the field of nutrition and authored a book chapter on the role of caffeine in soft drinks.

### **Professor Pasquale Sgro**

Pasquale Sgro joined Deakin University as Foundation Professor in Economics in 1989 from La Trobe University where he was a senior lecturer. He has served as head of school in economics at both La Trobe and Deakin Universities. He is presently Associate Dean Research in the Faculty of Business and Law.

He has written 6 books and over 70 journal articles in international economic, tourism and management journals. He is an Oz reader for ARC discovery and Linkage grants. He has been External Academic Advisor, BBA (Hons), Business Economics, Department of Economics and Finance, City University of Hong Kong, 2002-2011, President Association for Research between Italy and Australia (ARIA-Victoria) 2003-2010. His has also taught in undergraduate specialist economics courses as well as the MBA at Deakin and also taught at the universities of Southampton, Bologna, Florence, Bordeaux and John Hopkins University Bologna centre in Masters and PhD programs.

He is co-editor of "Journal of International Trade and Economic Development" and Associate Editor of a number of international economic and Management journals. Member, Scientific Committees for the European Economic and Finance Society and

International Conference on Tourism. Referee for over 20 economic, tourism and management journals. President, Economic Society of Australia Victorian Branch. 2001, Vice-President, Economic Society of Australia Victorian Branch 2002-2004.

He has served on the University Academic Promotion Committee, Research Integrity advisory group, Chair of the university research and research training committee, member of Academic board and Faculty Board, chair of faculty research committee, Chair of staff research development advisory group, member of CSaRO a Strategic research centre of the University. Member and secretary of the CoAsIt board, a not for profit Italian welfare organisation.

### **Professor Rod Snow**

Professor Rod Snow has been at Deakin University since 1997 and is Professor of Exercise Physiology in the School of Exercise and Nutrition Sciences (SENS) and is currently Deputy Head of the School. His major role is to provide academic leadership for staff in the School particularly those in Exercise and Sport Science. Professor Snow is a member of the Centre for Physical Activity and Nutrition Research (C-PAN) and is a co-leader of the Muscle Health research group within C-PAN. Professor Snow has played numerous leadership roles within the SENS including Associate Head of School (Teaching and Learning), Course team leader for the Bachelor of Exercise and Sport Science, and Chair of School Academic Progress and Discipline Committee. He is also a current member of University Academic Board and is presently chairing the Academic Programs Committee.

Professor Snow's major research interest is understanding the role that creatine plays in human muscle development, health and disease. He has published over 70 peer-reviewed papers with more than 70% of these research papers published in ERA rated A\* and A journals. His work has been cited over 1600 times and he has a current H-index is 23. Professor Snow has supervised 14 HDR students and 13 Honours students to completion. He has been a Chief Investigator on previous NHMRC project and ARC-DETYA SPIRT grants and has a combined category one income of \$0.52 million dollars.

### **Professor Karen Starr**

Professor Starr is the Inaugural Chair, School Leadership and Development in the Faculty of Arts and Education. Prior to this she was a school Principal for fifteen years in three very different schools in South Australia and Victoria.

Karen Starr was Chief Writer of South Australia's Curriculum, Standards and Accountability Framework (SACSA) and in 2004 won the Victorian and Australian Telstra Business Women's Awards for the not-for-profit sector. She is a Fellow of the Australian Institute of Company Directors and the Australian Council for Educational Leaders.

Professor Starr has strong links and partnerships with governments, professional associations, schools and the education profession. She currently serves on the Association of School Business Officials International Aspects Committee and has links with the finance industry through her work on the board of Victoria Teachers Credit Union. Her research interests lie in educational leadership, change, curriculum, professional learning, governance, educational policy and equity.

Karen is currently the Chair the Academic Board's Teaching and Learning Committee.

### **Professor Geoffrey Stokes**

Geoffrey Stokes is Professor of Politics in the School of International and Political Studies. He has written widely on political theory, philosophy and Australian politics. His particular research interests include the theory and practice of democracy and citizenship, and Australian political thought. He is co-editor (with Marian Simms) of the Australian Journal of Political Science.

Professor Stokes has edited a number of books including Australian Political Ideas (University of New South Wales Press, 1994) and The Politics of Identity in Australia (Cambridge University Press, 1997). With April Carter he has co-edited Liberal Democracy and its Critics (Polity, 1998) and Democratic Theory Today (2002). He has also co-edited with P. Chalk and K. Gillen, Drugs and Democracy (Melbourne University Press, 2000), with M. Leach and I. Ward, The Rise and Fall of One Nation (University of Queensland Press, 2000), and with P. Boreham and R. Hall, Australian Political Issues (2nd edition Pearson, 2004). He is also the author of Popper: Philosophy, Politics and Scientific Method (Polity, 1998). His articles have been published in international journals in various fields.

From 1994-99 he was editor (politics) of the Australian Journal of Politics and History and from 1999-2000 he was a judge on the history panel of the Queensland Premier's Literary Awards. He is currently an Associate Editor of Contemporary Political Theory, and on the editorial board of the Australian Journal of Politics and History. In 1990-91, he was Senior Advisor to the Commonwealth Minister for Trade and Overseas Development. He spent the year 1985-86 in the Centre for the History and Philosophy of Science at Boston University on a Fulbright Postdoctoral Fellowship. He has taught at a number of Australian Universities and at Oxford University.

### **Professor Greg Tooley**

Professor Greg Tooley is the current Head of School of Psychology. He originally trained and worked as a clinical psychologist in both mental health and forensic settings. He completed his PhD in 2001 on the aetiology and treatment of chronic fatigue syndrome.

Professor Tooley has been an academic at Deakin since 2000, and he has contributed

strongly across the teaching, research, and service spectra. His has continued his research into chronic fatigue syndrome and associated conditions and has also headed a number of funded clinical trials of nutritional supplements for conditions such as fibromyalgia and rheumatoid arthritis. More recently, he has published in the area of child abuse and neglect. He has supervised numerous doctoral and other research students to completion.

In the past 6 years, as Assoc Head of School ( T&L ), and then as Head of School, Greg has had a major role in leading the highly successful redevelopment of Psychology's teaching program, which has embraced the Deakin's push towards online delivery and the trimester system. He believes that flexible delivery is key to Deakin's potential to develop into an academic institution of national and international significance in the future.

### **Ms Belinda Townsend**

Belinda has been a student at Deakin University for several years studying Health Sciences, Anthropology, and Politics and Policy studies. In between studying Belinda has volunteered for the Victorian Aboriginal Community Controlled Health Organisation (VACCHO), for Volunteer Service Nepal (VSN) in Kathmandu, and in IDP camps in Nakuru Kenya.

Belinda is currently completing a PhD in the School of International and Political Studies focusing on the governance of global health issues through the lens of democratic theory. She has presented on this topic in Hyderabad, India and in Montreal, Canada. She is a member of the Public Health Association of Australia, the Australian Political Science Association, International Studies Association and the Peoples Health Movement.

Belinda currently serves as the postgraduate student representative on Deakin Council.

### **Mr Michael Tse**

Michael is a lecturer at the School of Accounting, Economic and Finance. He teaches in the area of management accounting and has research interests in management accounting, electronic commerce and higher education. He is a former co-editor of the Journal of Internet Business and an ad hoc reviewer for International Journal of Accounting and Information Management, Managerial Auditing Journal and Asian Review of Accounting.

Michael has board and committee experience from both within and outside university sector. He is currently a Member of the Faculty Board at the Faculty of Business and Law, the Deputy Chairman of the Education Committee of the Institute of Certified

Management Accountants, and Director and Secretary of the Royal Victorian Association of Honorary Justices.

### **Ms Polly Walker-Dorras**

Polly is a student member of the Academic Board.

### **Dr Bernadette Walker-Gibbs**

Bernadette is a Senior Lecturer and the Warrnambool Education Coordinator in the School of Education in Warrnambool. Bernadette has been at Deakin since April 2008 and during that time has helped to renew and rebuild education on the Warrnambool Campus. Bernadette has worked and researched in the area of 'new literacies/ technologies' and more broadly towards increasing networks and partnerships between universities, schools and communities for the last 15 years and this work has resulted in numerous publications in journals and edited commercial books as well as an ARC Linkage and other research grants. Most significantly her PhD thesis entitled "Re-conceptualising visual literacy: A post-Literacy approach" looked at the changing generational understanding of children with regards to visual and mediated realities. In her thesis she examined the theorist Jean Baudrillard's concepts of simulacra, hyperreality and seduction to argue that children's worlds today are more complex than in the past and that schools are not well equipped to deal with these complexities. Her research since then has been in rural and regional school and university contexts where the focus has been on helping develop skills for the 21st Century in these communities. Prior to arriving at Deakin Bernadette worked in Queensland in both teacher education and creative enterprise where she worked hard to ensure that her teaching, research and community engagement were connected and enhanced the learning of the students as well as 'gave back' to the community in which they studied and worked. High on her list of priorities therefore are notions of social capital, creativity, innovation and entrepreneurship in order to better equip students to not only work in regional communities but to enhance the communities they live in by actively engaging with and enhancing the social and cultural capital of the local environment.

### **Professor Harrison Weisinger**

Professor Harrison Weisinger is the Foundation Director and Chair in Optometry. Professor Weisinger holds qualifications in optometry and medicine, and works regularly as a general practitioner in Geelong. He completed his Masters and PhD at the University of Melbourne in the fields of visual neurophysiology and visual development.

Professor Weisinger has published in Nature Medicine, Science, PNAS and Investigative Ophthalmology and Visual Science, and has been awarded national competitive grants and fellowships, including several from the NHMRC and ARC. He is an Associate Editor

for one journal and a reviewer for several others in the field of vision science.

Prior to taking on his current role, Professor Weisinger was Director of Professional Services and a Board Member of Specsavers Optometrists Asia Pacific for 3 years. He is now leading the development of Deakin University's optometry program, which will enrol its first students in 2012. The course will feature teaching philosophies and methods currently used in medical education, including evidence-based practice, case-based learning and Team-Based Learning.

### **A/Professor Geoffrey Wescott**

Geoff has been at Deakin University since the 1992 merger and has served on the Academic Board previously in the 1990's and early 2000's.

Geoff is Associate Professor of Environment in the School of Life and Environmental Sciences at the Burwood Campus. He is a Fellow of the Environment Institute of Australia and New Zealand and a member of the World Commission for Protected Areas of the IUCN.

Geoff has focused his research over the last 20 years on applying the concept of integrated coastal zone planning and management to actual national, state and local circumstances and has published extensively (over 70 academic papers) in coastal planning and management, environmental policy and protected area management and has served on many governmental advisory bodies including being an inaugural member of the Australian National Oceans Advisory Group and the Victorian Coastal Council, as well as being Deputy Chair of the Board of Parks Victoria.. He is a current Vice President of the Australian Coastal Society.

He has written several books, including a field guide to Wilsons Promontory National Park, with his most recent (2009) book being "Back to Basics" on large scale environmental improvement projects and recommendations for Australia. The third edition of a field guide to rocky shorelines was published late last year.

## Further Information

So that you can access the following links easily, please download this manual from the Deakin University website at <http://www.deakin.edu.au/academicboard/useful-info.php>

The latest version of all statutes and regulations concerning the Academic Board can be found at the following web links:

- [Statute 2.2 - Academic Board](#)
- [Regulation 2.2.\(1\) - The Academic Board](#)
- [Membership details](#)
- [Meeting conduct \(Standing orders\)](#)
- [Committees of the Academic Board](#)
- [Meeting schedules and deadlines](#)
- [Agendas and Minutes](#)

The following officers of the University will be pleased to answer any further questions you may have in relation to your role as a member of Academic Board:

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