University of Canberra

COUNCIL MEETING No. 144

held on Friday 12 August 2011 at 9.00 am in the Scrivener Building

PRESENT:	Mr J Mackay AM (Chancellor) Mr G Barrett Dr T Calma Professor G Cho AM Ms A Ellis Ms M Eversons Mr J Murphy (from 9.20 am) Professor S Parker (Vice-Chancellor) Ms P Power Dr S Ryan Ms Maria Storti (Secretary)	
APOLOGIES:	Ms R Follett AO Mr R McMahon-Hogan Mr D Trewin	
IN ATTENDANCE:	Ms I Davis Dr D Hamilton Professor D Gibson Professor C Kayrooz Mr B Lines Ms G London	Mr B Mewett Professor G Riordan Professor F Shannon Professor M Skidmore Ms S Thomas Mr P Hill (A&G Unit)

Council met in closed session from 9.00 – 10.00 am for the discussion of confidential items.

Opening and Apologies

The apologies listed above were received.

Council extended its condolences to Mr McMahon-Hogan who was unable to attend due to a family bereavement.

Confirmation of the Agenda

The agenda was confirmed as presented.

Resolution C144/1

Council agreed to the recommendation contained in Agenda Item 18.

Declaration of Interests

At Agenda Item 7.2 Council noted that Actew was considering the sponsorship of a Chair in Engineering at the University and that Mr Mackay was the Chair of the Board of that corporation.

Item 1: Confirmation of Confidential Minutes of Meeting No. 143

Resolution C144/2

Council approved the confidential minutes of Meeting No. 143 (17 June 2011) as an accurate record of proceedings.

Item 2: Matters arising from the Minutes

2.1 Council Membership

The minute for this item is recorded in the confidential minutes.

Resolution C144/3

Council endorsed the proposal to schedule a meeting of the Nominations and Senior Appointments Committee to discuss the possible nominees for the two remaining positions on Council.

2.3 Honorary Doctorates

The minute for this item is recorded in the confidential minutes.

Item 3: 'Your Voice' Staff Survey – Preliminary Results

The minute for this item is recorded in the confidential minutes.

Resolution C144/4

Council received and noted the preliminary results of the 2011 'Your Voice' staff survey.

Item 4: Report on Options for Future Collaborations of Canberra Institute of Technology and University of Canberra – Professor Denise Bradley

The minute for this item is recorded in the confidential minutes.

Resolution C144/5

Council:

1. noted the background material provided in relation to the possible merger of the University with Canberra Institute of Technology and the recent decision to create a dual-sector university in Queensland;
2. subject to the above suggestions or clarifications, endorsed the proposed statement of position on the Bradley Report, which may be used as the basis of a submission by the University to the ACT Government on the matter and in public comment as appropriate; and
3. authorised the Vice-Chancellor to negotiate with the ACT Government based upon the statement of position and the principles contained in it.

Council noted that Mr Barrett did not support the resolution.

Item 5: University of Canberra Polytechnic

The minute for this item is recorded in the confidential minutes.

Resolution C144/6

Council:

1. authorized the Vice-Chancellor to proceed with the planning and preparation of the University of Canberra Polytechnic for commencement in January 2012;
2. noted that the formation of the University of Canberra Polytechnic will initially go ahead as a joint venture between the University of Canberra and the University of Canberra

College and this will be reviewed in 2012 with a view to establishing the final configuration of the Polytechnic; and

3. noted that the recently submitted Structural Adjustment Fund application includes money for the establishment of the University of Canberra Polytechnic, and announcements will be made from August/September 2011.

Council noted that Mr Barrett did not support the resolution.

Item 6: Sub-Degree Programs within the UC Group

The minute for this item is recorded in the confidential minutes.

Resolution C144/7

Council:

1. rescinded decision C125/16 taken at Meeting No. 125 on 3 April 2009; and
2. agreed that the University offer higher education sub-degree programs at Level 5 and Level 6 of the Australian Qualifications Framework.

Item7: Naming Rights

7.1 University Naming Rights Policy

The minute for this item is recorded in the confidential minutes.

Resolution C144/8

Council:

1. agreed that gender equity provisions should be included in Section 4 (Principles) of the policy;
2. approved the Naming Rights Policy, subject to the amendment noted in Point 1 Above, delegating authority to the Vice-Chancellor and Chancellor to approve naming rights for University facilities and academic positions; and
3. agreed that Council retain authority to approve naming rights for University buildings, academic entities and honorary naming.

7.2 Naming Rights - Civil Engineering

Council noted that discussion of this item was no longer required following the decision to approve the proposed naming policy at Item 7.1, above.

Item 8: Chancellor's Opening Comments

No matters were reported or raised at this item.

Item 9: Confirmation of Minutes of Meeting No. 143

Resolution C144/9

Council approved the minutes of Meeting No. 143 held on 17 June 2011 as an accurate record of proceedings with the correction of the name of School of Adjuncts on page three of the minutes.

Item 10: Matters arising from the Minutes

10.1 Offensive Website

Professor Parker reported that Facebook had removed the offensive website noted at Agenda Item 22.3 of Meeting No. 143. Council noted that it had not been possible to identify the creator of the website.

Item 11: Vice-Chancellor's Report

Professor Parker reported on the following item.

Australian Universities Quality Agency

Professor Parker extended his thanks to members of Council who had attended interviews with the Australian Universities Quality Agency (AUQA).

Professor Parker advised that the preliminary remarks made by AUQA at the completion of the audit had been positive. Only a few areas requiring further attention had been identified and the University should receive ten commendations and a similar number of affirmations.

Resolution C144/10

Council received and noted the report from the Vice-Chancellor.

Item 12: Report of Academic Board

Meeting No. 11/4 (18 July 2011)

12.1 University of Canberra Research Centre Funding Round 2011 and the establishment of a New Centre

Resolution C144/11

Council agreed to exercise its authority under section 8 of the *University of Canberra Act 1989* and established the 'Australia New Zealand School of Government's Institute for Governance' (ANZSIG) as a University of Canberra Research Centre (UCRC) with immediate effect.

12.2 Accreditation of Courses with New Award Titles - Science, International Development

Resolution C144/12

1. Council agreed to accredit the following new course (to be implemented for University of Canberra College admission and teaching period commencing Term 1, 2012):
   - undergraduate diploma in Science (leading to the new award of Diploma of Science)

2. Council agreed to amend the *University of Canberra Courses & Awards (Degrees, Diplomas & Certificates) Rules 2010* to add the following new awards:
   - Diploma of Science (Dip Sc)
   - Master of International Development (M IntlDev)

3. Council noted that Academic Board had resolved to accredit, on behalf of Council (under Resolution C32/3(d)), the following new course (to be implemented for Semester 1, 2011):
   - masters degree course in International Development (leading to the new award of Master of International Development)

12.3 Changes to Courses: Course Closures - combined courses with Forensic Studies, Geographic Information Science

Resolution C144/13

Council agreed to exercise its authority, under Rule 5(1) of the *University of Canberra Courses & Awards (Courses of Study) Rules 2010*, and determined that the following courses should cease following an appropriate 'teach-out' period and to note that Academic Board exercised its authority, under Rule 5(2) of the *University of Canberra Courses & Awards (Courses of Study) Rules 2010*, and closed the courses to new admissions and removed them from the Academic Program with effect from the end of Semester 2, 2011:

- undergraduate combined degree course in Forensic Studies/Law (leading to the awards of Bachelor of Applied Science in Forensic Studies and Bachelor of Laws (available with Honours))
- undergraduate combined degree course in Justice Studies/Forensic Studies (leading to the awards of Bachelor of Social Science in Justice Studies and Bachelor of Applied Science in Forensic Studies)
- graduate diploma course in Geographic Information Science (online) (leading to the award of Graduate Diploma in Geographic Information Science)
- masters degree course in Geographic Information Science (online) (leading to the award of Master of Science in Geographic Information Science)

12.4 Granting of Awards - Doctor of Philosophy and others

Resolution C144/14

1. Council agreed to exercise its authority under Rule 7(2) of the *University of Canberra Conferring of Awards Rules 2010* and admitted the students listed to the award of Doctor of Philosophy so that the awards can be conferred *in absentia* at this Council meeting.

Name	Student Number
RAHMAN, Azizur	3021194
SONG-IM, Nopporn	3020347
WIJESEKERA, Don Malinda Shirantha	122541
WILSON-WILDE, Linzi Marianne	117754

2. Council agreed to exercise its authority under Rule 7(2) of the *University of Canberra Conferring of Awards Rules 2010* and admitted the student listed to the award of Bachelor of Graphic Design so that the award can be conferred *in absentia* at this Council meeting.

Name	Student Number
KHAN, Mahad Amin	3032417

3. Council agreed to:
   (a) exercise its authority under the *University of Canberra Conferring of Awards Rules 2010* and rescinded its decision to admit Rachel AMBAGTSHEER (3034691) to the award of Master of Information Studies

   (b) to exercise its authority under Rule 7(2) of the *University of Canberra Conferring of Awards Rules 2010* and admitted the student listed to the award of Master of Information Studies in Librarianship so that the award can be conferred *in absentia* at this Council meeting.

Name	Student Number
AMBAGTSHEER, Rachel	3034691

12.5 Committee for Ethics in Human Research and Committee for Ethics in Animal Experimentation - Revised Procedures

Resolution C144/15

Council noted that Academic Board had endorsed changes to the Committee for Ethics in Human Research (including its re-establishment as the 'Human Research Ethics Committee') and the Committee for Ethics in Animal Experimentation and exercised its authority under section 8(2) of the *University of Canberra Academic Board Rules 2011* and approved amendments to the Terms of Reference of the University Research Committee to reflect the establishment of the Human Research Ethics Committee.

12.6 Accreditation of Courses without New Award Titles - Forensics, Management, Public Administration, Tourism Management

Resolution C144/16

1. Council noted that Academic Board had resolved to accredit on behalf of Council (under Resolution C32/3(d)), the following new courses (to be implemented for Semester 1, 2012):
   - undergraduate combined degree course in Forensic Studies/Law (leading to the existing awards of Bachelor of Forensic Studies and Bachelor of Laws (available with Honours))
   - undergraduate combined degree course in Justice Studies/Forensic Studies (leading to the existing awards of Bachelor of Social Science in Justice Studies and Bachelor of Forensic Studies)

2. Council noted that Academic Board had resolved, subject to the finalisation of a Memorandum of Agreement with the Royal Institute of Management, Bhutan, to accredit on behalf of Council (under Resolution C32/3(d)), the following new courses (to be implemented for March 2012):
   - masters degree course in Management (Bhutan) (leading to the existing award of Master of Management)
   - masters degree course in Public Administration (Bhutan) (leading to the existing award of Master of Public Administration)

3. Council noted that Academic Board had resolved, subject to the finalisation of a Memorandum of Agreement with the Hong Kong Baptist University (HKBU), to accredit on behalf of Council (under Resolution C32/3(d)), the following new course (to be implemented for September 2011):
   - undergraduate degree course in Tourism Management (Hong Kong) (leading to the existing award of Bachelor of Tourism Management)

12.7 Course Group Reviews - Various

Resolution C144/17

Council noted that Academic Board:

(a) had noted the reports of the reviews of the following Course Groups:
   - Biomedical Sciences & Forensics
   - Information Sciences
   - Teacher Education/Educational Leadership
   - Health and Nursing & Midwifery
   - Languages, TESOL & International Studies

(b) had approved the response to the recommendations and implementation plans from the Faculties of Applied Science, Information Sciences & Engineering, Education, Health and Arts & Design respectively; and,
(c) had noted that a progress report, on the outcomes of the implementation plan, will be included in Faculty annual operational plans.

Item 13: University of Canberra College

Council received a presentation from Mr Barry Mewett, Chair of the UCC Board and Ms Glenys London, Academic Director.

The main points of the presentation were as follows.

- The market for international students studying for periods of 3-5 years had been adversely affected by a number of economic and policy changes. The impact of these factors would be felt in 2011 and would have a significant impact on student numbers in some areas, though overall numbers remained firm at present.
- Course offerings, in particular short courses were being increased to maintain student numbers.
- Domestic student numbers remained high and new regional pathway programs were being introduced.
- The financial result for 2010 was positive and a reduced, but still positive, result was expected for 2011.

Resolution C144/18

Council received and noted the presentation from Mr Mewett and Ms London.

Item 14: Financial and Budget Matters

14.1 Year to Date Financial Performance

Council received a tabled paper providing the July 2011 Financial Performance Report.

Mr Lines reported as follows on the financial position of the University.

- The year to date results showed an improvement compared to the budget, primarily due to an underspend in non-salary items which was spread fairly evenly over academic and non-academic areas.
- The main risk to the 2011 Budget is the possibility that Arscott House would not be transferred to the University, which impacts revenue recorded in 2011. The underspend provides a hedge against the risk associated with Arscott House.

Resolution C144/19

Council received and noted the July 2011 Year to Date Financial Performance Report.

14.2 2011 Forecast

Mr Lines reported as follows on the Forecast prepared for the Winter Term.

- The reforecast showed that the University could achieve a surplus of approximately $5.3m. However, there are some early indications that projected student load would not be achieved in Semester 2 with consequent impacts on revenue.
- The Cash Flow forecast indicated that another drawdown would be required before the end of the year particularly to deal with capital expenditure items.

Resolution C144/20

Council:
1. noted that the Winter term Forecast confirmed that the UC Group is on track to meet the budgeted net surplus target for 2011;
2. noted that the greatest risk to the University not achieving its budget target was the non donation of Arscott House from the ACT Government; and
3. noted that the Faculties of Education and Business and Government estimated increased student revenue could result from loads shift and not additional load.

14.3 2012 Budget Parameters

Mr Lines provided the following comments of the 2012 Budget.

- The University would not tighten expenditure controls in 2012 as full funding would be received for all enrolled students and increased indexation comes into effect.
- A profit margin of at least 3% was being sought.

Council noted that amalgamation with CIT could incur unexpected costs in 2012 which would need to be dealt with as they arose. However, as a general principle, amalgamation would be founded on the receipt of sufficient government funding to ensure it does not have short or long-term adverse financial impacts on the University.

Council noted that Mr Barrett did not support the proposed budget as it contained provision for staff redundancies.

Resolution C144/21

Council noted and accepted the 2012 Budget Plan as outlined in the agenda papers.

Item 15: Voluntary Code of Practice for the Governance of Australian Universities

Professor Parker noted that the University did not comply with two requirements of the *Voluntary Code of Practice for the Governance of Australian Universities*: the option to remove Chancellor or Deputy Chancellor if they lose the confidence of Council and the need to mention the Code in the annual report (if adopted).

Council agreed to refer the areas of non-compliance to the Legislation Committee for consideration and advice.

Resolution C144/22

Council:
1. adopted the *Voluntary Code of Practice for the Governance of Australian Universities*; and
2. referred the areas of non-compliance with the *Voluntary Code of Practice for the Governance of Australian Universities* to the Legislation Committee for consideration and advice.

Item 16: Reports, Minutes and Recommendations from Council Committees

Environment and Works Committee

Council received a tabled paper providing the minutes of Meeting 2011/3 of the Environment and Works Committee held on 29 July 2011.

Dr Ryan reported that Mr Mark Tyrell had been engaged to develop a Campus Character Plan which had been presented to the Environment and Works Committee. The Committee had

adopted the draft Plan which sought to improve the landscape and visual character of the University.

Dr Ryan also commented that due to prohibitive ongoing waterproofing costs, the shops located on the northern side of the Hub would be relocated and the area integrated with the adjacent landscaped areas.

Finance Committee

Council noted that the University was not required to make repayments on the loan held with the ACT Government for the Cameron Building until it began to generate revenue and that the accounting treatment of the loan was being reviewed.

In response to a question concerning the Centre for National Social and Economic Modelling (NATSEM), Professor Shannon commented that processes were being developed for improved budgeting, budget control and longer term financial planning. Professor Shannon also commented that NATSEM was increasing its role as a Research Centre within the University which should increase its capacity to generate external funding.

Professor Parker informed Council that Ms Storti would be undertaking a review of the University's entities.

Resolution C144/23

Council received and noted:
1. the minutes of Meeting 2011/3 of the Environment and Works Committee held on 29 July 2011;
2. the minutes of Meeting No. 2011/4 of the Finance Committee held on 29 July 2011.

Item 17: Electronic Management, Dissemination and Storage of Council Documents

Council noted that a demonstration of the proposed electronic management system for Council papers would be made at the October 2011 meeting.

Resolution C144/24

Council:
1. received and noted the proposal to establish a SharePoint for the secure management and dissemination of agenda papers; and
2. noted that a demonstration of the proposed electronic management system for Council papers would be made at the October 2011 meeting.

Item 18: Report on the use of the University Seal

Resolution C144/25

Council received and noted the report on the use of the University Seal.

19: Microsoft Imagination Cup – Presentation by Winning Team

Council received a presentation from the UC Team which won the national final in the 2011 Microsoft Imagine Cup.

Council noted that the software developed by the UC team enabled people with restricted physical movement to use facial movements to drive a range of applications including typing and driving.

In response to question concerning the ownership of intellectual property rights of the software developed by UC students and staff, Council noted that it may not reside with the University due to the contractual arrangements of the competition.

Resolution C144/26

Council:
1. received and noted the presentation from the UC Team which won the national final in the 2011 Microsoft Imagine Cup; and
2. congratulated the members of the team on their victory.

Item 20: Other Business

20.1 Scrivener Building

Professor Parker commented that the relocation of administrative staff to the Scrivener Building had been completed with relatively few problems.

Council noted that the next meeting would revert to the Council Room in Building 1.

The meeting was closed at 11.50 am.