

## University of Canberra

# Minutes of Council Meeting No. 30

held on Wednesday 23 February 1994

---

[http://www.canberra.edu.au/secretariat/council/uc\\_cm\\_30.html](http://www.canberra.edu.au/secretariat/council/uc_cm_30.html)

© University of Canberra 1994

Any comments may be made by e-mail to the [Secretary of Council](#).

Go to [Contents](#)

---

## Contents

### [Preamble](#)

1. [Minutes of Previous Meeting](#)
  2. [Vice-Chancellor's Report](#)
  3. [Confirmation of Decisions taken by Flying Minutes](#)
  4. [Deputy Vice-Chancellor Remuneration and Conditions](#)
  5. [Award of Honorary Degrees](#)
  6. [Report of Academic Board](#)
  7. [Report of Finance Committee](#)
  8. [Report of the Futures Committee](#)
  9. [Presentation by Head of Program: Associate Professor Graham Taylor](#)
  10. [Committee Membership](#)
  11. [Report of Buildings and Site Committee](#)
  12. [Establishment of Selection Committees for Personal Professorships](#)
  13. [Appointment of Selection Committees for Dean of Faculty of Information Sciences and Engineering](#)
  14. [UC Superannuation Management Committee - Appointment of Employer Trustee](#)
  15. [University Union - Amendment of Constitution](#)
  16. [Report of Outside Studies Programs](#)
  17. [Use of University Seal](#)
  18. [Other Business](#)
-

## **PRESENT:**

- Emeritus Professor D R Horne (Chancellor)
- Professor D Aitkin
- Associate Professor C Annice
- Ms P Cooper
- Ms W Dunne
- Dr M A Edwards
- Ms W J Guest
- Mr J R Hanratty
- Mr W J Harris
- Ms A Law-Smith
- Mr I Mackintosh
- Ms W McCarthy
- Mr P McGhie
- Mr H Powell
- Mr J M P Radik
- Associate Professor G Taylor
- Ms C Vardon
- Mr J Wood
- Mr G Eadie (Secretary)

## **APOLOGIES:**

- Mr C W Freeland
- Justice D F O'Connor

## **IN ATTENDANCE:**

- Mr G R Dennett
- Dr J M Grant
- Professor I Moses

The Chancellor welcomed the new members of Council, Mr Howard Powell and Ms Cheryl Vardon, to their first meeting.

## **Adoption of Agenda**

Council confirmed the order of the agenda with items 4 and 5 to be considered in closed session before other items, and item 9 last to allow for full discussion.

## ITEM 1: MINUTES OF PREVIOUS MEETING

Council received the [minutes of Council Meeting No. 29](#) held on 10 November 1993.

### Resolution No. C 30/1

Council agreed to accept the [minutes of Council Meeting No. 29](#) as a true record of proceedings.

## Matters Arising

### Summary of Applicants for Promotion

Council received and noted information concerning the gender distribution of applicants for promotion, and the gender distribution of successful applicants for promotion during the 1993 promotions round.

## ITEM 2: VICE-CHANCELLOR'S REPORT

### The Wider Context

Council extended its congratulations to Associate Professor Colin Pearson and Associate Professor Marian Sawyer who had each been made an Officer of the Order of Australia in the recent Australia Day honours.

Council noted that Simon Crean had recently replaced Kim Beazley as Minister for Employment, Education and Training.

Council noted with pleasure that the Vice-Chancellor had been elected Vice-President of the Australian Vice-Chancellors' Committee, and that Professor Don McNicol (University of Sydney) had been elected President.

Council noted that the University had negotiated a reasonably satisfactory outcome from the 1993 profiles round. Council noted that one consequence would be the necessity to charge fees for most or all postgraduate courses. Council was advised that Professor Moses was chairing a small committee which would recommend on appropriate fee levels.

### The University

Council noted that the Dean of the Faculty of Information Sciences and Engineering, Professor Mary O'Kane, had resigned from the University to take up appointment as Deputy Vice-Chancellor (Research) at the University of Adelaide.

The Vice-Chancellor reported to Council on the successful inaugural Commencement Day ceremony which had taken place on 16 February. Council noted that new members of staff had been welcomed, and gold pins awarded to three members of staff who had served for 25 years or more.

Council was advised that for the 1994 admissions, acceptances were marginally below those planned.

The Vice-Chancellor advised Council that he would launch the University's new Centre for the Enhancement of Learning, Teaching and Scholarship on 24 February. Council noted that Associate Professor Sue Johnston had taken up her position as Director of CELTS from her previous position in the School of Curriculum and Professional Studies in the Faculty of Education at the Queensland University of Technology.

Council noted that the Centre for Australian Cultural Studies, established between UC, ANU and ADFA, with collecting institutions as affiliates, had been launched by Senator Con Sciacca on 3 February.

Council noted that Mr Bill Harris, former Secretary of the Chief Minister's Department, has been seconded to the University to develop a proposal for the establishment of a Centre for Canberra and Regional Studies.

The Vice-Chancellor indicated to Council that the taskforce for 1994 would concern itself with matters to do with residential life on campus, and would probably be known as "Home and Away".

Council viewed with interest a video titled "A Sense of Place" and produced by Ms Helene Walsh, a member of the ET taskforce, on the environmental issues confronting the University. Council noted that the final report of ET would be presented to the April meeting of Council.

Council received a proposal that a register of trees on campus might be compiled for the purpose of managing a valuable resource.

## **Resolution No. C 30/2**

Council agreed to refer the proposal of a register of trees to the Buildings and Site Committee for consideration and advice.

## **For noting**

The Vice-Chancellor reported on the highly successful First Nursing Academics International Congress held at the University in February. He also reported that Associate Professor Allan Cripps, University of Newcastle, had accepted appointment as Dean of the Faculty of Applied Science, and that Dr Eugene Clark, senior lecturer in law at the University of Tasmania, had accepted appointment as the second Professor of Law.

Council was advised that, from the Faculty of Information Sciences and Engineering, Dr Peter Taylor would be given a Paul Erdos award by the World Federation of National Mathematics Competitions in July, Associate Professor Peter Morgan had won a \$41,000 contract to advise on the measurement of ocean levels on Australia's coastline, and Professor Paul Edwards had accepted appointment as an honorary visiting professor in the Department of Physics, ADFA.

Council noted that a number of projects from the Faculty of Communication had received funding from the 1994 ACT Cultural Development Grants Scheme, with the Canberra Centre for Writing receiving \$2,500 to assist in running the 1994 Regional Poets Festival, *Redoubt* receiving \$3,000, and Dr Satendra Nandan receiving funds for completion of a book.

Council was advised that Dr Helen McFadden, the University's first PhD, had been highly commended for her work by the judges of the Australian Chemical Institute's Cornforth Medal; and that Mrs Laurie Grealish from the School of Nursing had been awarded the Glaxo Project Grant for Nurses of \$2,500 for the development, implementation and evaluation of a skin clinic at the University.

### **ITEM 3: CONFIRMATION OF DECISIONS**

Council received a recommendation from the Pro Vice-Chancellor (Administration) inviting Council members to confirm decisions taken by "flying minute" since Council meeting no. 29.

#### **Resolution No. C 30/3**

Council agreed to confirm the decisions as follows:

##### **Chair in Law**

That Dr Edward Eugene Clark be appointed as Professor of Law in the Faculty of Management.

##### **Double Degree in Architecture**

That the undergraduate course in Architecture be offered as a double degree leading to the award of Bachelor of Applied Science in Environmental Design/Bachelor of Architecture with effect from Semester 1, 1994.

### **ITEM 4: DEPUTY VICE-CHANCELLOR REMUNERATION AND CONDITIONS**

The meeting was closed for consideration of this item.

Council received a report from the Chancellor concerning the discussions of the subcommittee

comprising the Chancellor, the Vice-Chancellor, and Messrs Freeland and Mackintosh to consider the remuneration and conditions appropriate to the new deputy vice-chancellor positions. Council was advised that, for the University of Canberra, the salary of the position of deputy vice-chancellor is determined by the Remuneration Tribunal, and that the University could not vary the salary.

### **Resolution No. C 30/4**

Council agreed that the Deputy Vice-Chancellors would be paid a salary as set by the Remuneration Tribunal, and would be provided with a fully maintained motor vehicle (to a given value), first class domestic and business class overseas travel, and reimbursement of expenditures incurred in connection with their employment up to \$20,000 per year. Council also agreed that the Vice-Chancellor would report to the Chancellor each year on the nature and level of reimbursements which had been paid.

## **ITEM 5: AWARD OF HONORARY DEGREES**

The meeting was closed for consideration of this item.

Council received a memorandum from the Vice-Chancellor advising Council that two nominations had been received for the conferring of honorary awards. Council was advised that the procedures established under the Honorary Degree Statute and Honorary Degree Rules had been followed in each case, and that the Honorary Degree Committee recommended to Council that (1) Mr Graham Eadie should be granted the honorary degree of Doctor of the University in recognition of his contribution as a distinguished administrator at this University and its precursor, the Canberra College of Advanced Education; and (2) Ms Michelle Grattan should be granted the honorary degree of Doctor of the University in recognition of her distinguished creative achievement as a scholar and her contribution to Australian intellectual life as a newspaper editor, columnist and author.

### **Resolution No. C 30/5**

Council agreed to exercise its powers under Rule 9(1) of the Honorary Degree Rules and admit Mr Graham McLean Eadie and Ms Michelle Grattan to the honorary degree of Doctor of the University. Council authorised the Chancellor to confer the honorary degrees in the course of the 1994 conferring of awards ceremonies.

## **ITEM 6: REPORT OF ACADEMIC BOARD**

Council received the report of Academic Board meeting no. 94/1 and dealt with matters as follows:

### **New Course Proposals**

#### **Graduate Certificate Course in Information Technology Training**

Council received a recommendation from the Academic Board for the establishment of a graduate certificate course in Information Technology Training. Council noted that the course was planned for introduction in Semester 2, 1994 as a full fee-paying course.

### **Resolution No. C 30/6**

Council agreed to the introduction of a graduate certificate course in Information Technology Training in Semester 2, 1994 as proposed.

### **Graduate Certificate Course in Information Technology Team Management**

Council received a recommendation from the Academic Board for the establishment of a graduate certificate course in Information Technology Team Management. Council noted that the course was planned for introduction in Semester 2, 1994 as a full fee-paying course.

### **Resolution No. C 30/7**

Council agreed to the introduction of a graduate certificate course in Information Technology Team Management in Semester 2, 1994 as proposed.

### **Accreditation of Courses**

### **Resolution No. C 30/8**

Council agreed to accredit courses leading to the awards shown below for a period of six years from 1 January 1993 to 31 December 1998:

- undergraduate diploma course in Human Resource Development leading to the award of Diploma of Education in Human Resource Development

- undergraduate degree course in Human Resource Development leading to the award of Bachelor of Education in Human Resource Development

- graduate diploma course in Human Resource Development leading to the award of Graduate Diploma in Human Resource Development

- graduate certificate course in Environmental Education leading to the award of Graduate Certificate in Environmental Education

- graduate diploma course in Environmental Education leading to the award of Graduate Diploma of Environmental Education

- postgraduate degree course in Environmental Education leading to the award of Master of Environmental Education

### **Resolution No. C 30/9**

Council agreed to accredit the undergraduate degree course in applied economics leading to the award of Bachelor of Applied Economics for a period of six years from 1 January 1994 to 31 December 1999

## **Extension of Periods of Accreditation**

### **Resolution No. C 30/10**

Council agreed to extend the period of accreditation for the courses leading to the awards shown below.

Extend until 31 December 1994:

- Bachelor of Applied Science in Applied Physics
- Bachelor of Applied Science in Electronics
- Bachelor of Applied Science in Mathematics
- Master of Commerce
- Bachelor of Applied Science in Human Biology
- Bachelor of Applied Science in Land Science
- Bachelor of Applied Science in Geology
- Bachelor of Applied Science in Ecology and Natural Resources

Extend until 31 December 1995:

- Master of Applied Science in Resource Management

Extend until 31 December 1996:

- Diploma of Nursing

Extend retrospectively to 31 December 1990:

- Graduate Diploma in Outdoor Recreation

Extend retrospectively to 31 December 1991:

- Bachelor of Applied Science in Community Health Nursing
- Bachelor of Applied Science in Applied Geography

## **Proposed Principal Dates for 1995**

### **Resolution No. C 30/11**

Council agreed to the principal dates for 1995 as proposed with the exception of Stone Day.

Council asked Academic Board to reconsider the proposed class-free day for Stone Day, and consider the possibility of Stone Day being celebrated on the actual day.

## **ITEM 7: REPORT OF THE FINANCE COMMITTEE**

Council received a report of the Finance Committee meeting held on 9 February 1994 and dealt with matters as follows.

### **1993 Financial Systems Review**

Council was advised that the Finance Committee had been satisfied with the outcome of the 1993 review of financial systems.

Council noted that there had been an improvement in the quality of financial information received since completion of the review.

### **Residential Strategy and the Capital Management Plan**

Council received a recommendation from the Finance Committee suggesting a policy of limiting borrowing.

### **Resolution No. C 30/12**

Council agreed to limit the University's borrowing to a level which will result in its annual loan repayments (comprising principal and interest) not exceeding five percent of the University's annual income for the year. Council also agreed that borrowing should be taken over a maximum period of not more than fifteen years. Council noted that, for projects producing income, outgoings could be reduced by the net income for the calculation mentioned above.

### **Audit Committee**

Council received a recommendation from the Finance Committee that the University appoint an Audit Committee to act as an advisory body in relation to accountability and audit related matters, primarily concentrating on internal audit oversight and external audit liaison.

### **Resolution No. C 30/13**

Council agreed to establish a University Audit Committee comprising three external Council members and the University's Professor of Accounting. Council appointed Mr C Freeland as Chair, Mr P McGhie,

Mr J Radik and Professor B Andrew as members.

## **Resolution No. C 30/14**

Council agreed that the Audit Committee would have the role as set out in sections 2, 3 and 4 of the paper presented to the Finance Committee, and attached to its report as Attachment A1.

## **Draft Period 13 Financial Statements**

Council noted advice from the Finance Committee that the draft period 13 financial statements for 1993 had been produced and showed a satisfactory outcome for the 1993 financial year, although the surplus was less than that planned.

## **Management of the University's Cash Resources**

Council noted that the Finance Committee had received a report concerning the management of the University's cash resources.

## **ITEM 8: REPORT OF THE FUTURES COMMITTEE**

Council received the report of the Futures Committee meeting held on 2 February 1994, and which sought to establish some strategic priorities for 1994.

## **Policies and practices for effective teaching**

## **Resolution No. C 30/15**

Council agreed to set as a strategic priority implementation of the AVCC's *Guidelines for Effective University Teaching* with particular emphasis in 1994 on the development of professionalism, on programs and academic leadership of program heads.

Council noted that effective teaching rests on the professionalism of individual teachers, and is encouraged at program level through establishment of good practice and the academic leadership of heads. Council also noted that Professor Moses would advise on progress with implementation of the *Guidelines* during 1994.

## **Provision of general education**

## **Resolution No. C 30/16**

Council agreed to set as a strategic priority for 1994 the provision for all undergraduates of a form of

general education, including subjects that will provide a sound knowledge of Australian society. Council asked that the matter be referred to the Academic Board for a report by the middle of the year on proposals to be instituted in 1995 for meeting this priority.

Council noted that *Strategic Directions* highlights the importance of a broad general education for professionals and the need for professions to be exposed to other professional paradigms, and to the community and culture in which they will practise.

## **University of Canberra as a residential campus**

### **Resolution No. C 30/17**

Council agreed to set as a strategic priority for 1994 the adoption of a strategy to make the University of Canberra a residential campus in an urban setting.

Council noted that the Vice-Chancellor would, with the advice of the "Home and Away" taskforce, provide, by the end of 1994, a strategy for increasing the stock of residential accommodation on campus.

Council noted that the strategy would need to take into account student needs and an evaluation of existing residences. Council also noted that the change to a predominantly residential university is designed to have a significant impact on the culture of the campus and its learning environment.

## **A new funding strategy**

### **Resolution No. C 30/18**

Council agreed to set as a strategic priority for 1994 the development of a funding strategy to reduce the University's dependence on a single source of funding. Council asked the Finance Committee to take on this task in the first instance.

Council noted that new and diverse sources of funding are required to provide the money for new initiatives.

## **The University's international role**

### **Resolution No. C 30/19**

Council agreed to set as a strategic priority for 1994 enhancement of the awareness, on the part of staff and students, of the international role and linkages which the University has established and continues to develop. Council asked the Vice-Chancellor to report on progress by the end of the year.

Council noted that the international dimension needs integration into the fabric of the University's endeavours, with individual students and staff benefiting from participation in the University's international activities, and thus gaining insights into professional education in other cultures.

## **ITEM 9: PRESENTATION BY HEAD OF PROGRAM:**

### **ASSOCIATE PROFESSOR G TAYLOR**

Council received a presentation from Associate Professor Graham Taylor in his role as Head of School of Resource and Environmental Science. Professor Taylor addressed the possible academic management arrangements for the University, proposing a three-tiered arrangement with programs being managed by a department.

Council thanked Professor Taylor for his informative and thought-provoking address.

### **Resolution No. C 30/20**

Council agreed to have a schedule of presentations from heads of programs, one from each faculty, and directors of support services such as Overseas Programs, Health and Counselling, etc. over the next 18 months.

## **ITEM 10: COMMITTEE MEMBERSHIP**

Council received a memorandum from the Vice-Chancellor proposing changes to the membership of some committees, and inviting new members of Council to consider committees of interest to them.

### **Resolution No. C 30/21**

Council agreed to changes in membership of committees as follows:

#### **Buildings and Site Committee**

Associate Professor J McMaster to replace Professor M J O'Kane as Chair.

#### **Finance Committee and Legislation Committee**

Dr J Grant to replace Mr G Eadie.

#### **Student Conduct Committee and Student Welfare Committee**

Ms A Burrett to replace Mr G Eadie.

## **ITEM 11: REPORT OF THE BUILDINGS AND SITE COMMITTEE**

Council received and noted the report of the Buildings and Site Committee meeting of 9 February 1994.

## **ITEM 12: ESTABLISHMENT OF SELECTION COMMITTEES FOR PERSONAL PROFESSORSHIPS**

Council received a memorandum from the Pro Vice-Chancellor (Administration) proposing the establishment of selection committees to consider applications for personal professorships. Council noted that applications had been received from academic staff in the faculties of Applied Science, Education and Environmental Design.

### **Resolution No. C 30/22**

Council agreed to membership of selection committees as follows:

#### **Core Committee**

The Vice-Chancellor as Chair

Professor I Moses

Professor R D Traill

Mr C Freeland

A student member of Council, Ms A Law-Smith

A staff member of Council, Associate Professor G Taylor

with the addition of the following external members for the respective faculties:

#### **Education**

Professor M Duncan, UNSW

Professor L Barclay, UTS

#### **Applied Science**

Professor I Rae, Monash

Professor R Gardiner, QUT

#### **Environmental Design**

Emeritus Professor D Yencken, formerly University of Melbourne

Dr R Wulff or Mr L Lynch, landscape consultants

## **ITEM 13: APPOINTMENT OF SELECTION COMMITTEE FOR POSITION OF DEAN OF THE FACULTY OF INFORMATION SCIENCES AND ENGINEERING**

Council received a memorandum from the Pro Vice-Chancellor (Administration) seeking the appointment of a selection committee for the position of Dean of the Faculty of Information Sciences and Engineering. Council was advised that, with the resignation of Professor Mary O'Kane, the position of Dean of the Faculty of Information Sciences and Engineering had been advertised internally and four applications received.

### **Resolution No. C 30/23**

Council agreed to establish a selection committee for the position of Dean of the Faculty of Information Sciences and Engineering comprising:

Professor D Aitkin (Chair)

Mr J Radik

Professor I Moses

The Dean of another Faculty, Associate Professor J McMaster

A staff member of Council, Associate Professor G Taylor

A student member of Council, Mr J Wood

A representative of the staff of the Faculty of Information Sciences and Engineering, Dr T Lawrence

## **ITEM 14: APPOINTMENT OF EMPLOYER TRUSTEE TO MANAGEMENT COMMITTEE OF UNIVERSITY SUPERANNUATION SCHEME**

Council received a memorandum from the Vice-Chancellor seeking the appointment of a replacement employer Trustee on the University Superannuation Scheme Management Committee.

### **Resolution No. C 30/24**

Council agreed to appoint Dr J Grant as employer Trustee of the University of Canberra Superannuation Scheme replacing Mr G Eadie.

## **ITEM 15: PROPOSED AMENDMENT TO THE UNIVERSITY OF CANBERRA UNION CONSTITUTION**

Council received a memorandum from the General Manager of the University of Canberra Union seeking an amendment to the constitution of the Union.

## **Resolution No. C 30/25**

Council agreed to the amendment of section 26 of the constitution of the University of Canberra Union by the addition of sub-clause 26(c) to read:

"The General Manager or his/her nominee(s) may, with the approval of the Board, operate for the purposes of the Union credit/debit cards and other electronic banking instruments."

## **ITEM 16: REPORT OF OUTSIDE STUDIES PROGRAMS 1993**

Council received and noted the summary report of Outside Studies Programs considered by the Academic Staff Committee during 1993.

## **ITEM 17: USE OF THE UNIVERSITY SEAL**

Council received and noted a report from the Vice-Chancellor on the use of the University Seal.

## **ITEM 18: OTHER BUSINESS**

### **Establishment of the Gordon Aitchison Prize**

Council received and noted a memorandum from the Vice-Chancellor advising that the former head of School of Applied Science in the Canberra College of Advanced Education, Emeritus Professor Gordon Aitchison, and Mrs Shirley Aitchison had donated \$7,000 to the University for the establishment of the Gordon Aitchison Prize which will be awarded in physics, Emeritus Professor Aitchison's academic field.

### **Retirement of Mr G Eadie**

Council noted that Mr Graham Eadie, Pro Vice-Chancellor (Administration) and Secretary to the Council, was retiring from the University with effect from the end of the meeting. Council members expressed their appreciation of Mr Eadie's contribution to the smooth running of Council, and for the advice and support which he had provided to members over the period of his association with Council which extended back to the days of the interim Council for the Canberra College of Advanced Education in 1967. Council noted that Mr Eadie's very significant role in the University and the former College had been recognised by the award of the honorary degree of Doctor of the University.

The Vice-Chancellor advised Council members that Mr Dennett would replace Mr Eadie as Secretary to the Council.

The meeting concluded at 7:20 pm.

---

Go to [top](#) of document

---