

# University of Canberra

## Minutes of Council Meeting No. 36

held on Wednesday 9 November 1994

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## **MINUTES OF COUNCIL MEETING NO. 36 held on Wednesday 9 November 1994**

### **PRESENT:**

- Emeritus Professor D R Horne (Chancellor)
- Professor D Aitkin
- Associate Professor C Annice
- Ms W Dunne
- Mr C W Freeland
- Mr J R Hanratty
- Ms R Hughes
- Ms W McCarthy
- Mr P McGhie
- Ms K Price
- Mr J Radik
- Associate Professor G Taylor
- Ms C Vardon
- Mr J Wood
- Mr G R Dennett (Secretary)

### **APOLOGIES:**

- Ms P Cooper
- Dr M A Edwards
- Ms W Guest
- Mr I Mackintosh
- Justice D F O'Connor
- Mr H Powell

### **IN ATTENDANCE:**

- Dr J M Grant
- Professor I Moses
- Mrs R Richards
- Ms D Stevenson

The Chancellor welcomed a new member of Council, Ms K Price, to her first meeting.

## **Adoption of Agenda**

Council confirmed the order of the agenda, with Items 7, 8, 9, 10, 11 and 16 being listed for discussion.

## **ITEM 1: MINUTES OF PREVIOUS MEETING**

Council received the minutes of Council Meeting No. 35 held on 28 September 1994.

### **Resolution No. C 36/1**

Council agreed to accept the minutes of Council Meeting No. 35 as a true record of proceedings.

The Chancellor commented briefly on the success of the informal Council discussion held on 19 October 1994. Ms McCarthy said she would like to lead a discussion on fundraising at a similar meeting, and offered to prepare a background paper.

### **Resolution No. C 36/2**

Council agreed

to hold an informal discussion from time to time at the end of a Council meeting, the first of these to be on fundraising at the February 1995 meeting of Council.that the program for these discussions should be decided two meetings in advance.that any presentations Council wished to receive should be made at this part of the meeting.

## **MATTERS ARISING FROM THE MINUTES**

### **Industrial Bans:**

Dr Grant reported on a meeting held with the unions on 27 October, and advised that a further meeting with the Australian Industrial Relations Commission was scheduled for 22 November. In consultation with the unions, Mr John Brigg was engaged as a facilitator in the terms agreed at the last meeting of Council, as well as acting as Chair of Appeal Panels.

## **Report of the Finance Committee, Resolution No. C 35/9: tariffs for the student residences:**

Mr Wood advised that residents of Blocks X,Y,Z had informed him that they were unhappy about the 10 per cent increase in the tariff for their accommodation. He asked Council to note the concern of the residents and that the matter be referred back to the Finance Committee for review.

## **ITEM 2: VICE-CHANCELLOR'S REPORT**

### **THE WIDER CONTEXT**

The Vice-Chancellor reported on the matter of "resource allocation" as a continuing issue in Australian higher education, and the report of the joint HEC/DEET Working Party presented to the Minister. More public funding for higher education, an increase in HECS and some re-allocation of load had been put forward as appropriate measures. He and the President of the AVCC (Professor McNicol of the University of Sydney) had met with Minister Crean. They had been advised that funding decisions for Higher Education would be announced next May during the Budget; this means a "three and a half year triennium" would be adopted. Funding for 1997 and 1998 would be announced at the same time.

### **THE UNIVERSITY**

#### **1995 ARC Large Grants Fund:**

The Vice-Chancellor advised that four University staff members had been successful in gaining grants totalling nearly \$245,000. They were Professor P Edwards and Associate Professor P Morgan of the Faculty of Information Sciences and Engineering, and Professor R Tomasic and Associate Professor J McMaster from the Faculty of Management. Professor A Cripps from the Faculty of Applied Science had received a grant from the NH & MRC.

#### **Proposed Co-operative Research Centre in Australian Landscape Evolution:**

The Vice-Chancellor advised that the University is associated in this proposal with the ANU, the CSIRO and the Australian Geological Survey Organisation - Division of Exploration and Mining (formerly the Bureau of Mineral Resources) which had reached the interview stage of the current round of CRC selection.

#### **Key Centre Proposals:**

At least two proposals from the University for the ARC's program in Key Centres in Teaching and Research were likely to go forward in late November.

## Safety and Security at the University of Canberra:

Ms D Stevenson's report on the utility of the University of Queensland's Unisafe scheme for the University of Canberra had been received, as well as the report from the Safety on Campus Working Group. Their reports and recommendations and the Vice-Chancellor's responses will be placed on the agenda for the next meeting of Council.

## General Staff Classification Appeals:

84 of the 93 original appeals had so far been heard; 19 late appeals will be heard shortly.

## FOR NOTING

- The new procedures for review of unit results would operate from the publication of examination results this semester.
- There was a strong field for the position of Director of Human Resources, and the process of short-listing had commenced.
- Dr J Grant, Deputy Vice-Chancellor (Administration), had been made an Honorary Professor of the Beijing Second Foreign Language Institute.
- The Vice-Chancellor's Advisory Committee will meet at Thredbo on 8 and 9 December to consider priorities for management of the University over the next 2-3 years.
- The Interim Board of the Innovations Centre for the ACT would meet later in the month, the University being represented by Dr J Grant and Professor A Cripps. Membership of the Board includes representatives of the ACT Government, Canberra Institute of Technology, Canberra Business Council, ACTEW, Telecom and Lendlease as well as University of Canberra. An appointment to the position of Project Director was expected early next year.
- Associate Professor R Barton had been elected President of the Institute of Value Management, Australia (IVMA).
- Dr A Galla had been appointed to the Interim Board of Management for the new ACT Cultural and Heritage Centre by ACT Minister for the Arts and Heritage, Mr Bill Wood.
- A new genus and species of Queensland tortoise known to scientists only through its mysterious appearance in Melbourne pet shops during the '70s had been discovered in its natural habitat near Gympie. Director of the Applied Ecology Research Group, Dr Arthur Georges, had travelled to Gympie last month as part of a recovery team for the newly discovered freshwater tortoise *Elusor macrurus* (which has already been classed as endangered). The recovery team had received \$48,000 in funding from the Endangered Species Unit of the Australian Nature Conservation Agency (ANCA) to conduct a 12-month project beginning in January. The team would conduct research on the population status and specific habitat requirements in order to make recommendations to ANCA on the best strategy for conserving the species.
- A video teleconferencing system is being assessed by Sports Studies staff for its potential to present academic programs overseas. The video teleconferencing equipment, developed by international communications company Inchcape, was trialled this month during a linkup between staff of the Centre for Sports Studies and students of UC's Sports Administration degree

program in Hong Kong.

## **COUNCIL STRATEGIC PRIORITIES**

### **Policies and Practices for Effective Teaching:**

Professor Moses has provided Council with a report (see item 10).

### **Provision of General Education:**

Council meeting. Council noted that Academic Board had established a working party to consider how this priority might be implemented but no report had yet been forthcoming.

Council noted with concern that the Academic Board had made no reply to Council Resolution No. 30/16 of 23 February 1994.

### **Resolution No. C 36/3**

Council now asks Academic Board to submit to the February 1995 meeting of Council a plan for providing all undergraduate students with a form of general education including subjects which will provide a sound knowledge of Australian society.

### **University of Canberra as a residential Campus:**

The Home and Away Taskforce has released its draft report for comment to the University community.

### **A New Funding Strategy:**

This priority had been referred to the Finance Committee for consideration but the Committee considered the matter to be outside its primary area of expertise. Council noted that present thinking revolved around exploring philanthropic fundraising in 1995. This issue has not been dealt with satisfactorily during 1994 although some preliminary work had been done, notably by the Convocation Steering Committee.

### **The University's International Role:**

The University's international role had been a matter for consideration by the Vice-Chancellor and the Deputy Vice-Chancellor (Administration) this year, and the matter will be the subject of next year's taskforce. Council noted that universities in Japan, Korea and Taiwan which the Vice-Chancellor recently visited, were keen to promote staff/student exchanges with the University of Canberra.

The Vice-Chancellor responded to questions from Council members following his report, including the matter of the Director of the Australian Centre for Local Government Studies declining an extension of his appointment in order to return to Queensland, and the level of applications received for postgraduate study in 1995. Professor Moses advised on the steps taken to increase the number of applications, including advertising the availability of courses, changing the statement about fees, and extending the deadline for applications.

Council noted discussion indicating a piecemeal approach to the advertising of courses, and about the need to develop marketing strategies to attract postgraduate students.

## **Resolution No. C 36/4**

Council agreed that its Futures Committee should consider advertising and marketing policies for the University, and that Ms W Guest should be invited to attend the first meeting of the Futures Committee in 1995 to advise the Committee on these matters.

## **ITEM 3: UNIVERSITY OF CANBERRA ACT: TRANSFER OF JURISDICTION**

Council received a paper from the Vice-Chancellor concerning the current state of negotiations with the Commonwealth Department of Employment, Education and Training and the ACT Government on the transfer of jurisdiction for the *University of Canberra Act* from the Commonwealth to the ACT.

Council noted that the Commonwealth Government had agreed to repeal the existing *University of Canberra Act* and to make other necessary consequential legislative amendments. Council also noted that the ACT Government had agreed to enact a new University of Canberra Act in the ACT Legislative Assembly to create the University as an autonomous institution of the ACT with the Council of the University continuing to have responsibility for the employment of University staff and for the governance of the University.

Council was advised that changes to existing Act provisions have been sought as follows -

1. that Council appoint a Deputy Chancellor from amongst its members or by invitation, the position to be within the membership of Council;
2. that the "Vice-Chancellor" nomenclature be changed to "Vice-Chancellor and President" - a change sought to help with dealings with Asian and American universities which have some difficulty with Australian/British nomenclature.

The Vice-Chancellor responded to queries by members and advised Council that the draft legislation would be circulated for comment.

Present indications are that both the Commonwealth and ACT Governments will enact the necessary legislation in the Autumn sessions of 1995.

## **Resolution No. C 36/5**

Council noted the report and agreed to endorse the addition of a Deputy Chancellor to the membership of Council and the change in nomenclature for the Vice-Chancellor.

## **ITEM 4: ACADEMIC ORGANISATIONAL UNITS**

Council received a paper from the Vice-Chancellor on the University's present academic structure, which identified only faculties for the purpose of administration and financial accountability. The Vice-Chancellor's Advisory Committee had previously considered and endorsed the concept of academic organisational units set out in the paper.

The Chancellor suggested that the Faculty of Communication may wish to consider a title of School of Information Studies, Language and Culture rather than a School of Information, Language and Culture.

In response to a query from Associate Professor Taylor, the Vice-Chancellor agreed that centres, however funded, should appear separately from schools.

## **Resolution No. C 36/6**

Council accepted and agreed to endorse the concept of academic organisational units for the University as set out below, for the purpose of administrative and financial accountability, and to approve this structure for implementation from 1 January 1995:

### **Faculty of Applied Science**

- School of Human and Biomedical Sciences
- School of Nursing
- School of Resource, Environmental and Heritage Sciences

### **Faculty of Communication**

- School of Communication, Media and Tourism
- School of Information Studies, Language and Culture - the Faculty of Communication is to respond on this suggestion to the meeting of Council on 22 February 1995.

### **Faculty of Education**

Structure to be decided after appointment of a Dean



## **Faculty of Information Sciences and Engineering**

- School of Computing
- School of Electronics, Engineering and Applied Physics
- School of Mathematics and Statistics

## **Faculty of Management**

- School of Accounting and Finance
- School of Administrative Studies
- School of Economics, Banking and Marketing
- School of Law

## **Centres**

- Co-operative Research Centre for Freshwater Ecology
- Australian Centre for Local Government Studies
- National Centre for Social and Economic Modelling

## **ITEM 5: REPORT OF THE ACADEMIC BOARD**

Council received a report from Meeting No. 94/7 of the Academic Board, and dealt with the following matter:

### **Review by the Academic Board of the University's Centre for National Corporate Law Research**

There was some discussion on the recommendation by Academic Board that the name of the Centre be changed to the National Research Centre for Corporate Law and Policy. The Vice-Chancellor undertook to discuss the proposed name change more widely and to report to the next meeting of Council.

### **Resolution No. C 36/7**

Council agreed to endorse the Centre for National Corporate Law Research for a further five year term (from 9 November 1994) and to allow the matter of the proposed name change to lie on the table until the next Council meeting.

## **ITEM 6: APPOINTMENT OF DIRECTOR OF PROPOSED CENTRE FOR CANBERRA AND REGIONAL STUDIES**

Council received a report from the Vice-Chancellor about an appointment of a director to establish the

Centre for Canberra and Regional Studies. The Vice-Chancellor said that in addition to the panel's deliberations he had consulted with a number of persons on the proposed appointment.

Some Council members expressed concern at the process of making an appointment to such a position, rather than by seeking candidates through public advertisement. The Vice-Chancellor responded that Council had previously agreed that it would be desirable to establish the Centre and to have a development director in place as soon as possible. He indicated that proceeding to an appointment by canvassing a suitable and available candidate was a good way to achieve this in a short time. Council noted the Vice-Chancellor's assurance that the terms and conditions of the contract would be specific regarding responsibilities and goals to be achieved within a set time frame.

### **Resolution No. C 36/8**

Council agreed

1. to appoint Dr Peter McDonald as Director of the Centre for Canberra and Regional Studies (CCRS) and Professor of Regional Studies for a period of three years commencing on a date to be negotiated by the Vice-Chancellor with Dr McDonald; and
2. that at the beginning of the third year a review be undertaken of Dr McDonald's performance, and the performance of the Centre, and if the performance is to Council's satisfaction Dr McDonald may be offered a tenurable appointment.

## **ITEM 7: COMMITTEE MEMBERSHIP**

Council received a paper from the Secretary on the present membership of its committees.

### **Resolution No. C 36/9**

Council agreed to appoint:

to the Futures Committee

1. Mr J Wood, as a Council member, in place of Justice D O'Connor;
2. Associate Professor C Annice, as an academic staff member of Council, in place of Mr J Hanratty;
3. Ms R Hughes, as a student member of Council (vice Ms Law-Smith);

to the Legislation Committee

- Ms R Hughes

to the Student Conduct Appeals Board

- Ms R Hughes, as a Council member (vice Ms Law-Smith)

to the Students Services Committee

- Ms C Vardon, as an external member of Council as Chair, in place of Ms P Cooper.

Council noted that the Audit Committee, on which there were no vacancies, had inadvertently been omitted from the list. The membership is:

1. Mr C Freeland, external member of Council as Chair
2. Mr P McGhie, external member of Council
3. Mr J Radik, external member of Council
4. Professor B Andrew, member of staff with relevant expertise

The Deputy Vice-Chancellor (Administration) and the Manager, Administrative Services Division, are invited to attend all meetings of the Audit Committee.

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

Council received a report from the Legislation Committee. In response to queries, the Secretary advised that the present membership of the Legislation Committee consisted of Mr Freeland as Chair, Dr Grant, Professor R Tomasic, Ms C Duggins from the Parliamentary Drafting Office, Ms Hughes and himself. Mr Dennett said that the Statute presented to Council had some minor drafting amendments to be incorporated, on the advice of Ms Duggins.

### **Resolution No. C 36/10**

Council agreed:

- i. to exercise its powers under section 40 of the *University of Canberra Act* 1989 and make the Courses and Awards Amendment Statute (No. 2) 1994, and
- ii. authorise the Registrar on behalf of the Chancellor to transmit this Statute to the Governor-General for approval, and that the Registrar on behalf of Council should cause the Statute, once approved, to be notified in the Commonwealth Gazette.

## **ITEM 9: OUTSIDE STUDIES PROGRAM GUIDELINES - RECOMMENDATION FOR CHANGE**

Council received a recommendation from the Deputy Vice-Chancellor (Academic) seeking a change to

the rules for Outside Studies Programs.

### **Resolution No. C 36/11**

Council agreed to a change to rule 3.4 of the *Guidelines and Procedures for Outside Studies Programs*; rule 3.4 to read:

Programs may include work towards a higher degree. Applicants will need to convince the Committee that the primary aim of the Outside Studies Program, namely "the professional growth of staff in ways which will enhance their capacity to contribute to activities of the University", will be met.

## **ITEM 10: REPORT ON IMPLEMENTATION OF THE GUIDELINES FOR EFFECTIVE TEACHING**

Council received and noted the report from the Deputy Vice-Chancellor (Academic) on faculty progress in implementing the *AVCC Guidelines for Effective University Teaching*. Professor Moses advised Council that she felt there was commitment in the faculties to the Guidelines, and faculties were seeking to establish ways of monitoring students' progress/learning. Council noted comments that goodwill and commitment from staff was apparent in the faculties, but that this was difficult to measure. Council noted the observation that people needed to feel they "owned" changes, if they were to be satisfactorily implemented.

Professor Aitkin urged the student representatives to promote active participation by students in the process. Students must register their complaints and concerns - there must be a consistent and steady demand from students that staff perform, and communicate with their students. Council noted that staff and students must feel secure and not vulnerable for these exchanges to take place. Council also noted that students had been involved in the early discussions.

### **Resolution No. C 36/12**

Council agreed that progress with implementation should be reported on from time to time. Council also agreed to record its considerable satisfaction with the process, and to congratulate the staff of schools and faculties for taking such an active role in this matter. Council also wished to record its thanks to the facilitator, Mr C Ducker, for his efforts.

## **ITEM 11: ISSUE OF OBLIGATION CERTIFICATES**

Council received and noted a report from the Registrar concerning the issue of Obligation Certificates.

In response to queries Council was informed that Certificates were issued to students with financial

obligations to the University. The Secretary advised that certificates were revoked when arrangements to clear the debt had been entered into by the student. The Secretary agreed that the item ought to have been headed as confidential, and that the Statute would need to be amended if students' names were not to go forward to Council.

Council noted that some debts which were quite large amounts were mostly in regard to student loans and that new management practices being put in place will militate against large debts accumulating in future for outstanding loans. Council also noted that the participants and auditors had agreed that generally the student loan scheme was a reasonably successful one.

## **ITEM 12: ANNUAL REPORT OF CANBERRA UNIVERSITY POSTGRADUATE ASSOCIATION**

Council received and noted the annual report and financial statements of CUPA, including the auditor's report to CUPA members.

## **ITEM 13: ANNUAL REPORT OF UNIVERSITY OF CANBERRA STUDENTS' ASSOCIATION**

The Secretary advised Council that the Students' Association wished to withdraw the report for this meeting and would present a fresh one for the next meeting of Council, in February 1995. Council noted that the financial statements were satisfactory.

## **ITEM 14: COUNCIL MEETING DATES FOR 1995**

Council received a schedule of its meetings for 1995 as drawn up by the Secretary.

### **Resolution No. C 36/13**

Council agreed to meet at 4:30pm Wednesday afternoons in 1995 on the dates set out below, noting that at the conclusion of some meetings there will be an informal discussion on a specific topic, as discussed earlier.

22 Feb	16 Aug
12 Apr	27 Sep
24 May	8 Nov
5 Jul	

## **ITEM 15: ARRANGEMENTS FOR CHRISTMAS/NEW YEAR 1994 - 1995**

Council received a memorandum from the Deputy Vice-Chancellor (Administration) proposing arrangements for Christmas/New Year 1994-1995.

### **Resolution No. C 36/14**

Council agreed to grant Thursday 29, Friday 30 December 1994 as University holidays, noting that Monday to Wednesday, 26-28 December 1994 and Monday 2 January 1995 will be observed as public or other holidays.

## **ITEM 16: USE OF THE UNIVERSITY SEAL**

Council received a report from the Vice-Chancellor on the use of the University Seal. Mr Wood queried the items listed; the Vice-Chancellor and the Secretary to Council responded. The Chancellor advised Council members that they could ask for further information on such matters at any time and need not wait for a Council meeting to do so.

## **ITEM 17: OTHER BUSINESS**

### **Report of Buildings and Site Committee**

Council received the report from the meeting held on 9 November. Dr Grant advised that the Master Plan Review was the only outstanding item from the capital minor works program for 1994. This was expected to be finalised by the end of the year. Regarding major projects, University Village Stage 1B was on target for opening in Semester 1, 1995. The architects for the Vice-Chancellor's residence were to check with quantity surveyors to ascertain that prices received on tenders were accurate.

### **Financial Statements from the Australian Mathematics Trust for the year ended 31 December 1993**

Council received the financial statements of the Australian Mathematics Trust for the year ended 31 December 1993. The Vice-Chancellor agreed that he would respond to any questions on these accounts at the next Council meeting.

### **Questions with and without notice to the Vice-Chancellor**

Professor Aitkin informed Council that he would be happy to assemble questions for members on University matters, but said he could give more comprehensive replies if he had some notice. He offered to develop a system to put before Council at its next meeting.

The meeting concluded at 6:50pm.

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