

University of Canberra

COUNCIL MEETING No. 151

held on Friday 29 June 2012 at 9.00 am in the Council Room

PRESENT: Mr J Mackay AM (Chancellor)
Professor G Cho AM
Ms I Davis
Ms A Ellis
Dr Tom Karmel
Mr B Mewett
Mr H Mott
Mr J Paris
Professor S Parker (Vice-Chancellor)
Ms P Power AM
Dr S Ryan
Ms Sue Salthouse
Ms M Storti (Secretary)

APOLOGIES: Dr T Calma AO (Deputy Chancellor)
Dr M Kennedy
Mr D Trewin AO

IN ATTENDANCE: Mr Warwick Bennett Mr Patrick Stein
Mr Bruce Lines Mr Robert Thorne
Professor Geoffrey Riordan Ms V Williams
Professor F Shannon Mr P Hill (A&G Unit)
Professor Dharmendra Sharma

Council met in closed session from 9.00 – 10.10 am for the discussion of confidential items.

Opening and Apologies

The apologies noted above were received.

Ms Sue Salthouse and Dr Tom Karmel were welcomed to their first meeting of Council.

Confirmation of the Agenda

The agenda was confirmed as presented.

Resolution C151/1

Council agreed to the recommendation contained in Agenda Item 23 – Flying Minute No. 25 (Appointment of Members of the Student Conduct Committee).

Declaration of Interests

Ms Ellis declared that she was a member of the board of the Australian Thai Institute, Department of Foreign Affairs and Trade.

Item 1: Confirmation of Confidential Minutes of Meeting No. 150

Resolution C151/2

Council approved the confidential minutes of Meeting No. 150 held on 27 April 2012 as an accurate record of proceedings.

Item 2: Matters arising from the Minutes

2.1 GP Superclinic

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

2.2 Structural Adjustment Fund

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

2.4 Marking Practices - School of Journalism

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

2.5 Freedom of Information Requests

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

2.6 Japanese Language Teaching

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

2.7 Tertiary Education Standards and Quality Agency

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

2.9 Holmesglen TAFE

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

Item 3: Confidential Minutes of Council Committees

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

Resolution C151/3

Council received and noted the minutes of the Campus Development Board meeting of 1 May 2012.

Item 4: UC On Campus Student Accommodation Stage 1

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

Resolution C151/4

Council:

1. approved the commencement of UC On Campus Student Accommodation Stage 1 subject to successful negotiation of the funding agreement with the ACT Government; and
2. noted that the Secretary would contact the University Architect to ensure all accessibility requirements were met.

Item 5: Subacute Hospital Negotiations

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

Resolution C151/5

Council:

1. endorsed the eight key elements of the Heads of Agreement to be negotiated with the ACT Government;
2. agreed to provide the Vice-Chancellor with authority to negotiate the final form of the HoA with the ACT Government regarding the Subacute Hospital noting, however, should the negotiations depart too far from the eight key elements Council should be consulted;
3. agreed that it was preferred if the Hospital carried the University's name if this outcome can be achieved;
4. agreed that the project should adhere to the University's Campus Master Plan and Landscape character Plan; and
5. agreed that the Hospital building should be a five star green rated building if the impact on building costs is not prohibitive.

Item 6: UC Foundation Treasury Policy

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

Resolution C151/6

Council approved the UC Foundation (Endowment and Trust Funds) Investment Policy subject to the Section 7.5 being amended to say that investments should only be made in companies exhibiting high standards of environmental and social responsibility.

Item 7: Council Performance Survey Responses

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

Resolution C151/7

Council received and noted the results of the May 2012 Council Performance Survey.

Item 8: Australian Mathematics Trust – Appointment of Member

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

Resolution C151/8

Council reappointed Dr Robert Fitzgerald to the Board of the Australian Mathematics Trust for a period of three years from 7 August 2012.

Item 9: Appointments to Council Committees

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

Resolution C151/9

Council made the following committee appointments.

Committee	Appointee	Term
Environment and Works	Jason Paris	29 June – 31 December 2012
Finance	Tom Karmel	29 June – 28 June 2014
Environment and Works	Sue Salhouse	29 June – 28 June 2014

Item 10: Chancellor's Opening Comments

No matters were raised at this item.

Item 11: Confirmation of Minutes of Meeting No. 150**Resolution C151/10**

Council approved the minutes of Meeting No. 150 held on 27 April 2012 as an accurate record of proceedings.

Item 12: Matters arising from the Minutes

No matters were raised at this item.

Resolution C151/11

Council received and noted the list of actions arising.

Item 13: Vice-Chancellor's Report

Professor Parker reported on the following matters.

- Groovin the Moo: The contract for the Groovin the Moo festival had been renewed for a further three years. The festival had returned a profit to UCU Ltd in 2012. The location of the event might be changed as some complaints about noise had been received.
- Student Death: The University was saddened to hear of the accidental death of Mr Daniel Batman who was a student at the University.
- Learning Management System: Student engagement with the University's Learning Management System was high with over 500k lectures having been viewed online. Access rates for online services were significantly higher for UC students than some other universities.
- Research: 2011 publication rates were 36% higher than for 2010 and continued the positive trend seen over the past few years.
- UC Schools: The two UC Schools were gaining momentum after 18 months of operation and two other schools had approached the University to participate in the scheme.

Council noted that there was no clear data available yet on how the linkages to schools had impacted on school enrolments and transition to university.

Resolution C151/12

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

Item 14: Financial and Budget Matters

Mr Lines reported that the University group had achieved an overall result to 31 May 2012 that was \$5.5m better than budget. The savings were generally in non-salary expenditure category and would be held as a buffer against any unexpected costs in the latter part of the year.

With respect to student enrolments, Mr Lines reported that they were satisfactory for the Winter Term but some downturn in international student numbers was evident for Semester 2, though it was still too early to predict final numbers with certainty.

The following points were noted.

- A report on the financial position and business plans of NATSEM would be provided to the August meetings of the Finance Committee and Council.
- The number of international students not proceeding to final enrolment had increased in 2012. The factors involved in this were the high Australian dollar, the high cost of

accommodation in Australia and economic conditions in overseas countries. Recent changes to the visa processing may also be holding some students back at present.

Resolution C151/13

Council received and noted financial management year to date performance report for May 2012.

Item 15: Report from Academic Board

Meeting No. 12/3 (21 May 2012)

15.1 Accreditation of Courses with New Award Titles

Resolution C151/14

Council agreed to amend the *University of Canberra Courses & Awards (Degrees, Diplomas and Certificates) Rules 2010* to add the following new awards:

- Bachelor of Teaching (BTeach)
- Master of Teaching (MTeach)
- Master of Education Studies (M EdSt)
- Associate Degree of Justice Studies (AssocDeg JusticeSt)
- Bachelor of Justice Studies (B JusticeSt)
- Bachelor of Civil Engineering in Urban Engineering and Infrastructure (BCivilEUrbE&Infrastructure)

Resolution C151/15

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, 2013 unless otherwise indicated) leading to the above awards:

Faculty of Education

- Undergraduate degree course in Teaching (Graduate Entry) [xxxAA] (leading to the new award of Bachelor of Teaching)
- Masters degree course in Teaching [xxxAA] (leading to the new award of Master of Teaching)
- Masters degree course in Education Studies [xxxAA] (leading to the new award of Master of Education Studies)

Faculty of Business, Government and Law

- Associate Degree course in Justice Studies [xxxAA] (leading to the new award of Associate Degree of Justice Studies)
- Undergraduate degree course in Justice Studies [xxxAA] (leading to the new award of Bachelor of Justice Studies)

Faculty of Information Sciences and Engineering

- Undergraduate degree course in Civil Engineering in Urban Engineering and Infrastructure [xxxAA] (leading to the new award of Bachelor of Civil Engineering in Urban Engineering and Infrastructure)

15.2 Course Closures

Resolution C151/16

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, 2012.

Faculty of Business, Government and Law

- Associate degree course in Justice Studies [107JA] (leading to the award of Associate Degree of Social Science in Justice Studies).

- Undergraduate degree course in Justice Studies [949AA] (leading to the award of Bachelor of Social Science in Justice Studies).

Faculty of Business, Government and Law and Faculty of Applied Science

- Undergraduate combined degree course in Social Science in Justice Studies and Forensic Studies [195JA] (leading to the awards of Bachelor of Social Science in Justice Studies and Bachelor of Forensic Studies).

Faculty of Education

- 383AE Bachelor of Education in Primary Teaching
- 446AA Bachelor of Education in Early Childhood (Birth – 8)
- 866AA Bachelor of Early Childhood Teaching (3-8 years)
- 867AA Bachelor of Education Middle School (K-10)
- 788AA Bachelor of Education in Early Childhood Teaching (Graduate Entry)
- 789AA Bachelor of Education in Primary Teaching (Graduate Entry)
- 112JA Bachelor of Education / Bachelor of Commerce
- 114JA Bachelor of Education / Bachelor of Information Technology
- 790AA Bachelor of Education in Secondary Teaching (Graduate Entry)
- 433BN Bachelor of Education in Secondary Teaching (Health & Physical Education)
- 433BF Bachelor of Education in Secondary Teaching (Design and Technology)
- 150JA Bachelor of Social and Community Studies
- 151JA Bachelor Social and Community Studies/Bachelor of Social Science and Justice Studies
- 152JA Bachelor of Social and Community Studies (Honours)
- 907AA Graduate Certificate in Physics Education (intensive)
- 881AA Graduate Certificate in Scaffolding English for Speakers of Other Languages
- 881AB Graduate Certificate in Scaffolding English for Speakers of Other Languages (online)
- 960AA Graduate Diploma in English Language Teaching and Community Development
- 159JA Graduate Certificate in Family Therapy
- 929AA Graduate Certificate in Professional Supervision
- 875AA Graduate Certificate Inclusive Education
- 878AA Graduate Certificate Inclusive Education in Autism
- 709AA Graduate Certificate in Community and Health Development
- 710AA Graduate Diploma in Community and Health Development
- 711AA Master of Community and Health Development
- 169JA Master of Community Development
- 939AA Master of Inclusive Education
- 940AA Master of Inclusive Education in Autism
- 160JA Postgraduate Diploma in Family Therapy
- 876AA Postgraduate Diploma in Inclusive Education
- 879AA Postgraduate Diploma in Inclusive Education in Autism
- 923AA Master of Arts in Counselling and Psychotherapy (Research)
- 926AA Master of Community and Health Development (Research)
- 497AA Master of Human Resource Development (Research)
- 766AA Master of Arts in Counselling
- 170AA Master of Community and Educational Leadership
- 486AA Master of Educational Leadership

15.3 Granting of Awards – in Absentia

15.3.1 Doctor of Philosophy

Resolution C151/17

Council agreed to exercise its authority under Rule 7(2) of the *University of Canberra Conferring of Awards Rules 2010* and admitted the following students to the award of Doctor of Philosophy.

<i>Student name</i>	<i>Number</i>	<i>Award</i>	<i>Course code</i>	<i>Thesis</i>
Dinh Bao Ho	3023119	PhD (Economics)	244AD	Agricultural total factor productivity in Vietnam and its determinants
Fiona Buick	983931	PhD (Management)	853AA	Organisational culture as the panacea for joined-up working: The rhetoric and reality gap

<i>Student name</i>	<i>Number</i>	<i>Award</i>	<i>Course code</i>	<i>Thesis</i>
Ray Edmondson	3033179	PhD (Communication)	246AA	National Film and Sound Archive: The quest for identity. Factors shaping the uneven development of a cultural institution
Janet Hughes	814360	PhD (Applied Science)	232AA	Deterioration processes affecting historic sites in Antarctica and the conservation implications
Samantha Johnson	111865	PhD (Management)	853AA	Commitment in the Australian Public Service: Experiences of a group of federal public servants
Lynn Sheridan	114808	PhD (Education)	208AA	Exploring pre-service teachers' perceptions of teacher qualities in secondary education: A mixed- method study

15.3.2 Professional Doctorate – Doctor of Business Administration

Resolution C151/18

Council agreed to exercise its authority under Rule 7(2) of the *University of Canberra Conferring of Awards Rules 2010* and admitted the following student to the award of Doctor of Business Administration (Research).

<i>Student name</i>	<i>Number</i>	<i>Award</i>	<i>Course code</i>	<i>Thesis</i>
Yeney Widya Prihatiningtyas	3029704	Doctor of Business Administration (Research)	851AA	Gender diversity in the boardroom and firm performance: Evidence from Indonesian publicly-listed financial firms

15.3.3 Offshore Students

Resolution C151/19

Council agreed to exercise its authority under Rule 7(2) of the *University of Canberra Conferring of Awards Rules 2010* and admitted the following students to the awards as listed.

<i>Surname</i>	<i>Given Name</i>	<i>Number</i>	<i>Award</i>	<i>Course Code</i>
Tiew	Puay Lin	3034209	Bachelor of Business Administration	761AA
Chiu	Weng Hoe Melvyn	3058476	Bachelor of Business Administration	761AA
Zhou	Xuanhui Tricia	3048490	Bachelor of Business Administration	761AA
Kannaiyan	Elanggo	3043167	Bachelor of Business Administration	761AA
Siew	Meei Hwan	3055281	Bachelor of Business Administration	761AA
Ahmad	Heirul Azhar	3055898	Bachelor of Business Administration	761AA
Keh	Chong Chin	3034286	Bachelor of Business Administration	761AA
He	Jin Long	3043350	Bachelor of Business Administration	761AA
Chua	Jun Hui Richard	3020530	Bachelor of Business Administration	761AA
Thiam	Yee Hwa Clara	3049098	Bachelor of Business Administration	761AA
Chua	Rui Ting Freda	3034208	Bachelor of Business Administration	761AA
Siti Salmiah Bte Amin	-	3040048	Bachelor of Business Administration	761AA
Xiang Lin Stella	Cheang	3061113	Bachelor of Business Administration	761AA
Zhao	Nannan	3061573	Master of Education	490AA

15.4 Accreditation of Courses without New Award Titles

Resolution C151/20

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, 2013):

Faculty of Business, Government and Law and Faculty of Applied Science

- Undergraduate combined degree course in Justice Studies and Forensic Studies [xxxAA] (leading to the new award of Bachelor of Justice Studies and the existing award of Bachelor of Forensic Studies)

15.5 Postgraduate Academic Program for 2013

Resolution C151/21

Council noted that Academic Board had resolved to exercise its authority, under Rule 5(2) of the *University of Canberra Courses and Awards (Courses of Study) Rules 2010*, and determined which courses among those provided by the University are to be open to new admissions and therefore constitute the Postgraduate Academic Program for 2013.

15.6 Australian Qualifications Framework (AQF) Implementation Plan

Resolution C151/22

Council noted that Academic Board had exercised its authority under Rule 6(2) of the *University of Canberra Academic Board Rules 2011* and approved the *University of Canberra AQF Implementation Plan* to take effect from 21 May 2012.

15.7 Support Unit Reviews

Resolution C151/23

Council noted that Academic Board had endorsed the *Reports of the 2011 Support Unit Reviews* of the Human Resources unit and the Planning & Quality unit, and the units' responses to the Report recommendations including implementation plan.

Item 16: Strategic Review – Faculty of Information Sciences and Engineering

Council received a presentation from Professor Dharmendra Sharma, Dean of the Faculty of Information Sciences and Engineering. The main points of the presentation were as follows.

- The dynamic nature of the IT industry presented a major challenge to the Faculty requiring it to monitor and respond to shifting technological and employment trends.
- Student load trends were positive having increased by 130% over the past five years.
- Teaching quality had improved over the past 3-4 years.
- Enrolments in higher degrees by research were improving as were completion rates. Publication rates and the quality of publications were also showing improvement.
- The financial position of the faculty was positive and it was able to provide a return to the University.

Council noted that the proposal to merge the faculties and Information Sciences and Engineering and Applied Science would be considered at the July meeting of Academic Board and then be provided to Council.

Resolution C151/24

Council received and noted the presentation from Professor Dharmendra Sharma.

Item 17: Strategic Review – Review of Faculty of Education

Council received a presentation from Professor Geoffrey Riordan, Dean of the Faculty of Education. The main points of the presentation were as follows.

- A key objective of the faculty was to raise its research profile and a number of activities were being undertaken to achieve this including the employment of post-doctoral students and the creation of new research institutes.
- A major restructure of the courses offered by the faculty had been undertaken. The new course structure should not limit the career pathways of students and reduce the administrative costs of maintaining courses.
- External engagement was being fostered within the ACT and nationally.
- Internationalisation was being fostered through scholarship programs for students with high grade point averages and the development of stronger with overseas universities and institutes.
- Student load had decreased in 2012 but due to efficiencies and the receipt of full funding for students the financial result was expected to improve on previous years.

Council noted that number of courses offered had been reduced as there was no clear evidence that enrolments were increased by offering niche courses and to the reduce the administrative costs that each course generated. The courses now offered broadened career options and the pathways available to students.

Resolution C151/25

Council received and noted the presentation from Professor Geoffrey Riordan.

Item 18: Occupational Health and Safety

Council received at tabled paper providing a revised Appendix F (Key Risks) to the agenda paper.

Mr Bennett informed Council that the agenda paper outlined the Occupational Health and Safety Management Systems implemented by the University to improve safety performance and to ensure legislative compliance. Mr Bennett noted that regular reports on occupational health and safety (OHS) would be provided to the Audit and Risk Management Committee and Council.

Council noted that some notifiable incidents had occurred in the past twelve months requiring an investigation of the incident and that policies and procedures were in place to deal with bullying and harassment including the discussion of these issues during staff induction and orientation and the requirement for staff to complete an online course.

Council agreed that the terms of reference of the Audit and Risk Management Committee should be amended to include Occupational Health and Safety and requested that both the Committee and Council receive regular reports on OHS performance.

Resolution C151/26

Council:

1. received and noted the information provided on Occupational Health and Safety Management Systems;
2. agreed that the terms of reference of the Audit and Risk Management Committee should be amended to include Occupational Health and Safety; and
3. requested that both the Audit and Risk Management Committee and Council receive regular reports on OHS performance.

Item 19: Campus Character Plan

Dr Ryan advised that the final version of the Campus Character Plan would be approved in the near future as a document supporting the Campus Master Plan.

Council received a presentation from Mr Bob Thorne outlining the key features of the Campus Character Plan and how it would guide the development of the campus as an urban environment consisting of interconnected systems expressed through landform, water, vegetation, biodiversity and infrastructure.

Council noted that Dr Ryan was willing to discuss the Campus Character Plan with members in greater detail if they wished to contact her.

Resolution C151/27

Council received and noted the presentation of the Campus Character Plan

Item 20: Standing Orders

Ms Storti noted that the Standing Orders had not been reviewed since their introduction in 2006 and recommended that they be referred to the Legislation Committee for review.

Resolution C151/28

Council requested that the Legislation Committee conduct a general review of the Standing Orders of Council.

Item 21: Reports, Minutes and Recommendations from Council Committees

Council received at tabled paper providing the Minutes of Meeting 2012/3 (1 June 2012) of the Environment and Works Committee.

Mr Mackay noted that a meeting of the Honorary Degrees and Nominations and Senior Appointments Committees was currently being arranged and advised that it may not be possible for him to attend the meeting.

Resolution C151/29

Council received and noted the minutes of the following committee meetings:

- Environment and Works Committee – 16 April 2012
- Finance Committee – 20 April and 15 June 2012.

Item 22: Campus Development Board - Revised Terms of Reference and Annual Report**Resolution C151/30**

Council:

1. approved the following terms of reference of the Campus Development Board
 1. Direct and review the work of the Project Advisor (appointed by the University) with particular reference to:
 - the Development Agreement with the ACT Government;
 - the drafting of the Implementation Business Plan;
 - the development project opportunities the Project Adviser identifies;
 - the potential development partners and/or investors identified by the Project Adviser;
 - The status and parameters of the Project Adviser's liaison and negotiations with stakeholders, including the ACT Government, other authorities and investors.

2. Appraises development proposals for agreed strategic capital works projects, (including financial parameters, brief and site selection);

3. Provides advice, as required by the Environment and Works Committee, on the Campus Master Plan, campus precinct plans and the capital works program;

and

2. received and noted the Annual Report from the Campus Development Board.

Item 23: Flying Minute No. 25 (Appointment of Members of the Student Conduct Committee)

Resolution C151/31

Council received and noted the resolution passed by flying minute and agreed to record the resolution in the minutes of Meeting No. 151 as a record of the resolutions of Council.

- **Flying Minute No 25 – 21 May 2012**

Recommendation: That the following members of staff be reappointed to the Student Conduct Committee for a two year period commencing 12 March 2012

- a) Professorial member of academic staff (Chair) – Professor Michael Wagner;
- b) Member of academic staff - Associate Professor Maree Sainsbury; and
- c) Member of general staff – Mr David Formica.

Recommendation passed.

Item 24: For Information Papers

Council received the paper *Ceremonial Maces of Australian Universities*.

Professor Cho requested that consideration be given to the commissioning of a stand to house the University Staff during Graduation Ceremonies. The matter was referred to the Vice-Chancellor.

Other Business

There was no other business.

The meeting was closed at 11.55 am.