

University of Canberra

COUNCIL MEETING No. 152

held on Friday 31 August 2012 at 9.00 am in the Council Room

PRESENT: Mr J Mackay AM (Chancellor)
Dr T Calma AO (Deputy Chancellor)
Professor G Cho AM
Ms I Davis
Ms A Ellis
Dr Tom Karmel
Dr M Kennedy
Mr B Mewett
Mr J Paris
Professor S Parker (Vice-Chancellor)
Ms P Power AM
Dr S Ryan
Ms Sue Salthouse (from 10.10 am)
Ms M Storti (Secretary)

APOLOGIES: Mr D Trewin AO
Mr H Mott

IN ATTENDANCE:	Professor Diane Gibson	Professor Monique Skidmore
	Professor Nick Klomp	Ms Vicki Williams
	Professor Frances Shannon	Mr P Hill (A&G Unit)

Council met in closed session from 9.00 – 10.30 am for the discussion of confidential items.

Opening and Apologies

The apologies noted above were received.

Confirmation of the Agenda

The agenda was confirmed as presented.

Resolution C152/1

Council agreed to the recommendation contained in Agenda Item 27.

Declaration of Interests

No additional conflict of interest declarations were made.

Item 1: Confirmation of Confidential Minutes of Meeting No. 151

Resolution C152/2

Council approved the confidential minutes of Meeting No. 151 held on 29 June 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.

2.3 On Campus Student Accommodation Phase 1

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

2.4 Campus Living Villages – Pay Parking

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

2.5 Japanese Language Teaching

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

Item 3: Holmesglen Proposal

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

Resolution C152/3

Council:

1. exercised its reserved power of “developing or acquiring a new campus or new location” by authorising the Vice-Chancellor to proceed with the establishment of a University of Canberra branch campus in Melbourne for commencement on January 1, 2013; the campus to be co-located with Holmesglen Institute of TAFE;
2. noted that the Vice-Chancellor is negotiating with a partner of Holmesglen, Metropolitan South Institute of Technology, Brisbane, with a view also to offering University of Canberra degrees on their premises commencing January 1, 2013; and
3. noted that the Vice-Chancellor, through the normal processes of Academic Board, will propose that the University accredit Holmesglen’s existing degrees (currently accredited by TEQSA) as University of Canberra degrees and offer these degrees in Melbourne at Holmesglen’s Chadstone campus and Metropolitan South Institute of Technology’s Mount Gravatt campus.

Item 4: Subacute Hospital

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

Resolution C152/4

Council:

1. noted that the Sub Acute Hospital Heads of Agreement had been negotiated with the Territory and that key clauses are binding;
2. authorised the Vice-Chancellor to sign the Heads of Agreement; and
3. noted that negotiation of the supporting agreements would continue once the Heads of Agreement had been signed.

Item 5: UCU Update

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

Resolution C152/5

Council noted the update on UCU’s operations and that a strategy, business plan and revisions to the constitution will be presented at the November Council meeting.

Item 6: Appointment to UCU Ltd Board

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

Resolution C152/6

Council appointed Mr Julian Longbottom, UC Director of Marketing and International, to the board of UCU Ltd as a University Director.

Item 7: Appointment of Chair of Academic Board

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

Resolution C152/7

Council, under section 21(1) of the *University of Canberra Act 1989*:

1. reappointed Professor George Cho as the Chair of Academic Board for the period 1 January 2013 until Professor Sharma returns from study leave; and
2. appointed Professor Dharmendra Sharma as Chair of Academic Board for a period three years from the date he returns from study leave.

Item 8: Council Membership

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

Resolution C152/8

Council, in accordance with clause 11A(1) of the *University of Canberra Act 1989*, agreed to advise the Chief Minister of the name of the following person as a potential appointee to Council by the Chief Minister under section 11(1)(d) of the *University of Canberra Act 1989*:

- Ms Prudence (Prue) Power

Item 9: Nominations for Honorary Degrees

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

Resolution C152/9

Council confidential.

Item 10: Civil Engineering Degree

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

Resolution C152/10

Council:

1. endorsed Option 4 (commence discussions with possible partners) with respect to the introduction of a new civil engineering degree; and
2. agreed that the proposal to find a partner should be given until 31 December 2012.

Item 11: Conflict of Interest Declarations

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

Resolution C152/11

Council received and noted the conflict of interest declarations made by the members of Council.

Item 12: Confidential Minutes of Council Committees

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

Resolution C152/12

Council received and noted:

1. the minutes of the Campus Development Board meeting of 18 June and 24 July 2012; and
2. the minutes of the meetings of the Nominations and Senior Appointments Committee and Honorary Degrees Committee held on 26 July 2012.

Item 13: Chancellor's Opening Comments

Professor Nick Klomp, Deputy Vice-Chancellor (Education) was welcomed to his first meeting of Council.

Item 14: Confirmation of Minutes of Meeting No. 151**Resolution C152/13**

Council approved the minutes of Meeting No. 151 held on 29 June 2012 as an accurate record of proceedings.

Item 15: Matters arising from the Minutes

No matters were raised at this item.

Resolution C152/14

Council received and noted the list of actions arising.

Item 16: Vice-Chancellor's Report

Professor Parker reported on the following matters.

- Paralympics: Dr Sue Powell, a member of staff, had won the first gold medal for Australia at the Paralympics.
- Canberra Institute of Technology: The Memorandum of Understanding with CIT was renewed on 30 August 2012 for a further period of five years.
- Inspire Centre: The Inspire Centre was proving to be successful with a high demand for the use of its facilities and for events to be held there.
- Strategic Plan 2013-17: The draft Strategic Plan 2013-17 is being prepared and would be presented at a future Board meeting.
- Enrolments: Some unusual trends were evident in enrolment patterns. The latest data indicated that the University would just meet financial targets although international numbers are softening and it is expected that enrolments had peaked at approximately 10,500 EFTSL.
- Open Day: The Open Day held on 25 August 2012 was successful with staff reporting a high level of engagement from visitors.
- Aurora Project: The Aurora Project and agreement would be announced on 14 September 2012 by the Minister for Tertiary Education, Skills, Science and Research.
- Australian Institute of Sport: Relationships with the Australian Institute of Sport were being strengthened with UC in a good position to be nominated as the AIS's preferred university for undergraduate students and research partner.

The following points were noted in discussion.

- The retention rate of students needs to be improved in order to offset the lack of new enrolments.
- Enrolment patterns for higher degrees also supported the view that enrolments had peaked in the ACT. The Structural Adjustment Fund bid sought to increase participation rates from rural and other areas as a means of increasing enrolments.

Resolution C152/15

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

Item 17: Financial and Budget Matters**17.1 Year to Date Financial Performance Report**

Ms Williams reported that the University Group had achieved an overall result to 31 July 2012 that was \$10.9m favourable to budget. The result was, however, due to timing issues and would return closer to budget as the year progressed. Ms Williams also noted that the University was focussing on cash and debt management and would repay debt with available funds.

Resolution C152/16

Council received and noted the July 2012 Financial Performance Report

17.2 Winter Term Forecast

Ms Williams reported that the University was forecasting a \$7.0m net surplus which was below the budgeted surplus of \$12m. The surplus before interest, tax depreciation and amortisation was forecast to be \$18.7m which was \$1.7 better than budget.

The following points were noted in discussion.

- The load plan error in the Faculty of Arts and Design was the result of duplication of data when some courses were redesigned.
- Changes to budgeting and reporting were responsible for the reduction in research income and were regarded as classification errors. However, it was noted that NATSEM was not forecasting to achieve budget and this was a concern.

Resolution C152/17

Council:

1. noted the process undertaken by management in delivering the Winter Term Forecast for the UC Group;
2. noted the risks to the forecast as identified in the discussion paper; and
3. noted that the Winter Term Forecast predicts the UC Group will achieve less than its original budgeted target.

17.3 2013 Annual Budget Parameters

Ms Williams reported that the University was adopting a triennial approach to budgeting to assist with forward planning. In 2013 the university would begin moving from a 2% to 5% underlying net surplus with faculties moving toward a model of parity of contribution.

Professor Parker reported that the University would seek to achieve a true operating surplus for the first time in many years in 2012 and will seek to increase the level of surplus over the coming years.

Council noted that the final budget would be presented to the 30 November 2012 meeting for approval and would be informed of any major changes occurring to its parameters.

Dr Ryan noted that the 2013 budget would include an allocation for backlog maintenance and refurbishment and that she would request a review of the refurbishment budget at the next meeting of the Environment and Works Committee.

Resolution C152/18

Council noted and accepted the 2013 budget plan as outlined in the agenda paper.

Item 18: Report from Academic Board

Meeting No. 12/4 (16 July 2012)

18.1 Amalgamation of Faculties - Faculty of Education and Faculty of Applied Science

Resolution C152/19

Council:

- (a) exercised its power under Section 8 of the *University of Canberra Act 1989* and amalgamated the Faculty of Applied Science and the Faculty of Education into a new Faculty of Education, Science and Mathematics;
- (b) exercised its power under Section 20(c) of the Act to remove the designation of the Faculty of Applied Science and the Faculty of Education as faculties and designated the proposed Faculty of Education, Science and Mathematics as a faculty for the purposes of Academic Board membership; and
- (c) resolved that this change be effective from 1 January 2013.

18.2 Accreditation of Courses with New Award Titles

Resolution C152/20

Council:

1. agreed to amend the *University of Canberra Courses & Awards (Degrees, Diplomas and Certificates) Rules 2010* to add the following new award:
 - Graduate Certificate in Strategic Communication (GradCert StrComm)
2. 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) leading to the above award:

Faculty of Arts and Design

Graduate certificate course in Strategic Communication (online) [xxxAA] (leading to the new award of Graduate Certificate in Strategic Communication)

18.3 Course Closures

Resolution C152/21

Council:

1. 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
2. noted that Academic Board had 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 Arts and Design

- Graduate certificate course in Marketing Communication [554AA] (leading to the award of Graduate Certificate in Marketing Communication)
- Graduate certificate course in Marketing Communication (online) [554AD] (leading to the award of Graduate Certificate in Marketing Communication)
- Graduate diploma course in Marketing Communication [555AA] (leading to the award of Graduate Diploma in Marketing Communication)
- Graduate diploma course in Marketing Communication (online) [555AD] (leading to the award of Graduate Diploma in Marketing Communication)
- Masters degree course in Marketing Communication [348AAA] (leading to the award of Master of Marketing Communication)
- Masters degree course in Marketing Communication (online) [348AD] (leading to the award of Master of Marketing Communication)

Faculty of Education

- Graduate certificate course in Education [105JA] (leading to the award of Graduate Certificate in Education).

Faculty of Education and Faculty of Business, Government and Law

- Undergraduate combined degree course in Education and Commerce [112JA] (leading to the awards of Bachelor of Education and Bachelor of Commerce).

18.4 Granting of Awards – Doctor of Philosophy (in absentia)

Resolution C152/22

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 so that the awards can be conferred in absentia at this Council meeting.

Doctor of Philosophy

<i>Student name</i>	<i>Award</i>	<i>Thesis</i>
<i>Bruce Coe</i>	<i>Doctor of Philosophy (Health) Code 180JA</i>	<i>ES Marks and his contribution to Australian sport</i>
<i>Beng Khoo</i>	<i>Doctor of Philosophy (Education) Code 208AA</i>	<i>Risk managers as sensemakers and sensegivers: Reconceptualising Enterprise Risk Management (ERM) from a sensemaking perspective</i>
<i>Damian West</i>	<i>Doctor of Philosophy (Management) Code 853AA</i>	<i>The development of employee commitment to the supervisor: a case study in the Australian Public Sector</i>
<i>Tanya Lawlis</i>	<i>Doctor of Philosophy (Applied Science) Code 232AA</i>	<i>Interprofessional education: Higher education health professional attitudes, barriers and enablers</i>
<i>Andrew Carr</i>	<i>Doctor of Philosophy (Government) 921AA</i>	<i>Australia as a middle power norm entrepreneur in the Asia-Pacific 1983-2010</i>

18.5 Terms of Reference of Academic Board Sub-committees

Resolution C152/23

Council noted:

1. that Academic Board had resolved to approve amended terms of reference for the University Research Committee, as a sub-committee of Academic Board, and had noted and endorse revised terms of reference for the Animal Ethics Committee as a sub-committee of the University Research Committee; and
2. that Academic Board had also endorsed the terms of reference of the UCC Academic Committee approved by the Board of Directors of the College at Meeting No. 56 on 22 December 2011.

18.6 Audit Review – AUQA Recommendations: UC Management Responses to Affirmations and Recommendations of the Tertiary Education Quality and Standards Agency (TEQSA) Report of an Audit of University of Canberra March 2012

Resolution C152/24

Council noted that Academic Board had noted the Report of an Audit of University of Canberra (March 2012) and the management responses to the audit report affirmations and recommendations as documented on the University's Audit Register template.

18.7 Higher Degree by Research Milestones Policy – Revisions

Resolution C152/25

Council noted that Academic Board had resolved to exercise its authority under section 6(1)(d) of the *University of Canberra Academic Board Rules 2011* and approve the revised 'Higher Degree by Research Milestones Policy' (to be incorporated in *Higher Degrees by Research: Policy and Procedures* (the Gold Book) for the purpose of amending guidelines under the *University of Canberra Academic Progress Rules 2009* (para 4(2)) (to take effect from 16 July 2012).

18.8 Meeting of the Committee of Chairs of Academic Boards and Senates of NSW and Territories

Resolution C152/26

Council noted that the Chair of Academic Board had advised the members of Academic Board that the Committee of Chairs of Academic Boards and Senates (CABS) of NSW and the Territories met at the University on 26 July and that the Vice-Chancellor had hosted a lunch for the Chairs also attended by the Deputy Vice-Chancellor (Education) and the Deputy Vice-Chancellor (Research).

Item 19: Strategic Review – Faculty of Health

Council received a presentation from the Dean of the Faculty of Health, Professor Diane Gibson.

The main points of the presentation were as follows.

- The performance of the faculty had improved significantly over the past four years across all major quantitative and qualitative indicators including student load, course offerings research income and performance, reputation and ability to form partnerships.
- The reputation of nursing graduates had improved to the point where they were no longer required to undertake a twelve month internship at the completion of their studies.
- The location of the GP Superclinic on campus would improve the status of the Faculty of Health and the University's reputation in this area.
- The faculty would begin to target high ATAR courses such as physiotherapy to increase student load and would also begin to and introduce specialist postgraduate courses.
- A challenge for the faculty, and one which would be pursued vigorously, was attracting funds to put new infrastructure in place.

Professor Gibson acknowledged the work of the many members of staff who contributed in bringing the GP Superclinic to the University.

Council noted that the Faculty was currently \$2.6m positive to budget and that some new courses would be available from 2013.

The following points were noted in discussion.

- The University had asked for the design of the Subacute Hospital to be environmentally sustainable and to be compatible with the look and feel of the campus.
- The University had expertise in innovation and service delivery that it could offer the hospital and discussions were being held with ACT Health regarding the full range of areas where the University and hospital could interact.
- The University had provided funds for the fit-out of its space in the GP Superclinic which would include space for student-led clinics and a 'high-tech' teaching suite which could assist with delivering services to the South Coast.

Resolution C152/27

Council received and noted the presentation from Professor Diane Gibson.

Item 20: Strategic Review – Review of Research

Council received a presentation from Professor Frances Shannon, Deputy Vice-Chancellor (Research). The main points of the presentation were as follows.

- The goal for research income improvement had been achieved two years ahead of schedule.
- Research outputs had increased by 44% in 2011.
- The number of students enrolled in higher degrees by research had significantly increased and were now placing pressure on resources. However, completion rates were not as strong as desired and would need to be reviewed.
- 2011 had seen an enormous improvement in the value of research contracts signed.
- The Invasive Animals CRC had been extended for another five years.
- The University had recorded excellent growth in competitive grants awarded.
- Research culture was improving and had been boosted by the development program for early career academics and the Assistant Professors scheme.
- A number of challenges were still evident including the need to increase the number of staff able to attract competitive grants, form research partnerships and create an environment attractive to high performing research staff.

Council noted that a drop in the satisfaction rate for thesis examination had occurred in 2011 and that while the data was built on small numbers, it highlighted the need to ensure examination processes were efficient while also maintaining the required level of academic rigor.

Resolution C152/28

Council received and noted the presentation from Professor Frances Shannon.

Item 21: Tertiary Education Quality and Standards Agency

Professor Parker drew members' attention to the information provided in the agenda paper and noted that this was the final report produced by the Australian Universities Quality Agency before transitioning to the new system under the Tertiary Education Quality and Standards Agency.

Resolution C152/29

Council noted the information provided on the Australian Universities Quality Agency Audit Review Recommendations and that the recommendations made by AQUA will be included in the Audit Recommendations Register for monitoring purposes.

Item 22: Proposed 2013 Meeting Schedule

Council received a tabled paper providing a revised timetable of meetings for 2013.

Ms Storti drew members attention to the changes made to the timetable and noted that the date of the April 2013 Council would need to be confirmed with the Auditor-General closer to the date to ensure that it aligned with the approval process for the Annual Financial Statements.

Resolution C152/30

Council approved the meeting dates for 2013.

Item 23: Reports, Minutes and Recommendations from Council Committees

Resolution C152/31

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

- Audit and Risk Management Committee – 22 June 2012.

Item 24: Revised Financial Delegations Policy

Ms Storti reported that the revised Financial Delegations Policy had been considered and endorsed by a joint meeting of the Audit and Risk Management and Finance committees.

Resolution C152/32

Council approved the proposed Financial Delegations Policy.

Item 25: Report on the exercise of Financial Delegations

Resolution C152/33

Council received and noted the report provided on the exercise of financial delegations.

Item 26: Occupational Health and Safety Performance Report

Ms Storti noted that the performance report on Occupational Health and Safety had been reviewed by the Audit and Risk Management Committee and that Council would receive the reports on a quarterly basis.

Professor Parker reported that one confirmed and one suspected case of Legionnaires disease had been reported for staff of the University. Professor Parker noted that the air conditioning systems were checked on a monthly basis for signs of the disease and that the strain appeared to be that associated with compost.

Resolution C152/34

Council received and noted the statistical information regarding the University's Health and Safety performance.

Item 27: For Information Papers

Resolution C152/35

Council received the Universities Australia Member Update No. 10 July 2012.

Item 28: Other Business

There was no other business.

The meeting was closed at 12.00 pm.