

University of Canberra

COUNCIL MEETING No. 155

held on Thursday 21 February 2013 at 9.00 am in the Council Room

PRESENT: Mr J Mackay AM (Chancellor)
Professor G Cho AM
Ms I Davis
Dr T Karmel
Mr B Mewett
Professor S Parker (Vice-Chancellor)
Ms P Power AM
Dr S Ryan
Ms S Salthouse
Mr G Stewart
Ms M Storti (Secretary)

APOLOGIES: Dr T Calma AO (Deputy Chancellor)
Ms A Ellis
Mr J Pace
Mr D Trewin AO FASSA

IN ATTENDANCE:	Mr Marcus Kanagasuntherie	Professor Lawrence Pratchett
	Professor Nick Klomp	Professor Frances Shannon
	Mr Bruce Lines	Mr P Hill (A&G Unit)

Council met in closed session from 9.00 – 10.05 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 C155/1

Council agreed to the recommendations contained in Agenda Items 19 (Funding of Commonwealth Supported Places), 20 (Overview of UC Centenary Activities), 21 (Update on New Legislation) and 22 (Compliance with the Voluntary Code of Best Practice for the Governance of Australian Universities).

Declaration of Interests

No new declarations were made.

Item 1: Confirmation of Confidential Minutes of Meeting No. 154

Resolution C155/2

Council approved the confidential minutes of Meeting No. 154 held on 30 November 2012 as an accurate record of proceedings.

Item 2: Matters arising from the Minutes

2.1 Holmesglen/MSIT Partnership

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

2.2 The University of Canberra Public Hospital

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

Item 3: Appointments

3.1 Committee Appointments

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

Resolution C155/3

Council:

- made the following committee appointments

Committee	Category of member	Member	Expiry Date	Appointment
Audit and Risk Management	External member of Council with relevant experience as Chair	Mr Dennis Trewin	31 Dec. 2012	21/2/2013 – 20/12/2013
	One of two external members of Council in addition to the Chair	Ms Prue Power	31 Dec. 2012	21/2/2013 – 12/2/2015
	Another member of Council	Mr James Pace		21/2/2013 – 31/12/2013
Finance	One of two members of Council with appropriate expertise	Ms Annette Ellis	10 February 2013	21/2/2013 – 31/12/2013
	One internal member of Council	Mr James Pace		21/2/2013 – 31/12/2013
Legislation	One of two other members of Council	Professor George Cho	31 December 2012	21/2/2013 – 31/12/2013
	One of two other members of Council	Mr Greg Stewart		21/2/2013 – 31/12/2013
Nominations and Senior Appointments	One of two external members of Council	Ms Prue Power	31 December 2012	21/2/2013 – 12/2/2015
	One of two external members of Council	Mr Dennis Trewin	10 February 2013	21/2/2013 – 20/12/2013
Honorary Degrees Committee	A member of Council	Mr Dennis Trewin	10 February 2013	21/2/2013 – 20/12/2013
Environment and Works	One of Two Coopted Advisory Members	Mr David Gribble	26 April 2013	27/4/2013 – 26/4/2014
	One of two other members of Council	Mr Greg Stewart		21/2/2013 – 31/12/2013

- agreed that the members of Council be appointed to committees for a two year period or until the next Council meeting after that whichever is the later.

3.2 Board of the Australian Mathematics Trust

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

Resolution C155/4

Council appointed:

1. Mr Peter Taylor to the Board of the Australian Mathematics Trust and AMTT Ltd for a period of three years commencing immediately, noting that an alternate, Mr Howard Reeves, will be in place for the first twelve months; and
2. Mr Mike Clapper to the Board of the Australian Mathematics Trust and AMTT Ltd for a period of three years commencing immediately.

3.3 Academic Staff Member of Council

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

Resolution C155/5

Council appointed Dr Laurie Grealish as the Academic Staff member of Council until 31 December 2013.

Item 4: Strategic Plan 2013-17

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

Resolution C155/6

Council:

1. received and noted the Strategic Plan 2013-17; and
2. agreed that the wording suggested by Dr Calma for Point 3 of the Statement of Purpose should be incorporated in the Strategic Plan, as amended for feedback from Council.

Item 5: Letters of Support for NATSEM and UCU Ltd

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

Resolution C155/7

Council agreed to provide NATSEM and UCU Ltd with letters of support for the year ending 31 December 2013.

Item 6: UCU Constitution

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

Resolution C155/8

Council:

1. approved the proposed UCU constitution noting that further legal advice was being obtained several matters; and
2. agreed that Dr Tom Calma be delegated authority to approve any necessary amendments to the Constitution on receipt of such legal advice.

Item 7: Sports Common and Brumbies

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

Resolution C155/9

Council noted the progress on the Shared Vision concept and the potential financial consequences for the University.

Item 8: Reports, Minutes and Recommendations from Council Committees

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

Resolution C155/10

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

- Audit and Risk Management Committee – 23 November 2012
- Finance Committee – 23 November
- Joint Audit and Risk Management and Finance Committee – 19 October
- Campus Development Board – 27 November
- Environment and Works Committee – 7 December

Item 9: Chancellor's Opening Comments

Mr Mackay congratulated the Vice-Chancellor for the improvement in the University's financial performance.

Item 10: Confirmation of Minutes of Meeting No. 154**Resolution C155/11**

Council approved the minutes of Meeting No. 154 held on 30 November 2012 as an accurate record of proceedings.

Item 11: Matters arising from the Minutes**Resolution C155/12**

Council received and noted the list of actions arising.

Item 12: Vice-Chancellor's Report

Professor Parker reported on the following matters.

- Compact Visit: The next Compact for the University would be discussed with Commonwealth officials later in the afternoon.
- Staff Appointments: A number of high profile appointments had been made including Michelle Grattan, Meredith Hunter, Carrie Graf and Jake White. The appointees were all at the peak of professional practice.
- Donors Garden Party: A Garden Party would be held for later in the evening for 2012 donors to thank them for their contributions and as a means of cultivating donor stewardship.
- Student Load: Student enrolments were just below target levels and may improve slightly over the next few weeks. Where load targets were not met, action would be taken to ensure budgets were revised to align with projected income. Commencing domestic undergraduate students showed an increase of 12% which was partially attributable to the improvement in the University's brand.

Council noted that Holmesglen students were not included in the University's student load and that they could potentially raise total load by approximately 200 EFTSL.

Council noted that postgraduate student numbers had declined following ANU's focus on this market. An analysis of why the University's courses were less attractive to students would be conducted as part of a strategy to reinvigorate postgraduate courses.

Resolution C155/13

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

Item 13: Strategic Review – Faculty of Business, Government and Law

Council received a tabled paper providing a copy of the presentation to be made by Professor Pratchett.

Council received a presentation from Professor Lawrence Pratchett, Dean of the Faculty of Business, Government and Law. The main points were as follows.

- Following the addition of the discipline of Information Systems, the Faculty had been organised into four schools (Government and Policy, Information Systems and Accounting, Law and Justice and Management).
- Student load in 2013 was expected to be similar to that of 2012 with the Faculty teaching over a third of all students at the Bruce campus while also having a large offshore presence.
- The Faculty made a strong financial contribution to the University and anticipates delivering a \$4.3m surplus in 2012.
- A new teaching program in Bhutan had been very successful and indicated Bhutan had the potential to become a regional centre for education.
- A number of strategies and activities had been developed to support the new Strategic Plan.
- A review of the Faculty's postgraduate programs is under way to create a new form of postgraduate course which is highly innovative, flexible and capable of attaining triple-accreditation to place them in an elite group of courses offered in Australia.

The following points were noted in discussion.

- The new postgraduate program would have a set of core studies around which students could develop their own specialities. Online teaching would be innovative and have different access points.
- The Faculty's Schools provided a strong degree of coherence and interdisciplinary connection, though there were challenges in locating smaller disciplines to ensure efficiencies were not lost and that 'silos' were not formed.

Resolution C155/14

Council received and noted the presentation from Professor Pratchett.

Item 14: Strategic Review – University of Canberra College

Council received a presentation from Mr Barry Mewett and Mr Marcus Kanagasuntherie, University of Canberra College. Mr Mewett conveyed Ms London's apologies for being unable to attend the meeting.

Mr Mewett reported that, despite some concern about student numbers, 2012 had been successful for UCC, that its operating result and balance sheet was positive and that it would, with the assistance of the Structural Fund Grant, continue to increase student numbers.

Mr Kanagasuntherie reported that UCC had achieved an overall growth rate of 15% in 2012 and that, while revenue growth had been modest, it should achieve its financial targets. Mr Kanagasuntherie drew members' attention to the UCC Strategic Plan 2013-17 noting that the Structural Adjustment Fund offered opportunities for structural change and for the College to grow as an integral and pivotal part of the UC group.

Council requested that it be provided with the success and retention data for UCC students articulating to UC. Ms Davis undertook to provide Alumni data for UCC students.

Resolution C155/15

Council received and noted the presentation from Mr Mewett and Mr Kanagasuntherie.

Item 15: Report from Academic Board**Meeting No. 13/1 (11 February 2013)****15.1 Granting of Awards – Doctor of Philosophy and others****Resolution C155/16**

Council agreed to:

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

Name

Carolo D’Ortenzio

Carolyn McLauren

Samir Ali Sheikh

2. exercise its authority under the *University of Canberra Conferring of Awards Rules 2010* and rescinded its decision to admit Mis Hui Zhang to the award of Certificate in Teaching English to Speakers of Other Languages.

15.2 Changes to Courses: Course Closures**Resolution C155/17**

Council agreed to exercise its authority, Under Rule 5(1) of the *University of Canberra Courses and Awards (Courses of Study) Rules 2010*, and determined that the following courses should cease following an appropriate teach out period.

Faculty of Arts and Design

- Undergraduate degree course in Public Relations (Hong Kong) [983AB] (leading to the award of Bachelor of Public Relations).

Faculty of Business, Government and Law

- Graduate certificate course in Performance Audit and Evaluation [842AA] (leading to the award of Graduate Certificate in Performance Audit and Evaluation).
- Graduate diploma course in Applied Economics [090AA] (leading to the award of Graduate Diploma in Applied Economics) (to apply from semester 2, 2013).
- Masters degree course in Tourism Management [631AA] (leading to the award of Master of Tourism Management).

15.3 The University of Canberra’s Strategic Plan 2013-17**Resolution C155/18**

Council noted that the Vice-Chancellor had presented Breakthrough: The University of Canberra’s Strategic Plan 2013-17 to Academic Board.

15.4 Education Plan 2013-2017**Resolution C155/19**

Council noted that the Deputy Vice-Chancellor (Education) had circulated a draft version of the Education Plan prior to the meeting of Academic Board and that a further draft of the Education Plan is to be considered at Academic Board at its meeting on the 25 March 2013.

15.5 Research Plan 2013-2017

Resolution C155/20

Council noted that the Deputy Vice-Chancellor (Research) gave an overview of the Research Plan to Academic Board stating that the plan focused on strategic objective 3 of the Strategic Plan 2013-17 – *to achieve world ranking as a young university* and will include a focus on research training and impact. A further draft of the Research Plan is to be considered at Academic Board at its meeting on the 25 March 2013.

15.6 Internationalisation Plan 2013-2017

Resolution C155/21

Council noted that the Pro Vice Chancellor International gave an overview of the Internationalisation Plan to Academic Board stating that the focus was for UC to move to where markets were, with in country offices, while drawing on student exchange programmes and research collaborations. A further draft of the Research Plan is to be considered at Academic Board at its meeting on the 25 March 2013.

15.7 Course Delivery by Third Party Providers Policy

Resolution C155/22

Council noted that Academic Board had approved the Course Delivery by Third Party Providers as a policy of the University of Canberra.

15.8 Enrolment Policy

Resolution C155/23

Council noted that Academic Board had considered a draft version of the Enrolment Policy that set out the requirements for commencing and continuing students.

15.9 New Policy: Academic Staff – Professional Experience Equivalence to AQF Qualifications

Resolution C155/24

Council noted that Academic Board had approved the Academic Staff – Professional Experience to AQF Qualification Policy with effect from the 11 February 2013.

15.10 Establishment of the UC Institutional Biosafety Committee

Resolution C155/25

Council noted that Academic Board had exercised its power under section 8(1) (e) of the *University of Canberra Academic Board Rules 2011* and approved the establishment of the UC Institutional Biosafety Committee as a Sub-Committee of Academic Board.

15.11 New Course Proposal: Graduate Certificate in Research Methods and Design

Resolution C155/26

Council noted that Academic Board had accredited, on behalf of Council (under Resolution C32/3 (d)), the following new course (to be implemented for Semester 2, 2013):

Graduate Research Office

- Graduate certificate course in Research Methods and Design (leading to the award of Graduate Certificate in Research Methods and Design).

15.12 Reaccreditation of Courses

Resolution C155/27

Council noted that Academic Board had reaccredited, on behalf of Council (under Resolution C32/3 (d)), the following courses until 31 December 2017 (to be implemented for Semester 2, 2013).

Faculty of Arts and Design

- Undergraduate degree course in Heritage, Museums and Conservation [215JA] (leading to the award of Bachelor of Heritage, Museums and Conservation).
- Undergraduate degree course in Writing [948AA] (leading to the award of Bachelor of Writing).

Faculty of Business, Government and Law

- Undergraduate degree course in Commerce [762AA] (leading to the award of Bachelor of Commerce).

15.13 Changes to courses: Determinations of Course Particulars/Transfer of Courses

15.13.1 Determinations of Course Particulars

Resolution C155/28

Council noted that Academic Board had exercised its authority under Rule 6 of the *University of Canberra Courses and Awards (Courses of Study) Rules 2010*, and approved the revised Determinations of Course Particulars (course requirements) for the following courses (to be implemented from semester 1, 2013 unless otherwise specified).

Faculty of Arts and Design

- Undergraduate degree course in Architecture [912AA] (leading to the award of Bachelor of Arts in Architecture)
- Undergraduate degree course in Sports Media [689AA] (leading to the award of Bachelor of Sports Media)
- Undergraduate combined degree course in Sports Media and Laws [837AA] (leading to the awards of Bachelor of Sports Media and Bachelor of Laws (available with honours))
- Masters degree course in Architecture [913AA] (leading to the award of Master of Architecture)

Faculty of Business, Government and Law

- Masters degree course in Public Administration [737AA] (leading to the awards of Master of Public Administration, Master of Public Administration in Border Management, Master of Public Administration in Corporate Governance, Master of Public Administration in Education Leadership, Master of Public Administration in Public Policy, and Master of Public Administration in Revenue Management)

Faculty of Education, Science, Technology and Mathematics

- Undergraduate degree course in Education Studies [205JA] (leading to the award of Bachelor of Education Studies)
- Masters degree course in Education (Research) [927AA] (leading to the award of Master of Education (Research))

Faculty of Health

- Graduate certificate course in Critical Care Nursing [870AA] (leading to the award of Graduate Certificate in Critical Care Nursing)

15.13.2 Transfer of Courses between Faculties

Resolution C155/29

Council noted the transfer of the following courses from the Faculty of Health to the Faculty of Arts and Design:

- Bachelor of Sports Media [689AA].
- Bachelor of Sports Media/Bachelor of Laws [837AA]

Item 16: Financial Performance Report

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

- The 2012 financial result was still preliminary as the audit was still underway but was not expected to substantially change.
- The University had not achieved its capital revenue budget due to timing issues associated with the receipt of payments for major projects.
- The receipt of the Structural Adjustment Fund late in the year had substantially improved the final operating result.
- An operating surplus of between \$1.8 to \$1.9m was expected to be achieved.

The following points were noted in discussion.

- Pressure on costs was required to be maintained.
- A program would commence in 2013 to make service delivery more efficient and reduce delivery costs.
- Demand driven funding required that budgets were maintained in line with student numbers.

Resolution C155/30

Council received and noted the December 2012 Financial Performance Report.

Item 17: Annual Reports from Committees and Reviews of Terms of Reference

17.1 Finance Committee

Resolution C155/30

Council:

1. received and noted the Annual Report for the Finance Committee for 2011;
2. agreed to remove the reference to the University's financial and resource management and reporting systems from the terms of reference.

17.2 Audit and Risk Management Committee

Resolution C155/31

Council received and noted the Annual Report for the Audit and Risk Management Committee for 2012.

17.3 Legislation Committee

Resolution C155/32

Council received and noted the Annual Report for the Legislation Committee for 2012.

Item 18: Health and Safety Performance Report**Resolution C155/33**

Council received and noted the Health and Safety Performance Report for the period 1 October – 31 December 2012.

Item 19: Funding of Commonwealth Supported Places

Council asked that a brief explanation of the designated places in Cluster 3 (Mathematics, statistics et al) of the funding agreement be included in the minutes. The places are designated as they include places in associate degrees, advanced diplomas, diplomas and enabling courses.

Resolution C155/34

Council received and noted the information on the funding of Commonwealth Supported Places.

Item 20: Overview of UC Centenary Activities**Resolution C155/35**

Council noted the University's participation in the Centenary of Canberra and that periodic status reports will be provided by the Vice-Chancellor.

Item 21: Update on New Legislation

Council requested that it be provided with information on the *Workplace Gender Equality Act 2012* (Cth) at the April 2013 meeting.

Resolution C155/36

Council:

1. noted the information provided on new legislation and the steps being taken to comply with the requirements of the new legislation; and
2. requested that it be provided with information on the *Workplace Gender Equality Act 2012* (Cth) at the April 2013 meeting.

Item 22: Compliance with the Voluntary Code of Best Practice for the Governance of Australian Universities**Resolution C155/37**

Council noted that the University was compliant with the requirements of the Voluntary Code of Best Practice for the Governance of Australian Universities. It was noted that the Code contained provisions relating to the removal of the Chancellor due to the conflict that had arisen in other universities in attempting to remove the Chancellor from office.

Council noted that the inclusion of the power to remove members of Council if they lose the confidence of Council in the *University of Canberra Act 1989* would be part of a general review and updating of the Act.

Item 20: Other Business

No matters were raised at this item.

The meeting was closed at 11.20 am.