

University of Canberra

COUNCIL MEETING No. 159

held on Friday 30 August 2013 at 9.00 am in the Council Room

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

APOLOGIES: Mr D Trewin AO FASSA

IN ATTENDANCE: Professor D Gibson
Professor N Klomp
Mr B Lines
Ms K O'Sullivan
Mr P Hill (Governance Unit)

Council met in closed session from 9.00 – 9.20 am for the discussion of confidential items.

Opening and Apologies

The apology noted above was received.

Confirmation of the Agenda

The agenda was confirmed as presented.

Resolution C159/1

Council agreed to the recommendations contained in Agenda Item 15 (Work Health and Safety Report) and Item 16 (Flying Minute No. 2013/1).

Declaration of Interests

Ms Power declared that she was a member of the board of the University of Canberra College.

Mr Mewett declared that he was the Chair of the board of the University of Canberra College.

Resolution C159/2

Council received and noted the list of declarations made by members.

Item 1: Confirmation of Confidential Minutes of Meeting No. 158

Resolution C159/3

Council approved the confidential minutes of Meeting No. 158 (27 June 2013) as accurate records of proceedings.

Item 2: Matters arising from the Minutes

No matters were raised at this item.

Item 3: Appointment of Members of the Australian Mathematics Trust

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

Resolution C159/4

Council reappointed Professor Leon Sterling and Mr Greg Taylor to the Board of the Australian Mathematics Trust for a further three year term following expiry of their current terms.

Item 4: Nominations for Honorary Degrees

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

Resolution C159/5

Council confidential.

Item 5a: Reports, Minutes and Recommendations from Council Committees

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

Resolution C159/6

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

- Joint Meeting Nominations and Senior Appointments and Honorary Degrees Committees – 6 August
- Finance Committee – 20 June and 15 August
- Campus Development Board – 31 July
- Legislation Committee – 24 May
- Environment and Works Committee – 15 August.

Item 5b: Naming of On Campus Student Accommodation 1

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

Resolution C159/7

Council approved the naming of On Campus Student Accommodation 1 as “Cooper Lodge”.

Item 5c: Performance Review of Council

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

Item 5d: Remuneration of Council Members

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

Item 6: Chancellor’s Opening Comments

No matters were raised at this item.

Item 7: Confirmation of Minutes of Meeting No. 158

Resolution C159/8

Council confirmed the minutes of Meeting No. 158 (27 June 2013) as an accurate record of proceedings.

Item 8: Matters arising from the Minutes*Merger of NATSEM and ANZSIG*

The Vice-Chancellor advised that the merger of NATSEM and ANZSIG was well advanced and was being accepted following a retreat held with staff. A new overarching name for the new entity was still to be developed, but NATSEM and ANZSIG would be retained as brand names. Council noted that it may be necessary to relocate staff to house them together.

Resolution C159/9

Council received and noted the Action Sheet.

Item 9: Vice-Chancellor's Report

The Vice-Chancellor reported on the following matters.

Open Day: The annual Open Day would be held on Saturday 31 August 2013. All members of Council were welcome to attend the event. The lead up to Open Day had been assisted by a number of positive stories about the University in the media.

World Rankings: The University had entered world rankings in two areas: 'Politics and International Studies' and 'Agriculture and Forestry'.

Study in Canberra Delegation: A delegation from the ACT, including the Chief Minister and Vice-Chancellor of ANU, would visit China in the week beginning 1 September 2013 to promote education in the ACT.

The following points were noted in discussion.

- Stage 1 of the Sporting Commons would include facilities for local sports and sporting bodies including the Special Olympics. The decision to grant an additional \$10m funding for the Sporting Commons under the Regional Development Australia Fund scheme had been made before entering into caretaker mode for the election and would permit the construction of a large indoor multi-sports facility.
- The recruitment of Centenary Professors was progressing well with strong fields and candidates being identified. One offer had been made and another one was expected to be made in the near future. The program was within budget.

Resolution C159/10

Council noted the report from the Vice-Chancellor.

Item 10: 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 faculty had been on a strong upward trajectory since 2008 demonstrated by strong growth in student numbers, an increased array of educational offerings, high quality teaching performance, accelerating research performance, increasing partnerships, innovative clinical training developments, recruitment successes in attracting and retaining highly qualified staff and several major developments relating to infrastructure for health and sport.

- New and innovative partnerships were being formed with the vocational education sector and key institutions were being identified to build “layered” international relationships in both teaching and research.
- The faculty was building on existing areas of strength and identifying new key areas to support the University of Canberra’s new *Breakthrough Strategic Plan 2013-2017*
- A positive financial result would be achieved in 2013.
- Health was capable of becoming the engine room for continued growth in the University and can, for example, in partnership with the Faculty of Business, Government and Law build a highly attractive university program around health management and administration.

The following points were noted in discussion.

- A Bachelor of Community Services (working title) was being developed in collaboration with our APN partners and would be a second or third year degree for diploma students seeking qualifications in health management.
- Data was not collected on graduates once they had moved into the workforce.
- Health Informatics was an area under investigation but was hampered by low student demand at present.
- Health economics was a specialist area that could be investigated as a future course offering.
- Health and design was a promising area where opportunities could be developed around the design of new orthotics, prosthetics and, as recently demonstrated by UC graduates, improved hospital beds.

Council noted that Ms Kerrie Doyle, an assistant professor in nursing at the University, will be the first Aboriginal and Torres Strait Islander woman to obtain a postgraduate degree from Oxford University when she graduates at the end of the year.

Council congratulated Professor Gibson and the staff of the faculty on the achievements of the faculty with acclamation.

Resolution C159/11

Council received and noted the presentation by the Dean of the Faculty of Health.

Item 11.1: Year to Date Financial Performance Report

Mr Lines reported that the University Group had posted an operating deficit of \$2.8m at 31 July 2013 which was \$3.3m better than budget. Mr Lines noted that capital receipts were behind budget due to timing issues and that the net deficit before the Structural Adjustment Fund (SAF) was \$0.5m.

Mr Lines reported that net position for the UC Group including SAF was a reportable surplus of \$12.8m which was \$13.3m better than budget and that the University was maintaining adequate controls on expenditure.

Resolution C159/12

Council noted the 31 July 2013 Year to Date Financial Performance Report.

Item 11.2: 2013 Winter Term Forecast

Mr Lines provided the following comments on the Winter Term Forecast.

- An operating surplus of \$4.0m, \$0.4m behind budget was forecast at this point in time.
- A further forecast would be conducted following the Semester 2 census.

- A decline in income from International students was offset by the additional revenue received for Holmesglen students.
- The forecast was considered conservative and there should be opportunities to improve the result as the year progressed.
- International student numbers were satisfactory for Semester 2.
- Teach-out arrangements for the Centre for Customs and Excise Studies had been entered into to assist with negotiations for its separation from the University.
- The forecast net surplus for the UC Group was \$20.8m including SAF.

The following points were noted in discussion.

- The monies to be received for the Centre for Quality Learning and Teaching were not yet included in the budget.
- The monies received for teaching at Holmesglen would increase over time as the University's level of involvement with students increased in the latter years of studies. The additional costs of teaching Holmesglen students were not significant.
- The Australian Polytechnic Network may be expanded to seven members with two further institutions considering joining the consortium.
- The large movement in the non-current liabilities included in the balance sheet was due to the shift of the Westpac Cash Advance Facility from current liabilities.

Council requested that it be provided with a historical analysis of the University's financial position over the past ten years including student numbers. Mr Lines advised that the analysis could be provided to the December 2013 with the proposed 2014 budget and would include projections for the next three years.

Resolution C159/13

Council:

1. received and noted the forecast year end result for 2013 and the potential impacts of the Structural Adjustment Fund (SAF) on the 2014 results; and
2. requested that it be provided with a historical analysis of the University's financial position over the past ten years.

Item 12: Report from Academic Board

Meeting No.13/4 (15 July 2013)

12.1 Accreditation of Course with new award title – Graduate Certificate in Cyber Law and Policy

Resolution C159/14

Council:

1. noted that Academic Board had resolved to accredit, on behalf of Council (under Resolution C32/3 (d)) the following course, to be implemented for semester 1 2014:
Faculty of Business, Government and Law
 - Graduate Certificate in Cyber Law and Policy [xxxAA] (leading to the new award of Graduate Certificate in Cyber Law and Policy); and
2. agreed to amend the *University of Canberra Courses & Awards (Degrees, Diplomas & Certificates) Rules 2013* to add the following new award for this course:
 - Graduate Certificate in Cyber Law and Policy (GradCert CyberLaw&Policy)

12.2 Accreditation of Course with new award title – Graduate Certificate in Social Media and Public Engagement

Resolution C159/15

Council:

1. noted that Academic Board had resolved to accredit, on behalf of Council (under Resolution C32/3 (d)) the following course, to be implemented for semester 1 2014:

Faculty of Arts and Design

- Graduate Certificate in Social Media and Public Engagement [xxxAA] (leading to the new award of Graduate Certificate in Social Media and Public Engagement); and
2. agreed to amend the *University of Canberra Courses & Awards (Degrees, Diplomas & Certificates) Rules 2013* to add the following new award for this course:
 - Graduate Certificate in Social Media and Public Engagement (GradCert SocMedia&PubEngagement)

12.3 Accreditation of Course with new award title – Graduate Certificate in Forensic Security**Resolution C159/16**

Council:

1. noted that Academic Board had resolved to accredit, on behalf of Council (under Resolution C32/3 (d)) the following course, to be implemented for semester 1 2014:

Faculty of Education, Science, Technology and Mathematics

- Graduate Certificate in Forensic Security [xxxAA] (leading to the new award of Graduate Certificate in Forensic Security); and
2. agreed to amend the *University of Canberra Courses & Awards (Degrees, Diplomas & Certificates) Rules 2013* to add the following new award for this course:
 - Graduate Certificate in Forensic Security (GradCert ForSecurity)

12.4 Changes to Courses: Course Closure**Resolution C159/17**

Council agreed to exercise its authority under Rule 5(1) of the *University of Canberra Courses and Awards (Courses of Study) Rules 2013*, and determined that the following course should cease following appropriate teach-out, noting that Academic Board resolved to close the course to new admissions and remove it from the Academic Program with effect from the end of semester 1 2013:

Faculty of Health

- Postgraduate diploma course in Human Nutrition [776AA] (leading to the award of Graduate Diploma in Human Nutrition).

12.5 Granting of Awards – Doctor of Philosophy**Resolution C159/18**

Council:

1. noted the delegations of the Chair acting on behalf of the Board under Resolution AB 10/3/6 in relation to the following matters; and
2. agreed to exercise its authority under Rule 7 (2) of the *University of Canberra Conferring of Awards Rules 2013* and admit the students listed to the award of Doctor of Philosophy so that the awards can be conferred at this Council meeting.

Khosro Mohammad AHMAD	Professional Doctorate in Business Administration (Research) (851AA)	The determinants of the adoption of innovation at the workplace: an empirical investigation in Kurdistan region (Iraq)
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Marjan ASLANZADEH	PhD (Management) (853AA)	Synergism in Multichannel Service Delivery
Lynette ROSE GRIGG	PhD (Government) (921AA)	An Industry Case Study on Cost-Minimisation Strategies of Residential Retail in the Australian National Electricity Market
Philip Sawi KAVAN	Professional Doctorate in Business Administration (Research) (851AA)	Informal Sector in Port Moresby and Lae, Papua New Guinea: Activities and Government Response
Joannah Katherine LEE	PhD (Applied Science) (232AA)	A Forensic Toolkit for the examination of Wildlife crime using the Glossy Black-Cockatoo as a model species
Ahmed ULLAH	PhD (Economics) (244AD)	An analysis of the Impact of Educational Conditional Cash Transfer Programs in Bangladesh, 2005-2010
Lisa Jane WALLER	PhD (Communication) (246AA)	The dynamic interplay of news media and bilingual education policy in Australian's Northern Territory 1988-2008

12.6 Postgraduate Coursework Policy

Resolution C159/19

Council noted that Academic Board had approved the *Postgraduate Coursework Policy* to replace the *Policy and Procedures for Courses Leading to Postgraduate Coursework Degrees* from the date of the Board meeting (15 July).

12.7 Amendments to the Admission Policy and new Admission Procedures, including changes to English language entry requirements

While not wishing to challenge the decision made by Academic Board on this matter, Mr Mewett commented that the changes proposed to the University's English language entry requirements would have a significant financial impact on the University of Canberra College by reducing the need for students to undertake bridging courses.

Professor Parker noted that a recalibration of IELTS requirements was being undertaken and that from 2014 all undergraduate courses will have a minimum IELTS admission requirement of an overall score of 6.0 with no band score below 5.5, except where a higher IELTS score may be required for course accreditation or student professional registration. Professor Parker advised that the changes should make the University more competitive with other universities.

Resolution C159/20

Council noted that Academic Board had approved the revised *Admission Policy* and new *Admission Procedures* with effect from 15 July 2013.

12.8 Aligning goals for academic staff with the Breakthrough Plan

Resolution C159/21

Council noted that Academic Board had provided comment on a discussion paper on aligning Performance Expectations of Academic Staff (PEAS) with the goals of the Strategic Plan 2013-2017.

12.9 University Experience Survey (UES): UC 2012 Institutional Report

Resolution C159/22

Council noted that Academic Board had noted the UES Institution Report and an analysis of UC's survey results prepared by the Deputy Vice-Chancellor (Education).

12.10 Reaccreditation of Courses**Resolution C159/23**

Council noted that Academic Board had reaccredited thirteen single bachelor courses and eighteen combined bachelor courses.

Item 13: Westpac Cash Advance Facility

Council noted that Westpac had requested further assurances that the Vice-Chancellor was authorised to sign the Cash Advance Facility on behalf of the University.

Resolution C159/24

Council confirmed the Vice-Chancellor's authority to sign the new \$20 million cash advance facility with Westpac.

Item 14: Proposed 2014 Meeting Schedule

Ms Storti noted that the 2014 meeting schedule would be forwarded to members and requested that any conflicts be notified as soon as possible.

Resolution C159/25

Council approved the following meeting schedule for 2014:

Date	Commencing Time
Friday 7 March	9.00 am – 3.00 pm includes Strategic Planning Session
Thursday 3 April	9.00 am – 12.30 pm includes approval of Annual Financial Statements
Friday 27 June	9.00 am – 12.30 pm
Friday 29 August	9.00 am – 12.30 pm
Friday 31 October	9.00 am – 12.30 pm
Friday 5 December	9.00 am – 12.30 pm

Item 15: Work Health and Safety Performance Report

Council discussed work health and safety reporting and requested that future reports include trend information (percentages) and where available the actions taken by the University to deal with health and safety issues; gender analysis and, where students were involved, if they were domestic or International students.

Council also requested that an annual report on Work Health and Safety matters be provided.

Resolution C159/26

Council:

1. received and noted Work Health and Safety Performance report for the period for the period April - June 2013;
2. requested that future reports include trend information (percentages) and where available the actions taken by the University to deal with health and safety issues; gender analysis and, where students were involved, if they were domestic or International students; and
3. requested that an annual report on Work Health and Safety matters be provided.

Item 16: Flying Minute No. 2013/1 (Appointment of Members of the Board of the Australian Mathematics Trust)**Resolution C159/27**

Council received and noted the resolution passed by flying minute and agreed to record the resolution in the minutes of Meeting No. 143 as a record of the resolutions of Council.

Flying Minute 2013/1 – 1 August 2013

Recommendation: That Council appoint the following people to the Board of the Australian Mathematics Trust for three year period commencing on 15 August 2013:

- Dr Michael Evans
- Mr Andrew Hassall
- Professor Cheryl Praeger
- Dr Alan Tippet
- Dr Bronwyn Harch

Recommendation passed.

The meeting was closed at 10.40 am.