

University of Canberra

COUNCIL MEETING No. 160

held on Friday 25 October 2013 at 9.00 a.m. in the Council Room

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

APOLOGIES: Dr T Calma AO (Deputy Chancellor)
Ms A Ellis
Dr L Grealish
Mr B Mewett
Ms S Salthouse

IN ATTENDANCE:	Mr M Kanagasuntherie	Professor F Shannon
	Professor N Klomp	Professor M Skidmore
	Mr B Lines	Ms V Williams
	Ms G London	Mr P Hill (Governance Unit)
	Ms K O'Sullivan	

Council met in closed session from 9.00 – 10.00 a.m. for the discussion of confidential items.

Opening and Apologies

The apologies noted above were received.

Council noted that Mr James Pace, Undergraduate Student Member, had graduated in September and resigned from Council on 23 October 2013.

Confirmation of the Agenda

The agenda was confirmed as presented.

Resolution C160/1

Council agreed to the recommendations contained in Agenda Item 20 (Work Health and Safety Report) and Item 21 (Report on the Exercise of Financial Delegations).

Declaration of Interests

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

Ms Power declared that she was a member of member of the board of the University of Canberra College and the Health Services Superannuation Trust Australia.

Resolution C160/2

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

Item 1: Confirmation of Confidential Minutes of Meeting No. 159

Resolution C160/3

Council approved the confidential minutes of Meeting No. 159 (30 August 2013) as an accurate record of proceedings.

Item 2: Matters arising from the Minutes

No matters were raised at this item.

Item 3: Appointment of Deputy Chancellor

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

Resolution C160/4

Council appointed Dr Sarah Ryan as Deputy Chancellor of the University until the expiry of her current term of office as a member of Council.

Item 4: Strategic Risk Register

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

Resolution C160/5

Council received and noted the 2013 Strategic Risk Register.

Item 5: Appointment of Emeritus Professor

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

Resolution C160/6

Council appointed Professor Ann Harding as an Emeritus Professor of the University from the date of her retirement from the University.

Item 6: 2013 Council Performance Evaluation

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

Resolution C160/7

Council:

1. agreed that Council should assess its performance on an annual basis and that the Chancellor, supported by the Council Secretary, has the responsibility for organising the assessment process and drawing on external resources as required;
2. noted the results of the 2013 Performance Survey; and
3. requested that agenda papers include an outline of any major issues associated with the subject matter being considered.

Item 7: Strategic Plan Update

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

Resolution C160/8

Council approved the extended version of Strategic Plan 2013-17 for public release.

Item 8a: Reports, Minutes and Recommendations from Council Committees

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

Resolution C160/9

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

- Campus Development Board – 12 September 2013;
- Audit and Risk Management Committee – 13 September 2013; and
- Finance Committee – 24 September 2013.

Item 8b: Postgraduate Student Elections

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

Resolution C160/10

Council agreed that the call for nominations for the election of a postgraduate student member of Council should be reissued, and a new election held.

Item 8c: Employment Contract for the Vice-President Operations

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

Resolution C160/11

Council noted the report on the renewal of the employment contract for the Vice-President Operations.

Item 8d: Appointment of Council Members

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

Item 8e: University of Canberra Public Hospital

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

Item 8f: Remuneration of Council Members

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

Item 9: Chancellor's Opening Comments

Dr Mackay congratulated the University on the conduct of the Graduation Ceremonies held on 25-26 September 2013 and the quality of the guest speakers and recipients of awards.

Dr Mackay reported that the first meeting of the Foundation Advisory Board was held on 14 October 2013. Ms Davis was congratulated on the quality papers provided to the Board.

Item 10: Confirmation of Minutes of Meeting No. 159

Resolution C160/12

Council confirmed the minutes of Meeting No. 159 (30 August 2013) as an accurate record of proceedings.

Item 11: Matters arising from the Minutes

Centenary Professors

The Vice-Chancellor advised that four offers for appointment as a Centenary Professor had been accepted and that it appeared as though seven or eight appointments could be made as a result of the program. Some of the appointments had been made jointly with other institutions such as the Australian Institute of Sport.

UCC Alumni

Ms Davis reported that data on alumni of the University of Canberra College was not currently held in a format which could be provided to Council but should be available in a few months' time.

Resolution C160/13

Council received and noted the Action Sheet.

Item 12: Vice-Chancellor's Report

The Vice-Chancellor reported that enrolments had peaked on a 'business as usual' basis with the monies received from the Structural Adjustment Fund grant being used to develop a new business model and allow the University to expand nationally and internationally. With the exception of the Faculty of Health, all faculties will end the year with lower enrolment figures in 2013 than in 2012.

The Vice-Chancellor also reported that current indications for international student enrolments in 2014 were mixed with figures for Semester 1 being below target. For domestic students, an across the board drop in enrolments was evident and enrolment volatility could be seen in the sector due to demand driven funding. The challenge for the University over the next five years was to grow student numbers from outside of the ACT, particularly if the ANU sought to maintain growth in undergraduate student numbers by reducing entry scores.

Resolution C160/14

Council noted the report from the Vice-Chancellor.

Item 13: Institute of Governance and Policy Analysis

Ms Storti reported that Deloitte had been engaged to advise and assist with the wind-up of the NATSEM company although the NATSEM brand would continue to be available for use in the new Institute.

Professor Shannon reported that the proposal with respect to the Institute of Governance and Policy Analysis was considered and endorsed by Academic Board and that the NATSEM board were supportive of the transition to the new organisational structure.

Resolution C160/15

Council approved the integration of ANZSIG and NATSEM under a new structure - the University of Canberra Institute for Governance and Policy Analysis.

Item 14: 2013 Voice Survey

Mr Lines reported that, overall, the 2013 Staff Survey indicated that UC had maintained the strong results seen in 2011 and, while there was some movement in the figures, UC was performing well against sector results.

Council noted that the softening of results for 'facilities' was due to backlog maintenance issues, the need for better communication with staff about refurbishment programs and the

arrival of academic staff from larger universities where facilities may have been of a higher standard.

Resolution C160/16

Council received and noted the report on the 2013 Voice Staff Survey.

Item 15: Appointment of Traffic Officer and Declaration of Parking Areas**Resolution C160/17**

Council:

1. appointed the Vice-President Operations as the Traffic Officer pursuant to section 4 of the *Traffic Statute*;
2. declared the parking areas identified on the drawing attached as Annexure 1 to the agenda paper to be a parking area for the purposes of the *Traffic Statute*; and
3. declared the loading zone areas identified on the drawing attached as Annexure 1 to the agenda paper to be permanent loading zones for the purposes of the *Traffic Statute*.

Item 16: Strategic Review – Research Portfolio

Council received a presentation from Professor Frances Shannon, Deputy Vice-Chancellor Research. Council noted that the University had entered into the world rankings for the first time which is important in terms of the University's brand. The aim is to improve the University's performance in international rankings.

The recent successes in research grants which will deliver \$3m in research income were discussed. The quality and quantity of research is improving and this will be the focus for the next strategic plan.

Resolution C160/18

Council received and noted the presentation from Professor Shannon, Deputy Vice-Chancellor Research.

Item 17: Strategic Review – University of Canberra College

Council received a presentation from Ms Glenys London, Academic Director, University of Canberra College (UCC). The strategic plan has been reviewed and the College continues to be the pathway for the University with increased community and regional engagement through the establishment of "pop" up campuses.

Resolution C160/19

Council received and noted the presentation from Ms London, Academic Director, University of Canberra College.

Item 18: YTD Financial Performance Report

Professor Parker advised that the end of year financial position of the University would not reflect the results currently outlined in the 30 September 2013 Financial Performance Report.

Mr Lines reported that the end of year forecast had been completed. It was now forecast that the University would post an operating surplus of approximately \$2m but efforts would be made to find further savings in order to achieve the budgeted result.

Resolution C160/20

Council received and noted the 30 September 2013 Financial Management Year to Date Performance Report.

Item 19: 2014 Budget Parameters

Mr Lines advised that the University was seeking to achieve a \$6m operating surplus in 2014. Mr Lines noted that all of the monies received under the Structural Adjustment Fund were required to be reported in 2013 and that the expenditure occurring in subsequent years would impact on budget outcomes.

Council noted that 2014 budgets may have to be reviewed in response to reduced student load and that a sensitivity analysis would be included in the detailed budget papers provided to the next meeting.

Resolution C160/21

Council endorsed the 2014 Budget Parameters Paper.

Item 20: Work Health and Safety Performance Report

Council received a tabled paper providing the July-September 2013 Work Health and Safety Report.

Ms Storti advised that the Work Health and Safety Report had been revised in light of the suggestions and comments made by Council.

Mr Trewin advised that the Audit and Risk Management Committee would monitor the Work Health and Safety Report and also look to improve the trend data included in it.

Resolution C160/22

Council received and noted the July-September 2013 Work Health and Safety Report.

Item 21: Report on the Exercise of Financial Delegations

Council noted that financial delegation limits would be reviewed during the next review of the Financial Delegations.

Resolution C160/23

Council received and noted the report provided on the Exercise of Financial Delegations.

The meeting was closed at 11.25 a.m.