

UNIVERSITY COUNCIL MEETING NO. C200

CONFIRMED Minutes of the University Council meeting
held at 9.00am on Friday 28 June 2019
in the Council Room, University of Canberra.

IMPORTANT NOTE:

The web version of these minutes has been edited to remove the confidential minutes of the Closed Session and management actions arising from the meeting.

MEMBERS OF THE UNIVERSITY COUNCIL

At the date of this meeting, the following people are the members of the University Council:

Member	Position	Term Commenced	Term Ends
Professor Tom Calma AO	Chancellor (s11(1)(a))	1 January 2014	31 December 2022
Dr Chris Faulks	Deputy Chancellor (s11(1)(d))	1 January 2014	30 June 2020
Professor Deep Saini	Vice-Chancellor and President (s11(1)(b))	1 September 2016	24 December 2019
Professor Dharmendra Sharma AM	Chair, Academic Board (s11(1)(c))	1 January 2014	31 December 2019
Dr Tom Karmel AM	Ministerial Appointee (s11(1)(d))	19 November 2018	18 November 2021
Mr Glenn Keys AO	Ministerial Appointee (s11(1)(d))	1 July 2017	30 June 2020
Mr Barry Mewett	Ministerial Appointee (s11(1)(d))	21 October 2011	20 October 2020
Ms Annabelle Pegrum AM	Ministerial Appointee (s11(1)(d))	19 November 2018	18 November 2021
Dr Michael Schaper	Ministerial Appointee (s11(1)(d))	19 November 2018	18 November 2021
Mr David Sturgiss	Ministerial Appointee (s11(1)(d))	23 January 2018	22 January 2021
Ms Patricia Kelly PSM	Ministerial Appointee (s11(1)(d))	9 April 2019	8 April 2022
Dr Holly Northam OAM	Elected Academic Staff (s11(1)(e))	1 January 2018	31 December 2019
Ms Mara Eversons	Elected General Staff (s11(1)(f))	1 January 2016	31 December 2019
Ms Caroline Gouws	Elected PG Student (s11(1)(g))	1 January 2019	31 December 2019
Mr Kieran Heid	Elected UG Student (s11(1)(g))	1 January 2019	31 December 2019

1.1 Welcome and Apologies

The Deputy Chancellor took the Chair and opened the meeting at 9.01am with an Acknowledgement of Country and the youth of the region and welcomed members and attendees.

Present:

Professor T Calma AO	Chancellor
Dr C Faulks	Deputy Chancellor
Professor D Saini	Vice-Chancellor and President
Professor D Sharma AM	Chair, Academic Board
Ms P Kelly PSM	Member
Mr G Keys AO	Member
Mr B Mewett	Member
Ms A Pegrum AM	Member
Mr D Sturgiss	Member
Dr H Northam OAM	Member
Ms M Eversons	Member
Ms C Gouws	Member
Mr K Heid	Member

In attendance:

Professor G Crisp	Deputy Vice-Chancellor, Academic (DVCA) (Part 3 - Part 5)
Professor L Sullivan	Deputy Vice-Chancellor, Research and Innovation (DVCR&I) (Part 3 - Part 5)
Ms V Williams	Vice-President, Finance and Infrastructure (VPF&I) (Part 3 - Part 5)
Ms K Dwyer	Chief Executive, People and Diversity (CEP&D) (Item 2.3 - Part 5)
Mr E Wells	General Counsel and University Secretary
Ms F Reid	Associate Director, Audit and Risk (Item 4.2)
Professor S Burford	Executive Dean, Faculty of Arts and Design (Item 5.2)
Mr A Zmijewski	Director, Marketing (Item 5.3)
Mr M Ferguson	Director, Global Student Recruitment (Item 5.3)
Mr D Formica	Chief Digital Information Officer (Item 5.4)
Ms S Norton	Deputy University Secretary (minutes)
Ms C Venning	Senior Governance Coordinator (minutes)

Apologies:

Dr T Karmel AM	Member
Dr M Schaper	Member
Ms B Robinson	Vice-President, University Relations and Strategy (VPURS)

The Deputy Chancellor welcomed Ms Patricia Kelly to her first Council meeting and recognised the recent appointment of Council member, Professor Dharmendra Sharma, as a Member of the Order of Australia.

The Chancellor joined the meeting and took the Chair.

The Chancellor acknowledged the apologies received.

1.2 Declaration of Interests

The Chancellor called for any declarations of interest in addition to those included in the Register of Standing Interests. There were no conflicts of interest raised or declared by members or attendees.

1.3 Confirmation of Previous Minutes

RESOLUTION C200/1

The Council resolved to **approve** the minutes of the University Council meetings held on 10 May 2019 and the flying minute 2019/FM2 of 14 June 2019 as true and accurate records.

1.4 Review of Action Sheet

The Council noted the items listed on the Action Sheet. The University Secretary provided an update on outstanding items.

1.5 2019 Annual Plan

The Council noted that the Annual Plan has been updated to reflect:

- the rescheduling of the PwC presentation on their Review of Council Performance to the August 2019 meeting;
- the rescheduling of the presentation on the strategic positioning of the University from Vice-President, University Relations and Strategy, Ms Belinda Robinson (**VPURS**) to the October 2019 meeting; and
- the Strategic Risk Register Summary not being included in the current meeting agenda, but it will be included at the August 2019 meeting.

1.6 Review of Agenda

The Chancellor called for any other business. The following matter was requested:

- a brief discussion to be held in the Closed Session on the outcomes of the Council Strategy and Planning Day held on 27 June 2019.

There were no further items raised and the agenda was confirmed.

PART 2. CLOSED SESSION

The Council moved into Closed Session

THE MINUTES OF THIS SESSION ARE CONFIDENTIAL.

PART 3. REPORTING

The Council meeting moved into open session.

3.1 Chancellor's Report

The Chancellor reported that the next University Chancellors Council meeting will be held in Brisbane in October 2019. The Deputy Chancellor will attend as the Chancellor's proxy as the meeting conflicts with UC Graduations .

RESOLUTION C200/3

The Council resolved to **accept** the Chancellor's verbal report.

3.2 Vice-Chancellor's Report

The Vice-Chancellor requested his tabled report be taken as read and invited comments or questions from the Council.

The Vice-Chancellor advised that his priorities over the next few months will be the following key activities:

- finalising international student arrangements with Indian Universities;
- progressing the proposed arrangements with Western Sydney University at Sydney Olympic Park;
- following through on the actions arising from the recent Council Strategy and Planning Day; and
- resolving the remaining issues with the Campus Community Project.

RESOLUTION C200/4

The Council resolved to **accept** the tabled Vice-Chancellor's Report.

3.3 Academic Board Report

The Chair of the Academic Board, Mr Dharmendra Sharma requested the tabled Academic Board Report be taken as read and provided a summary of the key items considered at the last Academic Board meeting.

The Chair of the Academic Board advised the following in response to queries from the Council:

- there are currently between 50 and 80 articulation arrangements with CIT;
- the University does not currently receive many students from CIT; and
- DVCA and Pro Vice-Chancellor Students, Partnerships and International, Mr Lawrence Pratchett have met with representatives from CIT and discussed possible partnerships and/or collaborations moving forward.

RESOLUTION C200/5a

The Council resolved to:

1. **accept** the tabled report from the Chair, Academic Board; and
2. **accept** the unconfirmed minutes of the Academic Board meeting held on 5 June 2019.

3.4 Audit and Risk Management Committee Report

The Chair of the Audit and Risk Management Committee (**ARMC**), Mr Barry Mewett, provided a summary of the items considered since the last meeting of the Council.

In response to questions from Council the Chair of the ARMC advised the following.

- previous issues with respect to communication to students on the Curriculum Review are being addressed; and
- there has been no contact from the Environmental Protection Authority regarding the University laboratory environmental issue.

RESOLUTION C200/5b

The Council resolved to:

1. **accept** the tabled report from the Chair, Audit and Risk Management Committee;
2. **note** the Major Risk Update Report;
3. **note** the Exercise of Financial Delegations Report; and
4. **accept** the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 12 June 2019.

3.5 Finance Committee Report

The Chair of the Finance Committee, Mr David Sturgiss, provided a summary of the items considered since the last meeting of the Council and noted that:

- the May 2019 Financial Management Report would be considered separately at Item 4.1 of this meeting; and
- the Long-Term Financial Model has been further revised from that considered by the Finance Committee and was presented to the Council Strategy and Planning Day on 27 June 2019.

RESOLUTION C200/6

The Council resolved to:

1. **accept** the tabled report from the Chair, Finance Committee;
2. **note** the report on the University's cash and debt position;
3. **note** the report on the Employee Bonus Scheme;
4. **note** that the Employee Bonus Scheme has not been renewed; and
5. **accept** the unconfirmed minutes of the Finance Committee meeting held on 12 June 2019.

3.6 Planning and Development Committee Report

The Deputy Chancellor, as Chair of the Planning and Development Committee (**PDC**), provided a summary of the key items considered at the meeting held on 19 June 2019.

The Council noted the following:

- the PDC has reviewed the Request For Proposals for the development of the Campus Master Plan and provided its feedback to management; and
- the impact on future Campus master planning of the matters discussed on Council Planning and Strategy day.

RESOLUTION C200/7

The Council resolved to:

1. **accept** the verbal report from the Chair, Planning and Development Committee; and
1. **accept** the unconfirmed minutes of the Planning and Development Committee meeting held on 19 June 2019.

PART 4. MATTERS FOR DETERMINATION

4.1 Financial Performance Report

VPF&I presented the May 2019 Financial Performance Report and invited comments or questions from the Council.

VPF&I also advised the following:

- forecasted revenue for the winter term is not showing signs of improvement although the revised revenue forecast for the balance of the 2019 year appears achievable;
- projected expenditure savings will need to be achieved and discussions are taking place with University business units and faculties;
- a change in accounting standards makes it difficult to compare the 2019 financial results with those of previous financial years as the changes impact on the timing of revenue recognition; and
- only \$7m of the \$44m projected capital expenditure has been spent to date. The forecast year end cash position assumes full capital expenditure.

RESOLUTION C200/8

The Council resolved to **accept** the tabled Financial Performance Report as at 31 May 2019.

4.2 Delegations of Authority Policy and Schedule

Mr Eric Wells, General Counsel and University Secretary and Ms Fleur Reid, Associate Director, Audit and Risk provided an overview of the changes to the Delegations of Authority Policy and Schedule since the documents were presented at the May 2019 Council meeting and the implementation schedule.

RESOLUTION C200/9

The Council resolved to **approve** the tabled Delegations of Authority Policy and Schedule, as amended, to take effect upon approval of the Vice-Chancellor.

PART 5. MATTERS FOR DISCUSSION**5.1 Higher Education Standards Framework 2015, Domain 6 - Governance**

Ms Melissa Hankinson, Deputy Director, Quality and Service Improvement, presented an overview of the requirements of the Higher Education Standards Framework 2015, Domain 6 – Governance.

RESOLUTION C200/10 The Council resolved to **accept** the tabled presentation from the Deputy Director, Quality and Service Improvement.

5.2 Annual Report – Faculty of Arts and Design

Professor Sally Burford, Executive Dean, Faculty of Arts and Design, presented the annual report for the Faculty of Arts and Design which was discussed by Council.

RESOLUTION C200/11

The Council resolved to **accept** the tabled annual report and presentation from the Faculty of Arts and Design.

5.3 “Growing Student Load” - strategies for student recruitment and retention

Mr Ashley Zmijewski, Director Marketing and Mr Mike Ferguson, Director Global Student Recruitment presented on “Growing Student Load”. The following were discussed:

- as set out in the presentation, there are an increasing number of challenges, both domestically and internationally, that will impact on the University’s future ability to attract students; and
- the University is currently implementing a range of targeted growth initiatives and a focussed marketing strategy to engage with students in the domestic and international markets.

RESOLUTION C200/12

The Council resolved to **accept** the tabled presentation on “Growing Student Load”.

5.4 Status of the University’s data security and proposed mitigation strategy

Mr David Formica, Chief Digital Information Officer spoke to his tabled report and provided an overview of the University’s data security risk environment and proposed risk mitigation strategies.

The Chief Digital Information Officer advised that universities are often seen as soft targets and are at high risk of attack. Council discussed the recent attacks on other Australian universities, the

University's current level of cyber risk and proposed mitigation strategies, including the financial implications of adopting some or all of these risk mitigation strategies.

In response to a question from Council, the Chief Digital Information Officer advised that options are currently being investigated to pool resources within the University sector.

Council noted that the University should take a prudent approach to managing the risk of such a cyber-attack including the reputational damage to the University. Council supported the implementation of the proposed mitigation strategies.

RESOLUTION C200/13

The Council resolved to **accept** the tabled report and **note** the likely cost of the proposed risk mitigation strategies.

PART 6. MATTERS TAKEN AS READ

6.1 Global Learning Report - Student Feedback on Study Abroad Program

RESOLUTION C200/14

The Council resolved to **note** the Global Learning Report.

6.2 South East NSW Health Collaborative – Purchase of land in Moruya and Cooma

In response to a question from Council, the General Counsel and University Secretary confirmed that University management has been made aware of the University's continuing obligations in relation to the land assets over the full 20-year term of the funding agreement with the Commonwealth.

RESOLUTION C200/15

The Council resolved to **approve** the purchase by the University of 5 River Street, Moruya NSW and 76-78 Bombala Street, Cooma NSW as set out in the tabled report.

6.3 Committee Appointments

RESOLUTION C200/16

The Council resolved to **appoint** the following as members of the Investment Committee:

1. Dr Michael Schaper for a term commencing 28 June 2019 and concluding 18 November 2021; and
2. Mr Dennis Trewin for a new term commencing 1 July 2019 and concluding on 30 June 2022.

6.4 Use of the University Seal

RESOLUTION C200/17

The Council resolved to **ratify** the affixing of the University Seal to documents 2019/5 and 2019/6 listed on the University Seal Register.

PART 7. OTHER BUSINESS

7.1 Matters without Notice

There were no matters without notice.

7.2 Meeting Summation

The Chancellor provided an overview of the meeting and thanked Council members, attendees and presenters for their contributions.

PART 8. NEXT MEETING AND CLOSE

The next meeting is scheduled to be held from 9.00am to 4.00pm on Friday 30 August 2019 in the Council Room, University of Canberra.

There being no further business the meeting concluded at 3.14 pm.