

## UNIVERSITY COUNCIL MEETING NO. C205

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CONFIRMED Minutes of the University Council meeting  
held at 9.00am on Friday 13 December 2019  
in the Council Room, University of Canberra.

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**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

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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 Chancellor opened the meeting at 9.58am with an Acknowledgement of Country and welcomed members and attendees.

**Present:**

Professor T Calma AO	Chancellor
Dr C Faulks	Deputy Chancellor
Professor D Saini	Vice-Chancellor and President (Part 1, Part 3 – Part 8)
Professor D Sharma AM	Chair, Academic Board
Dr T Karmel AM	External Member
Ms P Kelly PSM	External Member
Mr G Keys AO	External Member (Item 2.2, Part3 – Part 8)
Mr B Mewett	External Member
Ms A Pegrum AM	External Member (Parts 1,2,4 and 5)
Dr M Schaper	External Member
Mr D Sturgiss	External Member
Dr H Northam OAM	Academic Staff Member
Ms M Eversons	General Staff Member
Ms C Gouws	Postgraduate Student Member
Mr K Heid	Undergraduate Student Member

**In attendance:**

Professor G Crisp	Deputy Vice-Chancellor, Academic ( <b>DVCA</b> ) (Part 3 - Part 8)
Professor L Sullivan	Deputy Vice-Chancellor, Research and Innovation ( <b>DVCR&amp;I</b> ) (Part 3 - Part 8)
Ms K Dwyer	Chief Executive, People and Diversity ( <b>CEP&amp;D</b> ) (Part 2 - Part 8)
Ms V Williams	Vice-President, Finance and Infrastructure ( <b>VPF&amp;I</b> ) (Item 2.3, Part 3 - Part 8)
Mr Ian Cox	Acting Vice-President, University Relations and Strategy ( <b>VPURS</b> ) (Part 3 - Part 8)
Mr E Wells	General Counsel and University Secretary ( <b>GCUS</b> ) (Part 1, Part 3 – Part 8)
Ms S Norton	Deputy University Secretary (minutes) (Part 1, Part 3 – Part 8)

**Apologies:**

There were no apologies received.

**1.2 Declarations of Interest**

The Chancellor called for any declarations of interest in addition to those included in the Register of Standing Interests. The following declarations were made:

- The Chancellor advised that:
  - he has been appointed as Chair of the Charles Perkins Trust from 1 October 2019;
  - leave of Absence has been granted from his role as Co-Chair of Reconciliation Australia from 25 October 2019 to 31 October 2020; and
  - he has been appointed as Co-Chair of Voice Co-Design Senior Advisory Group from 1 November 2019 for a period of 12 months.
- Council member Keiran Heid advised that he has accepted a role at Clayton Utz.

### 1.3 Confirmation of Previous Minutes

#### RESOLUTION C205/1

Council resolved to **approve** the minutes of the University Council meeting C204 held on 25 October 2019, as amended, as a true and accurate record.

### 1.4 Review of Action Sheet

Council noted the items listed on the Action Sheet.

### 1.5 2019 Annual Plan

Council noted the updates to the Annual Plan.

### 1.6 Review of Agenda

Council noted that the presentation and annual report from the Executive Dean of the Faculty of Business Government and Law scheduled at Item 5.3 of the Agenda was deferred to February 2020.

## PART 2. CLOSED SESSION

*Council meeting moved into Closed Session*

**THE MINUTES OF THIS SESSION ARE CONFIDENTIAL.**

## PART 3. REPORTING

*Council meeting moved into Open Session.*

### 3.1 Chancellor's Report

The Chancellor provided an update on his meeting with the ACT Chief Minister at which the issue of the Campus Community municipal and precinct charges was raised.

#### RESOLUTION C205/8

Council resolved to **accept** the Chancellor's Report.

### 3.2 Vice-Chancellor's Report

#### RESOLUTION C205/9

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

### 3.3 Academic Board Report

#### RESOLUTION C205/10

Council resolved to:

1. **accept** the report from the Chair, Academic Board; and
2. **accept** the unconfirmed minutes of the Academic Board meeting held on 20 November 2019.

### 3.4 Audit and Risk Management Committee Report

#### RESOLUTION C205/11

Council resolved to:

1. **accept** the report from the Chair, Audit and Risk Management Committee;
2. **accept** the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 21 November 2019;
3. **note** the Major Risk update; and
4. **note** the Exercise of Financial Delegations Report; and
5. **note** the Work Health and Safety Report.

### 3.5 Finance Committee Report

#### RESOLUTION C205/12

Council resolved to:

1. **accept** the report from the Chair, Finance Committee;
2. **accept** the unconfirmed minutes of the Finance Committee meeting held on 27 November 2019;
3. **note** the report on the University's cash and debt position; and
4. **note** the Workforce Profile Report.

### 3.6 Planning and Development Committee Report

The Chair of the Planning and Development Committee advised Council that the finalisation of the new Masterplan may be delayed until after commencement of new Vice-Chancellor.

#### RESOLUTION C205/13

Council resolved to:

1. **accept** the report from the Chair, Planning and Development Committee; and
2. **accept** the unconfirmed minutes of the Planning and Development Committee meeting held on 22 October 2019.

## PART 4. MATTERS FOR DETERMINATION

### 4.1 Financial Performance Report

The Vice President Finance and Infrastructure provided a summary of the key issues addressed in the Financial Performance Report.

#### RESOLUTION C205/14

Council resolved to **accept** the Financial Performance Report as at 31 October 2019.

### 4.2 Year End Forecast #3

The Vice President Finance and Infrastructure provided a summary of the Year End Forecast #3.

#### RESOLUTION C205/15

Council resolved to **accept** the Year End Forecast #3.

### 4.3 UC Group Budget 2020 – 2022

The VPFI and Director, Finance and Business Services, Ms. Karma Auden, provided an overview of the Group Budget 2020-2022, including changes made subsequent to the Finance Committee meeting held on 27 November 2019.

The following issues were noted.

- The University Group budget for the period 2020-2022 has a reportable surplus of \$11.4m and underlying operating surplus of \$5.8m.
- Attached to the budget paper is a summary of Strategic Initiatives for 2020. The cost of the Strategic Initiatives has not been included in the 2020 budget and approval to proceed with a Strategic Initiative will be the subject of a prior business case presented to Finance Committee detailing the activities, anticipated returns and milestone review points and the requested budget allowance.
- The decrease of \$3m in the proposed University salaries and benefits of professional staff from the amount presented to Finance Committee.

#### RESOLUTION C205/16

Council resolved to:

1. **approve** the 2020 University Group Budget; and
2. **note** the University Group Budget positions for 2021 and 2022.

### 4.4 Investment Policy

The Chair of the Investment Committee provided an overview of the proposed changes to the Investment Policy.

#### RESOLUTION C205/17

Council resolved to **approve** the amended Investment Policy.

### 4.5 Delegations of Authority Policy and Framework

The Chair of the Audit and Risk Committee (**ARMC**) provided an overview of the ARMC discussions regarding further necessary changes to the Delegations of Authority Policy and Framework.

#### RESOLUTION C205/18

Council resolved to **approve** the amended Delegations of Authority Policy and Framework.

### 4.6 Graduate Attributes Policy

The Chair Academic Board advised that the revised policy would be implemented in collaboration with ATSIC communities, will be built into curriculum and demonstrated through learning tasks. Academic Board will report on implementation through the Academic Board Report to Council.

#### RESOLUTION C205/19

Council resolved to:

1. **approve** the revised Graduate Attributes Policy with effect from 9 March 2020; and
2. **approve** the change of authority source for the Graduate Attributes Policy to Academic Board.

#### 4.7 Consent Agenda for Council Meetings

##### **RESOLUTION C205/20**

Council resolved to **approve** the trial implementation of a consent agenda from the 28 February 2020 Council Meeting.

#### 4.8 Quality and Standards Framework

The University's Quality and Standards Framework (**QSF**) is used by the University to monitor and identify activities that support compliance by the University with the Higher Education Standards Framework (Threshold Standards) 2015. The new QSF (which is tabled) has been redesigned with a clear focus on the core characteristics of higher education provision in accordance with the Threshold Standards.

PWC have been engaged to undertake an internal audit review of the University's compliance with the Threshold Standards to support the University's TEQSA accreditation process in 2022.

##### **RESOLUTION C205/21**

Council resolved to **endorse** the Quality and Standards Framework.

### **PART 5. MATTERS FOR DISCUSSION**

#### 5.1 Strategic Positioning Project

The Vice-Chancellor and the Acting Vice-President, University Relations and Strategy, Mr Ian Cox, addressed the report provided to Council.

The University commissioned Phillips KPA to undertake an analysis of the University's competitive position and recommend a strategy for growth. A copy of the report has been circulated to Council members and a presentation given by Mr. David Phillips at the 2019 Council Planning Day.

Council considered the Civic University recommendations (1,4 and 5) from the report at its meeting on 30 August 2019.

University Executive response to the other 23 recommendations of the report is attached to the tabled paper. Council discussed the proposed grouping of the recommendations. It noted the summary of the report's key messages and what success might look like in 2 to 5 years. The Vice-Chancellor has overall responsibility to implement the recommendations and report back to Council.

##### **RESOLUTION C205/22**

Council resolved to **accept** the proposed University Executive response to the recommendations made by PhillipsKPA in its report.

#### 5.2 University Workforce Plan (2020-2022)

Ms. Kirsty Dwyer, Chief Executive People and Diversity (**CEPD**) presented the University Workforce Plan (2020-2022). The Plan presented the findings of the internal discussions held with both University academic and professional staff. It highlighted academic and professional areas within the University which may require further resources including staffing and its possible budgetary impact.

**RESOLUTION C205/23**

Council resolved to **accept** the University Workforce Plan (2020-2022)..

**5.3 Faculty of Business Government and Law Annual Report**

This item was deferred to February 2020.

**5.4 Student Representative Council Annual Report****RESOLUTION C205/24**

Council resolved to **accept** the Annual Report and presentation from the President of the Student Representative Council.

**5.5 Academic Board Annual Report**

The outgoing Chair of Academic Board Professor Dharmendra Sharma provided an overview of the report.

**RESOLUTION C205/25**

Council resolved to **accept** the Annual Report and presentation from the Chair of Academic Board.

**PART 6. MATTERS TAKEN AS READ****6.1 Compliance with the Voluntary Code of Best Practice****RESOLUTION C205/26**

Council resolved to **accept** the Report on Compliance with the Voluntary Code of Best Practice for the Governance of Australian Universities.

**6.2 2020 Annual Plan****RESOLUTION C205/27**

Council resolves to **note** the Draft 2020 Annual Workplan.

**6.3 Use of the University Seal****RESOLUTION C205/28**

Council resolved to **ratify** the affixing of the University Seal to documents 2019/13 to 2019/15 listed on the University Seal Register.

**PART 7. OTHER BUSINESS****7.1 Matters without Notice**

The General Counsel and University Secretary advised that a flying minute will be circulated to Council members in the following week to seek approval of the appointment of appropriate senior staff as Associates on the University of Canberra's Australian Business Register account to enable the urgent transition to the Government's new TCSI student reporting system.

There were no further 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.

The Chancellor acknowledged the contributions of outgoing elected Council members Mara Eversons, Holly Northam, Caroline Gouws and Keiran Heid as well as the outgoing Chair of Academic Board, Professor Dharmendra Sharma

The Chancellor acknowledged the outgoing Vice-Chancellor, Professor Deep Saini and thanked him for his contribution to the University over the past 3.5 years in the role.

## **PART 8. NEXT MEETING AND CLOSE**

The next Ordinary Meeting of Council is scheduled to be held from 9.00am to 4.00pm on Friday 28 February 2020 in the Council Room, University of Canberra.

There being no further business the meeting concluded at 4.25pm.