

## UNIVERSITY COUNCIL MEETING NO. C214

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CONFIRMED Minutes of the University Council meeting  
held at 9.00am on Friday 23 October 2020  
via Videoconference.

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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))	3 July 2020	2 July 2023
Professor Paddy Nixon	Vice-Chancellor and President (s11(1)(b))	6 April 2020	5 April 2025
Professor Elisa Martinez-Marroquin	Chair, Academic Board (s11(1)(c))	1 January 2020	31 December 2022
Dr Tom Karmel AM	Ministerial Appointee (s11(1)(d))	19 November 2018	18 November 2021
Ms Alice Tay	Ministerial Appointee (s11(1)(d))	3 July 2020	2 July 2023
Mr Dan Bouchier	Ministerial Appointee (s11(1)(d))	23 October 2020	22 October 2023
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
Assoc Prof Kate Pampa	Elected Academic Staff (s11(1)(e))	1 January 2020	31 December 2021
Ms Melissa Hankinson	Elected General Staff (s11(1)(f))	1 January 2020	31 December 2021
Mr Anthony Davidson	Elected PG Student (s11(1)(g))	1 January 2020	31 December 2020
Ms Emma Montgomery	Elected UG Student (s11(1)(g))	1 January 2020	31 December 2020

**1.1 ACKNOWLEDGEMENT OF COUNTRY**

The Chancellor opened the meeting at 9.04am with an Acknowledgement of Country.

**1.2 WELCOME AND APOLOGIES**

The Chancellor welcomed members and attendees, in particular new Council member Mr Dan Bourchier.

**Present:**

Professor Tom Calma AO	Chancellor
Dr Chris Faulks	Deputy Chancellor
Professor Paddy Nixon	Vice-Chancellor and President
Prof. Elisa Martinez-Marroquin	Chair, Academic Board
Mr Dan Bourchier	External Council Member
Dr Tom Karmel AM	External Council Member
Ms Patricia Kelly PSM	External Council Member
Ms Annabelle Pegrum AM	External Council Member
Mr David Sturgiss	External Council Member
Dr Michael Schaper	External Council Member
Ms Alice Tay	External Council Member
Ms Melissa Hankinson	General Staff Member
Mr Anthony Davidson	Postgraduate Student Member

**In attendance:**

Professor Geoff Crisp	Deputy Vice-Chancellor, Academic ( <b>DVCA</b> )
Professor Leigh Sullivan	Deputy Vice-Chancellor, Research & Innovation ( <b>DVCRI</b> )
Ms Vicki Williams	Vice-President, Finance and Infrastructure ( <b>VPFI</b> )
Ms Belinda Robinson	Vice-President, University Relations & Strategy ( <b>VPURS</b> ) (Item 4.1.1)
Mr Eric Wells	General Counsel and University Secretary ( <b>GCUS</b> )
Ms Sheri Norton	Deputy University Secretary (minutes) ( <b>DUS</b> )
Prof. Lawrence Pratchett	Pro Vice-Chancellor Students, Partnerships & International (Item 4.3)
Mr Ian Cox	Director, Government & Policy (Items 3.4 and 4.4.1)
Ms Wendy Flint	Associate Vice-President, People and Diversity (Item 4.6.1)

**Apologies:**

Assoc Prof Kate Pumpa	Academic Staff Member
Ms Emma Montgomery	Undergraduate Student Member

**1.2 DECLARATIONS OF INTEREST**

The Chancellor called for any declarations of interest in addition to those included in the Register of Standing Interests. No declarations were made.

**1.3 REVIEW OF AGENDA**

The Chancellor called for any other business, including items to be moved out of the Consent Agenda. Agenda Item 2.2.1 - Minutes of the Academic Board Meeting held on 30 September 2020 was moved out of the Consent Agenda for discussion at Agenda Item 4.4.1. There was no other business raised and the agenda was confirmed.

## PART 2 CONSENT AGENDA

### 2.1 CONFIRMATION AND/OR NOTING OF PREVIOUS COUNCIL MINUTES

#### RESOLUTION C214/1

The Council resolved to **approve** the Unconfirmed Minutes of C212 Ordinary Council Meeting held on 28 August 2020.

#### RESOLUTION C214/2

The Council resolved to **approve** the Unconfirmed CONFIDENTIAL Minutes of CS213 Special Council Meeting held on 16 September 2020.

### 2.2 MATTERS FOR ACCEPTANCE OR NOTING FROM COMMITTEES

#### RESOLUTION C214/3

The Council resolved to **accept** the Unconfirmed Minutes of the Finance Committee Meeting held on 6 October 2020.

#### RESOLUTION C214/4

The Council resolved to **accept** the Report on Cash and Debt Position at September 2020.

### 2.3 OTHER MATTERS FOR NOTING OR RATIFYING

#### RESOLUTION C214/5

The Council resolved to **approve** the adoption of the Standing Orders for Meetings of University Council.

#### RESOLUTION C214/6

The Council resolved to **note** the 2020 University of Canberra Election Results.

#### RESOLUTION C214/7

The Council resolved to **note** the Council and Committee Meeting Schedule for 2021.

#### RESOLUTION C214/8

The Council resolved to **note** the Conferral of Awards under Chancellor's Delegation for September and October 2020 as detailed in the report provided.

## PART 3 GENERAL BUSINESS

### 3.1 REVIEW OF ACTION LIST

Council noted the items listed on the Action Sheet.

### 3.2 ANNUAL PLAN

Council noted the amended Annual Workplan.

The Chancellor requested that Faculty Annual Reports be presented in accordance with the Annual Workplan and not be deferred.

### 3.3 CHANCELLOR'S REPORT

The Chancellor provided a verbal report on recent activities, noting in particular:

- the successful Strategy and Planning Day held on Thursday 22 October 2020;
- the pre-Federal Government budget engagement between the Minister and the Chancellor's Executive Committee; and
- that the UCC conference scheduled for November has been postponed until 2021, however, a shorter meeting will still be held by videoconference. The Deputy Chancellor will attend as the Chancellor has a prior commitment.

The Chancellor acknowledged the efforts of management and staff in continuing to manage the impact of COVID-19, in particular the financial risks.

#### **RESOLUTION C214/9**

The Council resolved to **accept** the Chancellor's October 2020 verbal report.

### 3.4 VICE-CHANCELLOR'S REPORT

The Vice-Chancellor (**VC**) provided an overview of the key matters outlined in his October 2020 report and requested that it be taken as read. The VC provided the following additional information.

- The University is oversubscribed for capped CSP places, so management is currently undertaking load planning to manage course delivery in 2021.
- Options are being considered to facilitate the return of international students as soon as possible, in consultation with ANU, ACT Health and the ACT Chief Minister's office.
- Student surveys indicate that there has not been a downturn in student satisfaction overall in 2020, however, the survey participation rate is slightly down on the normal levels of 30-35%.
- The University would like to open up the campus to more face to face teaching in 2021, within the constraints of the Public Health Guidelines, and management is currently considering the impact on the Semester 1 timetable.
- The University is allowed to operate as a school, within our teaching environment, which provides some flexibility in managing COVID-19 protocols. Contact tracing options are currently being considered to track students and staff on campus and assist students in feeling comfortable to returning to face to face classes.
- COVID-19 compliance in the student residences is being managed through a combination of monitoring, reduced density and education.
- The VC has signed a formal MOU with UNSW to progress collaborations.
- The University has secured \$15m in research funds through two major grants.
- The University has done a comprehensive submission to the Senate Inquiry on Foreign Relations Bill, supporting the Universities Australia position which raised significant issues with the proposed legislation.
- Management is still assessing the impact of both the the Federal Budget and the ACT Budget, particularly given the influence of the Greens on the ACT election result. There were a number of significant election commitments made by Labor that would benefit the University and it is important that those commitments be honoured.

**RESOLUTION C214/10**

The Council resolved to **accept** the Vice-Chancellor's October 2020 Report.

**PART 4 MATTERS FOR DECISION AND/OR DISCUSSION****4.1 STRATEGIC DIRECTION****4.1.1 Government Relations Strategy**

Ms Belinda Robinson, Vice-President University Relations and Strategy, introduced the Government Relations Strategy and highlighted the following points.

- Government plays a key role in universities through establishing legislation and statutory obligations, provision of funding, public policy impact and influence and regulation of the sector through TEQSA.
- The Strategy outlines a planned and proactive approach which seeks to work as a partner with the ACT government on two streams of activity – building long term relationships and issue specific advocacy. Engagement with the Federal Government is more issues based.
- Effective government relations is everyone's responsibility and Council members have a key role. Government and public policy skills could form part of the selection criteria for future recruitment of Council members.

**RESOLUTION C214/11**

Council resolved to **note** the Government Relations Strategy.

**4.2 CFO'S REPORT****4.2.1 Financial Management Reports August and September 2020**

Ms Vicki Williams, Vice-President Finance and Infrastructure, presented the Financial Performance Reports for August and September 2020 and noted that performance is very strong to the end of September with student revenue better than anticipated and costs continuing to be well managed. The current results put the University in a good position for next year. Capital expenditure is slightly behind due to timing issues.

**RESOLUTION C214/12**

The Council resolved to **note** the Financial Management Reports for August and September 2020.

**4.3 STRATEGIC PROJECTS****4.3.1 UC at Sydney Olympic Park**

Professor Laurence Pratchett, Pro Vice-Chancellor Students, Partnerships and International, introduced the report and advised that the University has agreed to sign another six-month MOU with Western Sydney University to provide time to clearly identify the opportunity and develop a business case before submitting any proposal to Council.

There was general support from Council for further investigation, although some concern about whether the proposal will align with the Distinctive by Design Strategic Plan.

**RESOLUTION C214/13**

The Council resolved to **note** the report on developments with the proposed partnership with WSU and NSWIS to establish a long-term presence for the University at Sydney Olympic Park.

## 4.4 OTHER MATTERS FOR DISCUSSION AND/OR DECISION

### 4.4.1 Items moved from Consent Agenda

Agenda Item 2.2.1 - Minutes of the Academic Board Meeting held on 30 September 2020 was moved out of the Consent Agenda for discussion.

Additional information was requested to clarify a number of matters covered in the Minutes.

Council discussed the level of detail in the Academic Board minutes and noted that the minutes generally follow the principles outlined in the Joint Statement on Board Minutes issued by the Australian Institute of Company Directors and the Australian Governance Institute in August 2019. It was suggested that there may be instances where a little more information could be included to capture the flavour, nature and quality of discussion at the meeting with appropriate cross referencing to past papers. The Academic Board report can also be used as a forum to elaborate on key issues raised at the meeting if necessary.

Council noted that access to the detailed meeting papers on the Academic Board Sharepoint site is available to any Council member on request.

#### **RESOLUTION C214/14**

The Council resolved to **accept** the unconfirmed minutes of the Academic Board meeting held on 30 September 2020.

### 4.4.2 Committee Charters

Mr Eric Wells, General Counsel and University Secretary (**GCUS**) introduced the report and provided an overview of the changes, noting that most recommendations resulted from NSAC's consideration of Committee appointments. The GCUS advised that, while external independent appointments on the Finance and Audit and Risk Management Committees have not been filled, they are working well on the Planning and Development Committee.

#### **RESOLUTION C214/15**

The Council resolved to **approve** the amended Charters for the Finance Committee, Audit and Risk Management Committee and Nominations and Senior Appointments Committee.

### 4.4.3 Committee Appointments

The Chancellor introduced the report and discussed the recommendations of the Nominations and Senior Appointments Committee.

#### **RESOLUTION C214/16**

The Council resolved to **approve** the following appointments to Council Committees, effective immediately.

1. Finance Committee - Ms Patricia Kelly and Ms Alice Tay appointed as members.
2. Nominations and Senior Appointments Committee - Dr Michael Schaper appointed as a member.
3. Legislation Committee – Mr Dan Bouchier appointed as a member
4. Audit and Risk Management Committee - Ms Alice Tay and Mr Dan Bouchier appointed as members and Ms Alice Tay appointed as Chair.

### 4.4.4 Council Member Appointment

The GCUS introduced the report and outlined the proposed process for appointing a new Council member to fill the vacancy arising in January 2021, noting that there may be a delay in the appointment due to the timing of the ACT Government elections.

**RESOLUTION C214/17**

The Council resolved to **approve** the recruitment process for the Council vacancy arising in January 2021 and **noted** that it will target candidates with financial expertise.

**4.4.5 Appointment of UCX Board Member**

The GCUS introduced the report and provided an overview of the process for appointing Board members of UCX, noting that it is 100% owned by the University so appointments have normally been internal.

Council discussed the proposed appointee and whether a recently departed staff member of the University would provide sufficient independence and diversity of view on the Board.

**RESOLUTION C214/18**

The Council resolved to **approve** the appointment of Ms Rebecca Armstrong as a member of the Board of UCX Ltd, effective immediately, for a term of two years.

**4.4.6 Key Legislative Obligations Update**

The GCUS provided a verbal update on current compliance activities, including key legislative obligations, noting that investigations are currently underway to implement a digital platform to manage the compliance framework and provide regular reporting to Council in accordance with the recommendations of the PWC Council Performance Review presented to Council in October 2019.

**RESOLUTION C214/19**

Council resolved to **accept** the verbal update from the General Counsel and University Secretary on the University's Key Legislative Obligations.

**4.5 COMMITTEE REPORTS****4.5.1 Academic Board**

Professor Elisa Martinez-Marroquin, Chair of Academic Board, provided an overview of matters considered at the meeting of Academic Board on 30 September and in her Academic Board October 2020 Report.

The Vice-Chancellor advised that there may be a combined meeting of Council and the Academic Board in 2021.

**RESOLUTION C214/20**

The Council resolved to **accept** the October 2020 Academic Board Report presented by the Chair of Academic Board.

**4.5.2 Finance Committee**

Mr David Sturgiss, Chair of the Finance Committee, provided an overview of matters considered at its meeting held on 6 October 2020, noting that the major issues are addressed in the CFO's Report.

**RESOLUTION C214/21**

The Council resolved to **accept** the October 2020 verbal report from the Chair of the Finance Committee.

## 4.6 PRESENTATIONS FROM MANAGEMENT

### 4.6.1 People and Diversity Portfolio Report

Ms Wendy Flint, Associate Vice-President People and Diversity, introduced the Portfolio Report and presented an overview of achievements over the previous 12 months, noting the following.

- The next Voice Survey will be undertaken in May 2021 and targeting 75% staff participation.
- Indigenous employment participation is down on the target, but is progressing well with identified recruitment through the “Deadly Opportunities” initiative.
- The number of women in leadership roles hasn’t met the 2020 target and has been falling since 2018, but is an area of focus for the VC.
- Staff wellbeing has been a significant focus this year given the bushfire crisis followed by COVID-19.
- The University received an Athena Swan Bronze Award in February 2020 and has now developed the Diversity, Inclusion and Belonging Plan 2020-2022.
- Management is currently considering what the workforce of the future will look like for the University and the skills required moving forward.
- The next Enterprise Agreement is due in 2022.
- The increase in the Workers Compensation premium has been impacted by the pool we are in and isn’t necessarily a reflection of the University’s performance.

#### **RESOLUTION C214/22**

The Council resolved to **accept** the annual People and Diversity Portfolio Report and presentation from the Associate Vice-President People and Diversity.

*The Council moved into Closed Session*

## **PART 5 CLOSED SESSION**

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

*The Council moved out of Closed Session*

## **PART 6 MEETING FINALISATION**

### **6.1 REVIEW ACTIONS TO BE TAKEN**

There was no additional discussion.

### **6.2 MEETING EVALUATION**

There was no additional discussion.

### **6.3 NEXT MEETING**

The next Ordinary Meeting of Council is scheduled to be held from 9.00am to 4.00pm on Friday 11 December 2020 at the Anne Harding Centre, Building 24, University of Canberra.

### **6.4 MEETING CLOSE**

There being no further business the meeting concluded at 2.40pm.



Signed as a true and correct record:

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Professor T Calma AO  
Chancellor

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Date