

## **BOARD OF TRUSTEES**

**Minutes** of meeting 08/5 of the Board of Trustees of the University of Western Sydney, held at 9.00 am on **Wednesday 3 December 2008**, in the Boardroom, Building AD, Werrington North.

**Present:**

- Mr John Phillips AO (Chancellor)
- Professor Janice Reid AM (Vice-Chancellor)
- Ms Saba Ambreen
- Ms Jan Brown
- Ms Jennifer Brown
- Ms Jan Burnswoods
- Professor Anne Cusick
- Ms Mary Foley
- Ms Vivienne James
- Mr Roy Medich OAM
- Mr Glen Sanford
- Professor Carolyn Sappideen
- Mr Ian Stone
- The Hon Kim Yeadon

**In Attendance:**

- Ms Rhonda Hawkins
- Professor John Ingleson
- Mr John McGuire
- Ms Julie Priest
- Ms Sharon Rigney
- Mr Paul Woloch
- Ms Marian Alleyn
- Ms Jo Maguire (minutes secretary)

### **1 OPENING AND PROCEDURAL MATTERS**

#### **1.1 Welcome**

The Chancellor welcomed those present. He congratulated Professor Anne Cusick on being re-elected as Chair of Academic Senate for another two year term.

#### **1.2 Apologies**

There were no apologies.

#### **1.3 Starring of Items**

The following items were starred: 1.1, 1.2, 1.3, 1.4, 2.1, 3.1, 3.2, 3.4, 3.5, 3.6, 5.3 and all items under 4.

## **Resolution**

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*It was resolved:*

**that all unstarred items be taken as considered and all recommendations in the attachments for them as adopted.**

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### **1.4 Arrangement of Business**

Items 3.4, 3.5 and 4.1.1 were listed for discussion in the Closed Session.

### **1.5 Confirmation of Minutes**

## **Resolution**

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*It was resolved:*

**that the Confidential Minutes and Minutes of the meeting of the Board of Trustees held on 8 October 2008 are confirmed.**

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## **2 BUSINESS ARISING**

### **2.1 New Student Organisation**

The Board noted the progress with the establishment of the New Student Organisation. With the agreement of the Student Leadership Group, Mr John McGuire will be General Manager of the new Student Organisation when it is established.

### **2.2 UWS Bookshop Services**

The Board noted this progress report without discussion.

## **3 NEW GENERAL BUSINESS AND MATTERS FOR DISCUSSION / DECISION**

### **3.1 Vice-Chancellor's Report**

#### **3.2 The Year in Review: Vice-Chancellor's End of Year Report**

The Vice-Chancellor provided an overview of the University's progress in key priority areas during 2008. The University continued in 2008 to mature and to focus on its strategic priorities. It now has a settled and productive structure and a growing momentum and sense of optimism. In reports to each Board meeting this year an array of achievements of staff and of the University was reported. UWS is now seen in the sector as an institution "on the move".

The Vice-Chancellor thanked the Board for their excellent support throughout the year, and the Chancellor for his continuing support, sage advice and calm oversight of the University's governance.

### 3.3 Uses of the University Seal

#### Resolution

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*It was resolved:*

**That the uses of the University Seal since 22 September 2008 be approved.**

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### 3.4 Cases Under Management

The Board discussed this matter in the closed session.

### 3.5 Enrolment Strategy Presentation

The Board discussed this matter in the closed session.

### 3.6 Student Services Fee

The Board noted the Commonwealth Government's proposed Student Services Fee of up to \$250 per annum from 1 July 2009 for use on student support and amenities. UWS has yet to decide on the imposition of the fee and the services to which any funding might be applied, as well as the process of consultation with students.

## 4 REPORTS AND RECOMMENDATIONS FROM BOARD STANDING COMMITTEES

### 4.1 Strategy and Resources Committee Reports

The Board noted the report of the Strategy and Resources Committee meeting held on 20 November and associated teleconference held on 27 November 2008. The 2009 Budget is minuted at Item 4.1.1 in the Closed Session.

#### UWS Strategy 2009: "Making the Difference"

The Board discussed the revisions to the UWS Strategy 2009: "Making the Difference", noting that the major change is that Engagement is now embedded in all aspects of the strategy rather than separated out as a stand-alone initiative.

#### Resolution:

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*It was resolved:*

**That the Board of Trustees approves the UWS Strategy 2009: "Making the Difference".**

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#### Student Accommodation

The Board discussed the proposal to borrow \$28m for the construction of new student residences at Campbelltown and Penrith, noting:

- The Board had previously agreed that these expanded residences are essential;
- The cash flow to service the principal and interest repayment will come from the operating surpluses of the Conferences and Residential Colleges Ltd – that is, it will be self-funding;
- The full details on building and borrowing costs are not yet available. To have the accommodation available for the beginning of 2010, work needs

to commence as soon as possible in the January/February 2009 period - which is before the next Board meeting.

The Board was therefore asked to approve the proposal in principle and refer the final decision to the Board Standing Committee, on the understanding that all figures are in accordance with the business case and any major changes will be circulated to the Board.

**Resolution:**

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*It was resolved:*

**That the Board of Trustees approve, in principle, that the University enter into loan arrangements of the order of \$28 million, as part of a general loan facility arrangement, to fund the construction of additional student residences, subject to review of the final detailed financial proposals and business model.**

**That the Board of Trustees delegates to the Board Standing Committee the approval to secure the loan to build the residences.**

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**4.1.1 2009 Budget**

The Board discussed the detail of the Budget in the closed session.

**Resolution**

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*It was resolved:*

**That the Board of Trustees approves the UWS 2009 Budget and Capital Works Plan 2009-2011.**

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**4.1.2 Cadre Design Pty Ltd**

The Board noted that a review of Teaching and Learning will incorporate a review of Cadre and its role to the University.

**Resolution:**

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*It was resolved:*

**That the Board of Trustees approves the \$200,000 advance to Cadre being converted to equity.**

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**4.2 Audit and Risk Management Committee**

The Board noted the report of the Audit and Risk Management Committee meeting held on 5 November 2008. The Committee is particularly concerned about excessive untaken annual leave balances and the Board agreed that the University's Executive should focus on ways to reduce these balances.

The ARMC Chair advised that Board Committee Chairs had met that morning, prior to the Board meeting, to discuss and identify risk within their portfolios. They will meet each year and any outcomes will be fed back into the risk management process of the University.

The Board noted the ARMC's consideration of changes to research financial delegations.

**Resolution:**

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*It was resolved:*

**That the Board of Trustees approves the revision of the delegations for research project expenditure as proposed, with the concomitant revisions to the Administrative Delegations policy, process and responsibility to apply from 1 January 2009.**

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**4.3 Report from the Chair of Academic Senate**

The Board noted the report of the Academic Senate meeting held on 22 August 2008 and outstanding matters from its 22 August meeting.

**Resolution**

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*It was resolved:*

**That the Board of Trustees approves the implementation Guidelines and Support for Reviews of Academic Senate and its Committees and the UWS Academic Governance Review Process as appendices to the Academic Governance Policy.**

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**4.4 Board Standing Committee and Remuneration and Nominations Committee**

The Board noted the report of these Committees' meetings held on 13 November 2008. Regarding the casual vacancy for the previous Postgraduate Member of the Board, Mr Gang Zheng, the R&NC had resolved to not make an interim appointment but rather to invite the student elected in March to attend the April and June meetings of the Board.

Board members were encouraged at any time to nominate, for Honorary Awards, people who have made significant contributions to the University or the region.

**4.5 Campus Development Committee**

The Board noted the report of the Campus Development Committee meeting held on 7 November 2008 and a special meeting held on 10 October 2008. Funds have been allocated to backlog maintenance in the 2009 Budget and priorities for work have been made systematically. The Committee has ensured that any personal injury risks associated with aging buildings are remediated immediately.

**5 OTHER REPORTS**

**5.1 Occupational Health and Safety**  
This report was noted without discussion.

**5.2 Staffing Matters**  
This report was noted without discussion.

**5.3 Inaugural UWS Green Expo**  
The Board noted this report and the DVD of the Green Expo.

**6 MATTERS TO BE RAISED BY BOARD MEMBERS**  
There were no other matters raised by Board members.

**7 OTHER BUSINESS**  
The Chancellor wished all present a very happy Christmas and a happy and safe New Year. He noted that the University has achieved a great deal in 2008 and personally thanked Board members for their consideration of issues and continued professional conduct on the Board.

**8 NEXT MEETING AND CLOSURE**  
The next meeting of the Board is scheduled to be held at 9.00 am on **Wednesday 25 February 2008.**

There being no further business, the meeting closed at 12.05pm.

Confirmed by: \_\_\_\_\_  
Chair

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Date