

UNIVERSITY OF WESTERN SYDNEY
BOARD OF GOVERNORS

Minutes of the inaugural meeting of the Board of Governors held in Werrington Park House at 11.30am on Monday, 30 January 1989.

The Minister for Education and Youth Affairs, Dr. Terry Metherell, inaugurated the meeting and briefly addressed the Board before requesting Sir Ian Turbott to preside until the election of the University's first Chancellor.

Members of the Board present were:

Sir Ian Turbott (Chair)
Professor Sam Ball
Miss Ann Clark
Ms. Mavourna Collits
Mr. Alex Dix
Mr. Max Gibb
Assoc. Professor John Glastonbury
Mr. Christopher Kearney (from item 4)
Dr. Patricia Lahy
Assoc. Professor John Mack
Dr. Jillian Maling
Dr. Graham Swain
Professor John Ward
Ald. Ralph Williams

The following were in attendance as observers:

The Hon. Dr. Marlene Goldsmith
Mr. Russell Roxburgh
The Hon. Kevin Rozzoli

Also in attendance were:

Mr. Noel Burnett
Ms. Helen Sjoman (Minute Secretary)
Mr. Gary St. Lawrence

Apologies were received from Mr. Brian Finn, and from Mr. Christopher Kearney for an anticipated late arrival.

1. Election of Chancellor

Sir Ian Turbott called for nominations from amongst the Board's members for the position of Chancellor, and was himself nominated. The Board endorsed Sir Ian's nomination unanimously. Sir Ian then assumed office and, as Chancellor, presided over the remainder of the meeting.

2. Apologies

The apologies, as noted above, were received.

Sir Ian requested those present to provide biographical details about themselves for circulation amongst members of the Board. It was agreed that the information should be forwarded to the Head of the Secretariat, Nepean for distribution.

3. Election of Deputy Chancellor

Mr. Alex Dix was nominated and seconded for the position of Deputy Chancellor, and declared elected unopposed.

4. Appointment of Acting Vice-Chancellor

The Board resolved:

89/1/1 that the Vice-Chancellor of Sydney University, Professor John Ward, be appointed as Acting Vice-Chancellor.

It was noted that Professor Ward's acceptance of the appointment was subject to the approval of Sydney University's Senate at its meeting next week.

4A. Master Planning

It was agreed that the matter of planning for the new University should be added to the agenda at this point.

In introducing the item, Sir Ian requested that a glossary of terms commonly used in the tertiary education field be prepared by the Secretariat and distributed amongst members for information.

The Board considered at some length the immediate planning needs of the new organisation, taking into account the work done by Chifley Interim Council.

The facilities already existing on the Werrington site and the various sites of the two network members were noted, and it was resolved:

89/1/2 (i) that a Working Party be established to prepare a report for the Board by the end of February on the planning needs of the University, with particular attention to proposals for meeting short term needs, especially on the Werrington site;

- (ii) that the Planning Working Party comprise:

Chancellor
Deputy Chancellor
Acting Vice-Chancellor
Chief Executive Officer, Hawkesbury
Chief Executive Officer, Nepean
Mr. Brian Finn
Mr. David O'Keefe (as an external member)
Other members, to be co-opted as necessary.

It was noted that the use of external consultants could be considered.

5. Selection of a Vice-Chancellor

(a) Selection Committee

The Board agreed on the need to begin the process of selecting a Vice-Chancellor as soon as possible, while noting that the duties could not yet be precisely defined as the Vice-Chancellor's role would be largely evolutionary.

It was then resolved:

- 89/1/3 (i) that a Selection Committee be established to make recommendations to the Board, at its next meeting, on appropriate procedures and time-line for the appointment of a Vice-Chancellor, and on related matters;
- (ii) that the membership of the Committee be as follows:
- | | |
|---|---------|
| - Chancellor | 1 |
| - Deputy Chancellor | 1 |
| - two nominees of the Board of Governors, one of whom is to be the Acting Vice-Chancellor | 2 |
| - elected academic staff member of the Board of Governors | 1 |
| - the Chief Executive Officer of each network member | 2 |
| - a representative of the Deans of Nepean, elected by those Deans | 1 |
| - a representative of the Deans of Hawkesbury, elected by those Deans | 1 |
| | <hr/> 9 |
- (iii) that Mr. Brian Finn be the Board's second nominee;

89/1/3 (cont'd)

- (iv) that other members be co-opted by the Committee if considered necessary.

(b) Australian Vice-Chancellor's Committee

Professor Ward drew the Board's attention to the importance of taking up the matter of membership of the AV-CC, and it was resolved:

89/1/4 that the Acting Vice-Chancellor be requested to act on the University's behalf in seeking membership on the Australian Vice-Chancellor's Committee

6. Continuation of the Functions, Standing Committees, By-Laws and Delegations of Councils of Network Members

The Board resolved:

89/1/5 that the Councils, together with their Standing Committees, of Hawkesbury Agricultural College and Nepean College of Advanced Education be authorised to continue in the general exercise of their functions until such time as the Colleges are dissolved;

and further resolved:

89/1/6 that the Councils of Hawkesbury Agricultural College and Nepean College of Advanced Education be requested to keep the Acting Vice-Chancellor informed of all their activities.

6. (cont'd)

The Board also resolved:

89/1/7

that the provisions of the University of Western Sydney Act 1988 relating to the continuation of the Colleges' by-laws (Schedule 3, clause 15) and the saving of delegations by their Councils (Schedule 3, clause 16) be noted.

It was agreed that the Acting Vice-Chancellor, in addition to being kept informed of the College Councils' activities, would spend some time at Council meetings.

7. Establishment of Academic Board

(a) University By-law

The nature of an Academic Board in a tertiary education institution was briefly considered, particularly its relationship to the governing body, and it was noted that its functions, procedures and the conditions on which its members would hold office needed to be defined in the University By-law.

It was then resolved:

89/1/8

that the Acting Vice-Chancellor be requested to draw up a set of appropriate by-laws for the University, in consultation with the Chief Executive Officers of the network members.

(b) Composition of First Academic Board.

The Board resolved:

89/1/9

that the composition of the first Academic Board be as follows:

	<u>Number</u>
- Vice-Chancellor* (Chair)	1
- staff of the University of Sydney, with relevant academic expertise, to be nominated by the University of Sydney Senate	20
- staff of the network members, to be nominated by the Chief Executive Officer	25
- staff of other Universities (up to) 5 with relevant academic expertise, nominated by the Chief Executive Officers of the network members	5
- Chief Executive Officer of each network member	2
	<u>53</u>

(* initially, the Acting Vice-Chancellor)

It was resolved:

- 89/1/10 that the term of office for the members of the first Academic Board be two years, i.e. until December 1990.

The meeting adjourned for lunch at this point and resumed at 2.15pm.

8. Summary of Financial Situation of the University of Western Sydney.

Professor Ward commended document 6 to the Board as providing valuable and comprehensive information on the University's financial situation.

It was noted that a letter on funding for the University, from the Federal Minister for Education and Youth Affairs to Professor Ward, would be distributed to Board members, and that the Planning Working Party would be addressing the issues involved in preparing funding proposals for the new University as distinct from those for the two network members.

Professor Ward undertook to attend to the Commonwealth Government's requirements for submissions on recurrent funding, and on development of the Werrington site, and on capital proposals for all other sites.

Dr. Lahy undertook to provide information on Chifley University College's Foundation funds.

The Board then resolved:

- 89/1/11 that the document on funding arrangements and financial status of the University be noted.

9. Implementation Committee's Report

Professor Ward reported briefly on the caretaker role played by the Implementation Committee between the enactment of the legislation and the first meeting of the Board; he acknowledged the particular contribution of Dr. Maling in arranging this meeting and the commemorative ceremony which preceded it.

The Chancellor, on behalf of the Board, expressed appreciation for the work of all three members of the Implementation Committee.

10. Acting Vice-Chancellor's Committees

It was agreed that a Working Party on Community Affairs should be added to the three proposed in document 7, and that these Working Parties should report to the Board.

The Board resolved:

89/1/12 (i) that Working Parties be appointed to develop proposals for the Board on the establishment of committees in the areas of Finance, Staffing Policy, Student Affairs and Community Affairs noting, the following broad purposes of such committees:

Finance - to provide advice on the financial situation of the University, and to monitor funding arrangements with DEET;

Staffing Policy - to provide advice on the transfer of network members' staff to the University, and on common staffing policies and procedures for network members;

Student Affairs - to provide advice on the welfare of students (if the Working Party considers such a committee needs to be established by the Board);

Community Affairs - to provide advice on the relationship between the University and its community;

(ii) that the membership of the Working Parties be determined by the Acting Vice-Chancellor in consultation with the chief executive officers of the network members.

Members of the Board were requested to provide indications of their interest in serving on these committees.

11. Schedule of Meetings

It was agreed that in 1989 meetings of the full Board of Governors should be scheduled to begin at 9am on the following dates:

Monday	20 February
Thursday	16 March
Monday	17 April
Monday	8 May
Monday	19 June

11. (cont'd)

Monday	10 July
Monday	14 August
Monday	11 September
Monday	9 October
Monday	20 November
Monday	11 December

It was also agreed that meetings should conclude by 12 noon, and that some should be held at other than the Werrington site. (Information on venues for particular meetings will be provided to members as soon as arrangements are made).

12. Background Information

The Chancellor advised members that in addition to the documents included with the agenda papers, the following documents would be circulated with the minutes, and should be considered as part of this meeting:

- Instrument of Appointment of Members to the Board of Governors
- Letter from the Minister for Education and Youth Affairs to Sir Ian Turbott as President of the First Meeting of the Board of Governors
- Letter from the Minister for Education and Youth Affairs to Professor Ward concerning funding for the Chifley University Interim Council and the University of Western Sydney
- University of Western Sydney Regulation 1989
- University of Western Sydney (Transitional) Regulation 1989

13. Other Business

(a) Publicity

It was noted that the new Chancellor would be holding a press conference following the meeting, and that a proposal on community relations contacts within the University would be put to the next meeting.

(b) University Bank Account

The Board resolved:

89/1/13 that the Implementation Committee's action in opening a bank account for the University of Western Sydney, to be operated on the signatures of any two of the Chief Executive Officers of Hawkesbury, Nepean and the University of Sydney, be endorsed.

13. (cont'd)

(c) Term of Office for Elected Student Member

It was noted that the term of office for the elected student member would be specified in the By-law.

(d) Technology Park

It was agreed that possibilities for interaction between the University and the Technology Park proposed for the area could be explored.

(e) Security and Maintenance

The Board was advised that the Implementation Committee had arranged for security services for the Werrington site, on contract, and for maintenance to be carried out by Nepean staff; public risk insurance is current.

14. Closure

The next meeting is scheduled for Monday 20 February at 9.00 a.m. at a venue to be advised.

The meeting concluded at 3.25 p.m.

Confirmed:

..... (Chair)

..... 20/10/1991 (Date)