

BOARD OF TRUSTEES

Minutes of meeting 08/1 of the Board of Trustees of the University of Western Sydney, held at 9.00 am on **Wednesday 27 February 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
- Ms Genevieve Kelly AM
- Ms Gabrielle Kibble AO
- Mr Glen Sanford
- Mr Ian Stone
- The Hon Kim Yeadon
- Mr Gang Zheng

In Attendance:

- Mr Mark Croucher
- Ms Rhonda Hawkins
- Professor Beryl Hesketh
- Mr Greg Holland
- Professor John Ingleson
- Mr Mikael Kjaerbye
- Professor John Loxton
- Professor Michael McDaniel
- Ms Sharon Rigney
- Professor Kevin Sproats
- Mr Paul Woloch
- Ms Marian Alleyn
- Ms Rebecca Fantini
- Ms Jo Maguire (minutes secretary)

1 OPENING AND PROCEDURAL MATTERS

1.1 Welcome

The Chancellor welcomed Ms Jan Brown to her first meeting as the Board's General Staff member. He also advised the Board of the passing of Emeritus Professor Jim McKnight.

1.2 Apologies

An apology was received from Mr Roy Medich.

1.3 Starring of Items

The following items were starred: 1.1, 1.2, 1.3, 1.4, 1.5, 2.1, 3.1, 3.3, 3.4, 3.5.1, 3.5.2, 3.5.3, 3.6, 3.7, 8, and all of section 4.

Resolution

It was resolved:

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

1.4 Arrangement of Business

Items 2.1, 3.3, and 3.5.1 were listed for discussion in the Closed Session.

1.5 Confirmation of Minutes

It was agreed that the minutes of the 5 December 2007 meeting should be amended to reflect Professor Cusick's clarification regarding the cost over-run for construction of the Medical School at Campbelltown campus.

Resolution

It was resolved:

that the Confidential Minutes and Minutes of the meeting of the Board of Trustees held on 5 December 2007 are confirmed.

2 BUSINESS ARISING

2.1 TVS Progress Report

This matter was discussed in the closed session.

3 NEW GENERAL BUSINESS AND MATTERS FOR DISCUSSION / DECISION

3.1 Vice-Chancellor's Report

In addition to the matters contained in her report, the Vice-Chancellor advised that:

- The University is working to foster connections with the new Federal Government.
- The Minister for Youth has called for submissions regarding a needs-based review of the provision of services to students and student representation.
- The enrolment numbers in local domestic HECS based places in UWSCollege are very positive. These 182 students are enrolled in a Diploma course which, if they succeed, will entitle them to articulate into the second year of their undergraduate course. The students are taught under licence from UWS and so have the benefit of being HECS, rather than full-

fee paying, students.

- She had recently completed a three week study tour of the east coast of the United States. Her discussions during the tour included university engagement, the value of undergraduate courses and internationalisation.

3.2 Uses of the University Seal

Resolution

It was resolved:

That the uses of the University Seal since 21 November 2007 be approved.

3.3 Cases Under Management

This matter was discussed in the closed session.

3.4 Presentation by Executive Dean, College of Health and Science

Professor Beryl Hesketh, Executive Dean of the College of Health and Science, provided a presentation on the College's key strategies, significant challenges, significant achievements and key directions for the next 3 to 5 years. One of the challenges she cited was the University's budget process which, being limited to an annual cycle only, does not allow Colleges to plan effectively to meet their medium and long term goals.

In light of the achievements noted and the enthusiasm expressed in her presentation, the Board agreed that Professor Hesketh should participate in the upcoming mayoral forums.

3.5 Governance Item

3.5.1 Governance Matters

This matter was discussed in the closed session.

3.5.2 Review of Indigenous Advisory Council

The Board considered the revision of the membership and terms of reference of the Indigenous Advisory Council. To ensure that IAC meetings are quorate, it might not be practical to stipulate that at least half of the membership present at any meeting are community members. The Board also agreed that an Indigenous alumnus should be added to the membership.

The Board passed the following resolutions.

- a) Chair and Deputy Chair

Resolution

It was resolved:

- 1. That the Board of Trustees removes the stipulation made in October 2000 that the Chair of the Indigenous Advisory Council must be a member of the Board of Trustees.**

2. That the Board of Trustees appoints the Dean of Indigenous Education to the position of Chair of the Indigenous Advisory Council.
 3. That the term of the Chair should continue to be two year terms, in keeping with the terms of other University Committees and Boards.
 4. That at any time in the future, the Chair of the Indigenous Advisory Council should be either the Dean of Indigenous Education or a community representative who is an accomplished Indigenous Australian.
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b) Expanded Membership

Resolution:

It was resolved:

1. That the Indigenous Advisory Council membership be amended and expanded to:
 - Chair (Dean of Indigenous Education/distinguished Indigenous community member)
 - Deputy Chair (Dean of Indigenous Education/ distinguished Indigenous community member)
 - Up to ten community members to include, but not be limited to, representatives of:
 - all regions of the Sydney metropolitan Aboriginal Education Consultative Group (AECG) – one member from each;
 - Local Aboriginal Land Councils, Aboriginal Legal Service, Aboriginal Housing Organisations, Aboriginal Medical Services, other significant Aboriginal organisations in Greater Western Sydney;
 - Senior Indigenous public servants, TAFE managers or prominent Indigenous people working within Greater Western Sydney.
 - One Indigenous Australian academic staff member
 - One Indigenous Australian general staff member
 - One Indigenous Australian postgraduate student member

- **One Indigenous Australian undergraduate student member**
 - **One Indigenous Australian alumnus of UWS**
 - **One external member of the Board of Trustees (if not already represented amongst the community members)**
2. **The quorum will be set at half of the membership.**
 3. **Additional members may be co-opted at the discretion of the Vice-Chancellor.**
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c) Amended Terms of Reference

Resolution:

It was resolved:

That the Indigenous Advisory Council's Terms of Reference be amended to reflect the edited changes provided in the document before the Board, thus:

“The Indigenous Advisory Council is an Advisory Council of the University. The Council will have a broad regional and national focus and will provide advice to the Board and the University in relation to Indigenous matters including:

- **advice on relationships between the University and government and education providers;**
 - **advice on the direction, development and excellence in Indigenous academic programs and research;**
 - **advice on external relationships, partnerships and opportunities for development;**
 - **advice on Indigenous matters referred to the Council;**
 - **consultation and communication with the Indigenous communities of Greater Western Sydney.”**
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3.5.3 Membership of Campus Development Committee

The Board considered the proposal to increase the number of external members of the Campus Development and passed the following resolution.

Resolution

It was resolved that:

the Board approves the amendment of the Terms of Reference and Membership of the Campus Development Committee so that the number of independent external members is increased from two to up to four; and

the Board notes that Barry Jennings will now take up his appointment for two years as an external member of the Campus Development Committee.

3.6 Indigenous Education Policy

Professor Michael McDaniel, Dean of Indigenous Education, spoke to the proposed Indigenous Education Policy and commended it as a timely document of principle and vision for UWS.

Resolution

It was resolved:

That the Board approves the Indigenous Education Policy.

3.7 Enrolment Report (First Semester 2008)

Ms Rhonda Hawkins, Deputy Vice-Chancellor Corporate Services, spoke to the report on student demand and allocation of places for admission to the University for first semester 2008.

3.8 Research Quality Framework

This report was noted without discussion.

4 REPORTS AND RECOMMENDATIONS FROM BOARD STANDING COMMITTEES

4.1 Strategy and Resources Committee

The Board noted the report of the Strategy and Resources Committee meeting held on 14 February 2008.

Financial Reports

Both reported and operating surpluses have been achieved. Ms Kelly sought explanation for the surplus and expressed concern that it should not be at the expense of improved student/staff ratios and course delivery. The Board noted that, whilst expenditure in research and the Colleges had increased in 2007, the surplus was due to a combination of factors including the lag time for some expenditure and higher than budgeted revenue. Ms Kelly suggested that, nevertheless, better strategies are required for providing teaching resources 'on the ground'.

2007 Investment Write Down

Mr Holland advised that accounting standards require the University to reflect the carrying values of its investments. Returns on ac3 and Sciventures have been minimal and SWIC is now part of UWSCollege. He undertook to provide a paper to the Board on the value of the University's investments, via the SRC.

Resolution

It was resolved:

That the Board of Trustees approves the write-down of investments as follows:

- investment in ac3 - \$264,524
 - investment in Sciventures - \$45,908
 - investment in Sydney West International College - \$1,381,255
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2008 Budget – Capital Program

This is discussed at item 4.5.

The Board also discussed the possibility of implementing a rolling triennium budget in concert with the annual budget which would enable Colleges to better plan and retain funds for their longer-term programs and goals. This will be considered by the SRC and brought back to the Board at a future meeting.

4.2 Audit and Risk Management Committee

The Board noted the report of the Audit and Risk Management Committee meeting held on 30 January 2008. In regard to the draft 2007 Draft Financial Statements and Notes, Mr Sanford advised that revaluation of land and buildings is happening contemporaneously to the auditor reviewing the financial statements.

The Board also noted the ARMC's interest to become more informed of the range of risks across the University, not only financial, and how the relevant areas and committees are managing those risks.

4.3 Academic Senate

Professor Cusick spoke to this report and the Board noted the matters contained therein.

4.4 Remuneration and Nominations Committee

a) Emeritus Professor Nomination – Professor Jann Conroy

The Board agreed that Professor Jann Conroy has met all three of the criteria outlined in the Emeritus Professor Policy.

Resolution

It was resolved:

That the Board of Trustees approves the nomination of Professor Jann Conroy as an emeritus professor of the University.

b) Appointment of Independent Director of the Board of TVS – Lex Marinos

The Board noted that this is not a 'University' appointment and was referred to the Remuneration and Nominations Committee in the context of its oversight of the governance of controlled entities, on behalf of the Board.

Resolution

It was resolved:

That the Board of Trustees notes the appointment of Mr Lex Marinos as an independent director of the Board of TVS.

4.5 Capital Works Budget 2008 and Financial Projections 2009-2010

The Board noted the report outlining the process of revising the Capital Works Budget for 2008 and Financial Projections for 2009-2010. Ms Kibble highlighted that some projects 'have tails' into future years and that this supports the need for some form of triennial funding, as discussed earlier in these minutes.

Mr Sanford asked whether decisions to undertake the urgent refurbishment at Bankstown, to the value of \$3m, should have come before the Board and whether the allocation to such projects creates risks of under-expenditure elsewhere. The Board noted that the Vice-Chancellor holds delegation to approve such projects and that the decision was taken to recycle an existing facility be able to accommodate students at Bankstown for the beginning of first semester 2008.

Resolution

It was resolved:

That the Board of Trustees:

- (i) notes the process of review of the Capital Works Program 2008 and projections for 2009-2010;**
 - (ii) notes that the Program has been endorsed by the Campus Development Committee and the Strategy and Resources Committee; and**
 - (iii) approves the amended 2008 Program and Capital Works Budget.**
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5 REPORTS AND RECOMMENDATIONS FROM THE COUNCILS AND OTHER UNIVERSITY COMMITTEES

5.1 Indigenous Advisory Council

The review of the Indigenous Advisory Council is minuted under item 3.5.2 of these minutes.

6 OTHER REPORTS

6.1 Occupational Health and Safety

This report was noted without discussion.

6.2 Staffing Matters

This report was noted without discussion.

6.3 2007 Media Coverage Summary

This report was noted without discussion.

6.4 Critical Incident Report into Multi-Campus Flooding

This report was noted without discussion.

7 MATTERS TO BE RAISED BY BOARD MEMBERS

There were no other matters raised by Board members.

8 OTHER BUSINESS

The Chancellor advised that the Vice-Chancellor and senior staff will be presenting the University's future plans to a series of forums with Mayors, General Managers and Councillors of our local government areas.

The Chancellor also thanked the Chairs and members of the Board's committees for their ongoing work.

9 NEXT MEETING AND CLOSURE

The next meeting of the Board is scheduled to be held at 9.00 am on **Wednesday 9 April 2008**.

There being no further business, the meeting closed at 12.30pm

Confirmed by:

Chair

Date