

BOARD OF TRUSTEES MEETING 04/1

9:00 am, Wednesday, 25 February 2004
Boardroom, Frogmore House, Werrington North



The meeting of the Board will be closed for the first session, from 9.00am to approximately 10.30am. Morning tea will follow. The Open Session will commence at 10.45am.

Apologies and enquiries to:

Erica MacPhail, Executive Officer to the Board

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AGENDA

1 OPENING AND PROCEDURAL MATTERS

*1.1 Welcome

*1.2 Apologies

*1.3 Starring of Items

Members will be asked whether they wish to star any unstarred items in the Agenda.

It is recommended:

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

*1.4 Arrangement of Business

The meeting will comprise a **Closed session** from **9.00 am – 10.30 am** followed by the **Open session** from **10.45 am – 12.30 pm**. The Chairman will advise which items will be discussed in the Closed Session.

1.5 Confirmation of Minutes

A copy of the draft Minutes of the meeting of the Board of Trustees, held on 10 December 2003, is **attached**. The draft Minutes have been previously circulated to the Board.

It is recommended:

that the Minutes of the meeting of the Board of Trustees, held on 10 December 2003, be confirmed.

2 BUSINESS ARISING

*2.1 Structure of the Student Associations

A progress report is attached for the **information** of the Board.

*2.2 Capital Development and Campus Issues

A progress report is attached for the **information** of the Board, on a range of items, including the following:

- a) Transit way (Westmead Campus)
- b) Campbelltown campus and Landcom developments
- c) Building AD (Werrington North Campus)
- d) New teaching building (Parramatta campus)

2.3 Higher Education Review

A report on the strategy for 2004 is attached for the **information** of the Board.

2.4 Ministerial appointment

Following the resignation of Mr Jim Bosnjak a list of suitable Greater Western Sydney / Business leaders will be developed for consideration by the Board Executive and recommendation to the Minister. For **noting**.

*3 NEW GENERAL BUSINESS – MATTERS FOR DISCUSSION / DECISION

3.1 Academic Program Project

The progress report and discussion paper: *The UWS Undergraduate Academic Program: Proposed actions and future directions* are attached for the **information** of the Board.

3.2 Governance Issue

Early in 2003 the Board agreed to discuss governance issues at the first meeting each year. A paper is attached for **discussion**.

3.3 Alumni Development at UWS

The report on progress made over the past year since the alumni relations program was unified is provided for **information**.

3.4 BCRI site

The report on the purchase of the remaining land on the BCRI (North Parramatta campus) is provided for **information**.

3.5 Sydney West International College (SWIC)

The report on the history and growth of the Sydney West International College is provided for **information**.

3.6 Uses of the University Seal

A summary report of uses of the University Seal since the previous meeting of the Board, is provided. *It is recommended:*

that the uses of the University Seal since 10 December 2003, as detailed in the attached paper, be approved.

***4 REPORTS AND RECOMMENDATIONS FROM BOARD COMMITTEES AND COUNCILS**

4.1 Strategy and Resources Committee

The report from the Strategy and Resources Committee meeting of 5 February 2004 is attached.

1) Incorporation of Phytonova – confidential item

The attached paper proposes the incorporation of the existing joint venture between SciVentures and the University. *It is recommended:*

that the Board of Trustees endorse the proposal to incorporate a company, appoint directors and issue shares in accordance with the terms of Investment Agreement, upon receipt of written advice from SciVentures confirming the successful completion of stage two of the Phytonova joint venture.

2) Commercial Activities Guidelines

In 2002 the Board approved draft Commercial Guidelines, and authorized the Vice-Chancellor to make any revisions required prior to approval by the State Government. The UWS Commercial Guidelines have been revised and are attached for **information**.

3) Financial Key Performance Indicators for December 2003

The report on Financial Key Performance Indicators is provided for **information**.

4) Draft 2003 Annual Financial Statements and Notes

The Draft 2003 Annual Financial Statements and Notes are provided for **information**.

5) Policy Options for HECS and Fees - confidential item

The attached paper outlines various University policy options with regard to HECS and Fees from 2005 for **discussion** by the Board.

4.2 Audit and Risk Management Committee

The report from the Audit and Risk Management Committee meeting of 6 February 2004 is provided for **information**.

4.3 Capital Planning and Development Committee

The Capital Planning and Development Committee has not met since the previous Board of Trustees meeting.

4.4 Honorary Awards Committee – Confidential item

The confidential report from the Honorary Awards Committee is provided for **approval**.

4.5 Academic Senate

The Academic Senate is due to meet on 27 February. A report on the Senate's Executive Committee meeting is provided for **information**.

4.6 UWS Regional Council

The UWS Regional Council met on 19 February 2004. A report will be presented to the next meeting of the Board.

4.7 UWS Indigenous Advisory Council

The report from the UWS Indigenous Advisory Council meeting of 10 February 2004 is provided for **information**.

5 BOARD MEMBER REPORTS

5.1 Report from the Postgraduate Student Member

5.2 Report from the Undergraduate Student Member

5.3 Report from the General Staff Member

5.4 Report from the Academic Staff Member

5.5 Report from Graduate Member

6 OTHER REPORTS AND ITEMS FOR INFORMATION

***6.1 Vice-Chancellor's Report**

Reports on the following matters are provided for **information**.

6.1.1 Occupational Health and Safety

6.1.2 Staffing and Update on Enterprise Bargaining

6.1.3 UWS Strategic Planning Process Next Steps 2004

6.1.4 Report on 2004 undergraduate admissions

6.1.5 Vice-Chancellor's activities and other matters

6.1.6 Items for information

a) Letter from Senator Natasha Stott-Despoja

b) Articles on HECS Fees (The Times HES Oct 2003 & Campus Review January 14-20 2004)

c) Editorial in the Campus Review 21-27 January 2004 edition (Higher Education publication) about the Australian Universities Community Engagement Alliance (AUCEA) and the National Conference 2004

6.2 Commonwealth Research Performance Schemes – 2004 UWS Allocation

7 OTHER BUSINESS

8 NEXT MEETING AND CLOSURE

The next meeting of the Board of Trustees is scheduled to be held from 9.00 am on **Wednesday, 14 April 2004**, in the Boardroom, Frogmore House, Werrington North Campus.