

## **BOARD OF TRUSTEES**

**Minutes** of meeting 08/2 of the Board of Trustees of the University of Western Sydney, held at 9.00 am on **Wednesday 9 April 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
- Professor Anne Cusick
- Ms Mary Foley
- Ms Genevieve Kelly AM
- Mr Roy Medich OAM
- Mr Glen Sanford
- Mr Ian Stone
- The Hon Kim Yeadon
- Mr Gang Zheng

**In Attendance:**

- Mr Mark Croucher
- Mr Nigel Cunningham
- Ms Rhonda Hawkins
- Mr Greg Holland
- Professor John Ingleson
- Ms Sharon Rigney
- Mr Ray Thiele
- Mr Paul Woloch
- Ms Marian Alleyn
- Ms Rebecca Fantini
- Ms Jo Maguire (minutes secretary)
- Mr Peter Boulous, NSW Audit Office

## **1 OPENING AND PROCEDURAL MATTERS**

### **1.1 Welcome**

The Board congratulated Professor Reid for her 10 year anniversary as Vice-Chancellor of the University.

The Chancellor advised that the University had reluctantly accepted Ms Gabrielle Kibble's resignation from the Board and as Chair of the Campus Development Committee. The Board recorded its deep appreciation and gratitude for the long and valuable service given by Ms Kibble as a Trustee, Deputy Chancellor and, more recently, Chair of the Campus Development Committee.

The Chancellor advised that Ms Genevieve Kelly had submitted her resignation from the Board, effective 31 May 2008. In accepting her resignation on behalf of the Board, the Chancellor thanked Genevieve for her substantial contribution to the work of the Board and wished her well for the future.

As a result of Ms Kelly's resignation, and in accordance with the University of Western Sydney By-law, 2005, an election will be conducted to fill the casual vacancy in the position.

## **1.2 Apologies**

Apologies were received from Ms Jan Burnswoods and Ms Vivienne James.

## **1.3 Starring of Items**

The following items were starred: 1.1, 1.2, 1.3, 1.4, 3.1, 3.3, 3.4, 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 3.3, 4.4 and 4.4.1 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 27 February 2008 are confirmed.**

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## **2 BUSINESS ARISING**

2.1 There was no business arising.

## **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 Federal Government's review of higher education is underway;
- UWS will be well represented at the 2020 summit;
- Members of the University Executive will be meeting with staff at upcoming campus forums and school and research centre visits;
- The Board will be kept informed of enrolment numbers for this year. The 2008 enrolments appear to be positive with a possible 3% over-enrolment,

although the impact of early attrition needs to be kept in mind, as does the effect of mid-year enrolments. The target for enrolments of on-shore international students will be achieved and, possibly, exceeded;

- According to a presentation of the results of the Melbourne Institute's 2007 Ratings of Australian Universities, UWS is "punching above its weight" with its performance ranking it above universities of similar ages and backgrounds.

### **3.2 Uses of the University Seal**

#### **Resolution**

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*It was resolved:*

**That the uses of the University Seal since 12 February 2008 be approved.**

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### **3.3 Cases Under Management**

This matter was discussed in the closed session.

### **3.4 Division of International and Development**

Professor John Ingleson, Deputy Vice-Chancellor, Academic and Enterprise, provided a presentation on key strategies, significant achievements and key directions of his Division, noting that the Division had recently changed to include the Library, Pro Vice-Chancellor (Learning and Teaching) and Indigenous Education.

### **3.5 Proposed Name Change of the School of Nursing to the School of Nursing and Midwifery**

The Board noted the reasons for this change of name.

#### **Resolution**

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*It was resolved:*

**that the Board approves the change of name of the School of Nursing to become the School of Nursing and Midwifery.**

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## **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 26 March 2008 and particularly that the forecast operating result for 2008 has been revised downwards from \$10m to \$4m with no returns for investments now being forecast. The Operating Surplus/(Deficit) and net results for the Campus Development Unit are being closely monitored.

The Chief Financial Officer advised that rolling triennium funding is being considered and will be reported back to the Board via the SRC.

### **4.2 Audit and Risk Management Committee**

The Board noted the report of the Audit and Risk Management Committee meeting held on 26 March 2008.

#### **4.4.1 Audited Financial Statements for the Year Ended 31 December 2007**

The Board noted the report of the meeting of the Audit & Risk Management and Strategy & Resources Committees held on 26 March 2008 and considered the audited annual financial statements.

Mr Holland provided an overview of the end of year financial statements and these are detailed in the agenda paper. The 2007 operating result reported in the annual accounts is \$29.8m. If capital grant income in the operating statement is excluded and other minor adjustments are made, then the 'underlying' operating result for 2007 is \$14.6m. Income increased by 7%, but expenditure increased by 11.8%

Mr Sanford advised that the financial outcomes as presented in the statements and the report from the NSW Audit Office are satisfactory. The 3.5% operating margin, while satisfactory, is below the 5% target and is not sufficient to fund continuing costs such as building maintenance. The auditors have identified a number of matters to be resolved and the Audit and Risk Management Committee will monitor their resolution and have asked the appropriate University staff to review these matters immediately.

Mr Boulous advised that, at the meeting of the Audit and Risk Management Committee and Strategy and Resources Committee on 26 March, he had spoken to the Client Service Report and Management Letter. Revaluation of University property was the most significant issue. He is satisfied that the University is taking the appropriate action on those matters which were identified and these will be reviewed in the audit of the 2008 financial statements. Once the Board has authorised the signing of the financial statements, and the signatures have been applied, the NSW Audit Office will issue an unqualified independent audit report.

#### **Resolution**

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*It was resolved:*

- 1. that the Board of Trustees approves the audited annual financial statements, and**
  - 2. that the Board of Trustees authorises the Chancellor and the Vice-Chancellor to sign, on the Board's behalf, the "Statement by the Members of the Board of Trustees" and the "Statement of Certification".**
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#### **4.4.2 Board Report for UWS Annual Report**

The Board discussed the preliminary draft of the Annual Report, noting that the document required further editing to create a more uniform and succinct style. Ideally the Annual Report should not only meet statutory compliance requirements but should also communicate the University's achievements for 2007 and aspirations for the next five years.

To meet a Commonwealth requirement that a separate 'directors report' is included in the Annual Report, the Board passed the following resolution.

## **Resolution**

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*It was resolved:*

**That the Board approves the “UWS Board of Trustees Report” in the 2007 UWS Annual Report and authorise the Chancellor to sign the document on the Board’s behalf.**

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

The Board noted this report without discussion.

#### **4.3.1 Review of Academic Governance Policy and Arrangements**

Professor Cusick advised that the review of Academic governance is continuing and that the Board will be advised of the outcome in October. Further to its October 2007 resolution, the Board passed the following additional resolution.

## **Resolution**

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*It was resolved:*

**That the terms of office of the present elected members of Academic Senate, including those of the Chair and Deputy Chair of Senate, and its School and College Committees, be extended until the declaration of polls for the election of a new Senate, following completion, in 2008, of Senate’s maintenance review of academic governance arrangements.**

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

This matter was discussed in the closed session.

#### **4.4.1 Honorary Doctorate Nomination**

This matter was discussed in the closed session.

### **4.5 Campus Development Committee**

The Board noted this report and Mr Yeadon’s advice that the student accommodation at Parramatta campus will be complete for first semester 2009 and that the CDC has adopted the sustainability guidelines for new buildings and refurbishments, as suggested by the Greening Taskforce.

## **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 VSU Discussion Paper – UWS Response

The Board noted this report. In response to Ms Jennifer Brown's query, Ms Hawkins advised that:

- four of the five Welfare Officers had accepted employment within the Student Equity and Welfare Services, under the Director Student Services;
- University staff are working with them to develop an independence charter;
- They are all being provided with improved, more prominent, accommodation;
- A survey is being conducted to determine what students think about the changes and the current services available to them;
- A consultant's report is expected by May and this will be reported back to the Board for second semester.

### 6 MATTERS TO BE RAISED BY BOARD MEMBERS

There were no other matters raised by Board members.

### 7 OTHER BUSINESS

There was no other business.

### 8 NEXT MEETING AND CLOSURE

The Board is holding a Strategy Day on Wednesday 11 June 2008.

The next meeting of the Board is scheduled to be held at 9.00 am on **Wednesday 30 July 2008**.

There being no further business, the meeting closed at 12.10pm

Confirmed by:

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Chair

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Date