

BOARD OF TRUSTEES

Minutes of meeting 04/3 of the Board of Trustees of the University of Western Sydney, held at 9.00 am on **Wednesday, 23 June 2004**, in the Boardroom, Frogmore House, Werrington North.

Present:

- Mr John Phillips, AM (Chancellor)
- Professor Janice Reid, AM (Vice-Chancellor)
- Mr Barry Baillie
- Dr Anne Benjamin
- Hon Jan Burnswoods
- Ms Mary Foley
- Ms Gabrielle Kibble, AO
- Mr Angelo Kourtis
- Mr Colin La Flamme
- Ms Meg Oates
- Mr Geoffrey Roberson
- Mr Glen Sanford
- Professor Lesley Wilkes
- Mr Malcolm Wood
- Hon Kim Yeadon

Apologies:

- Ms Linda Burney
- Associate Professor Valentina McInerney

In Attendance:

- Mr Michael Antrum
- Professor Robert Coombes
- Ms Rhonda Hawkins (Secretary to the Board)
- Professor Chung-Tong Wu
- Ms Erica MacPhail (Minute secretary)
- Ms Marian Alleyn

Observers present in the Open Session included

Professor Nigel Bond, Professor Geoff Scott, Professor Robin Woellner, Mr Andrew Evans, Ms Fiona Hamann, Ms Sharon Rigney, Mr Mikael Kjaerbye, Ms Lauren Martin, Mr Aaron Dibdin, Mr Ben Chapman, Ms Amber Jacobus, Mr Daniel Green, Mr Tim Chapman, Ms Jane Worsley, Mr Tim Jarrett, Mr Pieter Morssink, Mr Patel Satishkumar, Mr Amit Patel, Mr Tushar Soni, Mr Vishali Chaudari, Mr K Pranav Reddy, Mr Mehul Patel, Mr Tarun Bedi, Mr Steve Warren, Mr Tony Geange, Ms Belinda Giblin, Mr John McGuire, Mr Vijay Nellailingam, Mr Garth Quinn, Ms Vanessa Ritchie, Ms Angela Gillespie, Ms Mary Rady, Mr Wayne Savage, Mr Christian Bava, Mr Chadi Boustani, Professor Kevin Sproats (for item 3.5 only).

***1.1 Welcome**

The Chancellor noted that this was the last meeting for Professor Lesley Wilkes as Chair of Academic Senate. Professor Wilkes was taking up the position of Acting Dean of the College of Social and Health Sciences following the resignation of Professor John McCallum. On behalf of the Board the Chancellor thanked Professor Wilkes for all her contributions to the Board.

The Chancellor called for a minute's silence for Joseph Lawrence, a UWS student at Campbelltown, who had died in a motorcycle accident on 16 June. He would convey the sympathy and condolences of the Board to his family.

1.2 Apologies

The apologies as listed were accepted and leave of absence granted.

1.3 Starring of Items

The following items were starred: 1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.3, 2.4, 3.3, 3.4, 3.5, 3.6, 4, 5.1 and 5.5.

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

The Chancellor advised that items 2.2, 2.3 and 3.4, and part of 3.6 would be discussed in the Closed Session.

1.5 Confirmation of Minutes

It was resolved:

that the Minutes and Confidential Minutes of the meeting of the Board of Trustees, held on 14 April 2004, be confirmed;

and the Minutes of the Special meeting of the Board of Trustees, held on 27 May 2004, be confirmed.

2 BUSINESS ARISING

2.1 Structure of the Student Associations

The Chair of the Taskforce, Mr Roberson gave a synopsis of the paper advising that some of the Student Associations had agreed to transfer to uwconnect for the provision of services from 1 July 2004 (Macarthur Sports and Recreation, Nirimba, Hawkesbury Union, and a provisional arrangement with Campbelltown SA), while negotiations were ongoing with Bankstown SA, Parramatta and Penrith SA and PAUWS.

Discussion continued about the distribution of fees for the remainder of 2004, which was contingent on demonstrable progress, a due diligence report and holding a special general meeting. Some associations had not yet complied with all required elements as originally proposed and alternate arrangements were made in conjunction with UWSSA Interim Board (and Student Steering Committee).

The postgraduate student member agreed to discuss further the distribution of fees to PAUWS with the Chair of the Taskforce. The Secretary to the Board would check the resolutions of earlier meetings regarding the allocation to PAUWS, and the Chancellor would notify the Taskforce if it had acted outside the previously agreed parameters.

It was resolved:

that the actions taken by the Taskforce in relation to the establishment processes of the new entities: UWSSA, PAUWS and uwsconnect, be noted; and the Taskforce be authorised, in consultation with the Board Executive, to continue to take whatever steps were required to finalise the restructure process; and

that the fee distribution for Semester 2, 2004 be approved as outlined in the paper.

2.2 National Governance Protocols and Amendments to UWS Act

This item was dealt with in closed session.

2.3 Ministerial appointment

This item was dealt with in closed session.

2.4 Academic Program Project

Professor Bond gave a presentation on the Academic Program Review, advising of the background to the review process. It had been undertaken to improve the quality, relevance and attractiveness of the UWS Academic Program and to reduce the number of courses and units to minimise course overload and administration and lessen reliance on casual staff.

The key outcomes were:

- that old programs would be taught out by 2005
- there would be a change to the undergraduate program structure
- units with less than 16 enrolments would no longer be funded
- from 2005 all courses will be conducted on a maximum of three campuses, except for Nursing pending further discussions
- several courses would be offered on one less campus than at present
- various courses, as outlined in the paper, would be streamlined
- some courses, as outlined in the paper, would be deleted

The final report of the Academic Program Project (the White Paper) would be released to the University community on 24 June. The information would be available on a new website for staff and students. Professor Bond was meeting with Unions, Deans, Heads of School and other staff in the next week, and further discussions would occur. The Colleges were organising information sessions for students to work through any problems with the Associate Dean and APP Project Officer.

Staff in Colleges have been involved in the process as the APP progressed. Those whose positions were affected would have access to the change clauses in the enterprise agreement and to further training through the Professional Development Unit. The Postgraduate student member would be notified if any redundancies would impact on supervision of postgraduate students.

Views were expressed that students should be treated sympathetically if they appeared to be disadvantaged by the changes to the academic program.

Professor Bond and team were commended for a very comprehensive exercise with good outcomes for the University.

It was resolved:

that the information and Report, *Forging the Future: Outcomes of the Undergraduate Academic Program Review* be noted, and measures taken to ensure that students were not unduly disadvantaged.

2.5 Television Sydney

The updated report on TVS, including the governance structure was **noted** without discussion.

3 NEW GENERAL BUSINESS – MATTERS FOR DISCUSSION / DECISION

3.1 Callista Post-implementation report

The report was **noted** without discussion.

3.2 Quality Management at UWS

The paper on quality in higher education and the approach to quality management at UWS was **noted** without discussion.

3.3 UWS Financial Position and Planning

The Vice-Chancellor gave a presentation of the University's financial position and options for the University to continue to be viable and meet the needs of its community. There were two aspects: (1) to build the income capacity from non-government sources; and (2) to make savings. Income in the first few months of 2004 had not matched forecasts and this reflected the downturn in student enrolments across the sector, and particularly the decrease in international and postgraduate fee-paying students. Expenditure in some areas had also exceeded forecasts.

Modelling had been conducted with various scenarios (expected, best and worst) to demonstrate the projected financial position ahead (2004 – 2008). The University had to examine various means of generating income, and making cost savings through measures put in place for the remainder of 2004. This would be assisted with the implementation of the Academic Program Review.

Some of the matters which would impact on the financial position of the University were the outcome of the request for 1200 new places from the Federal Government (in addition to the 200 new science places), and decisions on HECS and fees and the UWS Medical School.

Attention was drawn to the possible need for an increase in expenditure over budget for Callista, the Student Associations and TVS Sydney. It was noted that decisions on expenditure were discretionary.

The Vice-Chancellor stated that the University was in a better position than 4-5 years ago when it was deemed by the Federal Department to be at financial risk. This had been addressed by the earlier measures of the restructure of

the University, however it had to face further challenges as a result of the unfavourable outcomes of the Nelson Review of Higher Education.

The Vice-Chancellor noted that action was being taken to ensure the projected deficit was resolved.

The report on the University's financial position was **noted** and a further report would be provided to the August meeting.

3.4 UWS Medical School

The Vice-Chancellor reported on the negotiations with the State and Federal Government on the UWS Medical School. Recruitment was underway for a Dean or Planning Dean. A Senior Planner had been seconded from the South West Sydney Area Health Service to undertake feasibility studies on locations, including the Liverpool TAFE site, offered by the State Government.

It was likely that the School would have several locations, including Hawkesbury and Campbelltown campuses where biomedical science (pre-med) would be taught. Clinical placements would be needed around Western Sydney and further west, with the aim of initially producing General Practitioners in the region to meet some of the shortfall. The State Government was considering the establishment of a Clinical School at Campbelltown.

The University would work collaboratively with other universities to implement and further develop its curriculum. Ms Foley suggested that a modern method of teaching should be adopted to meet the current needs of the medical profession. The University would fast-track the UWS Medical School with the aim of accepting its first medical students in 2007, and had requested 100 students initially.

The biggest issue for consideration was that UWS was expected to match the contributions from government: in cash (\$18M) by the Federal Government, and in kind by the State Government. The Board, at its Special Meeting on 27 May, had emphasised that the viability of the Medical School was dependent on the commitment by the University *not being detrimental to the ongoing operations and financial situation of other parts of the University*.

The University had enlisted the assistance of a small group of prominent business people who would assist in garnering resources for the Medical School.

3.5 Campus Land Development

3.5.1 Campus Land Development Options

3.5.2 Campus Land Development: Governance Arrangements

This item was dealt with in closed session.

3.6 UWS Grievances Policies and Procedures

This matter was discussed in Closed Session, and resumed in Open Session. It was noted that having all complaints and grievance matters handled by line managers and trained staff in the first instance may not always be appropriate, specifically in regard to sexual harassment, bullying and vilification.

It was resolved:

that a Working Group be established to consider and report back to the Board on how best to deal with issues of sexual harassment, bullying and vilification, with membership from the Board and input from Chaplains, Student Association Case Workers and other interested parties.

3.7 Uses of the University Seal

It was resolved:

that the uses of the University Seal since 24 March 2004, as detailed in the paper for item 3.7, be approved.

4 REPORTS AND RECOMMENDATIONS FROM BOARD COMMITTEES AND COUNCILS

4.1 Strategy and Resources Committee

The Board **noted** the report from the 27 May 2004 meeting of the Strategy and Resources Committee, in particular the five year planning projections.

4.2 Audit and Risk Management Committee

The Board **noted** the report from the 26 May 2004 meeting of the Audit and Risk Management Committee, particularly the updated risk profile and the Callista Post-implementation Review.

4.3 Capital Planning and Development Committee

There was no report as the Capital Planning and Development Committee meeting of 6 April was cancelled.

4.4 Academic Senate

The Board **noted** the report of the Academic Senate's meeting on 23 April 2004, particularly the significant work done by Professor Bond on the Academic Program Review.

4.5 UWS Regional Council

The Board **noted** the report of the UWS Regional Council meeting of 20 May 2004.

4.6 UWS Indigenous Advisory Council

The Board noted the report from the UWS Indigenous Advisory Council meeting of 25 May 2004. Attention was drawn to the following:

- the search for an appropriate name for the Coordinator
- a naming process would occur when the centres are identified
- an Indigenous staff member would be located in the Schools with the highest density of Indigenous students, namely teaching, welfare and tourism / hospitality.

It was resolved:

that the revised recommendations in the Indigenous Education Review Report with the suggested changes to recruitment and staffing be approved, and future actions noted; and

that the proposed draft organisational model for Indigenous education at UWS be approved.

5 BOARD MEMBER REPORTS

5.1 Report from the Postgraduate Student Member

Mr LaFlamme reported on the number of students assaulted at Parramatta Station on their way to or from studies, and his concern that some of these were targeted because they were international students. Professor Wu advised that the only reported incident had been investigated, but he would talk further with Mr LaFlamme.

5.2 Report from the Undergraduate Student Member

There was no report.

5.3 Report from the General Staff Member

There was no report.

5.4 Report from the Academic Staff Member

There was no report and the Academic Staff member had sent apologies.

5.5 Report from Graduate Member

The Graduate member advised that he hoped to receive further nominations from chapters to allow the Alumni Development Advisory Committee to meet and report to the next Board meeting.

6 OTHER REPORTS AND ITEMS FOR INFORMATION

6.1 Vice-Chancellor's Report

The Vice-Chancellor's reports on the following matters were **noted**.

6.1.1 Occupational Health and Safety

6.1.2 Staffing and Update on Enterprise Bargaining

6.1.3 Report of meeting with DEST on funding agreement

6.1.4 Vice-Chancellor's activities and other matters

6.2 Items for information

The following items were **noted**.

6.2.1 Ministerial press release on cutting funds or keeping fee flexibility

6.2.2 Ministerial letter on credit transfer and articulation pathways

6.2.3 Never-ending story on Female Orphan School

6.2.4 Vice-Chancellor's worst nightmare: Chinese students in decline

7 OTHER BUSINESS

There being no further business, the meeting closed at 1.00pm.

8 NEXT MEETING AND CLOSURE

The next scheduled meeting of the Board of Trustees will be held at 9.00 am on **Wednesday, 25 August 2004**, in the Boardroom, Frogmore House, Werrington North Campus.

An additional Special meeting of the Board to discuss HECS and Fees would be held prior to Open Day on 22 August. The date would be determined following consultation with members regarding availability.

Confirmed by:

Chair

Date