

## BOARD OF TRUSTEES MEETING 04/2

9:00 am, Wednesday, 14 April 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

#### 0 ELECTION OF CHANCELLOR

#### 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 Chair 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 25 February 2004, 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 25 February 2004, 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.

### 2.3 Higher Education Review

#### 2.3.1 National Governance Protocols

A report is attached for **information**.

#### 2.3.2 HECS Rates/Undergraduate domestic

A report on the fee strategy adopted by other universities is attached for **information**.

### 2.4 Ministerial appointment

The University has now enlisted the assistance of a board search firm to provide names of suitably qualified potential members for consideration by the Nominations Committee. The Board will be provided with a further report at the June meeting.

### 2.5 Commercial Activities Guidelines

A response to the draft guidelines from the Minister has been received and is attached. *It is recommended:*

**that the Board authorise the Vice-Chancellor to ensure the necessary amendments are made to the draft Commercial Activities Guidelines, as advised by the Minister.**

## 3 NEW GENERAL BUSINESS – MATTERS FOR DISCUSSION / DECISION

### \*3.1 Academic Program Project

An update on the project is provided for **information**.

### 3.2 Disability Support Centre

The paper proposes a Collaborative Project with the Spastic Centre.  
*It is recommended:*

**that the Board approve the University entering into a long-term lease of twenty (20) years with The Spastic Centre, being four consecutive five year terms, in accordance with the Memorandum of Agreement and associated documents as approved by the Office of the University Legal Counsel.**

### 3.3 Addition to UWS Rules

The paper is provided advising of an addition to the UWS Rules implemented by the Vice-Chancellor under the authority of the UWS Bylaw, for **information**.

**3.4 Information Technology Services at UWS**

The report is provided for **information**.

**3.5 Television Sydney – a New era in community television (TVS)**

The report 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 13 January 2004, as detailed in the attached paper, be approved.**

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

**4.1 Strategy and Resources Committee and Audit and Risk Management Committee**

The report from the joint meeting of the Strategy and Resources Committee and Audit and Risk Management Committee meeting of 6 April 2004 is provided along with the audited 2003 Annual Financial Statements and Notes, for **approval**. *It is recommended:*

- 1. that the statement of financial position (balance sheet) at 31 December 2003 and statement of financial performance (consolidated profit and loss statement) for the period 1 January to 31 December 2003 be received and approved;**
- 2. that, in accordance with Section 41C (1B and 1C) of the Public Finance and Audit Act 1983 and the DEST requirements, the Board of Trustees of the University of Western Sydney states that:**

*“In the opinion of the members of the Board:*

- 1. The financial reports present a true and fair view of the financial position of the University at 31 December 2003, and the results of its operations and transactions for the year then ended;*
- 2. The financial reports have been prepared in accordance with the provisions of the New South Wales Public Finance and Audit Act 1983, the Public Finance and Audit Regulation 2000 and the Commonwealth Guidelines for the Preparation of Annual Financial Statements for the 2003 Reporting Period by Australian Higher Education institutions;*
- 3. The financial reports have been prepared in accordance with applicable Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board and Consensus Views of the Urgent Issues Group; and,*

4. ***As at the date of signing this statement, we are not aware of any circumstances that would render any particulars included in the financial reports to be misleading or inaccurate.***

and

3. **that the Chancellor and Vice-Chancellor be delegated to sign the statement by the Board of Trustees in accordance with the requirements of section 41 (c) of the Public Finance and Audit Act 1983 on behalf of the University of Western Sydney.**

**4.2 Capital Planning and Development Committee**

The Capital Planning and Development Committee met on 6 April 2004. A report will be provided to the next Board of Trustees meeting.

**4.3 Honorary Awards Committee – Confidential item**

The confidential report from the Honorary Awards Committee will be provided at the meeting for **approval**.

**4.4 Academic Senate**

The report of the Academic Senate's meeting on 27 February 2004 is provided for **information**.

**4.5 UWS Regional Council**

The report of the UWS Regional Council meeting of 19 February 2004 is provided for **information**.

**4.6 UWS Indigenous Advisory Council**

The report from the UWS Indigenous Advisory Council meeting of 23 March 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 Vice-Chancellor's activities and other matters**

**7 OTHER BUSINESS**

**8 NEXT MEETING AND CLOSURE**

The next meeting of the Board of Trustees is scheduled to be held at 9.00 am on **Wednesday, 23 June 2004**, in the Boardroom, Frogmore House, Werrington North Campus.