

BOARD OF TRUSTEES MEETING 04/4

9:00 am, Wednesday, 25 August 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.

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 **9.00am – 10.30am** followed by the **Open session** from **10.45am – 12.30pm**. 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 23 June 2004, and of the Special meeting held on 12 August, are **attached**. The draft Minutes have been previously circulated.

It is recommended:

that the Minutes and Confidential Minutes of the meeting of the Board of Trustees, held on 23 June 2004, be confirmed;

and

that the Minutes of the Special meeting of the Board of Trustees, held on 12 August 2004, be confirmed.

2 BUSINESS ARISING

*2.1 Structure of the Student Associations

A progress report will be provided for the **information** of the Board.

2.2 National Governance Protocols and Amendments to UWS Act

Information on the status of compliance with the Protocols is provided, along with a letter from the Minister concerning the amendments to the UWS Act. For **information**.

2.2.1 Conflict of Interest Procedure

The National Governance Protocols require a protocol for the declaration of conflicts of interest at meetings of the Board or any of its committees.

It is recommended:

that the Conflict of Interest Procedure be approved.

2.3 Academic Program Project

A report on the implementation of the Academic Program Project is provided for **information**.

3 NEW GENERAL BUSINESS – MATTERS FOR DISCUSSION / DECISION

3.1 Review of the Office of the Academic Registrar

The paper provides advice on the outcome of the Review of the Office of the Academic Registrar. For **information**.

*3.2 UWS Financial Position and Planning: Agenda for Sustainability – Next Steps

The paper provides an update since the 12 August meeting and possible strategies to bring about improvements to the projected outcomes. For **discussion**.

Items carried over from 12 August meeting:

3.2.1 Fee paying places

For consideration of the options and **approval**.

3.2.2 Parking permits

For consideration of the proposal and **approval**.

3.3 UWS Medical School

The paper provides information on progress on the UWS Medical School. For **discussion**.

*3.4 Sydney West International College

The paper provides a proposal to advance the interests of the University in SWIC. For **approval**.

***3.5 Commercial Guidelines**

The paper provides details of the commercial guidelines developed to guide interactions with commercial entities.

It is recommended:

that amendments to the UWS Commercial Guidelines based on the advice received from the Minister on the draft Guidelines submitted by UWS be approved: noting that they are aimed at increasing the University's responsiveness to commercial opportunities and activities; and aimed at maintaining confidentiality of commercial in confidence negotiations;

that the document associated with the Register of Interests for the declaration of interests by Board members and relevant University staff be approved.

3.6 Research Review Report

A summary of the external Research Report outcomes is provided to the Board for **information**.

3.7 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 3 June 2004, 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 29 July 2004 meeting of the Strategy and Resources Committee is provided for **information**.

4.2 Audit and Risk Management Committee

The report from the 4 August 2004 meeting of the Audit and Risk Management Committee is provided for **information**.

4.3 Capital Planning and Development Committee

The Capital Planning and Development Committee has been superseded by the establishment of the Campus Development Taskforce.

It is recommended:

that the Capital Planning and Development Committee be disbanded, and members notified and thanked for their contributions.

4.4 Campus Development Taskforce

The report of the first meeting of the Campus Development Taskforce is provided for **information**. The Taskforce Delegations document is for **approval**.

It is recommended:

that consideration of “land” matters by the Campus Development Taskforce be approved in accordance with the process described in this paper and not the Commercial Guidelines;

and

that the formal delegations to the Campus Development Taskforce as outlined in this paper for incorporation in the UWS Delegations instrument be approved.

4.5 Academic Senate

The report of the Academic Senate’s meeting on 2 July 2004 is provided for **information**.

4.6 UWS Regional Council

The UWS Regional Council has not met since the last Board meeting. It next meets on 26 August 2004.

4.7 UWS Indigenous Advisory Council

The UWS Indigenous Advisory Council meeting of 3 August 2004 was inquorate. The Chair can provide a verbal report if required.

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 Vice-Chancellor’s activities and other matters

6.1.4 Letters from Jackie Kelly

6.2 Meeting dates 2005

A paper is provided confirming the meeting dates for 2005.

6.3 Items for information

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

6.3.1 Australian Universities Community Engagement Alliance Programme (AUCEA)

6.3.2 2004 Sir Ian Turbott Lecture

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 27 October 2004**, in the Boardroom, Frogmore House, Werrington North Campus.