

BOARD OF TRUSTEES

Minutes of meeting 07/2 of the Board of Trustees of the University of Western Sydney, held at 9.00 am on **Wednesday 4 April 2007**, in the Boardroom, Building AD, Werrington North.

Present:

- Mr John Phillips AO (Chancellor)
- Professor Janice Reid AM (Vice-Chancellor)
- Ms Linda Burney, MP (for the closed session only)
- Ms Jan Burnswoods
- Professor Anne Cusick
- Ms Mary Foley
- Mr Luke Fomiatti
- Ms Vivienne James
- Ms Genevieve Kelly AM
- Ms Gabrielle Kibble AO
- Mr Roy Medich OAM
- Ms Tanya Rubin
- Mr Glen Sanford
- Ms Elfriede Sangkuhl
- Mr Ian Stone
- Hon Kim Yeadon

In Attendance:

- Professor Dennis Burnham
- Mr Mark Croucher
- Mr Ed Geilarowski
- Ms Rhonda Hawkins (Secretary to the Board)
- Mr Greg Holland
- Mr John Ingleson
- Ms Renee Isaac (NSW Audit Office)
- Mr Scott Stanton (NSW Audit Office)
- Mr Ray Thiele
- Mr Sui-Wah Wan
- Mr Paul Woloch
- Ms Marian Alleyn
- Ms Jo Maguire (minutes secretary)

1 OPENING AND PROCEDURAL MATTERS

1.1 Welcome

The Chancellor extended the Board's congratulations to Ms Linda Burney on her appointment to the Ministry in the NSW Government, noting that the portfolios she will take up are ones in which she will make a significant contribution.

He noted that UWSSA had written to the Vice-Chancellor and the Board requesting that they be given the opportunity to address the Board at this meeting. He also drew attention to the Vice-Chancellor's response to this letter, commenting that at this stage there was more advantage in the student group speaking first to the Vice-Chancellor or University Executive to get the facts right before presenting to the Board. After these discussions, and if they still wanted to address the Board, then this could be arranged for the next Board meeting.

The Chancellor advised the Board that Professor Nigel Bond had been invited to attend this meeting so that the Board could formally recognise his achievements as Pro Vice-Chancellor (Academic) in recent years in the reorganisation of UWS courses. Professor Bond was giving up the role of Pro Vice-Chancellor and going back to his great love of research and teaching as a Professor of Psychology in the College of Arts. It is hoped that Professor Bond will attend the Board meeting in July.

1.2 Apologies

A late apology was received from Ms Jennifer Brown.

1.3 Starring of Items

The following items were starred: 1.5, 1.6, 2.2, 3.1, 3.3, 3.4, 3.5, 3.6, 4, 6.1, 6.2, 6.4.

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

Items 1.6/4.4 (in conjunction), 2.2, 2.3, 3.3 and 4.5 were listed for discussion in the Closed Session.

1.5 Confirmation of Minutes

Professor Cusick requested that Item 3.1 of the minutes of the open session be amended to better explain the recent changes to the Executive structure. The Board agreed that second dot point under Item 3.1 should read:

“Changes have recently been made to the Executive structure. These include: Executive Deans will now report to the Vice-Chancellor and are members of Executive. Pro Vice-Chancellors and the Chair of Academic Senate are invited to attend for particular items at the discretion of the Vice-Chancellor. The senior staff forum is now a broad management and discussion forum chaired by the Vice-Chancellor and it includes Executive, Pro Vice-Chancellors, the Chair of Academic Senate, Heads of Schools and Heads of Divisions.”

It was resolved:

that the Minutes and Confidential Minutes of the meeting of the Board of Trustees held on 21 February 2007 (with the amendment as noted above) be confirmed.

1.6 Deputy Chancellor

This matter was discussed in the closed session.

2 BUSINESS ARISING

2.1 TVS/UWS Relationship

This item was noted without discussion.

2.2 Agreement with UWS Students' Association

This matter was discussed in the closed session.

2.3 Universities Australia

This matter was discussed in the closed session.

[The following items were discussed out of agenda order to allow representatives of the Audit Office of New South Wales to speak to their audit findings of the financial accounts for the year ended 31 December 2006.]

4.2 Audit and Risk Management Committee

The Board noted the report of the Audit and Risk Management Committee meeting held on 28 March 2007.

4.2.1 Audited Financial Accounts for the Year Ended 31 December 2006

Mr Holland provided an explanation of the end of year financial statements and these are detailed in the agenda paper. The 2006 operating result reported in the annual accounts is \$42.8m. If capital grant income in the operating statement is excluded and other minor adjustments are made, then the 'underlying surplus' for 2006 is \$25.5m. This positive result was due to significant expenditure constraints in Colleges and Divisions and some better than budgeted revenues in investment income, research and student fees. The Chief Financial Officer reported that much of this surplus was non-recurring.

Mr Sanford advised that the outcome of the financial statements and the report from the NSW Audit Office is quite satisfactory. 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 Stanton advised that, at the meeting of the Audit and Risk Management Committee and Strategy and Resources Committee on 28 March, he had spoken to the Client Service Report and Management Letter. 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 2007 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. Mr Stanton assured the Chancellor that there are opportunities throughout the year for him to raise sensitive issues with the Audit and Risk Management Committee and University staff and there are no additional matters to refer to the Board.

It was resolved:

- 1. that the Board of Trustees approves the audited annual financial statements, and**

2. **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".**

4.2.2 Board Report for UWS Annual Report

It was resolved:

That the Board approves the "UWS Board for Trustees Report" on page 54 of the 2006 UWS Annual Report and authorises the Chancellor to sign the document on the Board's behalf.

The Chancellor thanked the NSW Audit Office staff and the University's Finance staff for their work and cooperation in the preparation and audit of the 2006 financial statements.

[Audit Office and Finance staff left the meeting at this point.]

3 NEW GENERAL BUSINESS AND MATTERS FOR DISCUSSION / DECISION

3.1 Vice-Chancellor's Report

The Vice-Chancellor spoke to her report and advised the following:

- Demand for student places has increased in 2007. (It was suggested to the Vice-Chancellor that, as the University has worked hard to establish the Medical School and received a large number of first preferences for that School, we should now routinely include the Medical School data in our information on first preferences.)
- UWS plans to meet overall student load targets but varies from individual cluster targets.
- A mid-year intake is expected to make up the shortfall in Commonwealth Government Supported funding target. This is similar to the mid-year intake last year.
- The UAI is a powerful symbol for the University. How the University determines its UAI's and other methods of entry to the University will be discussed at the Board Strategy Day in June.
- The University has established a 'plan of action' leading up to the Federal election. It is more efficient for the University to meet with politicians in Canberra rather than attempting to arrange individual meetings in politicians' local offices and, as such, the Vice-Chancellor and the Deputy Vice-Chancellor (Corporate Services) recently visited Canberra and met with various senior politicians and their advisers. University staff will be visiting Canberra again in May to speak with Labor shadow ministers and Coalition ministers from the local region.

3.2 Uses of the University Seal

It was resolved:

That the uses of the University Seal since 16 January 2007 be approved.

3.3 Cases Under Management

This matter was discussed in the closed session.

3.4 Presentation by Deputy Vice-Chancellor (International and Development)

Professor John Ingleson provided an overview of his first impressions of UWS, the opportunities he believes the University can pursue and what needs to be done to achieve them.

3.5 Presentation by Director, MARCS Auditory Laboratories

Professor Denis Burnham provided a briefing about MARCS Auditory Laboratories.

3.6 Our People 2015 Project

The Board noted the progress of the Our People 2015 strategic staffing plan and offered the following suggestions:

- Review the use of terms which concentrate on the age of staff
- The focus on a high performance culture might undermine collegiality
- Review 'stakeholders' where appropriate to determine which others, such as unions and staff, should be included
- Consider whether Indigenous Education should be included in Strategy 3
- Review process of academic promotion (Strategy 8)
- Regarding Strategy 9, would it be possible to acknowledge or provide evidence of proven institution intervention strategy.

The staffing plan will be reviewed and considered in detail by the Strategy and Resources Committee and then submitted for approval at the Board Strategy Day in June.

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 28 March 2007.

4.2 Audit and Risk Management Committee

4.2.1 Audited Financial Accounts for the Year Ended 31 December 2006

4.2.2 Board Report for UWS Annual Report

These matters are recorded earlier in these minutes, out of agenda sequence.

4.3 Academic Senate

The Board noted the report from the Chair of Academic Senate.

4.4 Board Standing Committee and Remuneration and Nominations Committee

This matter was discussed in the closed session.

4.5 Campus Development Committee – Commercial-in-Confidence

This matter was discussed in the closed session.

5 REPORTS AND RECOMMENDATIONS FROM THE COUNCILS AND OTHER UNIVERSITY COMMITTEES

5.1 Indigenous Advisory Council

The Board noted the report of the Indigenous Advisory Council meeting held on 12 March 2007.

It was resolved:

1. **That the Board of Trustees approves the reappointment of Mrs Christine Foreshew to the Indigenous Advisory Council for a further two year term from 1 June 2007 to 31 May 2009.**
2. **That the Board of Trustees approves the reappointment of Ms Kimberley Radford to the Indigenous Advisory Council for a further two year term from 1 June 2007 to 31 May 2009, or until she finishes her studies at UWS, whichever is the sooner.**
3. **That the Board of Trustees approves that Ms Lorraine Efeturk, Manager Badanami Centre, be appointed to the Indigenous Advisory Council to complete the term of Mrs Shirley Morgan, who has recently retired from the University. Ms Efeturk's appointment to the IAC to cease on 30 June 2008.**

5.2 Regional Council

The Board noted the report of the 29 March 2007 meeting of the Regional Council, without discussion.

5.2.1 Business and Industry Advisory Panel

The Board noted the report of the 23 March 2007 meeting of the Business and Industry Advisory panel, without discussion.

6 OTHER REPORTS

6.1 Occupational Health and Safety

The Board noted this report and, in particular, the information provided on the laboratory incident on Campbelltown Campus. The University will review and improve the availability of Occupational Health and Safety policy and procedures in relation to laboratory use.

6.2 Staffing Matters

The Vice-Chancellor advised that Professor John Loxton has not yet commenced his temporary role as Deputy Vice-Chancellor (Academic and Services), although it is hoped that he will be able to join the University in this role soon. The decision to appoint Professor Loxton in this temporary role, rather than calling for expressions of interest from within the University is consistent with policy and was taken to avoid creating a gap elsewhere in the University.

6.3 Infrastructure Development – New School of Medicine Building, Campbelltown Campus

This report was noted without discussion.

6.4 UWS School of Medicine

The Board noted this report and the Vice-Chancellor's advice that the number of approved full fee domestic places (currently 8) is likely to be reviewed in light of the fact that only 4 of these places have been filled in 2006.

6.4.1 Liverpool Medical Research Institute – UWS Contribution

It was resolved:

That the Board of Trustees agrees to the assignment of \$1.0m of the Capital Works Program as UWS' contribution to the Ingham Research Institute (IRI) at Liverpool, subject to confirmation of the contributions of other agencies or institutions and only when the project has commenced.

The Board noted Mr Medich's declaration that he is on the board of the Ingham Health Research Institute.

6.5 UWS College

This report was noted without discussion.

7 MATTERS TO BE RAISED BY BOARD MEMBERS

No other matters were raised by Board members.

8 OTHER BUSINESS

There was no other business.

9 NEXT MEETING AND CLOSURE

The next meeting of the Board is the Strategy Day to be held at 9.00am on **Wednesday 13 June 2007** in the Boardroom, Building AD, Werrington North Campus. This will be an all-day meeting.

The next ordinary meeting of the Board is scheduled to be held at 9.00 am on **Wednesday 25 July 2007.**

There being no further business, the meeting closed at 12.35pm

Confirmed by:

Chair

Date