

BOARD OF TRUSTEES

Minutes of the meeting 2013/4 of the Board of Trustees of the University of Western Sydney, held at 9am on **Wednesday 11 September 2013 in the Boardroom, Building AD, Werrington North.**

Present:

- Professor Peter Shergold AC (Chancellor)
- Professor Janice Reid AM (Vice-Chancellor)
- Mr Glen Sanford (Deputy Chancellor)
- The Hon Kim Yeadon (Deputy Chancellor)
- Ms Gillian Shadwick (Pro Chancellor)
- Mr Christopher Brown
- Mr Tim Ferraro
- Mrs Lorraine Fordham
- Ms Genevieve Gregor
- Mr Elie Hammam
- Ms Vivienne James
- Dr George Morgan
- Mr Michael Pratt
- Ms Gabrielle Trainor
- Associate Professor Paul Wormell

Apologies:

- Mr John Banks
- Mr Ian Stone

In Attendance:

- Ms Rhonda Hawkins (DVC Corporate Strategy & Services) and Secretary to the Board of Trustees
- Mr James Fitzgibbon (Associate Director, Secretariat)
- Mr Peter Pickering (Chief Financial Officer)
- Ms Sharon Rigney, minutes (Executive Officer, Secretariat)
- Ms Christine Sharpe (Committees Officer, Secretariat)
- Mr Paul Woloch (Director, Governance Services)

1. OPENING AND PROCEDURAL MATTERS

1.1. Welcome

The Chancellor welcomed those present and extended a warm welcome to Elie, Tim and Genevieve for their first Board meeting.

1.2. Apologies

The Board accepted apologies from John Banks and Ian Stone.

1.3. Declarations of Interest

The Chancellor reminded Board members of the need to declare any real or perceived conflicts on any Board agenda items. Lorraine Fordham advised the meeting that she is a member of the UWS CPSU bargaining team in the current round of enterprise bargaining. The Chancellor reported on his role as a member of the Coalition Costing Review Panel under 3.1 Chancellor's Report.

1.4. Starring of Items

In addition to procedural items (items 1.1 to 1.6), the following items were starred: 2.2, 3.1, 3.2, 3.3, 3.6, 3.7, 3.8 and all items under 4.

Resolution

The Board of Trustees resolved that all unstarred items be taken as considered and all recommendations in the attachments for them as adopted.

1.5. Arrangement of Business

The Board agreed with the Chancellor's suggestion that the meeting would commence with a closed session to consider items 3.1, 3.3, 3.7, 4.4, 4.4.1, 7.4, and an additional matter under other business (9.1), with the open session resuming thereafter for the remaining starred items.

1.6. Confirmation of Minutes

Resolution

Subject to the minor editorial changes noted, the Board of Trustees resolved to confirm the Minutes and Confidential Minutes of the 5 June 2013 meeting, the minutes of the 29 July 2013 meeting, and the minutes of the Board of Trustees Strategy Day held on 6 June 2013,.

1.7. Action Sheets from Previous Meetings

The Board noted the actions from previous meetings without discussion.

CLOSED SESSION

The Board's closed session discussions included the following items:

- 3.1 Chancellor's Report**
- 7.4 Federal Election Result**
- 9.1 UWS and a potential sponsorship**
- 3.3 Cases Under Management**
- 3.7 Parramatta CBD**

- 4.4 Board Standing and Remuneration & Nominations Committees
- 4.4.1 Election of Deputy Chancellors

2. BUSINESS ARISING

2.1. Our Future Action Program – Status Report

The Board noted the report without discussion.

2.2. Making the Difference 2014-2016

The Board was asked to consider the changes made to the Making the Difference strategy following discussions at the Strategy Day in June 2013. The final MTD will be brought back to the December Board meeting for endorsement.

Resolution

The Board of Trustees resolved to endorse the *Making the Difference: 2014-2016* strategy.

3. NEW GENERAL BUSINESS AND MATTERS FOR DISCUSSION/DECISION

3.1. Chancellor's Report

This item was discussed under closed session.

3.2. Vice-Chancellor's Report

The Vice-Chancellor reported on the establishment of the Foundation Council and that the next meeting is to be held on 30 October 2013. Recruitment to the Executive Director, Advancement position is underway.

3.2.1. Campus Design Covenants

The campus design covenants document articulates the principles that underpin building design across all UWS campuses and will ensure that each campus character and presentation are preserved.

3.3. Cases Under Management

This item was discussed under closed session.

3.4. UWS Community and Regional Engagement- Masterplan

The University's community and regional engagements were well regarded by the review panel in December 2012 and a series of recommendations were made that require a more strategic framework. An action plan has been developed and includes initiatives such as the UWS Gateway and sports strategy, and aims to establish UWS in a leadership position as *the* higher education provider of Western Sydney. A comprehensive progress report will be prepared for the December Board meeting, with a view to presenting the final plan to the Board meeting in February 2014. The Board made the following resolution:

Resolution

The Board of Trustees resolved to endorse the action plan with a view to a wider consultation process with engagement partners and UWS staff to develop a UWS Engagement Strategic Plan for presentation to Board of Trustees at its February 2014 meeting.

3.5. Amendment to Revocation of Award Rule

The following resolution was made without discussion:

Resolution

The Board of Trustees resolved to amend the *Revocation of Awards Rule*, as per the revised version provided to the Board, pursuant to section 41 of the *University of Western Sydney Act 1997* and clause 44 of the *University of Western Sydney By-Law 2005*, to take effect upon publication in accordance with clause 45 of the By-Law.

3.6. UWS Maldives Project

The Board discussed this project that aims to deliver quality policing training to police in the Maldives. This project forms parts of a series of planned regional partnerships.

3.7. Parramatta CBD

The Deputy Chancellor and chair of the Campus Development Committee, the Hon. Kim Yeadon, briefed the Board on a joint meeting of the Finance and Investment and Campus Development Committees held on 4 September to discuss the University's approach to occupancy in the Parramatta CBD. The discussion took place in the closed session.

3.8. Student Representation & Participation Model

The Chair of the group reviewing the effectiveness of student representation across the University, Dr Paul Wormell, outlined the recommended changes to make this model more effective. The model appears to be working well with students having more opportunities to get involved at the campus level, and this engagement is expected to increase over time.

Resolution

The Board resolved to endorse the following:

That the terms of office for Student Campus Council (SCC) office bearers remain at the current length of one year.

A change to the identified positions of International, Residential and Postgraduate on each of the SCCs, so that when no eligible student nominates for these positions, and additional nominations are received for the six General Member positions, that the identified positions will become General Member positions for the length of their terms. Should no additional General Member nominations be received, these positions will remain vacant until a by-election can be called.”

That the timing for the introduction of the new system for election of clubs representatives on the SCCs will be the main round elections in September 2014, and that the existing arrangement for the election of club reps through the Campus Clubs Forums continue until then.

4. REPORTS AND RECOMMENDATIONS FROM BOARD COMMITTEES

4.1. Finance and Investment Committee

The Deputy Chancellor and chair of the Finance and Investment Committee, Glen Sanford, spoke to the report of the meeting held on 8 August 2013. The annual rise in parking fees was considered fair and minimal, and acknowledges the necessary subsidy by the University for the provision of parking on UWS campuses.

The ownership and support of the student management system Callista is facing some challenges, with the current owner Deakin University wanting to divest itself of Callista to move to an alternative student system. A progress report will be brought back to the December meeting of the Trustees.

4.1.1. 2014 Budget Development

This item was noted without discussion.

4.1.2. Parking Strategy

This item was discussed under 4.1 and the following resolution was made:

Resolution

The Board resolved to increase parking permits by 3% for 2014 and to adjust an off-peak (Orange) parking permit start time to 5.30pm.

4.1.3. Callista

This item was discussed under item 4.1.

4.2. Audit and Risk Management Committee

The Deputy Vice-Chancellor (Corporate Strategy and Services) spoke to the report from the meeting held on 23 July 2013. Risk strategies are in place to address succession planning issues. The untaken leave balances are being reduced following the successful implementation of strategies to address this issue. The University will be implementing a total smoke-free campus policy from 1 January 2014 and is not the first university to do so.

4.3. Report from the Chair of Academic Senate

The Board noted the report from the Chair of Academic Senate on the meeting held on 26 July 2013.

The Chair of Academic Senate also provided the following verbal report:

- Senate has a large volume of work under way, and Committees at the School/Badanami and Research Institute level are particularly busy.
- There is a large volume of business for course and unit approval meetings, in connection with UWS Summer, Parramatta City, Blended Learning, AQF compliance, and general updating of curricula.
- A new task for the Research Studies Committee is assessing PhD candidatures under the Autonomous Sanctions legislation.
- Senate agendas have been planned to address a wide range of academic issues and engage closely with the Our Future projects and other initiatives such as The Academy.
- Senate is watching developments in the sector with great interest, especially around the role of TEQSA and the AQF. Before the election it was clear that both sides of politics intended to streamline some regulatory processes, including some of TEQSA's activities. Also the Higher Education Standards Panel intended to streamline and simplify the Standards Framework that we are measured against, but if anything is setting a more exacting and forward looking set of standards, especially in terms of student learning and research. The Board will be kept updated on developments from Senate's perspective, but of course standards and quality are an all-of-institution responsibility.
- The discussion about concentration and focus in our areas of learning and teaching strength is being picked up in the Our Future Academic Programs and Pathways project, where one of the guiding principles is to align the academic program with our teaching and research strengths. The difficulty is that this doesn't necessarily align with student demand.
- A proposal that Senate should sponsor or co-sponsor some University forums on matters of academic interest is in train.

4.4. Board Standing and Remuneration & Nominations Committees

The Board discussed this item in closed session and passed resolutions regarding Board appointments and honorary awards.

4.4.1. Election of Deputy Chancellors

A paper outlining the procedure for electing the Deputy Chancellors was tabled. The Board discussed this item under closed session and passed the following resolution:

Resolution

The Board resolved to declare Gillian Shadwick and Michael Pratt elected as Deputy Chancellors for terms of office coinciding with their terms as members of the Board.

4.4.2. Board of Trustees Undergraduate Student Member- Casual Vacancy

The Board was advised that the Undergraduate Student Member position on the Board is currently vacant as the previous incumbent is no longer a UWS student, and made the following resolution:

Resolution

The Board of Trustees, in accordance with Clause 43 of the UWS By-law, resolved to appoint the student who is declared elected at the forthcoming election for the undergraduate student position on the Board for 2014-15, as a member of the Board from the date of declaration until 31 December 2013, to fill the casual vacancy in the position of undergraduate student member of the Board, subject to their consent.

4.5. Campus Development Committee (CDC)

The Deputy Chancellor and chair of the CDC, the Hon. Kim Yeadon, briefed the Board on discussions at the 2 August meeting of CDC. Plans to establish biobanking on the Hawkesbury campus have not progressed due to an Aboriginal land claim over the site. The Committee agreed that the onus is on the University to advance a proposition that has an educational purpose and that benefits both parties, and has referred the matter to Executive for discussion. The Committee also discussed the problems associated with the management and usage of the Hawkesbury campus due to it being Crown Land, and agreed that land-usage of the whole campus needs to be reviewed strategically.

5. ADVISORY BODIES

5.1. Aboriginal and Torres Strait Islander Advisory Council

The Board noted the report of the meetings held on 25 June and 14 August without discussion.

6. USES OF THE UNIVERSITY SEAL

The Board made the following resolution without discussion:

Resolution

The Board of Trustees approved the uses of the University Seal since the last report, as detailed in the report provided to this meeting.

7. OTHER MATTERS FOR NOTING

7.1. Staffing Matters

The Board noted the report without discussion.

7.2. 2013 Review of UWS Aboriginal and Torres Strait Islander Education

The Board noted the report without discussion.

7.3. Gender Equality and Diversity Activities

The Board noted the report without discussion.

7.4. Federal Election Result

The Board discussed the briefing paper on the results of the Federal election held on 7 September in closed session and made the following resolution:

Resolution

The Board of Trustees resolved to:

- (a) **note the changes in federal political representation arising from the 7 September 2013 election;**
- (b) **consider the potential and actual implications of these changes on the University; and**
- (c) **continue to build relationships with key political representatives.**

8. MATTERS TO BE RAISED BY BOARD MEMBERS

There were no matters raised by Board members.

9. OTHER BUSINESS

An additional item of business relating to the University's sports' strategy was discussed under closed session.

10. NEXT MEETING AND CLOSURE

The next meeting of the Board is scheduled to be held at 9am Wednesday 4 December 2013, The Boardroom, Female Orphan School, Parramatta Campus. The Chancellor drew the Board's attention to the change of venue for the next meeting.

There being no other business, the meeting closed at 12.40pm.

Confirmed by:



Chair

4/12/13

Date