

## BOARD OF TRUSTEES

**Minutes** of meeting 06/6 of the Board of Trustees of the University of Western Sydney, held at 9.00 am on **Wednesday 29 November 2006**, in the Boardroom, Building AD, Werrington North.

**Present:**

- Mr John Phillips AO (Chancellor)
- Professor Janice Reid AM (Vice-Chancellor)
- Dr Michael Bezzina
- Ms Linda Burney
- Hon Jan Burnswoods
- Professor Anne Cusick
- Ms Mary Foley
- Mr Luke Fomiatti
- Ms Genevieve Kelly AM
- Ms Gabrielle Kibble AO
- Mr Roy Medich OAM
- Mr Geoffrey Roberson
- Ms Tanya Rubin
- Mr Glen Sanford
- Ms Elfriede Sangkuhl
- Mr Ian Stone
- Hon Kim Yeadon

**In Attendance:**

- Professor Rob Coombes
- Mr Mark Croucher
- Ms Rhonda Hawkins (Secretary to the Board)
- Mr Greg Holland
- Professor Wayne McKenna
- Ms Sharon Rigney
- Ms Edith Taylor
- Mr Mike Webster
- Ms Amanda Whibley
- Mr Paul Woloch
- Professor Chung-Tong Wu
- Ms Marian Alley
- Ms Jo Maguire (Minutes secretary)

A number of students attended for item 4.1.2

## 1 OPENING AND PROCEDURAL MATTERS

### 1.1 Welcome

The Chancellor welcomed those present, noting it was the final meeting for Dr Michael Bezzina and Mr Geoffrey Roberson.

Dr Bezzina has accepted a position in the School of Educational Leadership at Australian Catholic University and has resigned as a Ministerial appointee to the Board and as a member of the Regional Council. The Chancellor thanked Dr Bezzina for his service to the University and the Board of Trustees.

Mr Geoffrey Roberson, Deputy Chancellor, is leaving the Board at the end of this year, after completing his third term. Personally and on the Board's behalf, the Chancellor sincerely thanked Mr Roberson for his contributions to the University and higher education, and particularly more recently to TVS and uwsconnect. Mr Roberson is the longest serving member of the Board of Trustees, having been a member of the Board since 1992.

The Chancellor also thanked Professor Tong Wu, who is retiring as Deputy Vice-Chancellor (Development and International) at the end of the year, for his contributions to the development of international education at UWS and for his role in improving relations between the University and other educational institutions overseas.

## **1.2 Apologies**

An apology from Ms Jennifer Brown was noted.

## **1.3 Starring of Items**

The following items were starred: 1.1, 1.2, 1.3, 1.4, 2.1.1, 2.3, 2.4, 3.1, 3.2, 3.4, 3.6, 3.7, 4, 6.7.

*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 2.3, 3.4, 3.6, 4.2.1, 4.3.1 and 4.5 were listed for discussion 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 11 October 2006, and the minutes of the special meeting held on 6 November 2006, be confirmed.**

*[Following the closed session, the Chancellor re-ordered the agenda to allow early discussion of item 4.1.2 Post-VSU Student Services. Ms Burney left the meeting following this item at 10.55am, due to another commitment.]*

## **2 BUSINESS ARISING**

### **2.1 Strategic Planning:**

#### **2.1.1 Strategic Planning – the Integrated UWS Strategy**

Board members provided comments to the Vice-Chancellor on the pyramid and roadmap. These comments were welcomed and will be taken into consideration in the final documents to be provided to the Board in early 2007.

### **2.1.2 Strategic Planning for UWS Campuses**

*It was resolved:*

**That the Board of Trustees notes this report.**

### **2.1.3 Our People 2015 – Strategic Staffing Plan 2007-2015**

This item was noted without discussion.

### **2.1.4 Proposed Space Redistribution after Occupation of New Teaching Building**

This item was noted without discussion.

## **2.2 UWS College**

This item was noted without discussion.

## **2.3 TVS (Television Sydney)**

This item was discussed in the closed session.

## **2.4 Information Technology Strategy Committee**

*The Board resolved:*

**To note the appointment of Dr Elaine Lally and Ms Thea Seabrook as staff representatives to the UWS IT Strategy Committee for a two-year period, commencing December 2006.**

## **3 NEW GENERAL BUSINESS & MATTERS FOR DISCUSSION / DECISION**

### **3.1 Vice-Chancellor's End of Year Review**

#### **3.2 Vice-Chancellor's Report**

The Vice-Chancellor spoke to her reports, advising that 2006 has been a challenging and increasingly successful year. She thanked the Board for the help and support it had provided, particularly in providing feedback on strategies. The University has had to face declining Government resources but, with extraordinary commitment from staff, the University is progressing and achievements of note include:

- the implementation of the realigned academic structure of three colleges and 17 schools and a comprehensive institution-wide recruitment process for two Pro Vice-Chancellor positions, two Executive Deans, 16 Heads of School and a number of professorial positions supporting the Research Investment Strategy and the Medical School;
- significant improvement in student satisfaction and retention;
- a strong financial position including a projected operating surplus of \$20M;
- progress on the campus development project;
- the opening of the new teaching building on the Parramatta campus, our first major capital project since 1996;
- a successful AUQA audit process;
- refining and focusing the many UWS plans and projects into an integrated strategy for action;
- appointment of the Dean of Indigenous Education with an initial focus on implementing the recommendations of the Indigenous Education Review;
- outstanding achievements in community engagement projects as acknowledged by the AUQA panel, including the Sudanese community project supported by the Regional Council; and

- substantial progress in implementing the Research Investment Strategy and in research performance more broadly.

The Vice-Chancellor acknowledged the leadership of the Foundation Dean of Medicine which, in conjunction with the Board's support, has achieved the establishment of the School, accreditation by the Australian Medical Council for the first intake of students in 2007, and the commencement of the Medical School building on Campbelltown campus. The Board recorded its appreciation to Professor Yeomans and his staff for their hard work in the establishment of the UWS Medical School.

*The Board formally resolved:*

**To commend the Vice-Chancellor and Executive on the achievements of 2006.**

### **3.3 Uses of the University Seal**

*It was resolved:*

**That the uses of the University Seal since 26 September 2006 be approved.**

### **3.4 Cases Under Management**

This item was discussed in the closed session.

### **3.5 Australian Universities Quality Agency (AUQA) Audit and Visit**

This report was noted without discussion.

### **3.6 Results of Board Performance Questionnaire**

This matter was discussed briefly in the closed session.

### **3.7 College of Arts – Presentation by Executive Dean**

Professor Wayne McKenna provided a presentation which included the College of Arts' strategic goals; its mutually beneficial partnerships with community; its professionally oriented and flexible academic programs and its high quality research and research training.

The Board were advised that the continued provision of a Bachelor of Performance is not viable under the current Federal funding arrangements.

#### **3.7.1 Communication Plan for Bachelor of Contemporary Art and Bachelor of Performance Intake 2007**

This item was noted without discussion.

## **4 REPORTS AND RECOMMENDATIONS FROM BOARD COMMITTEES**

### **4.1 Strategy and Resources Committee**

The report of the Strategy and Resources Committee meeting held on 16 November 2006 was noted. Key reports arising from that meeting are itemised below.

#### 4.1.1 2007 Budget

The Board's discussion of the 2007 Budget document included the following:

- Although the master planning project is yet to be completed, some assumptions have been built into the 2007 budget, one being that a second new teaching building will be required at Parramatta campus and \$17m towards the total cost has been budgeted in 2007. Ms Kibble pointed out that it may not be realistic to expect that significant expenditure would be incurred in 2007.
- Mr Holland advised that the increase in the budget for Infrastructure Renewal is caused by a timing issue and that work not carried out in 2006 will need to be undertaken in 2007.
- Mr Roberson questioned the increased expenditure budget under "Other Expenditure", 2007 compared to 2006, and it was agreed that an explanation thereof should be incorporated into the notes for the 2007 Budget. Mr Holland will also provide to the Board a detailed breakdown of the budget line items.
- Ms Kelly sought information on the academic implications of the University Funding Model (UFM) and the decision to charge for space. It was noted that Deans and Heads of Schools have been engaged in discussions about the development of the UFM and that, although more work is being done on the allocation methodology, Deans and Heads of Schools have agreed to the allocation model as it is. This information should be conveyed by them to their staff.
- Ms Kelly also raised concerns about the measures to be used for performance-based funding for Engagement in the UFM. It was agreed that having indicators for University engagement is very difficult and that this aspect of the UFM should be clarified or reviewed.
- Ms Foley advised that these elements of the UFM are not a governance level issue for the Board's approval but rather should be determined at the Divisional and College level throughout the year.
- In light of the predicted 2006 surplus, Mr Sanford questioned whether expenditure constraints had been too substantial. The difficulty of predicting expenditure was noted, including the delays in recruiting senior Research positions. The University's culture in the past was one of spending but, since the 2004 deficit, the University has assumed a more conservative approach to expenditure and income projections. The Chancellor also highlighted that the surplus is not consistent across the University and that some areas are overspent.
- Ms Foley cautioned that the projected underlying surplus for 2007 is \$3m which might suggest that the University is fully funding its activities and has a surplus. However, a delay in the property strategy could impact on this.
- It was agreed that the Board's previous decision to use funds from the property strategy for the non-operational strategic developments of teaching facilities and research should be provided to the Board and reconfirmed. The consolidated documents from previous Board meetings will be provided to the next Board meeting in February 2007.

*The Board resolved:*

**To approve the UWS 2007 Budget, subject to the matters discussed.**

#### **4.1.2 Post VSU Student Services**

The Board noted the first progress report on action items as determined at the 9 August 2006 meeting, on a range of post-VSU student services to be provided by the University. The Board discussed the proposals and the financial status of the Associations in some detail and some students attending the meeting addressed the Board with the concession of the Chancellor.

*Given the University's funding position for 2007 and the level of subsidy already agreed, it was resolved that:*

- 1. The 2007 subsidy of \$450,000 to UWSSA is confirmed.**
- 2. The costs of the front of office staff be reviewed in 2008.**

#### **4.1.3 Financial Reports**

The Board noted the financial reports to end-September 2006, including an overview of performance against budget. Current projections of full year financial performance show an estimated underlying operating surplus of approximately \$20m to December 2006. This is primarily due to expenditure against budget being significantly lower than expected and excludes land development, Board initiatives, capital grants and entities.

Mr Roberson sought clarification on the financial status of uwconnect which, on the information provided in the financial and entities reports, appears to be operating at a loss. Mr Holland clarified that this is merely a result of the timing of the transfer of Student Activities Fund to uwconnect and that the company is not operating at a loss.

#### **4.1.4 Entities Report**

The Board noted the quarterly reports on entities. Ms Foley acknowledged that there is an urgent need of a shareholders agreement with Phytonova.

#### **4.2 Audit and Risk Management Committee**

The report of the Audit and Risk Management Committee meeting held on 10 November 2006 was noted.

*The Board resolved:*

**To approve the Delegations (Administrative) Policy for 2007 to come into effect from 1 January 2007.**

#### **4.2.1 Linkwest Limited – Risks Associated with AMEP Tender**

This matter was discussed in the closed session.

#### **4.3 Campus Development Committee**

The Board noted this progress report on each of the current projects.

#### **4.3.1 Sale to Anglican Retirement Village**

This item was discussed in the closed session.

#### **4.4 Academic Senate**

The Board noted the report of the Academic Senate held on 13 October 2006.

*It was resolved:*

**That the Board approves the provisions in the proposed Cotutelle Policy that provide for a research degree graduate's UWS testamur to state that the award was made as a consequence of a cotutelle agreement, and name the French university.**

#### **4.5 Board Standing Committee and Remuneration and Nominations Committee**

This item was discussed in the closed session.

##### **4.5.1 Possible UWS By-Law Amendments**

This matter was discussed in the closed session.

##### **4.5.2 Undergraduate Fees Policy**

This matter was discussed in the closed session. <sup>1</sup>*An extract of the closed session minutes is provided hereunder:*

The Board considered a revision to the University's undergraduate fees policy and agreed to re-affirm its basic policy position relating to undergraduate fees. The new policy restates the Board's position of not supporting fee-paying places for mainstream undergraduate places but deletes and revises out of date references to Commonwealth requirements. The Summer and Winter Subject Fees Policy has become redundant and will be repealed.

*It was resolved:*

**That the Board approves the Fees for Undergraduate Level Programs Policy (as per Attachment A to the agenda item) to replace the current policy.**

### **5 REPORTS FROM COUNCILS OF THE UNIVERSITY**

#### **5.1 Regional Council**

This item was noted without discussion.

##### **5.1.1 Business and Industry Advisory Panel**

This item was noted without discussion.

### **6 OTHER REPORTS**

#### **6.1 Occupational Health and Safety**

This report was noted without discussion.

#### **6.2 Staffing Matters**

This report was noted without discussion.

#### **6.3 New School of Medicine Building**

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<sup>1</sup> The insertion of this extract of the closed session minutes was agreed to by the Board at its 21 February 2007 meeting.

This report was noted without discussion.

**6.4 Medical School**

This report was noted without discussion. The Vice-Chancellor spoke about the Medical School's accreditation at item 3.1.

*It was resolved:*

**That the limit set on domestic fee paying students be increased from 8 to 24. The intention is to enrol no more than 8 if the 95 Commonwealth places are filled, and only use additional domestic fee paying places if the Commonwealth places cannot be filled. The School will enrol no more than 103 students.**

**This recommendation is a risk management strategy to provide a hedge against a threat that the 95 Commonwealth places might not be filled, as a consequence of the new requirement that 25% of places be bonded.**

**6.5 Research Investment**

This report is included in the 2007 budget document at item 4.1.1.

**6.6 International Activities**

This report was noted without discussion.

**6.7 Outcome of Election – Graduate Member**

The Board noted the recent election of Ms Jennifer Brown.

**7 MATTERS RAISED BY BOARD MEMBERS**

There were no matters raised by Board members, other than those recorded elsewhere in these minutes.

**8 OTHER BUSINESS**

There was no other business.

**9 NEXT MEETING AND CLOSURE**

The next ordinary meeting of the Board will be held at 9.00am on Wednesday 21 February 2007 in the Boardroom, Building AD, Werrington North Campus.

There being no further business, the meeting closed at 1.05pm.

Confirmed by:

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Chair

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Date