

2006

**THE UNIVERSITY OF MELBOURNE**

**COUNCIL MEETING NO. 7**

A meeting of the Council was held in the Council Chamber, 1<sup>st</sup> Floor, Old Quadrangle on Monday 10 July 2006 at 4.00p.m.

**Present**

**Members**

The Chancellor (Mr I Renard) (in the Chair)  
The Deputy Chancellor (Dr B Lochtenberg)  
The Vice-Chancellor (Professor G Davis)  
The President of Academic Board (Professor L Skene)  
Ms E Alexander, Mr T L Anning, Dr M Doig, Professor M Elgar, Mr P Erickson,  
Ms L Ooi, Ms E Ritchie, Ms M Sloss, Ms R Storelli, Mr E Thornley and Hon Mr D White.

**Others Attending**

The President of Convocation (Ms L Boston)  
The President of the Victorian College of the Arts (Mr I McRae)  
The President of the Postgraduate Association (Mr A Williams)  
The President of UMSU (Ms J Giles)

The Deputy Vice-Chancellor (Academic) (Professor P McPhee)  
The Deputy Vice-Chancellor (Innovation & Development) (Professor V Braach-Maksvytis)  
The Deputy Vice-Chancellor (Research) (Professor J McKenzie)  
The Senior Vice-Principal (Mr I Marshman)  
The Vice-Principal and Academic Registrar (Ms G Luck)  
The Vice-Principal (Information) (Ms L O'Brien)  
The Vice-Principal and General Counsel (Mr C Penman)  
The Vice Principal and Chief Financial Officer (Mr D Percival)  
The Vice-Principal (Human Resources) (Ms E Baré)  
The Vice-President of Academic Board (Professor P Pattison)

The Acting University Secretary (Mr J Green)  
The Director, Office of the Vice-Chancellor (Mr D Speagle)  
The Senior Media Adviser (Ms C Buckridge)  
Ms E Fazio.

*The following Deans attended for Council's discussion of listed key issues:*

The Dean of the Faculty of Engineering (Professor J van Deventer)  
The Dean of the Faculty of Law (Professor M Crommelin)

## **Business**

### **1. Formal Matters**

#### **Apologies, and Leave of Absence Requests [ Item A01]**

Council received an apology from Mr Briggs, Mr Hehir and Judge Lawson.

Leave of absence for the meeting had been granted to Associate Professor Allen, Justice Chernov and Professor Li.

Leave of absence for the September 2006 meeting was granted to Mr Renard, Dr Lochtenberg and Professor Li.

#### **Returning Officer's Report [A02]**

There was nothing to report.

### **2. Minutes of Previous Meeting and Follow Up Action Sheet [Item A1(a) and Item A1(b)]**

**2.1** The minutes of Council meeting 6/06 held on 5 June 2006, copies of which had been distributed, were confirmed.

**2.2** The Action Sheet from Meeting No. 6/06 was noted.

**2.3** The following matters, which were not dealt with elsewhere in the agenda, were discussed at the meeting:

#### **2.3.1 Fee Level for Student Members**

The Chancellor reported that a meeting between himself, the Vice-Chancellor, Presidents of the student bodies and elected student members of Council, had been arranged following the Council meeting to discuss fee levels for student members of Council.

#### **2.3.2 Remuneration of External Members of University Commercial Entities**

The Vice-Chancellor reported that he had met with the Chair of Melbourne University Publishing Ltd and agreement 'in principle' had been reached for a re-organisation of the Board and a revised fee structure for the external directors. The Assistant University Secretary was requested to implement the changes and a report will be presented to the next Council meeting.

The Deputy Vice-Chancellor (Innovations & Development) reported, as Chair of Melbourne Ventures Pty Ltd, that the three external directors had tendered their resignations because of potential conflicts of interest and to enable the Board to review and restructure its commercial strategy, in conjunction with the University as the sole shareholder. A further report will be presented to the next Council meeting.

### **3. Declarations of Interest [Item A2(a)]**

The Chancellor called for any declarations of interest for items on the agenda for the current meeting. No declarations were received.

#### **4. Starring of Additional Items [Item A2(b)]**

Additional items - A3(c); A5(A)1-4; A5(B)6, 9 & 19; A6.5; A7.1 & 2, 7.4; A11.1; A13(a)1 & 2; B1(a)7; B1.b(3) and C.3 were starred for discussion.

The numbering of items in B2 was amended following the deletion of Item 5 of the Recommendations and the consequential renumbering of the Report numbers 5 -13.

#### **5. Motion to Adopt or Receive “Unstarred Items of Business” [Item A2(c)]**

In accordance with established procedure, it was formally agreed that the items of business that were not to be specifically discussed should be adopted where containing recommendations or received where containing reports.

#### **6. Chancellor’s Matters [Item A3]**

Before dealing with the agenda listed items, the Chancellor gave a brief report on the Council Chamber Multimedia Upgrade, Council Portal Project, arrangements for payments to eligible Council members and the establishment of a Workplace Giving Fund.

##### **6.1 Council Planning Conference 2007 and Suggested Meeting Dates for 2007**

Council noted that the Council Planning Conference has been scheduled for 16 &17 February, 2007 with the venue being the Melbourne Business School’s Mt Eliza campus. Council members were invited to advise the Acting University Secretary if they wanted to make arrangements to have their partner accompany them to the Conference.

Council approved the following meeting dates for 2007 -

March 5  
April 2  
May 14  
June 4  
July 9  
August 13      *(being Briefing by Vice-Chancellor and discussion with Council, Deans and Heads of Departments and Convocation members)*  
September 10  
October 8  
November 12  
December 10

##### **6.2 Sixth National Conference on University Governance**

Council noted the upcoming Sixth National Conference on University Governance in Canberra on 10-11 October, 2006.

##### **6.3 Structures and Relationships – Presentation**

Council received the Structures and Relationships presentation by the University Secretary. The University Secretary was commended for the excellent presentation.

In considering the presentation, Council noted that there was still work to be done to formalise the recognition of around forty hospitals and health agencies for clinical teaching and supervision in degrees and diploma courses. Also there was a need to recognise around thirty similar bodies associated for teaching purposes for clinical instruction and practice in specific disciplines with clinical schools. This was identified as a possible strategic issue for consideration at the next Council meeting.

It was also noted that the dichotomy between “Schools” and “Centres” needed to be reviewed in the University’s Regulations by the Legislation and Trusts Committee.

#### **6.4 Proposed Departmental Allocation in respect of Council Members who are Full-time Members of University Staff**

Council received and noted the report outlining the proposed Departmental allocation in respect of funds for University staff who are elected Council members.

Council approved the recommendation that payment of funds commensurate with the remuneration of eligible external Council members (presently \$13,000 pa) be made from GUC funds to departments in which full-time University staff members who are elected Council members are based. This payment is intended to compensate those departments for the staff members’ time in attending to their Council duties.

#### **6.5 Taking Stock – August Meeting**

The Chancellor advised members that the Taking Stock meeting is scheduled for Monday 14 August and the focus of the meeting will be a report on the progress of *Growing Esteem*.

### **7. Listing of Key Issues and Documents for Discussion [Item A4(a)]**

The following items were listed under Key Issues and Documents for Discussion –

#### **7.1 Proposal for a Growing Esteem Transition Fund**

*(document A5, report 1; A7, report 2 and B1(b), report 3)*

A report titled “*Growing Esteem* Transition Fund”, prepared for Finance Committee and Council and presented at the Planning and Budget Committee Conference, was tabled. The purpose of the fund is to provide targeted assistance to faculties with courseware development and structural adjustment costs associated with the implementation of business plans to give effect to *Growing Esteem* and the Melbourne Model.

Council adopted a recommendation from Finance Committee for a *Growing Esteem* Transition Fund of \$85 million, contributed on a \$3 University : \$1 faculty basis, to operate over 2007 – 2012 to provide financial assistance to support the transition to the Melbourne Model and strengthen research and research training capability. This recommendation was made subject to the demonstration to Finance Committee of appropriate business planning prior to the release of any funding and subsequent reporting confirming the effective utilisation of the fund. Finance Committee also agreed that the fund would be discontinued if the quarterly reporting to be provided did not demonstrate that intended outcomes were being delivered.

#### **7.2 Response to the Broers Review of the Faculty of Engineering**

*(document B1(a), report 7)*

The Chancellor invited Professor van Deventer, Dean of Engineering, to speak to this item. Professor van Deventer tabled a presentation outlining the progress and approach taken by the Faculty of Engineering in response to the review.

The Dean reported that the Faculty was on target to implement the recommendations from the Broers Review by the end of the year. The Faculty’s Strategic Plan will be tested against the University’s budget model. An invitation was to be extended to Lord Broers to revisit the University, possibly in the New Year, to follow-up on his initial review.

## **8. Growing Esteem Implementation Reports [Item A4(b)]**

### **8.1 Update – July 2006**

*This matter was dealt with under Item 9.3 below.*

## **9. Vice-Chancellor's Report [Item A5]**

Council received and noted the Vice-Chancellor's Report.

### **9.1 Talloires Declaration on the Civic and Social Responsibilities of Higher Education**

The Vice-Chancellor reported that the University had been invited to sign the Talloires Declaration on the Civic and Social Responsibilities of Higher Education. Council was advised that signing the Declaration would provide an additional public demonstration in an international forum of the University's commitment to the ideals underlying knowledge transfer. It would also complement the University's commitment to knowledge transfer, as part of *Growing Esteem*.

Council adopted a recommendation that the University sign the *Talloires Declaration on the Civic and Social Responsibilities of Higher Education*.

### **9.2 Implementation of VSU**

Council noted a report from the Vice-Principal and Academic Registrar, Ms Gillian Luck, detailing the response by the University and University Student Bodies to the implementation of Voluntary Student Unionism. The student representatives on Council and the Presidents of the University of Melbourne Student Union and University of Melbourne Postgraduate Association were invited to comment on the report which outlined proposed allocation of funds for 2007, approved by the Planning and Budget Committee, and the proposed "New Model" allocation for 2008 and beyond.

### **9.3 Growing Esteem Implementation Update**

The Update reported on the Academic Board's approval of the nomenclature for the six new generation degrees, by a majority decision and the meeting with Commonwealth Minister for Education, Science and Training, Julie Bishop, on 31 May to discuss matters relating to the implementation of *Growing Esteem*. The opportunity was also taken at the meeting with the Minister to discuss the regulations governing eligibility for Youth Allowance and the existing caps on FEE-HELP loans.

### **9.4 Meeting with Lynne Kosky, Victorian Minister for Education and Training**

Council was advised that the topics discussed included the transfer of any unused CSPs to other Victorian universities and the desirability of public transport concessions for international and graduate students. The Vice-Chancellor reported that he would be reverting back to the Commonwealth Government's "Policy Advocacy Task Force".

### **9.5 Australia-China Free Trade Conference in Shenzhen**

The Vice-Chancellor reported that he took the opportunity when attending the conference on the proposed Australia-China FTA in Shenzhen to update international Council member, Professor Li, on the progress with *Growing Esteem* and other recent developments at the University.

## **9.6 Appointment of Dean of Music**

Council noted the appointment of Associate Professor Cathy Falk as Dean of Music for the period from 1 July 2006 to 31 December 2007. Associate Professor Falk has been acting as interim Dean since 1 January 2006, following the appointment of the previous Dean, Professor Warren Bebbington, to the position of Pro Vice-Chancellor (University Relations). Council also noted that Associate Professor Falk's appointment would need to be reviewed at the conclusion of Professor Bebbington's current appointment.

## **9.7 Compliance report**

The July Compliance Report to Council from the Vice-Principal and General Counsel, Mr Chris Penman, was included in the agenda papers. The Council noted, with concern, the Environmental Health & Safety Report and the potential loss of its SafetyMAP certification and self insurance licence, if major non-conformances and other deficiencies identified in the SafetyMAP audit are not adequately addressed. A full report will be presented to the next Council meeting.

## **9.8 Senior Appointments and Promotions Committee Report**

Council noted the Seniors and Promotions Committee Report, which will be periodically provided to Council. Council noted with concern that only two females had been appointed to Level E appointments. Future reports should also include citations for senior appointments.

## **9.9 School of Enterprise**

Council endorsed the following recommendations:

- that Ms Mariann Fee, Executive Dean, School of Enterprise, be invested with the authority necessary to confer certain degrees and diplomas of the University of Melbourne at the Graduation Ceremony of the University's School of Enterprise, to be conducted at the Hawthorn campus; and
- Professor Skene, President of Academic Board, be authorised to make the Formal Statement for Council regarding the vesting of authority in the Executive Dean, School of Enterprise to confer the awards at the Graduation Ceremony and to make the Official Declaration.

## **10. Council Nominations and Governance Committee [Item A6]**

Council received and noted the report of meeting 3/06 of the Council Nominations and Governance Committee held 27 June 2006.

## **11. Finance Committee [Item A7]**

Council received and noted the report of the Finance Committee meeting 5/06 held 21 June 2006 and the chair provided an oral report at the meeting.

### **11.1 Proposal for Additional Funding for Infrastructure**

Council endorsed the recommendation from the Planning and Budget Conference to Finance Committee for additional funding for Infrastructure for the sum of \$15million in each of the five years commencing in 2007 for additional infrastructure investment, noting that the annual appropriations to infrastructure from the PBC Budget will, from 2011, maintain the real value of the infrastructure investment.

Council noted that Finance Committee identified there was a need to address backlog maintenance and that a review was being undertaken to identify the correct state of backlog issues.

## **11.2 Proposal for a *Growing Esteem* Transition Fund**

*This item was dealt with previously under Item A4 - Listing of Key Issues.*

## **11.3 Replacement Student System**

Council received recommendations from Finance Committee and the ad-hoc Council Due Diligence Group established to review proposals to replace the University's ageing student system, Merlin.

A recommendation on the selection of a replacement system had previously been made to Planning and Budget Committee in June, based on detailed analysis by key staff of the options available to replace Merlin. The Due Diligence Group met on 3 July 2006 to consider the recommendation and its report was considered by Finance Committee at a meeting convened prior to the Council meeting.

In light of the advice from the Council Due Diligence and Finance Committee, Council resolved to:

- (i) approve the selection of Technology One as the preferred provider for the University's new student system, noting that this selection is an approval in principle only at this time and is subject to confirmation by Council in November 2006 following a further report from the Council Due Diligence Group;
- (ii) note that the cost of the full implementation of the new student system is \$21 million, with this funding planned to cover the implementation period through to the end of 2008, plus a post implementation support period to mid 2009. An amount of \$1.6 million is to be approved immediately to commence work in setting up the project and carry out the detailed gap analysis and development design. Additional funding is to be subject to a satisfactory report on progress at major project milestones, in particular in November 2006 and subsequently, as determined by Council at that time;
- (iii) note the funding for the new student system is to be sourced from the Infrastructure Fund component of the annual University budget and authorise the drawing down of Infrastructure Fund revenue forecast to be generated in 2007 and 2008 for this purpose;
- (iv) note that the system is scheduled to be implemented on a staged basis with a planned "Go Live" in July 2008 (subject to review in the project planning phase), using the mid semester break as a date conversion period, with a progressive rollout through to the end of 2008, following the business lifecycle, ie. enrolment, re-enrolment, DEST reporting, results, graduation;
- (v) note that, in order to achieve the project milestones, a core project team is to be established in July/August 2006 and that a full implementation team will need to be operational by January 2007;
- (vi) agree that officers of the University are authorised to commence negotiations on a contract with Technology One as preferred vendor, subject to the satisfactory completion of the following two requirements:
  - Achievement of an agreement between the University and the vendor over the resolution strategy for the identified major functional gaps.
  - That the vendor delivers the next software release (technical upgrade) on schedule and that the release meets the stated technical requirements, noting that finalisation of the contract is to be subject to the approval of the Vice-

Chancellor, following a further report from the Council Due Diligence Group in November 2006, and

(vii) appoint Mr Thornley as additional member of the Council Due Diligence Group.

**12. Buildings and Estates Committee [Item A9]**

Council received the report of meeting 3/06 of the Buildings and Estates Committee held 7 June 2006.

**12.1 Proposed Room Naming – Union House**

Council endorsed the recommendation from the Committee that the proposal by the Chief Executive Officer of the MU Student Union that two rooms within Union House be named as the Graham Cornish Rooms A and B.

**12.2 Installation of Security Cameras- Parkville Campus**

Council noted a report from the General Manager (Planning and Infrastructure) on the proposed replacement and installation of security cameras on the Parkville Campus and requested a more detailed report for the next Council meeting.

**13. Remuneration and Employment Conditions Committee [Item A11]**

Council received the report of meeting 3/06 of the Remuneration and Employment Conditions Committee held 29 June 2006.

**13.1 Salary Increase**

Council endorsed the payment of a 1.59% salary increase to all staff covered by the University's 2003 Enterprise Agreement, payable in the pay period commencing 1 July 2006.

**13.2 Terms of Reference**

Council endorsed the amendment to the Remuneration and Employment Conditions Committee's Terms of Reference (in the form of Appendix A to the report) to allow for the inclusion of Pro Vice-Chancellors in the listing of officers whose remuneration and conditions of employment are determined by the Committee under delegated authority of Council.

**14. Honours Committee [Item A12]**

Council received the report of meeting 2/06 of the Honours Committee held 20 June 2006.

**14.1 University Medals**

Council endorsed the following recommendations:

- that the Honours Committee terms of reference be expanded to include the approval of issuing *ad hoc* University medals, in the form of Appendix A to the report; and
- that the utilisation by the University of its suite of medals for exceptional service be increased, and the Honours Committee be requested to call for nominations for suitable appointees annually.

The Vice-Chancellor took on notice a request for the University to raise the profile of Laureate Professors and a report will be presented to the next Council meeting.

**15. Council Due Diligence Group [Item A13(a)]**

Council received the report of meeting 1/06 of the Council Due Diligence Group–Replacement Student System held 3 July 2006.

**15.1 Replacement Student System**

*These recommendations were dealt with under Item 11.3 above.*

**16. Planning and Budget Committee [Item B1(a) & B1(b)]**

Council received the report and supplementary report of meeting 5/06 of the Planning and Budget Committee held 17 June 2006.

**16.1 Amendment to Personnel Policy and Procedures Manual Section 13.3.2 Directorships, Members of Boards**

Council endorsed the amendment to the Personnel Policy and Procedures Manual Section 13.3.2 Directorships, Members of Boards as follows:

**“13.3.2. Policy**

No academic or general staff member may, without approval, become a director of a public or private company *or organisation* (other than those which are of a charitable or non-profit nature, or formed to deal solely with private affairs). *In these circumstances, the staff member should seek approval if there is any conflict of interest between the work for the University and the board membership.*”

**16.2 Proposal of formal affiliation agreement with Bernard O’Brien Institute of Microsurgery**

Council endorsed the affiliation agreement with Bernard O’Brien Institute of Microsurgery.

**16.3 Establishment of a Marketing and Communications Reference Group**

Council endorsed the establishment of a Marketing and Communications Reference Group as a sub-committee of Planning and Budget Committee as outlined in Appendix 3 of the report.

**16.4 Proposal to rename the Commonwealth Bank Group Chair of Finance**

Council endorsed the renaming of the *Commonwealth Bank Group Chair of Finance* to *Commonwealth Bank Chair of Finance*, omitting the word Group.

**17. Academic Board [Item B2]**

Council received the report of meeting 5/06 of the Academic Board held on 22 June 2006.

**17.1 Award of Honorary Degrees of Doctor**

**17.1.1 Doctor of laws**

Council adopted the Board’s recommendation to award an honorary degree of Doctor of Laws to Professor DA Denton and Mr Patrick Dodson.

**17.1.2 Doctor of Music**

Council adopted the Board’s recommendation to award an honorary degree of Doctor of Music to Professor Kenneth Gilbert.

## **17.2 Cancellation of Courses**

Council adopted the Board's recommendation to cancel the following courses:

- Master of Arts (Music) Thesis only
- Master of Arts (Chinese) Advanced Seminars and Shorter Thesis.

## **17.3 Renaming of Course**

Council adopted the Board's recommendation that the Bachelor of Dramatic Art (Production stream) be renamed as the Bachelor of Production.

## **17.4 Selection Matters**

### **17.4.1 English Language Requirements for Exchange and Study Abroad Students in the Faculty of Engineering**

Council adopted the Board's recommendation following English language pathway for Exchange and Study Abroad students in the Faculty of Engineering:

A Study Abroad or Exchange student may be selected if the student has obtained a score of 550 (computer based 213) in the American Test of English as a Foreign Language (TOEFL) with a Test of Written English (TWE) of 4 or an overall Band score of 6 in the International English Language Testing System (IELTS) at a sitting in the twenty-four months preceding the application provided they enrol in the subject Advanced English as a Second Language 1 in their program of study.

### **17.4.2 Academic Board Resolutions on Selection**

Council adopted the Board's recommendation of the following new and revised Academic Board Resolutions on Selection for the following courses in the Faculty of Arts, as set out in Appendix A to the report:

- Master of Creative Writing, Publishing and Editing
- Postgraduate Diploma in Arts (Criminology)
- Postgraduate Diploma in Arts (Socio-Legal Studies)
- Graduate Diploma in Arts (International Politics)
- Graduate Certificate in Arts (New Media Applications)
- Graduate Certificate in Arts (International Politics).

### **17.4.3 Entry Scores for 2007**

Council adopted the Board's recommendation of entry scores for 2007 for the following classes of entrants, as set out in Appendix B to the report:

- Australian Guaranteed
- International Minimum
- International Guaranteed.

## **18. Melbourne Theatre Company Board of Management [Item B3(a)]**

Council received the report of meeting 6/06 of the Melbourne Theatre Company Board of Management held on 23 June 2006.

## **19. The Ian Potter Museum of Art [Item B3(b)]**

Council received the report of meeting 3/06 of the Ian Potter Museum of Art held on 6 June 2006.

**20. Committee of Convocation [Item B4]**

Council received the report of meeting 4/06 of the Committee of Convocation held on 21 June 2006.

**21. Legislation and Trusts Committee [Item C]**

Council received and noted the report of the Legislation and Trusts Committee meeting 5/06 held on 26 June 2006.

**21.1 Council made the following Regulations as detailed in the Report:**

- |     |   |   |
|-----|---|---|
| (1) | Making of a regulation recommended by the University Secretary    | <u>To govern The Dr Eleanor Wertheim Scholarship Trust</u> (57/06)              |
| (2) | Making of a regulation recommended by the University Secretary    | <u>To govern The Dr David Bickart Bequest Fund</u> (59/06)                      |
| (3) | Making of a regulation recommended by the University Secretary    | <u>To govern The Noble Stewart-Hamilton Scholarship Fund</u> (58/06)            |
| (4) | Amendment of Regulation 12.6.R1 recommended by the Academic Board | <u>To allocate an academic dress colour to the School of Enterprise</u> (60/06) |

**22. School of Botany – Annual Report 2005**

Council noted the School of Botany's Annual Report 2005.

**23. Summary of Reports of Matters Dealt with by the Vice-Chancellor [Items D2(a) and D2(b)]**

Council received the summary of reports on matters dealt with by the Vice-Chancellor, as set out in Items D2(a) and D2(b).

The meeting closed at 7.00 pm.