

# THE UNIVERSITY OF MELBOURNE

## COUNCIL

Meeting 3/11

## MINUTES

A meeting of the Council was held at 4.00pm Monday 21 March 2011 in the Council Chamber, Level 1, Old Quadrangle, The University of Melbourne, Parkville.

## PRESENT

### Members

Chancellor (Hon Alex Chernov, AO QC)  
Deputy Chancellor (Hon Justice Susan Crennan, AC QC)  
Deputy Chancellor (Ms Elizabeth Alexander, AM)  
Vice-Chancellor (Professor Glyn Davis, AC)  
President of the Academic Board (Professor Ron Slocombe)  
Mr Joshua Anderson                      Professor Glenn Bowes  
Mr Michael Griffith (for items A05-G)   Mr Robert Johanson  
Judge Irene Lawson                      Dr Virginia Mansour  
Mr Ross McPherson                      The Hon Justice John Middleton  
Mr Martyn Myer, AO                      Mr Tony Peake  
Ms Eda Ritchie                              Ms Marian Schoen  
Dr Frederik Vervaeet                      The Hon David White

### Others Attending

Provost (Professor John Dewar)  
Deputy Vice-Chancellor (Global Engagement) (Professor Susan Elliott)  
Deputy Vice-Chancellor (Research) (Professor James McCluskey)  
Deputy Vice-Chancellor (University Affairs) (Professor Warren Bebbington)  
Vice-President of the Academic Board (Professor Ruth Fincher)  
Senior Vice-Principal (Mr Ian Marshman)  
Head of University Services (Ms Lin Martin)  
General Counsel (Mr Chris Penman)  
Chief Financial Officer (Mr Allan Tait)  
Executive Director (Student Services) & Academic Registrar (Mr Neil Robinson)  
Acting Executive Director (Human Resources) (Ms Jenny Williams)  
University Secretary (Dr Christopher Stewardson)  
GSA President (Mr Ziauddin Ahmed)  
Senior Research Fellow, Physiotherapy, Melbourne School of Health Sciences (Dr Kay Crossley)  
University Librarian (Mr Phillip Kent)  
Director, Office of the Vice-Chancellor (Mr Sam Rosevear)  
Director, Corporate Affairs (Mr John Dubois)  
Executive Officer, Office of the Vice-Chancellor (Ms Liz Fazio)  
Senior Executive Officer, University Secretary's Department (Ms Karen Roe)  
Executive Officer, Council Secretariat, University Secretary's Department (Ms Kathy Menezes)

## BUSINESS

### A. FORMAL BUSINESS

#### **A01 Apologies and Leave of Absence Requests**

Council approved leave of absence for Mr John Wilson for this meeting.

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

The University Secretary reported orally on the result of the recent ballot for Chancellor. One nomination was received by the close of election at 12.00 noon Monday 21 March 2011, namely that of Ms Elizabeth Alexander. Accordingly Council declared with acclamation that Ms Elizabeth Alexander was duly elected as Chancellor for the remainder of the term of office of the retiring Chancellor. Her term of office will commence on 8 April 2011 and end on 31 December 2013.

The retiring Chancellor, noting this was his final meeting with Council, thanked the members for entrusting the Chancellorship to him over the previous years. He paid tribute to the members for their collegiality and professionalism, Deputy Chancellors for their advice, student representatives for their positive contribution, senior executive for engaging in a fruitful relationship with Council, and University Secretary and staff for their support to Council.

#### **A03 Previous Meetings**

##### **(a) Minutes**

Minutes of Council meeting 1/2011 held on Saturday 26 February 2011 were confirmed as an accurate record.

##### **(b) Minutes**

**Confidential**

Minutes of Council meeting 2/2011 held on Wednesday 16 March 2011 were confirmed as an accurate record.

##### **(c) Action Sheet**

The action sheet from meeting 1/2011 was received and noted.

#### **A04 (a) DECLARATIONS OF INTEREST**

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

##### **(b) Starring of Additional Items**

Items B02(3,5,19), B03(3,6) and C03(1,2) were starred for discussion.

##### **(c) Motion to Adopt or Receive "Unstarred" Items of Business**

Council resolved to adopt unstarred items of business where containing recommendations and to receive unstarred items where containing reports.

#### **A05 Key Issues**

Council received from the Provost and University Librarian a presentation entitled 'Baillieu Library Redevelopment Project'. A Council member requested the overhead presentation be made available on the Meeting Information Manager (MIM).

The principal points made by the University Librarian were as follows. The library is central to the student experience and an indicator of the academic climate of the University. Its redevelopment is part of the upgrade of learning facilities across campus. Stage 1 of the project, focusing on the ground floor, is expected to be completed by June 2011. As part of a long term vision, further stages of the project are contingent upon funding including philanthropic donations.

Council members viewed the architectural sketches which featured new learning spaces incorporating both scholarly and social spaces while retaining the best features of the original library built in 1959. Successive structural additions from later years will be demolished to allow upward extension and connection to the centre of campus and the

western precinct including the arts redevelopment. It is anticipated the redeveloped library will feature client focused services and automated storage and retrieval technologies. Notwithstanding the increased digitisation of materials, the design will accommodate the expected storage requirements over the next 50 years

## **B. REPORTS OF SENIOR OFFICERS**

### **B01 Chancellor's Report**

Council received and noted the Chancellor's written report to Council which dealt essentially with the following:

#### **1. Alumni Council**

Statute 3.1 defines Alumni Body as a body of alumni recognised by Council. Although there has been a marked increase in the number of Alumni Bodies (more usually referred to as "associations"), none has yet been formally recognised by Council because that provision itself was created by Statute 3.1. The Committee of Convocation is defined in Statute 3.1 as a recognised Alumni Body.

The Alumni Council comprises sixteen (16) members appointed by Council as follows:

- six (6) to be appointed following their election under the provisions of Regulation 3.1.R1.
- one (1) to be the Immediate Past President of Convocation.
- seven (7) to be appointed on the recommendation of the Vice-Chancellor, at least six (6) of which represent Alumni Bodies.
- two (2) University representatives as non-voting members.

On the recommendation of the Council Nominations and Governance Committee, Council resolved to delegate to the Committee the power to recognise alumni bodies, under Statute 3.1 – Alumni Council. Any such recognitions will be reported to Council as soon as practicable.

#### **2. Meeting with the Minister**

On the 15 March 2011, the Chancellor met with the Minister for Higher Education and Skills, the Hon Peter Hall, MLC. The principal purpose of the meeting was to discuss the possibility of a more efficient and productive means of securing government appointees to Council.

After discussion, the Minister suggested that when it comes to future government appointments, Council, through the Secretary, forward to him on an informal basis the name of the person who it considers appropriate for appointment. Unless the Minister requires clarification, or has difficulty in putting that name forward to the Governor-in-Council, he will confirm informally his likely recommendation of such a nominee. In that event, the Secretary would formally submit the name to the Minister (with accompanying material) for his approval and recommendation for appointment to the Governor-in-Council. The formal recommendation will be processed as expeditiously as possible. In the event that the Minister forms the informal view that the name may not be progressed to the Governor-in-Council, he will consult the Chancellor and discuss the matter.

#### **3. Council Planning Conference**

The Council Planning Conference, held this year at Cape Schanck, provided an excellent opportunity to welcome new members of Council and for members to interact in a more sustained and informal way than is possible within the program of normal Council meetings.

The business sessions, focussing on developments that lie in the immediate future and the expectations for the University in 2015 and beyond, gave members insight into a broad range of student, research and governance issues.

#### **4. Australia India Institute Visit to New Delhi and Mumbai**

The Chancellor recently visited New Delhi and Mumbai (28 February to 9 March 2011) with a delegation from the University and Australia India Institute to launch a number of projects in collaboration with Indian colleagues. A report on this visit is attached as appendix A, together with the text of a speech he gave at appendix B.

A highlight of the visit was the announcement at a press conference at the High Commission in New Delhi of Professor Amitabh Mattoo's appointment as Director of the Australia India Institute. The University is indeed fortunate with this appointment and Professor Mattoo's curriculum vitae was attached at appendix C for information (confidential).

#### **B02 Vice-Chancellor's Report**

Council received and noted the Vice-Chancellor's written report to Council which covered the following:

##### **A. Recommendations**

Appendix A to the Vice-Chancellor's report, 'Annual Report 2010' (item 1). Council:

- noted the text may require amendment in response to any comment which might be made by the office of Tertiary Education Governance (Skills Victoria).
- endorsed the 'Report of Operations', subject to any such amendments.
- authorised the Vice-Chancellor and Chancellor to approve any non-substantive changes to the final text.

Council resolved to approve appendix B to the Vice-Chancellor's report, a revised 'University Plan 2011-2014' (item 2) incorporating refinements made since the document was approved previously by Council at the November meeting.

##### **B. Major/ Strategic Developments**

Under cover of the major/ strategic developments section of the Vice-Chancellor's report (items 3-7 including appendices C-D), the Vice-Chancellor reported orally on a report in the *Sunday Age* on 6 March 2011 about alleged coercion of the University in dealings between the Department of Sustainability and Environment and the Melbourne School of Land and Environment.

Council also discussed the University submission to a review of base funding which is due in late March 2011 and will be used as an objective assessment of the cost of funding education and necessary associated facilities to students. It will provide a strong rationale for greater public investment in higher education. The discussion covered the real cost of teaching in various disciplines which has increased over the years. Increasing costs against static levels of government funding will result in the degradation of systems over time. Rather than resort to complete transferal of costs to students, reluctant measures had to be taken such as a patchwork of cross-subsidies, increased casualisation of the workforce, increased student-staff ratios etc.

##### **C. Research and Research Training**

The research and research training section of the Vice-Chancellor's report (items 8-12) included appendix E, being a report from the Deputy Vice-Chancellor (Research).

##### **D. Learning and Teaching**

The learning and teaching section of the Vice-Chancellor's report (items 13-16).

##### **E. Engagement**

The engagement section of the Vice-Chancellor's report (item 17).

## **F. Advancement**

The advancement section of the Vice-Chancellor's report (item 18). The Deputy Vice-Chancellor (University Affairs) tabled the 2011 edition of the 'Cultural Policy Statement'.

## **G. Senior Appointments**

The senior appointments section of the Vice-Chancellor's report (items 19-22).

## **H. Infrastructure and Management**

The infrastructure and management section of the Vice-Chancellor's report (items 23-24).

### **B03 Provost's Report**

Council received and noted the Provost's written report to Council which covered the following:

#### **1. AUQA Response and Interim Progress Report**

Appendix A to the Provost's report, 'Audit Report University of Melbourne August 2010: Response and Interim Progress Report', which set out the University's response to the requirement of Commonwealth, State and Territory governments, and the Australian Universities Quality Agency (AUQA) 2010 audit findings. It will form the basis for the AUQA progress report due for submission around September 2011.

#### **2. University of Melbourne Reconciliation Action Plan Progress Report**

Appendix B to the Provost's report, 'Murrup Barak Melbourne Institute for Indigenous Development', which provided an update on implementation of the Reconciliation Action Plan (RAP) and the Indigenous Employment Framework (IEF). Senior Executive endorsed the IEF in September 2010 and the RAP in December 2010. Reconciliation Australia's endorsement of the RAP will be finalised in mid-March and a formal launch of the RAP and the IEF will be held in mid 2011.

#### **3. Student Services Review and Change Proposal**

In September 2010 the University engaged PhillipsKPA to conduct a review of student services provided by the central departments of Academic Enrichment Services (AES), Student Management Services (SMS) and Wellbeing Services (WS) within the Provost Division A range of actions and recommendations are being developed in response to the outcomes of the review along with a draft action plan to enable the Provost's Division to deliver on the vision for student services developed at the University's annual 'Student Services Conference' in May 2010.

#### **4. The Contact Centre**

The Contact Centre went live on 4 January 2011 and in the first five weeks of operation received in excess of 39,000 enquiries, well over the 13,000 enquiries which were expected for the same period.

#### **5. Student Experience Survey: Online Pilot**

The new Subject Experience Survey (SES) has been endorsed by the Academic Board to replace the Quality of Teaching survey, and this new online instrument is being piloted currently. Eleven summer subjects are trialling the new survey using a web-based tool called CourseEval which notifies students of surveys via the University's Learning Management System (LMS).

#### **6. Melbourne Model Graduations**

Appendix C to the Provost's report, '2011 Schedule of Degree Conferring

Ceremonies'. Council noted the schedule was approved recently by the Chancellor who was delegated responsibility to finalise the 2011 ceremony dates at the December meeting.

#### **7. Tertiary Education Quality and Standards Agency (TEQSA)**

The Australian Government proposed to establish a new national regulatory and quality agency for higher education, the Tertiary Education Quality and Standards Agency (TEQSA). The establishment of TEQSA was a key recommendation of the Bradley Review of Higher Education. The new body will combine the regulatory activity currently undertaken in the states and territories with the quality assurance activities currently undertaken by the Australian Universities Quality Agency (AUQA). Draft legislation to establish the TEQSA was released for public comment on 24 February and submissions on the exposure draft closed on 10 March. In its submission, the University supported the Group of Eight submission which welcomed the response by Government to earlier feedback and requested two further changes to the TEQSA policy architecture. The first is explicit recognition within the TEQSA legislation of the self-accrediting character of universities. The second is a request for further consultation with the sector in relation to the standards to be applied by TEQSA and the way in which the Government plans to give effect to the proposed governance arrangements for standards setting, both before and upon the establishment of the Standards Panel.

The Government intends to introduce the TEQSA legislation to the Parliament in the week commencing 21 March 2011, and will refer the TEQSA legislation to the Senate Committee on Education, Employment and Workplace Relations for inquiry.

#### **8. Appointment of New University Archivist**

Dr Katrina Dean commenced work as the University Archivist on 1 February 2011.

#### **9. Learning and Teaching Initiatives 2011**

A total of twenty-one successful proposals have been awarded funding in the 2011 round of the Learning and Teaching Initiatives Grants.

### **B04 Senior Vice-Principal's Report**

Council received and noted the Senior Vice-Principal's written report to Council which covered the following:

#### **1. Mission Based Compact**

In 2010 the Commonwealth introduced mission-based Compacts as the operational framework around which it seeks to fund and administer its relationship with universities. Compacts replaced the previous government's Funding Agreements. Interim Compact agreements were negotiated in 2009 for 2010, with the first complete Compacts package to take effect in 2011. The Senior Vice-Principal reported orally on the University's Compact discussion with the Commonwealth on 18 March 2011.

#### **2. 2011 Student Load Status**

Council noted the preliminary projections for student load 2011. Full year forecasts will be reviewed at the end of July after the mid-year enrolment period.

#### **3. Major Projects**

Council received and noted an update in relation to University Major Projects as set out in the Senior Vice-Principal's report.

## **C. REPORTS OF COUNCIL COMMITTEES AND OTHER GOVERNING BODIES**

### **C01 Finance Committee**

**Confidential**

Council received and noted the written report from meetings 9/2010 and 1/2011 of the Finance Committee held on 8 December 2010 and 21 February 2011, plus a revised report from meetings 9/2010, 1/2011 and 2/2011 held on 18 March 2011 which included the following:

#### **1. 2010 Consolidated Financial Statements** **Confidential**

Appendix A to the Finance Committee report, '2010 Consolidated Financial Statements'. The Chief Financial Officer gave an overhead presentation entitled, 'University of Melbourne Financial Statements 2010'. Council resolved to:

- adopt the consolidated Financial Statements for the year ended 31 December 2010, noting the University will again receive an audit qualification for its accounting treatment in relation to research and capital grant income in advance, a qualification with which it does not agree.
- authorise the Vice-Chancellor and the Chief Financial Officer to sign the Financial Statements on behalf of the University.

#### **2. Finance Section of the Annual Report** **Confidential**

Appendix B to the Finance Committee report, 'The University of Melbourne Annual Financial Statements for the Year Ended 31 December 2010: Draft 2: 11 March 2011'. Council authorised the Chair of Finance Committee to approve any non-substantive changes to the final text.

#### **3. Terms of Reference – Finance Committee** **Confidential**

Appendix C to the Finance Committee report, 'Standing Resolutions of Council'. Council resolved to approve the revised terms of reference for Finance Committee as set out in appendix C.

#### **4. Draft Financial Statements and Financial Performance Report for the Year Ended 31 December 2010** **Confidential**

Appendix D to the Finance Committee report, 'Balance Sheet as at 31 December 2010'.

### **C02 Academic Board**

Council received and noted the written report from meetings 9/2010 and 1/2011 of the Academic Board held on 2 December 2010 and 24 February 2011 and an oral report from the President of the Academic Board. It was noted that following approval by the Faculty of Architecture, Building and Planning, the Academic Board endorsed the award of an honorary degree, a Doctor of Architecture, to the person whose citation was tabled and approved at the Council meeting held on 6 December 2010.

### **C03 Audit and Risk Committee**

Council received and noted the written report from meeting 2/2011 of the Audit and Risk Committee held on 16 March 2011.

### **C04 Buildings and Estates Committee**

Council received and noted the written report from meeting 1/2011 of the Buildings and Estates Committee held on 3 March 2011, and resolved to approve the amendments to the terms of reference for Building and Estates Committee and the Heritage Sub-Committee as set out in the report.

### **C05 Council Nominations and Governance Committee**

No meeting was held.

**C06 Honours Committee**

No meeting was held.

**C07 Remuneration and Employment Conditions Committee**

No meeting was held.

**C08 Legislation and Trusts Committee**

No meeting was held.

**C09 VCA Integration Committee**

No meeting was held.

**C10 Indigenous Affairs Advisory Committee**

No meeting was held.

**D. REPORTS FROM SEMI-AUTONOMOUS BODIES' BOARD OF MANAGEMENT**

**D01 Melbourne Theatre Company Board of Management**

No meeting was held.

**D02 Ian Potter Museum of Art**

Council received and noted the written report from meetings 6/2010 and 2/2011 of the Ian Potter Museum of Art Board held on 6 December 2010 and 1 February 2011.

**E. REPORTS OF MATTERS DEALT WITH BY THE VICE-CHANCELLOR ON BEHALF OF COUNCIL**

**E01 Approval of Changes to Regulations under Authority of Statute**

Nil.

**E02 Sealed Documents Report**

**Confidential**

Council received a tabled report summarising the documents approved on behalf of Council by the Vice-Chancellor both under University seal and not under University seal.

**E03 Appointments Report**

**Confidential**

Council received a tabled report summarising the appointments approved on behalf of Council.

**E04 Other Matters Report**

**Confidential**

Council received a tabled report summarising the other matters approved on behalf of Council.

**F. OTHER BUSINESS**

**F01 Any Other Business**

Council received an oral report from the University Secretary and resolved to authorise the Chancellor to approve changes to the membership of the Indigenous Scholarships and Awards Committee. The changes will be reported to Council as soon as practicable.

**F02 Forthcoming Meetings**

Council noted that forthcoming meetings this year are scheduled for 4.00pm Monday 9 May, 6 June, 11 July, 8 August, 12 September, 10 October, 7 November and 5 December

2011 in the Council Chamber, level 1, Old Quadrangle, The University of Melbourne, Parkville.

**G. MEMBERS ONLY SESSION**

**Confidential**

Council received an oral report from the Vice-Chancellor on a confidential matter.

The meeting closed at 6.00pm.