

THE UNIVERSITY OF MELBOURNE  
COMMITTEE OF CONVOCATION

MEETING 9/2007

MINUTES

A Meeting of the Committee of Convocation was held on Wednesday 21 November at 5.30pm in the Council Chamber, Old Quadrangle, University of Melbourne.

PRESENT:

Ms L Boston (Chair), Mr AW Abbott, Mr ES Bellchambers, Ms Helen Cohn, Mr R Cook, Mr A Douglas, Ms HM Fitzpatrick, Dr A Gibbs, Mr AG Handberg, Dr JK Harcourt, Mr PR Hirst, Mr J Humphrey, Mr GLE Israel, Mr FAM Lees, Dr P Lowe, Mr RA McGauran, Dr R McMillan, Mr J Meehan, Mrs AM Neal-Adam, Dr JR Nelson, Mr JF Nicholas, Dr R Otzen, Dr DG Parbery, Ms E Parker, Dr B-A Rodan, Ms AS Rusden, Dr L Simpson, Mr BN Southern, Dr J Stillman, Ms MA Weston and Mr NJ Whiting.

IN ATTENDANCE:

Ms J White (University Secretary) and Ms E Koch (Minute Secretary).

SECTION I

**\*1. Apologies and Leave of Absence**

Apologies were received from Ms AM Ada, Dr CE Close, Ms JM Crowe, Mr M Corrigan, Mr BFB Dance, Ms JH Elton Brown, Dr B Fary, Mr MW Gorton, Mr L Rowe, Dr S Sahhar and Mr GH Thomas.

At a previous meeting of the Committee leave of absence for the October meeting was granted to Dr I Rechtman.

At this meeting leave of absence was granted to Mrs AM Neal-Adam and Mr RA McGauran for the December meeting.

**\*2. Report of Returning Officer**

The University Secretary reported that the following people had been declared elected to the Committee of Convocation.

<b>Name</b>	<b>Position</b>
Ms Lesley Boston	President
Dr Ros McMillan	Representative of Graduates of Music and the VCA
Mr Martin Warwick	Representative of Graduates of Economics and Commerce (new Committee member)
Dr Jenny Stillman	Representative of Graduates of Land & Food Resources and Veterinary Science

<b>Name</b>	<b>Position</b>
Mr David Ford	Representative of Graduates of Engineering (new Committee member)
Mr Alan Abbott	Representative of Graduates of Engineering
Mr Robert McGauran	Representative of Graduates of Architecture, Building and Planning
Dr Douglas Parbery	Representative of Graduates of Science
Dr John Nelson	Representative of Graduates of Science
Dr Valda McRae	Representative of Graduates of Science (new Committee member)
Dr Laurie Simpson	Representative of Graduates of Medicine, Dentistry and Health Sciences
Ms Eileen Parker	Representative of Graduates of Arts
Mr Les Rowe	Representative of Graduates of Arts
Mr Philip Davies	Representative of Graduates of Arts (new Committee member)

She reported that the following six vacancies were yet to be filled.

- Music and the VCA                      one 2-year term
- Economics and Commerce          two 4-year terms
- Science                                      one 4-year term and one 2-year term
- Education                                    one 2-year term

The University Secretary informed the Committee that these vacancies were now considered casual vacancies and were to be filled by election by the remaining members of the Committee, in accordance with the Standing Orders of Convocation. These positions would officially become vacant on 31 December 2007.

The President requested that Committee members discuss the matter of potential new members with their respective faculties.

**\*3. Starring of Additional Items**

Item 12.1 was starred.

**\*4. Receipt of Unstarred Items**

The Committee received the unstarred items.

**\*5. Minutes of Meeting No. 8/07 (17 October 2007)**

The minutes were received as a true and accurate record of the meeting.

## **6. Matters Arising**

### **6.1 Amendments to Statute 3.1**

In response to a question, the University Secretary clarified that the amendment to statute 3.1 changing the divisor for calculating the number of representatives on the Committee from 40 to 46 applied at the next elections, scheduled for 2009.

### **\*7. Action Sheet**

#### ACTION 4—Report on Carbon Neutrality

The University Secretary notified Committee members that the University's report on carbon neutrality was scheduled to be presented to Council at its meeting on 10 December and would be made available to the Committee at its meeting on 19 December 2007.

#### ACTION 5—Farewelling Retiring Committee Members

The President informed members that the Chancellor had agreed to attend both the December meeting of the Committee and the dinner following that meeting. Members retiring from the Committee at the end of 2007 would be farewelled at the dinner.

### **\*8. Guest Speaker**

The Dean of the Faculty of Music, Professor Cathy Falk, spoke about the Review of Music, which took place in August this year. Unfortunately, the Head of Music at the VCA, Professor Jonty Stockdale, was unable to attend due to illness. Professor Falk informed Committee members that the review had been a joint exercise between the Faculty of Music and the VCA's School of Music. The three priorities for amalgamation were to ensure:

- the capacity to offer the very best opportunities to students;
- the best possible outcomes for the art form and its sub-disciplines; and
- the best possible outcome for the University in its pre-professional training.

The review panel recommended that a completely new program and new structure be devised, rather than merging the two programs or having one subsume the other.

Professor Falk reported that the new Melbourne Model BMus was slightly different to other new-generation degrees in that it had retained the specialist nature of the BMus while offering breadth subjects. The Honours year had been retained because three years would not provide students with sufficient pre-professional music training.

Professor Falk noted a number of challenges arising from the implementation of the review's recommendations, including:

- leadership of the new School of Music – she reported that the search for a Dean was underway;
- the geographical dislocation of the Parkville and VCA facilities; and
- the development of a new fiscally responsible plan for the creation of the new School and the new BMus.

In response to a question about music pedagogy, Professor Falk reported that work had begun on a MMus pedagogy program which would receive professional accreditation. Its name was yet to be confirmed.

## **\*9. President's Report**

The President formally congratulated Mr Dodd, Dr Close, Dr Otzen and Dr Harcourt for their work in managing the creation of the replica University foundation stone and accompanying booklet.

The President reported that the Committee would acknowledge the contribution of retiring Committee members at its December meeting and dinner, at which the Chancellor would also be present. She noted that the November meeting was the final meeting for Mrs Neal-Adam and thanked her for her contribution during her membership of the Committee.

Committee members were informed that a meeting of the President's Advisory Group had been scheduled for 6 December. The Group would review the Committee's implementation of its strategic plan.

The President provided Committee members with an update on the Council briefing held in the Chemistry learning laboratory at which the Provost gave a presentation on recent developments with regard to the Melbourne Model and plans for the new student service centres. She noted concern as to how the student service centres would accommodate large numbers of students. Dr Rodan suggested that student service centres should have 'spokes' that support students of specialised degrees based at institutions off the main campus, such as medical institutions. The Committee agreed to raise this matter in its report to Council.

The President informed Committee of Convocation members that she had attended the Vice-Chancellor's Knowledge Transfer Awards and Symposium and displayed to them the Knowledge Transfer brochure. The Minute Secretary undertook to distribute copies of the brochure to Committee members.

### **9.1 Volunteering Opportunities**

The President brought the tabled paper to members' attention and noted that volunteering at the University would enable members, especially those retiring from the Committee, to maintain their connection with the University. The completed website on volunteering opportunities would be launched in mid-December and a hard copy would be included with the papers for the next meeting.

## **\*10. Issues of Concern to Members**

Dr Simpson gave a presentation on the background of the establishment of the Bio21 Institute. He informed members that the Institute had been founded by a number of biomedical institutions and had previously been managed by a director who reported to a management board. The Legislation and Trusts Committee would on Monday 26 November 2007 consider an amendment to Regulation 6.1.R9 – The Bio21 Molecular Science and Biotechnology Institute to the effect that the director would now report to the Dean of Science. Dr Simpson informed the Committee that he had raised the matter a number of times, including at the August and September meetings of the Committee of Convocation, and had been assured that the director would report *through* the Dean of Science. He noted that the proposed change to legislation required the director of the Bio21 Institute to report *to* the Dean of Science. Dr Simpson raised the concern that many of the founding members of the Bio21 Institute had been medical bodies and that the Institute would now be managed by the Faculty of Science.

Dr Simpson tabled a motion to Council, seconded by Mr Hirst, regarding this matter.

“The Convocation would request that the Council reconsider the thrust of this legislation, both explicit and implicit, and assess whether this is keeping with the principles of the foundation of the Institute, the wishes of the donors who gave much of the funding for the establishment of a “medical research institution” and the whole concept of a medical and biomedical research institute.”

After much debate among members, Dr Gibbs moved and Mr Douglas seconded that amendments be made to the motion such that it should read:

“The Convocation would request that the Council reconsider the thrust of this legislation, both explicit and implicit, to assess whether this is in keeping with the principles of the foundation of the Institute and the wishes of the donors who gave much of the funding.”

The motion was carried and would be forwarded to Council for consideration at its December meeting.

The Committee discussed how best to pursue the matter. The President undertook to advise the Chancellor and the Vice-Chancellor that the matter would be put forward at Council and would request that the Committee be allowed to make a presentation to Council.

## **\*11. Any Other Business**

### **11.1 Committee Photograph**

Mr Cook suggested that a photographer be invited to attend the next meeting to take a photograph of the Committee and this was supported by Mr Dodd, who noted that very few images of the Committee ‘in action’ were on record. The Committee resolved that a group photograph should be taken.

### **11.2 Foundation Stone Ceremony**

Mr Lees noted that the afternoon’s ceremony at which the Governor of Victoria unveiled a replica of the University’s foundation stone was a highpoint in the affairs of the Committee of Convocation. He proposed a motion of appreciation to Mr Dodd, the Foundation Stone Working Group and the President, which was seconded by Dr Simpson. The Committee also thanked Ms Koch for her efforts organising the event.

Mr Dodd thanked members of the Foundation Stone Working Group and informed the Committee of Convocation that an augmented version of the brochure would appear in the June edition of the University’s alumni magazine, along with images of the artefacts originally planned to be displayed during the ceremony.

### **11.3 MCG Dinner**

The Committee thanked Miss Rusden for arranging the annual dinner at the MCG.

## SECTION II

### **\*12. Matters Arising from Council Meeting**

#### **\*12.1 Vice-Chancellor's Report**

The President noted that Mr Geoff Dawson had been presented with a silver University medal. The Committee agreed to send him a letter of congratulations.

Mr Abbott noted that the Graduate School of Engineering was not included in the list of the recently launched graduate schools in Appendix 1. The President assured him that this was a graduate school.

#### **12.2 Oral Report on Council Meeting**

The President noted that she had provided a report on the Council briefing in her report (refer Item 9).

### **13. Report to Council**

#### **13.1 Report to Council – Meeting 7/2007 (19 September 2007)**

The Committee received the report for information.

#### **13.2 Report to Council – Meeting 8/2007 (17 October 2007)**

The Committee received the report for information.

### **\*14. Legislation, Regulations and Standing Resolutions**

#### **14.1 Legislation and Trusts Committee Report to Council – Meeting 04/07**

The Committee received the report for information.

#### **14.2 Amendment of Statute 3.1**

Mr Nicholas noted that the amendment to section 3.1.1 had implications for Convocation, notably that a student who completed an undergraduate degree in Science and a postgraduate degree in Law would be eligible to vote for representatives in each of these disciplines, effectively received two votes. A student who completed an undergraduate degree and postgraduate degree in Science would only be eligible to receive one vote. This would mean a bias in favour of the faculties providing the new-generation undergraduate degrees.

### **15. Reports of Committee Meetings and Faculty Meetings**

#### **15.1 Planning and Budget Committee**

The Committee received the minutes for information. Members noted the recently revised list of committees of the Planning and Budget Committee and it was suggested that consideration should be given to Committee of Convocation representation on at least some of these committees.

**15.2 Building and Estates Committee**

The Committee received the minutes for information.

**15.3 Length of Service Subcommittee**

The Committee received the minutes for information.

**15.4 Faculty of Music Report November 2007**

The Committee received the minutes for information.

**16. Alumni Relations Report – October 2007**

The Committee received the report for information.

The meeting was declared closed at 7.30pm after a 30-minute extension.

The next meeting of the Committee of Convocation was scheduled to be held on Wednesday 19 December from 5.30pm in the Jim Potter Conference Centre, Old Physics Building, University of Melbourne.