Minutes of the 442\textsuperscript{nd} Meeting of the Macquarie University Council held at the Council Room, Building E11A, North Ryde Campus at 4.00pm on Wednesday 7 December 2011.

Present: Chancellor, The Hon Michael Egan  
Deputy Chancellor, Ms E Crouch  
Vice-Chancellor, Professor S Schwartz  
Chair of Academic Senate, Associate Professor J Fitness  
Mr A Bissett  
Dr W Bradford  
Ms M Brodie  
Professor L Cupples  
Mr C Darvall  
The Hon Patricia Forsythe  
Mr G M Jones  
Professor D Kane  
Mr G Lindsay  
The Hon S Nori  
Mr S Rubic  
Mr G Ward  
Mr J Wigglesworth

In attendance: Ms D Anderson, Deputy Vice-Chancellor (Students and Registrar)  
Ms K Colvin, Executive Officer to the Vice-Chancellor  
Mr J Gorman, Chief Financial Officer  
Professor K Jameson, Director Applied Finance Centre  
Mr P Luttrell, General Counsel  
Professor J Piper, Deputy Vice-Chancellor (Research)  
Professor J Sachs, Deputy Vice-Chancellor (Provost)  
Mr T Sprague, Director Human Resources  
Mr D Wright, Executive Director, Strategic Development and Implementation

Apologies: Mr W Mundine  
Mr E Nelson

Secretariat: Ms E Lawler, Company Matters

1. **QUORUM AND APOLOGIES**

The Chancellor confirmed that a quorum was present. The Chancellor noted that Judge Lincoln, former Chancellor of the University has passed away since the last
meeting and a memorial service was held at the University.

The Chancellor noted apologies from:

Mr W Mundine; and
Mr E Nelson.

RESOLVED 11/39

Council resolved to excuse all Councillors absent from this meeting, in accordance with the provisions of clause 2(i) of Schedule 1 of the Macquarie University Act 1989.

2. DECLARATIONS OF INTEREST

Council noted there were no new declarations of interest.

3. ITEMS FOR DISCUSSION

Items under sections 2, 3 and 4 were agreed for discussion.

RESOLVED 11/51

The Council resolved to approve and note, as appropriate, items 5.1 and 5.2 in the agenda.

4. MATTERS RAISED BY COUNCIL MEMBERS

Council noted that various matters had been raised by Council members and these would be dealt with during the meeting as detailed in the paper.

5. MINUTES OF THE MEETING OF 19 OCTOBER 2011 AND MATTERS ARISING (Agenda items 2.1 and 2.2)

The Council discussed the Minutes of 19 October 2011 meeting and discussed Resolution 11/45 passed at the 19 October 2011 meeting. Council agreed an amended Acting Vice-Chancellor Schedule.

RESOLVED 11/52

Council resolved that during 2011-12, at any time the Vice-Chancellor is unable to act because of his absence from Sydney or illness or otherwise, the Deputy Vice-Chancellor (Provost), be appointed Acting Vice-Chancellor or, if that person is, at the same time, absent from Sydney or ill or otherwise unable to act, one of the persons holding the following offices for the time being and subject to the person's availability, be appointed in order of sequence as Acting Vice Chancellor:

- Deputy Vice-Chancellor (Research)
- Deputy Vice-Chancellor & Chief Operating Officer
- Deputy Vice-Chancellor (Students)
- Chief Financial Officer
- Director, Human Resources
- Vice-President, International and Strategy

provided that:
• any such appointment shall not be extended beyond the meeting of the University Council next occurring after its commencement

RESOLVED 11/53

Council resolved to approve the minutes of the meeting of Council held on 19 October 2011 as a true and correct record.

Matters Arising

Council noted the progress on Matters Arising from the Minutes of 19 October 2011 meeting and outstanding matters from previous meetings.

6. MINUTES OF THE FINANCE AND FACILITIES COMMITTEE MEETING OF 21 NOVEMBER 2011
(Agenda item 2.3)

The Deputy Chancellor spoke to and Council discussed the minutes of the Finance and Facilities Committee meeting held on 21 November 2011.

C Darvall and S Rubic joined the meeting at 4.20pm.

Mr Gorman provided a presentation on the 2012 Budget
A Bissett joined the meeting at 4.40pm.

Council considered and noted the minutes of the Finance and Facilities Committee of 21 November 2011.

RESOLVED 11/54

Council resolved, following the recommendations of the Finance and Facilities Committee, that:

1. the 2012 Budget be adopted with the proviso that the Vice-Chancellor can vary any allocation contained within the budget;

2. the Capital Management Plan 2012 (2011 – 2016) be adopted on the understanding that approval will continue to be sought for individual projects in accordance with the University’s Financial Delegations of Authority; and

3. Finance funds will be lent by the University to MUH Operations No. 2 Limited to enable MUH Operations No. 2 Ltd to meet its obligations.

RESOLVED 11/55

Council resolved, following the recommendations of the Finance and Facilities Committee, that:

1. the delegation in respect of fortnightly payroll currently exercised by the Director, Human Resources, the Manager Employee Relations, Human Resources or the Operations Manager, Human Resources or the Deputy Director, Human Resources be increased from $8.2M to $8.5M; and

2. the delegation in respect of the fortnightly payroll scheduled for 14
December 2011 and including the annual leave loading payout for 2011 to be exercised by the Director, Human Resources, the Manager, Employee Relations, Human Resources or the Operations Manager, Human Resources be set at $10.0M.

7. MINUTES OF THE AUDIT & RISK COMMITTEE MEETING OF 15 NOVEMBER 2011
(Agenda item 2.4)

Mr Wigglesworth spoke to and Council discussed the minutes of the Audit and Risk Committee meeting held on 15 November 2011 and the recommendations from that meeting.

Council agreed a program of ongoing development for Council members should be considered in 2012.

RESOLVED 11/56

Council resolved, following the recommendation of the Audit & Risk Committee:

1. to appoint a Sub-Committee comprising the Chancellor, Deputy Chancellor, the Chair of the Audit & Risk Committee, the Vice-Chancellor and Mr Andrew Bissett with the quorum set at three, to approve the 2011 University Financial Statements and the 2011 Annual Report;

2. to make the 2011 Draft University Financial Statements and 2011 Annual Report available to all Council members prior to the Sub-Committee meeting, and that Council members to invited to attend the Sub-Committee meeting at their convenience; and

3. that future Council meeting dates be reviewed to enable Council to approve the Annual Financial Statements and Audit & Risk Committee Minutes and Annual Report prior to the statutory deadline.

Council considered and noted the minutes of the Audit and Risk Committee meeting of 15 November 2011.

8. MINUTES OF THE HONORARY AWARDS COMMITTEE MEETING OF 9 NOVEMBER 2011
(Agenda item 2.5)

The Chancellor spoke to and Council discussed the Minutes and recommendations of the Honorary Awards Committee meeting of 9 November 2011.

Council agreed all candidates approved for honorary awards should be offered, as appropriate, a choice on whether the Honorary Award is a degree of:

- Doctor of Business (Hon. DBus),
- Doctor of Science (Hon.DSc),
- Doctor of Letters (Hon.DLit),
- Doctor of Laws (Hon.LLD),
- Doctor of the University (Hon.DUniv),

as provided in the Courses and Degrees Rules (Rule 3(2)).
9. REPORT OF THE STANDING COMMITTEE ON APPEALS MEETINGS HELD ON 21 NOVEMBER 2011  
(Agenda item 2.6)  
The Chancellor spoke to and Council discussed the Report of the Standing Committee on Appeals meeting held on 21 November 2011.

10. REPORT OF THE DISCIPLINE COMMITTEE MEETING ON 20 SEPTEMBER 2011  
(Agenda item 2.7)  
The report of the Discipline Committee meeting held on 20 September 2011 was tabled. Council considered and noted the report of the Discipline Committee meeting held on 20 September 2011.

11. ACADEMIC SENATE REPORT  
(Agency item 3.1)  
The Vice-President of Academic Senate spoke to the report and recommendations from Academic Senate.

Professor Piper spoke further to the recommendation to introduce the Master of Research and the proposal regarding the new international-standard research training degree structure.

Council discussed the proposal and noted it is currently being discussed at various committees and working groups and further recommendations will be submitted to Academic Senate and Council, as appropriate.

Council noted and discussed the report.

RESOLVED 11/59  
Council resolved, as recommended by the Academic Senate:  
1. That the introduction of the Master of Research with effect from 1 January 2013 be approved.

2. That the changes to Existing Degree Rules, Adoption of New Associate Degree Rules, Changes to Graduate Certificate Rules and Graduate Diploma Rules for 2012, be approved with effect from 1 January 2012.

S Nori left the meeting at 6.15pm.

12. PROMONTORY JOINT VENTURE  
(Agency item 3.2)  
K Jameson joined the meeting at 6.20pm.
13. **AMENDMENTS TO MACQUARIE UNIVERSITY HOSPITAL BY-LAWS** (Agenda item 3.3)

Mr Luttrell spoke to the paper and recommendation.

**RESOLVED 11/61**

_Council resolved, as recommended by the Board of MUH Operations No. 2 Ltd, that the amendments to the Macquarie University Hospital By-laws as attached to Agenda Item 3.3 of the papers are approved._

14. **MGSM NEW COMPANY – APPOINTMENT OF AUDITORS AND EXTENDING THE REPORTING PERIOD** (Agenda item 3.4)

**RESOLVED 11/62**

_The members of the new MGSM Company (ACN 153 973 481) resolved to:_

1. approve the extended reporting period for ACN 153 973 481 of 27 October 2011 to 31 December 2012; and

2. appoint the Audit Office of NSW as the auditors for ACN 153 973 481.

15. **STUDENT MISCONDUCT AND DISCIPLINE RULES** (Agenda item 3.5)

**RESOLVED 11/63**

_Council resolved that:_

1. all references to “the Academic Registrar” in the Student Misconduct and Discipline Rules be replaced with references to “The Registrar”; and

2. Rule 6(1) of the Student Misconduct and Discipline Rules be amended with immediate effect:

   “Rule 6(1): There shall be a Discipline Committee which shall consist of the Chancellor or Deputy Chancellor, the Vice-Chancellor, the Vice-President of the Academic Senate, a member of Council selected by the Council, four Executive Deans of Faculties selected biennially by the Academic Senate (or their delegates), a student member of the Academic Senate selected by the Academic Senate and any other persons appointed from time to time by the Vice Chancellor.

   Rule 6(2): Four members shall form the quorum of a Discipline Committee.“

16. **STANDING COMMITTEE ON APPEALS** (Agenda item 3.6)

**RESOLVED 11/64**
Council resolved:

1. to delegate to the Vice Chancellor the authority to appoint persons as members of the Standing Committee on Appeals as needed from time to time. With the exception of the ex-officio members, the term of appointment of all other members of Council appointed by the Vice Chancellor to the Standing Committee on Appeals will be for the duration of their current term as a member of Council; and

2. amend the terms of Reference for the Standing Committee on Appeals as approved in Resolution 11/58 earlier in the meeting to reflect Resolution 1 passed above.

Ms Anderson left the meeting at 6.40pm.

17. ENGLISH LANGUAGE PROFICIENCY
(Agenda item 3.7)

Professor Sachs spoke to the paper regarding English Language Proficiency.

RESOLVED 11/65

Council resolved to approve Option 2 of the improving English Language Proficiency proposal and requested regular updates on progress be provided.

18. VICE-CHANCELLOR’S REPORT
(Agenda item 4.1)

The Vice-Chancellor spoke to the report and updated Council on:

- development with the Macquarie University compact;
- progress with the Base Funding Review; and
- progress with the Student Visa Scheme review by the Hon Michael Knight and the proposal to cover private providers.

Council discussed and noted the report.

19. OCCUPATIONAL HEALTH AND SAFETY REPORT
(Agenda Item 4.2)

Council noted the report.

20. PARTICIPATION AND COMMUNITY ENGAGEMENT (PACE) PRESENTATION
(Agenda Item 4.3)

Council deferred the presentation to the February 2012 meeting.

21. GENERAL COUNSEL REPORT
(Agenda Item 4.4)

Council noted the General Counsel Report.
22. VICE-CHANCELLOR’S PERFORMANCE REPORT 2011 AND PROPOSED KEY PERFORMANCE INDICATORS FOR 2012
(Agenda Item 4.5)

Council noted the Vice-Chancellor’s Performance Report for 2011 and agreed to provide feedback on the proposed Key Performance Indicators for the Vice-Chancellor for 2012.

23. POLICY FRAMEWORK
(Agenda Item 4.6)

Council noted the paper on the Policy Framework.

24. OTHER BUSINESS

Next meeting

Council noted the next Council meeting is scheduled for 22 February 2012 with a Strategy Planning Day scheduled for 18 February 2012.

CLOSURE

There being no further business, the meeting concluded at 6.55pm.

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Chancellor

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