Minutes of the 457th Meeting of the Macquarie University Council held at the Council Room, Building E11A, Macquarie University, North Ryde at 4.10pm on Thursday 10 April 2014.

Present:
Chancellor, The Hon M Egan
Deputy Chancellor, Ms E Crouch
Vice-Chancellor, Professor B Dowton
Mr C Darvall
Professor Julie Fitness
Mr G Jones
Professor D Kane
Ms Gemma Quinn
Dr K Schott
Professor D Verity
Ms K Vozella
Mr J Wigglesworth

In attendance:
Ms D Anderson, Deputy Vice-Chancellor (Students and Registrar)
Mr J Gorman, Chief Financial Officer
Professor Mark Gabbott, Executive Dean
Professor J Greeley, Executive Dean
Mr P Luttrell, General Counsel
Professor P Nelson, Executive Dean
Professor S Pretorius, Deputy Vice-Chancellor Research
Dr P Schreier, Chief Operating Officer
Professor J Simons, Executive Dean
Mr T Sprague, Director Human Resources
Professor D Wilkinson, Deputy Vice-Chancellor (Corporate Engagement and Advancement)
Ms Melanie Harris, Director and Chief of Staff, Office of the Vice-Chancellor
Mr James Burman, Intern, Office of the Vice-Chancellor (Observer)

Apologies:
Council
Mr B Crotty
The Hon P Forsythe
Professor Richie Howitt
The Hon S Nori
Mr G Ward

Executives
Professor J Lee

Secretariat:
Ms E Lawler, Company Matters
1. QUORUM AND APOLOGIES

The Chancellor confirmed that a quorum was present. The Chancellor noted apologies from Council Members Brendan Crotty, Patricia Forsythe, Richie Howitt, Sandra Nori, Steven Rubic and Greg Ward and Executive Jim Lee.

RESOLVED 14/10

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

There were no new declarations of interest.

3. ITEMS FOR DISCUSSION

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

RESOLVED 14/11

The Council resolved to note item 5.1 in the agenda.

4. MATTERS RAISED BY COUNCIL MEMBERS

Council noted that Richie Howitt has requested certain matters be discussed by Council regarding the current Enterprise Bargaining process. Council noted this would be discussed later in the Meeting.

5. MINUTES OF THE MEETING OF 13 FEBRUARY 2014 AND MATTERS ARISING
(Agenda items 2.1 and 2.2)

Council noted the minutes of the previous meeting.

RESOLVED 14/12

Council resolved to approve the minutes of the meeting of Council held on 13 February 2014 as a true and correct record.

Matters Arising

Council noted the progress on Matters Arising from previous meetings.

6. MINUTES OF THE FINANCE AND FACILITIES COMMITTEE MEETINGS
(Agenda item 2.3)

The Deputy Chancellor spoke to the minutes of the 4 February and 20 March 2014 meetings and noted that the key matters, being the Campus Masterplan and 2013 financial statements would be discussed later in the agenda.

Mr Darvall noted that legislation has been introduced to Parliament which, if passed, will provide universities with the ability to make their own investment decisions without consulting Government and also the ability to borrow funds.

Council noted the minutes of the 4 February and 20 March 2014 Finance and
Facilities Committee meetings.

7. MINUTES OF THE STUDENT EXPERIENCE COMMITTEE MEETING
   (Agenda item 2.4)

   The Deputy Chancellor highlighted the key matters from the meeting of the Student Experience Committee meeting held on 27 March 2014.

   The Deputy Chancellor advised it is planned to amend the proposed Terms of Reference for the Committee to include the Director, Learning and Teaching Centre as an ex-officio member of the Committee.

   RESOLVED 14/13

   Council resolved to appoint the Director, Learning and Teaching Centre as a member of the Student Experience Committee in accordance with the amended Terms of Reference for the Student Experience Committee meeting.

   Council noted the minutes of the 27 March 2014 Student Experience Committee meeting.

8. MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING
   (Agenda item 2.5)

   John Wigglesworth highlighted key matters from the 27 March 2014 meeting and noted that the main item considered by the Committee, being the 2013 financial statements, would be discussed later in the agenda.

   Council noted the minutes of the 27 March 2014 Audit and Risk Committee meeting.

9. MINUTES OF THE HONORARY AWARDS COMMITTEE MEETING
   (Agenda item 2.6)

   The Chancellor spoke to the minutes of the 3 March 2014 Honorary Awards Committee meeting.

10. MINUTES OF THE DISCIPLINE COMMITTEE MEETING
    (Agenda item 2.7)

11. VICE-CHANCELLOR’S REPORT
    (Agenda item 3.1)

   The Vice-Chancellor spoke to the report and highlighted key matters, including:

   - Creation of Deputy Vice-Chancellor (Academic) portfolio;
   - Student load update;
   - Research framework process;
   - Research Funding and grant applications;
   - Additional academic positions;
   - Jubilee celebrations. David Wilkinson agreed to present regarding the various events and involvement of students at a future Student Advisory Board meeting;
   - ERA 2015 preparations;
• New Colombo Plan initiative; and
• Resignation of the Chief Information Officer.

Council discussed and noted the report.

12. ACADEMIC SENATE REPORT
(Agenda item 3.2)

Professor Verity spoke to the report from Academic Senate and the resolution proposed.

RESOLVED 14/15

Council resolved, as recommended by Academic Senate, that the following New Award at Stage I be approved, effective 1 January 2015: Graduate Certificate of Learning Difficulties Support Teaching (GradCertLearnDiffSuppTeach).

Council noted and discussed the report.

13. ENTERPRISE BARGAINING
(Agenda item 3.3)

Mr Sprague updated Council on progress with negotiations for the new Enterprise Agreement, including:

- Industrial action to date;
- Matters still to be resolved; and
- Key matters resolved.

Mr Sprague tabled a paper regarding Student-Staff ratios. Council discussed the data provided and issues in comparing with other universities.

Council discussed and noted the update and paper tabled.

14. HEALTH AND SAFETY REPORT
(Agenda item 3.4)

Mr Sprague spoke to the Health and Safety Report. Council discussed the recent incident and actions taken to prevent future incidents of this kind.

Council discussed and noted the report, including that the HR team is working towards automating data to enable reporting of student incidents.

15. FACULTY OF HUMAN SCIENCES PRESENTATION
(Agenda item 3.5)

Professor Greeley provided a presentation on the Human Sciences faculty, including:

- Departments, disciplines and research areas;
- Governance structure;
- Faculty Highlights;
- Senior appointments and accolades;
- Key statistics;
- Student load;
• Research revenue;
• Risks and challenges; and
• Current and future developments.

Council discussed and noted the presentation.

16. 2013 ANNUAL REPORT AND FINANCIAL STATEMENTS
   (Agenda item 4.1)

RESOLVED 14/16

Council resolved to:

1. Approve the 2013 Macquarie University Annual Report to Parliament, subject to minor amendment; and
2. Approve the affixing of the signatures of the Vice-Chancellor and Chancellor to the 2013 Macquarie University Annual Report to Parliament.

Council resolved, following recommendation from the Audit and Risk Committee and that in the Council’s opinion and to the best of their knowledge and belief:

• the financial statements present a true and fair view of the financial position of the University at 31 December 2013 and the results of its operations and transactions of the University for the year then ended.
• the financial statements have been prepared in accordance with the provisions of the Public Finance and Audit Act 1983 and Audit Regulation 2010 and the Financial Statement Guidelines for Australian Higher Education Providers for the 2013 Reporting Period issued by the Australian Government (Department of Education).
• the financial statements have been prepared in accordance with Australian Accounting Standards, which includes Australian Accounting Interpretations.

Council further resolved that:

• they are not aware of any circumstances, which would render any particulars included in the financial statements to be misleading or inaccurate.
• In accordance with the Higher Education Support Act 2003, the amount of Australian government financial assistance expended during the reporting period was for the purposes for which it was intended and Macquarie University has complied with applicable legislation, contracts, agreements and programme guidelines in making expenditure.
• There are reasonable grounds to believe that the University will be able to pay its debts as and when they fall due.

Council further resolved to authorise the Vice-Chancellor, the Chair of the Finance and Facilities Committee and the Chair of the Audit and Risk Committee to sign the 2013 Financial Statements and the Statement of Appointed Officers.

17. CAMPUS MASTERPLAN
   (Agenda item 4.2)

Council noted that a presentation had been provided at a Council Seminar
immediately prior to the Council meeting, and at this Seminar, the Campus Masterplan was discussed in detail.

**RESOLVED 14/17**

*Council resolved that, following the recommendation of the Finance and Facilities Committee, the Macquarie University Campus Master Plan 2014 be approved.*

18. **COUNCIL PROCEDURES AND CHARTER**
(Agenda item 4.3)

The Secretary outlined the proposed Council Charter and procedures. The Chancellor advised an additional external Council member should be added to the Search Committee for the Chancellor in the procedures.

**RESOLVED 14/18**

*Council resolved to:*  
#  
1. approve the Council Charter and Standing Resolution on the Procedures of Council as attached to the paper, subject to an additional external Council member being included on the Search Committee for the Chancellor; and  
2. rescind the Council and Election of Chancellor Rule and related resolutions.

19. **REVISED COMMITTEE TERMS OF REFERENCE**
(Agenda item 4.4)

The Vice-Chancellor outlined the recent review of Committee Terms of Reference and noted that each of the proposed Terms of Reference have been reviewed by respective Committees or Chairs of the Committees.

Council noted each Council member has a standing invitation to attend Council Committee meetings subject to confidentiality and conflict issues.

**RESOLVED 14/19**

*Council resolved to approve the revised Terms of Reference for each of the following Committees of Council effective immediately:*  
- Audit & Risk Committee  
- Finance & Facilities Committee  
- Honorary Awards Committee  
- Nominations Committee  
- Remuneration Committee  
- Student Experience Committee, subject to adding the Director, Learning and Teaching Centre as an ex-officio member.

20. **COMMITTEE MEMBERSHIP**
(Agenda item 4.5)

The Chancellor spoke to proposed changes to Committee membership.
RESOLVED 14/20

Council resolved that:

a. Brendan Crotty be appointed as a member of the Finance & Facilities Committee; and

b. Julie Fitness be appointed as an Academic Council member on the Standing Committee on Appeals.

21. STUDENT DISCIPLINE RULES 2014
   (Agenda item 4.6)

Dee Anderson spoke to the paper and implementation plan. Ms Anderson agreed to review each reference to staff in the Rules to ensure appropriate as Rules are not intended to cover staff.

RESOLVED 14/21

Council resolved to make the Student Discipline Rules 2014 and repeal the current Student Misconduct and Discipline Rules, with the commencement of these new rules and the repeal of the current rules to take effect at a time to be determined by the Vice-Chancellor, subject to correcting any inappropriate references to staff.

22. CASUAL VACANCIES OF STAFF ELECTED MEMBERS
   (Agenda item 4.7)

Council deferred this item for consideration at a future meeting.

23. NEW CONSTITUTION FOR CMBF LIMITED
   (Agenda item 4.8)

RESOLVED 14/22

Council resolved:

1. To approve the New Constitution (Attachment A to the paper).

2. That each Council member considers, and if thought appropriate, provide formal consent to become a Class A member by signing the attached application to become a Class A member as per Clause 2.2 of the Constitution (Attachment B to the paper).

3. That the Vice-Chancellor considers, and if thought appropriate, provide formal consent to become a director of CMBF as per Clause 4.2 of the Constitution by signing the attached consent to act as director (Attachment C to the paper).

24. DOCUMENTS SIGNED UNDER POWER OF ATTORNEY
   (Agenda item 5.1)

Council noted the report.
25. OTHER BUSINESS

Next meeting

Council noted the next meeting of the Council is scheduled for 3 July 2014 at 4.00pm.

CLOSURE

There being no further business, the meeting concluded at 6.00pm.

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Chancellor