

**Non-Confidential Minutes of Meeting 02/2020, 8 April at 10.00 am
Chaired from the Apostolic Delegation Room,
Vice-Chancellery, North Sydney Campus
Conducted using webconference**

Present

- The Hon. John Fahey AC, GCSG, Chair & Chancellor *
- Mr Julien O'Connell AM, Pro-Chancellor **
- Professor Greg Craven AO, GCSG, Vice-Chancellor and President *
- Most Reverend Anthony Fisher OP ***am, **pm
- The Hon. James Douglas **
- Mr Stephen Elder OAM, KSS **
- Associate Professor Elspeth Froude *
- Mr Ross Fox **
- Professor Margot Hillel OAM **
- Ms Chanchal Kaur *
- Mr Tim Kirk **
- Ms Danielle Leahy **
- Mr Karl Morris AO (attendance until lunch) ***
- The Hon. Barbara Perry **
- Ms Annette Schmiede **
- Dr Josephine Ryan **
- Ms Bernadette Steele **

Apologies

- Dr Judith Norris

ACU Staff in attendance at meeting

- Dr Stephen Weller, Secretary and Chief Operating Officer *
- Dr Diane Barker, Director of Governance **
- Mr Scott Jenkins, Chief Financial Officer (for Vice-Chancellor's Report, Agenda Item 6, Rome Campus, Agenda Item 8 and Financial Statements, Agenda Item 11) **
- Ms Simone Chetcuti, Director, Office of Vice-Chancellor and President *
- Mr Hugh McCuaig, Governance Officer **

The Meeting was conducted using webconference. The platform was Microsoft Teams.

* present in the Apostolic Delegation Room

** present using videoconference

*** present using teleconference

Part A – Procedural

1 Welcome and apologies

The Chancellor welcomed Senators and attendees to the meeting being conducted, for the first time, using webconferencing due to the University's adoption of social distancing measures in response to the COVID-19 Pandemic.

Senate noted that the terms of office for Dr Josephine Ryan (Senator since May 2018) and Danielle Leahy (Senator since May 2017) end in May 2020. The Chancellor thanked Dr Ryan and Ms Leahy for the important contributions which they had made to the Senate during their terms of office and wished them the best for the future on behalf of the Senate.

2 Minutes of Meeting held on 12 February 2020

Resolution S 2020/014

Senate confirmed the Minutes of Meeting 01/2020 (12 February) of Senate as a true and accurate record, as detailed in Document 2.

3 Business Arising

Item removed

4 Register of Interests

Declarations removed

Part B – For Discussion (Governance and Strategy)

5 Chancellor's Report

5.1 Retirement of Vice-Chancellor & President

The Chancellor advised Senate of the sad news that the Vice-Chancellor and President, Professor Greg Craven, had indicated his intention to retire from his position in January 2021. The Chancellor stated that, during the 12 years since Professor Craven had been appointed as Vice-Chancellor, the University had experienced significant growth and development.

The University now had eight flourishing campuses in learning, teaching, research and community engagement in addition to an international campus in Rome. The ninth campus would open in Blacktown in Western Sydney in 2021, forging learning and research pathways into Western Sydney. The University is now ranked in the top two per cent of universities worldwide and are one of the top ten Catholic universities globally. Excellence in Research for Australia (ERA) recently ranked ACU first or equal first for 10 fields of research in Australia. The Chancellor stated that all of these achievements and results were a testament to Professor Craven's leadership across the University since his appointment in 2008. Senators echoed the commendations made by the Chancellor.

Text removed

Resolution S 2020/016

Senate noted:

- i. that the Vice-Chancellor and President, Professor Greg Craven AO, GCSG would retire in January 2021;
- ii. the tabled documents loaded to the meeting software: Search Proposal; Selection Protocol; and Draft advertisement, as detailed in Documents 5.1.1-3.

6 Vice-Chancellor and President's Report

The Vice-Chancellor spoke to his Report which included:

- ♦ Chair Academic Board (acknowledgement of Professor Margot Hillel's academic leadership during her six year tenure as Chair of the Academic Board) and provisions for a new appointment commencing August 2020
- ♦ Congregation for Catholic Education Plenary Assembly
- ♦ Enrolments Report
- ♦ Institute for Humanities and Social Sciences
- ♦ Work, Health & Safety Report (4th Quarter 2019)
- ♦ News and Vice-Chancellor acknowledgements
- ♦ ACU Media Reports
- ♦ Vice-Chancellor's external engagements, hosted events and speeches
- ♦ Government, Policy and Strategy Report
- ♦ Reports from the Provost; Chief Operating Officer

6.1 COVID-19 Risk Analysis (short to mid-term)

Text removed

Resolution S 2020/020

Senate noted the COVID-19 Risk Analysis (short to mid-term), as detailed in Document 6.1.

6.2 Financial Forecast (March 2020)

Dr Weller provided an outline of the March Financial Forecast which incorporated the projected impact on the 2020 Budget Forecast due to the COVID-19 pandemic.

Text removed

Notation

Senate noted the Financial Forecast (March 2020), as detailed in Document 6.2.

6.3 Workforce Trend Analysis (1st Quarter 2020)

Dr Weller outlined the detail of the first quarter Workforce Trend Analysis for 2020 which incorporated anticipated effects to staffing due to the COVID-19 pandemic.

Notation

Senate noted the Workforce Analysis (1st Quarter 2020), as detailed in Document 6.3.

6.4 Establishment of Seven Faculty Based Research Centres

The Vice-Chancellor spoke to the paper and recommendation to establish seven new Faculty based research centres. The Vice-Chancellor stated that the proposal to establish the research centres is based on the strategic priority of building an academic culture consistent with the University's research intensification strategy through collaboration between the University's school-based and institute-based researchers.

Text removed

Resolution S 2020/015

In accordance with Statute 2.7.1, Senate approved the establishment of the following Faculty Based Research Centres, as detailed in Document 6.4:

Faculty of Theology and Philosophy

- i. Research Centre for Studies of the Second Vatican Council

Faculty of Education and Arts

- ii. Research Centre for Digital Data and Assessment in Education
- iii. Research Centre for Social and Political Change
- iv. Research Centre for Refugees, Migration, and Humanitarian Studies
- v. Gender and Women's History Research Centre

Faculty of Health Sciences

- vi. Research Centre for Sports Performance, Recovery, Injury and New Technologies (SPRINT)
- vii. Healthy Brain and Mind Research Centre

6.5 Acting Provost

Text removed re detail of dates.

The Vice-Chancellor and Senate acknowledged Professor Nugent's leadership of the portfolio of Provost since her appointed as Deputy Vice-Chancellor (Academic) in 2011 and the significant contributions made to the University during this time.

Resolution S 2020/021

In accordance with Clause 23.1 of the Constitution, Senate approved Professor Zlatko Skrbis as Interim Provost for a period of up to 12 months in addition to the preceding period 14 April to 31 May 2020.

Resolution S 2020/023

Senate noted the Vice-Chancellor's Report, as detailed in Document 6.

7 COVID-19 Business Continuity Planning

Dr Weller spoke to the COVID-19 Business Continuity Plan. Dr Weller referred to the agenda documentation which included incident response and governance; Incident Response Group; Critical Incident Response Group; Covid-19 Cases – Staff and Students; examinations; graduations; semester dates and timetabling; online course delivery; student practicum placements; international students; staff travel; staff working remotely; meetings, events and campus operations; communications; Campus Ministry and support. Supplementary documentation included the Assessment and Examinations Business Continuity Planning; Staff Events and Meetings Protocol; and Social Distancing poster.

Senate congratulated the senior executive, academic and professional staff for mobilising extensive online learning across the majority of courses in such a short period of time. Associate Professor Froude and Dr Ryan provided updates in regard to practicum and professional experience planning for allied health and teacher education students across first and second semesters. Discussion included negotiations with accrediting bodies, managing the relationships with professional experience providers, flexible and innovative solutions to provide professional experiences and the broad aim of not requiring students to undertake catch up professional experience programs in 2021.

Senate acknowledged the extensive range of services being provided to students during the isolation period including the libraries (which have remained open) and Campus Ministry. Senate thanked Dr Weller for chairing the Critical Incident Response Group, for the comprehensiveness of this whole of university exercise and for the informative manner in which regular communications had been and continue to be disseminated to students and staff. Text removed

Resolution S 2020/024

Senate noted the COVID-19 Business Continuity Planning Report, as detailed in Document 7.

8 Item removed

9 Melbourne Campus Development

Dr Weller spoke to the Melbourne Campus Development Report.

Notation

Senate noted the Melbourne Campus Development Report, as detailed in Document 9.

10 Blacktown Campus Development

Dr Weller spoke to the Blacktown Campus Development Report.

Notation

Senate noted the Blacktown Campus Development Report.

11 Financial Statements and Directors' Report (2019)

Dr Weller spoke to the Financial Statements and Directors' Report (2019).

Dr Weller and Mr Jenkins answered questions from Senators in regard to the financial statements.

Resolution S 2020/017

Subject to any additional amendments required to the Director's Report and Noted to the Financial Statements in respect of COVID-19, Senate:

- i. approved the 2019 Annual Financial Statements, including the Directors' Report, and authorised the signing by the Chancellor and Vice-Chancellor; and
- ii. authorised presentation of the accounts to Members of the Corporation and to the appropriate authorities.

12 Governance

12.1 Delegations of Authority Policy and Register

Dr Weller provided the background for the proposed amendments to the Delegations of Authority Policy and Register. Dr Barker outlined and answered questions in relation to the proposed Schedule 1 of Extraordinary Delegations. Schedule 1 would apply in circumstances where a critical incident has been declared in accordance with ACU's Critical Incident Management Framework. Specified officers would be delegated to exercise decision making in accordance with the provisions contained in the Schedule. The delegates would be required to maintain a register of decision-making for referral to the next meetings of Academic Board and Senate respectively.

Resolution S 2020/019

Senate:

- i. approved the proposed amendments to the Delegations of Authority Policy and Register, as detailed in Document 12.1, with immediate effect;
- ii. noted the Breaches Register (Update no. 3) recorded against the Delegations of Authority Policy & Register for the period June 2018 to January 2020.

12.2 Reports against Performance (Strategic Plans)

12.2.1 Strategic Plan 2015 – 2020, Traffic Light Report (December 2019)

Dr Weller spoke to the December 2019 Traffic Light Report detailing performance against the Strategic Plan 2015 – 2020.

Resolution S 2020/025

Senate noted the Strategic Plan 2015 – 2020 Traffic Light Report (December 2019), as detailed in Document 12.2.1.

12.2.2 Strategic Plan 2020 – 2023, KPI Dashboard

Dr Weller spoke to the Key Performance Indicator Dashboard 'prototype' Report which will detail performance against the Strategic Plan 2020 – 2023. Dr Weller stated that the prototype contains sections for *Baseline*, *2023 Target*, and *Actual* performance.

Resolution S 2020/026
Senate noted the Strategic Plan 2020 – 2023 KPI Dashboard, as detailed in Document 12.2.2.

12.3 Statute 13 - Freedom of Speech and Intellectual Freedom

The Chancellor provided the background from the previous meetings of Senate which had informed the preparation of the proposed new Statute 13 *Freedom of Speech and Intellectual Freedom*. Dr Barker spoke to the anticipated amendments to the Higher Education Support Act in relation to the definition and scope of free speech and academic freedom for Higher Education Providers.

Resolution S 2020/022

Senate:

- i. approved Statute 13 – Freedom of Speech and Intellectual Freedom;
- ii. noted foreshadowed amendments to the Higher Education Support Act 2003 (Cth) defining the nature and scope of freedom of speech and academic freedom for Higher Education Providers.

12.4 Contract Execution Register

Dr Weller spoke to the Contract Execution Register for the period January to March 2020.

Resolution S 2020/027

Senate noted the Contract Execution Register for the period 23 January to 23 March 2020.

12.5 Chapter Reports

12.5.1 New South Wales

Ms Schmiede spoke to the Report from 24 February 2020 Meeting of the New South Wales Chapter. In addition, Ms Schmiede gave an overview of the proceedings of the April meeting including Faculty research centres, Blacktown Campus development and presentations from the Faculty of Theology and Philosophy, Campus Ministry and the PM Glynn Institute.

12.5.2 Victoria

Senate noted the Report from 17 March 2020 Meeting of the Victorian Chapter.

12.5.3 Queensland

Senate noted the Report from 18 February 2020 Meeting of the Queensland Chapter.

12.5.4 ACT

No Report since the last Senate meeting.

Resolution S 2020/029

Senate noted the Reports from the NSW, Victorian and Queensland Chapter, as detailed in Documents 12.5.1, 12.5.2 and 12.5.3.

Part C – For Discussion (Reporting Committees)

13 Academic Board

Professor Hillel spoke to the Report from the February Meeting of the Academic Board.

Resolution S 2020/030

Senate noted the Report from the Academic Board from its Meeting of 19 February 2020, as detailed in Document 13.

14 Sub-Committees of Senate

14.1 Finance and Resources Committee

Mr O'Connell spoke to the Report from the Finance and Resources Committee from its meeting of Meeting of 16 March 2020. Mr O'Connell thanked the Chief Financial Officer and staff of the Finance Directorate for the preparation of Financial Statements.

Resolution S 2020/031

Senate noted the Report from the Finance and Resources Committee Meeting of 16 March 2020, as detailed in Document 14.1.

14.2 Audit and Risk Committee

Dr Weller spoke to the Report from the Audit and Risk Committee from its meeting of 23 March 2020.

Resolution S 2020/032

Senate noted the Report from the Audit and Risk Committee Meeting of 23 March 2020 (which included the 2019 Financial Statements considered under Agenda Item 11), as detailed in Document 14.2.

14.3 Honorary Awards Committee

The Chancellor spoke to the Report from the Honorary Awards Committee Meeting of 12 February 2020.

Details re approvals for honorary degrees and titles of Emeritus Professor removed pending acceptance from recipients.

14.3.1 Report from Meeting

Resolution S 2020/034

Senate noted the Report from the Honorary Awards Committee from its Meeting of 12 February 2020, as detailed in Document 14.3.

14.4 Senate Standing Committee

The Chancellor spoke to the Report from the Senate Standing Committee from its Meeting of 12 February 2020.

14.4.1 Report from Meeting

Resolution S 2020/037

Senate noted the Report of the Senate Standing Committee from its meeting of 11 February 2020.

14.4.2 Panel Positions on Senate

Text removed

14.4.3 Elections for Staff Positions on Senate

Dr Weller reported on the results of the elections of academic and professional staff to Senate.

Notation

Dr Weller reported that Dr Doseena Fergie and Gerard Goodwin-Moore had been elected to the academic and professional staff positions on Senate, in accordance with Clause 12.3 (h-i) of the Constitution, with terms of office 1 May 2020 – 31 April 2023.

Part D – For Noting

15 Innovation Fund Report (2019)

Dr Weller spoke to the Innovation Fund Report.

Recommendation

Senate noted the Innovation Fund Report (2019), as detailed in Document 15.

16 Actions Register

Senate noted the Actions Register.

Text removed

17 General Business

17.1 Item removed

17.2 Invitation to Senators

The Chancellor thanked Senators for the contributions to the first meeting conducted using webconferencing in response to COVID-19 Pandemic social distancing requirements. The Chancellor extended an invitation to Senators to make contact with himself, the Vice-Chancellor or Dr Weller if they have thoughts or contributions in terms of how the University should continue to manage its response to the COVID-19 Pandemic.

18 Closing Prayer

Senate recited the Closing Prayer.

19 Close of Meeting

The meeting closed at 1.40 pm. The next meeting of Senate is scheduled for Thursday, 11 June 2020 at the MacKillop Campus in North Sydney (preceded by the Planning Day and Dinner on the previous day, Wednesday, 10 June).