

Non-Confidential Minutes of Meeting 02/2019 of Senate
Held on 11 April at 11.00 pm
Room 41, Level 5, Mary Glowrey Building
115 Victoria Parade, East Melbourne

Senators at meeting

- The Hon. John Fahey AC, Chair & Chancellor
- Mr Julien O'Connell AM, Pro-Chancellor
- Professor Greg Craven AO GCSG, Vice-Chancellor and President
- The Most Reverend Christopher Prowse DD
- Mr Michael Benson
- The Hon. Justice James Douglas
- Mr Stephen Elder OAM KSS
- Dr Bill Franzsen
- Professor Margot Hillel OAM
- Mr Tim Kirk
- Professor Michael Ondaatje
- Dr Josephine Ryan
- Ms Annette Schmiede
- Ms Margaret Vider DSG

Apologies

- Ms Danielle Leahy
- Ms Moira Najdecki
- The Hon. Barbara Perry
- Ms Bernadette Steele

ACU Staff at meeting

- Dr Stephen Weller, Secretary and Chief Operating Officer
- Professor Zlatko Skribis, Deputy Vice-Chancellor (Education and Innovation) (for Portfolio Presentation, Agenda Item 11)
- Dr Diane Barker, Director of Governance
- Mr Scott Jenkins, Chief Financial Officer (for Financial Statements, Agenda Item 8)
- Ms Simone Chetcuti, Director, Office of Vice-Chancellor and President
- Mr Hugh McCuaig, Governance Officer

Mass was held at St Mary of the Cross (MacKillop) Chapel at 9.00 am, followed by morning tea at the Mary Glowrey South Café and then followed by a tour of the Melbourne Campus, led by Dr John Ballard, Associate Vice-Chancellor (Victoria) commencing at 10.00 am. The Meeting commenced at 11.00 am.

Part A – Procedural

1 Welcome and apologies

The Chancellor welcomed Senators and attendees to the meeting. Apologies as recorded above were noted.

The University Mace

Senate noted that the University Mace was being used for Graduation at the Canberra Campus.

2 Confirmation of Minutes of Previous Meeting

Resolution S 2019/013

The Minutes of Meeting 01/2019 (18 February 2019) were confirmed as a true and accurate record, as detailed in Document 2.

3 Business arising

3.1 Blacktown Campus, Item 4.2 from Minutes of Meeting 01/2019

Senate noted the updated on the Blacktown Campus provided in the Vice-Chancellor's Report.

3.2 Item removed

4 Register of Interests

There were no declarations of interest in regard to the Agenda.

Part B – For Discussion (Governance and Strategy)

5 Chancellor's Report

The Chancellor introduced his report with an outline of events in which he had participated since the February Meeting including the George Alexander Foundation Appreciation Event, Melbourne; launch of Archbishop Peter Comensoli's book 'In God's Image: Recognizing the Profoundly Impaired as Persons', Melbourne; Dinner in honour of The Most Reverend Peter A Comensoli, Archbishop of Melbourne, Melbourne; The Sydney Institute's 2019 Annual Dinner - Guest Speaker The Hon John Howard OM AC. Topic: "Has Politics Really Changed? From Menzies To Morrison", Sydney; and Graduation in Ballarat.

Final Meeting for Senators

Following on from the Retirement Dinner which was held on the previous evening in Drake House, the Chancellor acknowledged the contributions and last meeting for the following Senators:

Most Reverend Christopher Prowse DD, appointed by ACBC

Ms Moira Najdecki, appointed by ACT Chapter

Ms Margaret Vider DSG, appointed by Queensland Chapter

Dr Bill Franzsen, elected by academic staff to Senate

Professor Michael Ondaatje, elected by academic staff to Senate

The Chancellor stated that a special retirement dinner would be held for Most Reverend Prowse and Ms Najdecki (who were unable to attend the dinner the previous evening) and which would coincide with the first meeting in 2020 and would be held in Canberra.

University Medal

Senate extended its congratulations to Governance Officer, Mr Mr McCuaig whose son (Dylan) had graduated the previous day with a Bachelor of Medical Science (Honours Class 1) and the University Medal in Cell Pathology.

Item removed

6 Vice-Chancellor and President's Report

The Vice-Chancellor spoke to the Report which included:

- ♦ Reconciliation Action Plan (RAP) – Official Launch
- ♦ Invitation – Vice-Chancellor – Rethinking Australia Day?
- ♦ Triptych Blessing
- ♦ Book Launch of Archbishop Peter A. Comensoli
- ♦ Gender Equity Initiatives Report
- ♦ Senior Staff Reappointments
- ♦ Rome Campus
 - ~ Transition Process
 - ~ Inaugural Australia/Italy-based Academics Co-teaching Approach

ERA Outcomes – 2018 Update

The Vice-Chancellor advised Senate that the Australian Research Council had released the results of the latest ERA (Excellence in Research for Australia) assessments. ACU had again improved significantly on its achievements, especially in health and education.

ACU Blacktown Campus Update

Subsequent to liaison with Senate and the 5 March public announcement regarding regarding ACU being named as the Blacktown Council's Preferred Partner for a campus in Blacktown, Western Sydney, the Vice-Chancellor spoke to the Update Report. Senate acknowledged the accomplishment for the University and agreed that it further strengthened the University's capacity, in addition to the Strathfield campus, to deliver educational opportunities to the Western Sydney community. Text removed

Enrolment Update

Text removed

Planning for Melbourne Campus

Text removed

Strategic Planning

The Vice-Chancellor stated that the Strategic Plan would be a key feature for the Senate Planning Day on 12 June.

Profile Task Force

Senate noted that the newly established Profile Task Force would undertake an assessment of the University's existing profile which would serve to identify strengths and weakness before moving towards the development of a strategic approach to enhance the University's profile.

Item removed

George Alexander Foundation Scholarship

The Vice-Chancellor stated that the George Alexander Foundation aimed to create higher education opportunities for disadvantaged young people from remote and regional areas of Australia; and advised that the Foundation had extended its commitment to the ACU scholarship program beyond Victoria to NSW based students. It was agreed that the promotional video be made available to students.

Item removed

6.1 Item removed

Notation: Senate noted the Report from the Vice-Chancellor, as detailed in Attachment 6.

7 Melbourne Campus Development (Update)

Further to the Campus tour, Dr Weller spoke to the Update Report for Melbourne Campus Development, as detailed in Document 7.

8 Financial Statements and Directors' Report (2018)

The Chancellor introduced Dr Weller and Mr Jenkins to speak to the Financial Statements and Directors' Report (2018). The Chancellor outlined the documents considered by the Audit and Risk Committee in its determination to recommend to Senate that the Financial Statements and Directors' Report be approved (Agenda Item 14.2 refers), as follows:

- ♦ Auditor Report to the Audit and Risk Committee
- ♦ Significant and Other Accounting Matters
- ♦ Financial Statement Attestation Letter to Chair, Audit and Risk Committee
- ♦ Compliance with Statutory Requirements
- ♦ Representation Letter to Auditor

Resolution S 2019/015

Senate:

- i. approved the 2018 Annual Financial Statements, including the Directors' Report, and authorised the signing by the Chancellor and Vice-Chancellor; and
- ii. authorized the presentation of the accounts to Members of the Corporation and to the appropriate authorities.

The Pro-Chancellor provided further detail in relation to the review of the financial statements including the role of the Standing and Finance Committee; and gave a special thanks to Mr Jenkins, Mr Mitch Srbinovski (Associate Director, Financial Operations) and staff of Finance who had contributed to the preparation of the Statements.

9 Strategic Plan (2015 – 2020) Traffic Light Report (December 2018)

The Chancellor introduced the Strategic Plan (2015 – 2020) Traffic Light Report (December 2018) and stated that the report was now an annual report based on calendar year and was referred to the second meeting of Senate each year. The Vice-Chancellor and Secretary spoke to the Report. Senate noted the independent status of the report.

Notation: Senate noted the Strategic Plan (2015 – 2020) Traffic Light Report (December 2018), as detailed in Document 9.

10 Governance

10.1 Governance Committee Review

Dr Weller spoke to the Governance Committee Review paper. Text removed

Resolution S 2019/016

Senate approved Recommendations 1 to 7, as follows and as outlined in Document 10.1 subject to:

- i. amending the Statutes, Regulations and/or Terms of Reference for the relevant committees, as required; and
- ii. consultation with the Responsible Officers/Chairs for the relevant committees and any other stakeholders (e.g., affected staff) before effecting the transitional arrangements.

Resolution S 2019/017

Recommendation 1

- a) the Standing and Finance Committee be renamed and restructured as the 'Finance and Resources Committee' to more accurately reflect its existing functions; and
- b) amendments to Statute 2.2 and the Committee's Terms of Reference be effected to reflect the proposed structural changes to the Committee, including the removal of its standing function.

Resolution S 2019/018

Recommendation 2

- a) the Nominations and Remuneration Committee be renamed the 'Senate Standing Committee';
- b) consistent with (a), above, the new Senate Standing Committee be designated in Statute 2 as Senate's sole standing committee;
- c) the Senate Standing Committee is chaired by the Chancellor and its membership includes the Vice-Chancellor;
- d) all other chairs of the remaining Senate sub-committees (i.e., the newly designated 'Finance and Resources Committee', Academic Board and the Audit and Risk Committee) be designated, via an amendment to Statute 2.10, as members of this Committee; and
- e) Statute 2.10 and the Terms of Reference be updated to reflect the agreed scope of the committee.

Resolution S 2019/019

Recommendation 3

The Honorary Awards Committee be broadened to enable the Committee to:

- a) review the nomination forms and the accompanying supporting documentation;
- b) undertake any required due diligence and threshold level processes in relation to individual nominations; and
- c) prepare a succinct report summarising the Committee's deliberations, followed by a series of resolutions submitted to Senate for endorsement.

Resolution S 2019/020

Recommendation 4

The secretariat functions associated with the University Medals Committee be transferred to the office of the Chair of Academic Board as the Responsible Officer for the Policy on the Awarding of Medals for Academic Achievement and the Procedure for the Awarding of Medals for Academic Achievement.

Resolution S 2019/021*Recommendation 5*

- a) the Governance Directorate supports the Vice-President in any remaining transitional arrangements for transferring the secretariat responsibilities for the Board of Identity from the Governance Directorate to the Office of the Vice-President; and
- b) the name 'Board of Identity' be changed to 'Committee of Identity' to more appropriately reflect its status.

Resolution S 2019/022*Recommendation 6*

- a) the Governance Directorate supports the DVCC in any remaining transitional arrangements for transferring the secretariat responsibilities for Campus Board from the Governance Directorate to the Office of the DVCC; and
- b) the name 'Campus Board' be changed to 'Campus Committee' to more appropriately reflect its status.

Resolution S 2019/023*Recommendation 7*

- a) following appropriate consultation and final approval by the Vice-Chancellor of any policy-related changes, the ceremonial elements of the Committee be hived off to the Academic Registrar's Office (Student Administration) to be dealt with as a purely administrative function, consistent with current practice and in accordance with the Conferral and Graduation Policy and the Academic Dress and Regalia Policy;
- b) the honorary appointment elements of the Committee be retained intact, with secretariat responsibility transferred to the Office of the Provost as the Responsible Officer for the Committee under the Terms of Reference;
- c) the title of the Committee be changed to the 'Adjunct and Honorary Titles Committee' to reflect a re-focusing of its core business; and
- d) the membership of the Committee be revised consistent with the Committee's core focus on adjunct and honorary titles; comprising the Provost (Chair), the Deputy Vice-Chancellor (Research) and the Chair of Academic Board and removal of existing classes of membership including the two members of Senate and the Executive Dean.

Resolution S 2019/036

With reference to Recommendations 3 and 7, Senate resolved that nominations for the title of Emeritus Professor will proceed via the Honorary Awards Committee rather than the Adjunct and Honorary Titles Committee.

10.2 Contract Execution Register**Resolution S 2019/024**

Senate noted the Contract Execution Register for contracts executed pursuant to section 127(1) of the Corporations Act for the period 2 February 2019 to 27 March 2019, as detailed in Document 10.2.

10.3 Chapter Reports

The Chancellor introduced the Chapter Reports.

10.3.1 New South Wales

No report from the NSW Chapter since the last meeting of Senate.

10.3.2 Victoria

Mr Elder spoke to the Report from the 19 March 2019 Meeting of the Victorian Chapter.

10.3.3 Queensland

Ms Vider spoke to the Report from the 19 March 2019 Meeting of the Queensland Chapter. Senate noted the discussion which took place at the meeting with Mr Peter Maher, CEO, St Vincent de Paul Society. It was agreed that Mr Maher be invited to provide an occasional address at a future graduation ceremony.

10.3.4 ACT

No report from the ACT Chapter since the last meeting of Senate.

Notation: Senate noted the Reports from State Chapter, as detailed in Document 10.3.

11 Education and Innovation Portfolio

A presentation was given to Senate by Professor Zlatko Skrbis, Deputy Vice-Chancellor (Education and Innovation). Text removed

Part C – For Discussion (Reporting Committees)

12 Academic Board

Professor Hillel spoke to the Report from the Academic Board from the Meeting of 13 February 2019. Professor Hillel stated that there were no recommendation for the approval of Senate in the report.

Resolution S 2019/025

Senate noted the Report from the Academic Board from its Meeting of 13 February 2019, as detailed in Document 12.

13 Ceremonial and Protocols Committee

The Chancellor spoke to the Report from the Ceremonial and Protocols Committee from its Meeting of 19 March 2019, as detailed in Document 13.

13.1 Award Title of Emeritus Professor

Resolution S 2019/026

Senate approved the recommendation from the Ceremonial and Protocols Committee to the Vice-Chancellor and President to award the title of Emeritus Professor to Professor Anne Cummins.

13.2 Award title of Adjunct Professor

Resolution S 2019/027

Senate approved the recommendation from the Ceremonial and Protocols Committee to the Vice-Chancellor and President to award the title of Adjunct Professor to Professor Paul Carding for a one-year term.

13.3 Renewal of title of Adjunct Professor

Resolution S 2019/028

Senate approved the recommendation from the Ceremonial and Protocols Committee to the Vice-Chancellor and President to renew the title of Adjunct Professor to:

- i. Professor Leanne (Lee) Boyd for a one-year term;
- ii. Mr Toby Hall for a three-year term.

13.4 Renewal of title of Honorary Professor

Resolution S 2019/029

Senate approved the recommendation from the Ceremonial and Protocols Committee to the Vice-Chancellor and President to renew the title of Honorary Professor to Professor Sabine Hammond for a three-year term.

14 Sub-Committees of Senate

14.1 Standing and Finance Committee

The Pro-Chancellor spoke to the Report from the Standing and Finance Committee from its Meeting of 5 March 2019, as detailed in Document 14.1. Senate discussed the Staff Trend Report, 4th Quarter 2018.

14.2 Audit and Risk Committee

Senate received and noted the Report from the Audit and Risk Committee from its Meeting of 5 March 2019, as detailed in Document 14.2.

Refer Agenda Item 8 for the Financial Statements and Directors' Report (2018).

14.2.1 Item removed

14.3 Honorary Awards Committee

The Chancellor spoke to the Report from the Honorary Awards Committee from its Meeting of 12 March 2019, as detailed in Document 14.3.

Details of nominations and approvals removed.

14.4 Nominations and Remuneration Committee

The Chancellor spoke to the Report from the Nominations and Remuneration Committee, as detailed in Document 14.4.

14.4.1 Nomination of Australian Catholic Bishops Conference

Senate noted that the Australian Catholic Bishops Conference (ACBC) had nominated Archbishop Anthony Fisher OP to Senate to succeed Archbishop Prowse DD for the period May 2019 to May 2024 on Senate commencing May 2019.

14.4.2 Chapter nominated position (Queensland)

Text removed

14.4.3 Chapter nominated position (ACT)

Senate noted that the nomination for the ACT Chapter position on Senate for the period 2019 – 2022 was Mr Ross Fox, Director, Catholic Education, Archdiocese of Canberra; and that the nomination had had been referred to the AGM scheduled for 1 May 2019 for confirmation.

14.4.4 Panel nominated position (NSW)

Resolution S 2019/034

Senate endorsed the advice of the Nominations and Remuneration Committee that the nomination for the elected Panel position (NSW) [13.2(g) of Constitution] for the term of office AGM 2019 – AGM 2022 be The Hon. Barbara Perry and noted that this nomination would be considered at the AGM for confirmation.

14.4.5 Panel nominated position (Queensland)

Resolution S 2019/035

Senate endorsed the advice of the Nominations and Remuneration Committee that the elected Panel position (Queensland) [13.2(g) of Constitution] for the term of office AGM 2019 – AGM 2022 be The Hon. James Douglas and noted that this nomination would be considered at the AGM for confirmation.

Part D – For Noting

15 Actions Register

For noting

15.1 Blacktown Campus, Item 4.2 from Minutes of Meeting 01/2019 (18 Feb) (refer Vice-Chancellor's Report, current agenda)

15.2 Item removed

16 General Business

16.1 Elected Academic Staff positions on Senate

The Chancellor stated that a ballot had recently concluded for the election of two academic staff to Senate. There were eight candidates in total. Senate noted the successful candidates and their biographies as follows:

Associate Professor Elspeth Froude, Deputy Head School Allied Health, based in North Sydney

Associate Professor Elspeth Froude commenced at ACU in 2012 and has been part of the leadership team in the School of Allied Health since that time. Associate Professor Froude is the Head of Discipline of Occupational Therapy (A national program across 3 states) and the Deputy Head of School of Allied Health (NSW).

Dr Judith Norris, Senior Lecturer in Educational Leadership, based in Canberra

Dr Judith Norris is Senior Lecturer in Educational Leadership at ACU, Canberra campus. Dr Norris has worked in the School of Education since 2010 and has undertaken leadership positions such as Deputy Head, Education Canberra and currently is the Regional Lead (ACT) for Teach for Australia as well as representing ACU on several ministerial boards.

16.2 Reflections from retiring Senators

The Chancellor invited retiring Senators (in whose honour the dinner in Melbourne had been held on the previous evening) to speak to the Senate.

Dr Bill Franzsen

Dr Franzsen stated that it had been an honour to serve on the Senate as an elected staff representative and it had been rewarding to be able to contribute. Dr Franzsen emphasised the importance of understanding that reports to Senate necessarily focused on aspects of the University's operations requiring the due attention at that time, however, across a large institution, there were invariably areas which "may not be travelling so well" and it was important to consider this whilst addressing the issues at hand.

Professor Michael Ondaatje

Professor Ondaatje stated that it had been a privilege to serve on the ACU Senate, and to get to know other members of Senate, who are similarly committed to the University and its future. Professor Ondaatje stated that ACU is a wonderful place to work, and he looks forward to staying in touch with Senators, as the University moves into the exciting next phase of its development.

Ms Margaret Vider

Ms Vider reflected on the occasion in 1988 when she was present at a meeting at the Archbishop's residence in Brisbane with the Federal Minister for Education John Dawkins AO and members of McAuley College Council, including Archbishop Francis Rush, to discuss the proposal from the Federal Government for Colleges of Advanced Education to have University status in return for changes to their funding and function. Archbishop Rush, who was Roman educated and a classical scholar, felt this move would devalue the status of a university as a place of higher learning. Ms Vider stated that when she reflects on the growth and development of ACU with its increased size, breadth of disciplines, research, community engagement and international standing, she is comforted that Archbishop Rush would indeed approve of the way in which the University had developed. Ms Vider stated that she hoped ACU would continue to develop into the future and to differentiate itself in *Truth and Love*.

16.3 Supplementary sets of papers for meetings

Mr Elder requested that a supplementary printed set of the agenda and papers be made available for meetings.

17 Closing Prayer

Senators read the Closing Prayer.

18 Close of Meeting

Senators noted that the next meeting was to be held on Thursday, 13 June 2019 at the MacKillop Campus in North Sydney (preceded by the Planning Day and Dinner on the previous day, Wednesday, 12 June).

The Chancellor thanked Senators and attendees for their participation in the meeting and declared it closed at 2.50 pm.