Date: Tuesday, 16/08/2005
Time: 4:30 pm
Venue: St Ives Retirement Village, 22 Windelya Rd, Murdoch

AGENDA

1. MEMBERSHIP
2. APOLOGIES
3. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)

PART A - MAJOR ISSUES

4. AUQA AUDIT STATUS REPORT – WHOLE OF INSTITUTION AUDIT

PART B - OTHER ISSUES FOR DISCUSSION

5. VICE CHANCELLOR'S REPORT
6. ANNUAL EDUCATION REPORT
7. RATIFICATION OF STATUTE AMENDMENTS
8. UPDATE ON MURDOCH UNIVERSITY VETERINARY TRUST
9. SENATE PRIORITIES 2005

PART C - OTHER ITEMS

10. CONFIRMATION OF PREVIOUS MINUTES
11. ACADEMIC COUNCIL
12. AUDIT AND RISK MANAGEMENT COMMITTEE
13. CHANCELLOR'S COMMITTEE
14. ENVIRONMENTAL COMMITTEE
15. GOVERNANCE AND NOMINATIONS COMMITTEE
16. HONORARY AWARDS AND CEREMONIAL COMMITTEE
17. LEGISLATION COMMITTEE
18. RESOURCES COMMITTEE
19. OFFICIAL SEAL
20. SENATE MEETING DATES 2005
21. MATTERS FOR INFORMATION

PART D – CONFIDENTIAL MATTERS

22. AEG AND MURDOCH COLLEGE LITIGATION

���
SENATE NOTICE OF MEETING

Date: Tuesday, 16/08/2005
Time: 4:30 pm
Venue: The meeting room adjacent to dining room at Avalon (the main building). St Ives Retirement Village, 22 Windelya Rd, Murdoch
Parking: In front of and behind Avalon (the main building). Parking is also available in the street on Windelya Rd.

Afternoon tea will be available in the meeting room from 4pm. Would you kindly remember to wear your name badge?

After the meeting members are invited to have dinner in the dining room at St Ives

If you will be unable to remain for dinner, would you please advise the Assistant University Secretary, Samantha Summerton, by phone as soon as possible, so we can finalise catering numbers? Her number is 9360 6333.

If any Senate member would like additional information on any agenda item, or has a motion or changes to recommendations which could be included in a supplementary agenda, please contact me as soon as possible via eMail to J.Pease@murdoch.edu.au.

The Chancellor has also requested that, if you intend to speak to a particular item (in particular any item included in Part C of the agenda), please let me know in advance. Where the item is in Part C, would you please also identify the specific item and provide brief details of the aspect(s) in respect of which you intend to speak? This will greatly facilitate the smooth running of the meeting.

JOHN PEASE
GENERAL COUNSEL
& UNIVERSITY SECRETARY
10/08/2005

AGENDA

1. MEMBERSHIP
   1.1 The Minister has approved the re-appointment of Alison Gaines to the Senate for a further 3 years, which commenced on 20/07/2005.
   
   1.2 The Universities Legislation Amendment Act 2005 (WA) is expected to commence on 16 or 23 August. On commencement, the Guild President will cease to be an ex officio member of the Senate. The Chancellor will move a vote of thanks to Barbara Whelan.

   1.3 A list of current Senate members is attached.
2. APOLOGIES
   2.1 Bob Pett, Malcolm Macpherson, Dick Lester
   2.2 Any apologies received after circulation of the agenda will be reported to the meeting.

3. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)
   Members of Senate (and any member of staff presenting to Senate) must declare the nature, character and extent of any material personal interest in any matter included on the agenda.
   3.1 Senate resolution S/35/2005 noting the Vice Chancellor’s declaration of interest regarding the merger proposal from Curtin University of Technology, remains in effect.

PART A - MAJOR ISSUES

4. AUQA AUDIT STATUS REPORT - WHOLE OF INSTITUTION AUDIT
   The PVC (Academic) will provide speak to her report to Senate.
   The draft Whole-of-Institution Audit (WOIA) Performance Portfolio will be circulated separately to this agenda. It is anticipated that the draft will be finalised and circulated on Friday 12 August 2005.
   Senate is asked to provide feedback on the Portfolio. The final version is due to be submitted to the WOIA Review Panel in September, prior to the next meeting of Senate. Members will have the opportunity to comment on a further draft when University feedback is sought and will be provided a copy of the final version with the agenda for the October meeting.
   As the final Portfolio will be submitted before the next meeting, Senate will be requested to delegate authority to a full meeting of the Senior Executive to approve the final version of the WOIA Performance Portfolio.
   
   AQUA
   To delegate authority to a full meeting of the Senior Executive to approve the final version of the WOIA Performance Portfolio to be submitted to the WOIA Review Panel.

PART B - OTHER ISSUES FOR DISCUSSION

5. VICE CHANCELLOR’S REPORT
   The Vice Chancellor will speak to his report to Senate, a copy of which is attached.

6. ANNUAL EDUCATION REPORT
   The Pro Vice Chancellor, Academic will speak to her report to Senate, a copy of which is attached.
7. STATUTE CHANGES

7.1 Approval of statute amendment

On 09/08/2005 the Legislation Committee endorsed (cf LC/08/2005) a proposed amendment to Statute 5-Academic Council in the terms attached (changes marked up). The change is the consequence of the deleted position no longer existing within the University.

7.2 Ratification of statute amendment

On 28/06/2005 Senate approved amendments to Statute 23-Student Discipline in the terms attached (changes marked up). Notice of the proposed amendments has been displayed at the University in accordance with paragraph 25(1)(b) of the Murdoch University Act.

Note: In accordance with section 25 of the Murdoch University Act, an absolute majority of Senate must approve/ratify these amendments

8. UPDATE ON MURDOCH UNIVERSITY VETERINARY TRUST

The Chair of the Murdoch University Veterinary Trust, Mr Brian Aitken, will speak to his report to Senate. A copy of the Trust’s annual report and financial statements for year ending 31 December 2004 is attached.

9. SENATE PRIORITIES

By resolution S/23/2005, Senate adopt the following priorities for 2005, including the allocated responsibility for preparing discussion papers:

- Maximising the University’s return on its assets, e.g. land, intellectual property by establishing an appropriate endowment/investment policy (Responsibility: Resources Committee and PVC (Resource Management)).
- Engagement with external parties and the community, i.e. the extent to which members of Senate can support and promote the University through their external contacts and networks (Responsibility: Director of Development and Director Corporate & Public Relations).
- Identification of long-term goals for the University, including understanding the changing nature of higher education policy (Responsibility: PVC (Resource Management) and PVC (Strategy)).
- Maintain the University’s compliance with the National Governance Protocols (Responsibility: Governance & Nominations Committee and General Counsel & University Secretary).

PART C - OTHER ITEMS

The Chancellor will put the following as a single item for noting and for the approval/acceptance of any recommendations contained in them. Members of Senate may request that any of these items to be reserved for discussion.

10. CONFIRMATION OF PREVIOUS MINUTES

10.1 Confirmation of the minutes of the meeting held on 28/06/2005.

10.2 Note the attached report of action on resolutions passed at the previous
11. ACADEMIC COUNCIL

The minutes of the Academic Council meetings held on the 15/06/2005 and 20/07/2005 are attached. Other than in relation to legislative matters, the following items contain recommendations to Senate:

AC/118/2005 To disestablish the Centre for Agricultural and Natural Resource Management.

Note: All legislative matters are dealt with under item 17 of the agenda (Legislation Committee).

12. AUDIT AND RISK MANAGEMENT COMMITTEE

The minutes of the Audit and Risk Management Committee meeting held on 26/07/2005 are attached. There are no recommendations to Senate.

13. CHANCELLOR’S COMMITTEE

The minutes of the Chancellor’s Committee meeting held on 14/07/2005 are enclosed in the confidential envelope included with this agenda. The following items contain recommendations to Senate:

CC/09/2005 To endorse the progress of the merger feasibility study and the actions of the Vice Chancellor to date.

14. ENVIRONMENTAL COMMITTEE

The Environmental Committee met on 27/07/2005. The meeting was inquorate. The notes of the discussion at the meeting are attached for noting.

15. GOVERNANCE AND NOMINATIONS COMMITTEE

The minutes of the Governance and Nominations Committee meetings held on 20/05/2005 and 18/07/2005 are attached, together with the minute of the Governance and Nominations Committee resolution by circulation dated 28/07/2005. The following items contain recommendations to Senate:

20/05/2005 NC/05/2005 (ii) Amend the terms of reference for the Resources Committee by adding up to 2 co-opted external members (see attached marked up copy), noting that in the process of seeking candidates to fill the McCall/Pett vacancies, suitable female co-optees will be sought out.

NC/06/2005 (i) Form a working party, comprising the Chancellor, Pro Chancellor, Vice Chancellor, Guild President, Director of Human Resources, Alison Gaines and Assoc. Prof. Nick Costa, to conduct the search to identify suitable candidates for selection as the next Chancellor, noting that the Chancellor will not take part in the decision to recommend the final proposed candidate.

28/07/2005 GNC/12/2005 Amend the Standing Orders in the terms attached (changes in mark up), noting that the discretion to permit proxy voting does not arise unless at least 25% of the members of Senate are unable to attend.
16. HONORARY AWARDS AND CEREMONIAL COMMITTEE

The Honorary Awards and Ceremonial Committee meeting was held on 12/08/2005. The minutes of the meeting and proposed resolutions to Senate will be provided separately due to time constraints.

17. LEGISLATION COMMITTEE

The minute of the Legislation Committee resolution by circulation dated 09/08/2005 is attached. The following items contain recommendations to Senate:


18. RESOURCES COMMITTEE

The minutes of the Resources Committee meeting held on 02/08/2005 are attached. The following items contain a recommendation to Senate:

- AEG Note the foreshadowed application for affiliated institution status.
- SGA Note the proposed business relationship and foreshadowed application for affiliated institution status.

19. OFFICIAL SEAL

In accordance with resolution S/54/2004, the General Counsel & University Secretary has provided a report detailing the documents to which the official seal has been affixed since the last Senate meeting.

20. SENATE MEETING DATES 2005

20.1 The Senate’s meeting dates for 2005 and respective closing dates for agenda items are attached.

20.2 Rather than the Senate holding one meeting at Rockingham and one in Mandurah each year, the Senate and Academic Council will alternate between each location each year.

   In 2005 the Senate’s June meeting was at Rockingham and the Academic Council’s March meeting was at Mandurah. This will be reversed in 2006.

21. MATTERS FOR INFORMATION

21.1 The Office of Legal & Governance has prepared a guide for staff regarding compliance with the law relating to anti-competition conduct and unfair practices. A hard copy of this guide is included in the agenda for Senate members and an electronic copy is available at: https://www.legal.murdoch.edu.au/common/TPAcomplianceguide.pdf

21.2 A copy of any newspaper or other articles of relevance or interest are attached.
PART D – CONFIDENTIAL MATTERS

22. AEG AND MURDOCH COLLEGE LITIGATION

The General Counsel & University Secretary will provide a verbal report to Senate
### AGENDA ITEM 1.3

### CURRENT MEMBERS OF SENATE

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emeritus Professor Geoffrey Bolton</td>
<td>Chancellor</td>
<td>24/11/2006</td>
</tr>
<tr>
<td>Prof John Yovich</td>
<td>Vice Chancellor</td>
<td>Ex officio</td>
</tr>
</tbody>
</table>

#### APPOINTED MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td>Alison Gaines</td>
<td>28/06/2005</td>
</tr>
<tr>
<td>Malcolm Macpherson</td>
<td>10/09/2006</td>
</tr>
<tr>
<td>Judge Kate O’Brien</td>
<td>15/05/2006</td>
</tr>
<tr>
<td>Margaret Banks</td>
<td>N/A</td>
</tr>
<tr>
<td>Terry Budge</td>
<td>31/05/2007</td>
</tr>
<tr>
<td>Garry Hunt</td>
<td>26/05/2007</td>
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#### CO-OPTED MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td>The Rt Hon Sir William Heseltine</td>
<td>24/07/2006</td>
</tr>
<tr>
<td>Richard Lester</td>
<td>22/05/2006</td>
</tr>
<tr>
<td>Robert Pett</td>
<td>31/12/2005</td>
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#### ELECTED ACADEMIC STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
</tr>
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<tbody>
<tr>
<td>Prof Stuart Bradley</td>
<td>09/11/2005</td>
</tr>
<tr>
<td>Assoc Prof Nick Costa</td>
<td>25/09/2006</td>
</tr>
<tr>
<td>Dr Jim Macbeth</td>
<td>28/10/2007</td>
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#### ELECTED GENERAL STAFF

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Philip Hocking</td>
<td>21/04/2008</td>
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#### ELECTED CONVOCATION

<table>
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<tr>
<th>Name</th>
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<tr>
<td>Janice Bowra</td>
<td>31/12/2005</td>
</tr>
<tr>
<td>Carolyn Jakobsen</td>
<td>31/12/2006</td>
</tr>
</tbody>
</table>

#### ELECTED STUDENTS

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<thead>
<tr>
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<tbody>
<tr>
<td>Barbara Whelan</td>
<td>25/11/2005</td>
</tr>
<tr>
<td>Malcolm Bradley</td>
<td>31/12/2005</td>
</tr>
<tr>
<td>Daniel Narbett</td>
<td>31/12/2005</td>
</tr>
</tbody>
</table>
AGENDA ITEM 3

EXTRACT FROM SENATE STANDING ORDERS

4.2 The start of each agenda of the Senate will have a standing item “Declarations of interest”, at which point the Chair will ask if any Senator has a material personal interest to declare.

4.3 Senators must declare the nature, character and extent of any material personal interest. In case of doubt, a possible material personal interest must be declared.

4.4 If the Chancellor perceives there to be a material personal interest of which a Senator may be unaware, the Chancellor will raise it with the Senator concerned before the meeting. Chairs of committees will do likewise with meetings of their committees.

4.5 When amended, the Murdoch Act will contain detailed provisions dealing with material personal interests. Until then, the Code of Conduct provisions relating to material personal interests and conflicts of interest will apply.

EXTRACT FROM SENATE CODE OF CONDUCT

Material personal interests

2.10 Senator who has a material personal interest in a matter that relates to the affairs of the University must give the other Senators either:

2.10.1 notice of the interest; or

2.10.2 standing notice of the interest.

2.11 The notice of a material personal interest must:

2.11.1 give details of:

2.11.1.1 the nature and extent of the interest; and

2.11.1.2 the relation of the interest to the affairs of the University; and

2.11.2 be given at a Senate meeting as soon as practicable after the Senator becomes aware of his or her interest in the matter, with full details of the interest to be recorded in the minutes of the meeting.

2.12 A standing notice of a material personal interest:

2.12.1 may be given:

2.12.1.1 at any time and whether or not the matter relates to the affairs of the University at the time the notice is given; and

2.12.1.2 to the other Senators before the interest becomes a material personal interest.

2.12.2 takes effect as soon as it is given; and

2.12.3 ceases to have effect:

2.12.3.1 if a person who was not a Senator at the time when the notice was given is appointed as a Senator until such time as the standing notice is given to the new Senator; and

2.12.3.2 in relation to a particular interest if the nature or extent of the interest materially increases above that disclosed in the notice.

2.13 A Senator who has a material personal interest in a matter that is being considered at a Senate meeting must not:

2.13.1 be present while the matter is being considered at the meeting; or
2.13.2 vote on the matter,

unless:

2.13.3 the interest does not need to be disclosed; or

2.13.4 the Senators who do not have a material personal interest in the matter have passed a resolution that:

2.13.4.1 identifies the Senator, the nature and extent of his or her interest in the matter and its relation to the affairs of the University; and

2.13.4.2 states that those Senators are satisfied that the interest should not disqualify the Senator from voting or being present.

2.14 If the Chancellor perceives there to be a material personal interest of which a Senator may be unaware, the Chancellor will raise it with the Senator concerned before the meeting. Chairs of committees will do likewise with meetings of their committees.

2.15 Examples of potential material personal interest include:

2.15.1 employment by, shareholding in or directorship of a company dealing with the University;

2.15.2 membership of a body that is in competition or conflict with the University;

2.15.3 for University employees, outsourcing or restructuring of their work sections;

2.15.4 any matter under discussion that would result in personal financial advantage; and

2.15.5 government officials who are responsible for an aspect of policy or operations which affects a matter under consideration by the University.

2.16 A matter that arises from membership of the group qualifying the Senator for election to the Senate, and which is not otherwise special or personal to the Senator, is not a material personal interest (e.g. students voting on assessment policy, or staff voting on a salary increase for all staff).

2.17 A contravention of this requirement by a Senator does not affect the validity of any act, transaction, agreement, instrument, resolution or other thing.

Conflicts of interest

This section should be read in conjunction with the legal duty discussed at paragraphs 2.10 and following.

Private interests

4.2 Senators are expected to place the public interest above personal interests and not to use their position for personal gain or advantage. Conflicts between private interests and public duties can arise when:

4.2.1 a Senator (or that Senator’s spouse, child or near relative) stands to make a financial gain from, or to be otherwise advantaged by a Senate decision; or

4.2.2 a Senator (or that Senator’s spouse, child or near relative or close associate) holds membership of, or ownership in another organisation likely to benefit from a Senate decision.
NHMRC PROGRAM GRANT

The Commonwealth Government, through the National Health and Medical Research Council, has allocated more than $100 million for medical research and clinical trials. This includes $80 million for medical research grants, funding for new equipment totalling $9 million, $10 million to support existing clinical trials and grants of $2.5 million for researchers to transform their work into commercial products.

Professors Simon Mallal, Ian James and their colleagues at the Centre for Clinical Immunology and Biomedical Statistics have been successful in attracting more than $5.6 million under the NHMRC Program Grant scheme. This is the first NHMRC Program grant awarded to Murdoch University and the only program grant awarded in Western Australia this year.

The project, entitled Interactions between adaptable pathogens, drugs and the human host, aims to investigate a range of issues in the viral diseases HIV and hepatitis C.

In one project, they will continue their study of the genes of different strains of HIV and hepatitis C. In another, they will look at why some drugs used to treat HIV cause life-threatening allergic reactions. In a third, they will investigate the role of drugs in one of the more serious complications of HIV, which is loss of fat tissue from the body.

Their overall aim is to provide the knowledge and tools so doctors can care for people with HIV and hepatitis C in a safer and more effective way.

Chief Investigators for the project are Professor Simon Mallal, Dr David Nolan, Dr Mina John, Professor Ian James, Dr Corey Moore, and Dr Annalise Martin

The Program Grant has a recommended budget of $5,646,950. This funding follows on from the $9.8 million from the Bill and Melinda Gates Foundation for the team to conduct a worldwide hunt for an HIV vaccine earlier this year and $2.3 million dollars awarded to the Centre under the State Centres of Excellence Program.

UNIVERSITIES LEGISLATION AMENDMENT BILL 2005 (WA)

The Universities Legislation Amendment Bill 2005 (WA) passed through Parliament on 30th June 2005. On the Governor's assent and proclamation, Western Australia's Universities will be compliant with the National Governance Protocols for Higher Education Providers.

That the legislation has progressed well in advance of the 31st August deadline is a credit to the Minister for Education, The Hon Ljiljanna Ravlich MLC, and the staff in the Department of Education Services.
REGIONAL CAMPUSES

Peel Campus Opening
The Minister for Education, Science and Training, the Hon Dr Brendan Nelson, officially opened Murdoch University’s third campus situated in Peel at a ceremony on 30th June 2005. Commissioning of the Peel Campus completes the vision of an integrated education precinct - also housing Mandurah Senior College and Challenger TAFE - where a wide range of learning opportunities are offered.

The first building of the Peel Campus provides a flexible learning space that can be used for face to face instruction in variable group sizes, supplemented and supported by information technology infrastructure.

The Minister congratulated Murdoch for the innovative approach we have taken in order to provide educational opportunities for the benefit of local industry, education providers and the community at large.

Murdoch continues to play a vital role in providing education opportunities as well as a locus for research and development in the region. The unique alliance we have been able to develop with municipal councils and industry partners in the region that has ensured valuable support for facilities and programs at Peel.

Regional Awards Ceremony
The Regional Awards Ceremony was held at the Murdoch University Rockingham Campus on Wednesday, 27th July 2005. This event provided an opportunity to award Prizes and Scholarships to students attending the Rockingham and Peel Campuses. The Awards Ceremony was a highly successful evening with over 100 people attending. This included students, academics and prize and scholarship donors from the local business and government community.

A notable highlight of the evening was the presentation of the first prizes and scholarships for the Peel Campus. Mr Peter Smith, School of Nursing donor and an ex Murdoch employee, awarded the inaugural School of Nursing prizes and scholarships to local nursing students.

Professor Kateryna Longley recognized the strong support of Alcoa World Alumina Australia by presenting the Alcoa Pinjarra Refinery with a framed Certificate of Appreciation for their sponsorship of the Unitrack Scholarship Program and the Alcoa Kwinana Refinery with a framed Certificate of Appreciation for their sponsorship of the Alcoa Engineering Scholarship Program.

The evening also provided a positive networking environment as the Office of Development secured three additional prizes for the School of Nursing and the City of Rockingham expressed interest in increasing their level of support by offering scholarships for the Unifocus program.

Peel Health Campus Professor of Nursing
Professor Anne McMurray commenced her appointment as Peel Health Campus Professor of Nursing on 11th July 2005. This professorial position is jointly funded by the Peel Health Campus and Murdoch University, reflecting our growing partnership.

Professor McMurray’s most recent appointment was as Professor of Nursing and Acting Head of the School of Pharmacy and she is a former Dean of the Faculty of Nursing and Health at Griffith University. She previously resided for 10 years in Perth, completing a Masters and PhD while working in university Nursing Education. Professor McMurray has had extensive
involvement with international nursing activities as a primary health care consultant to the World Health Organisation and the International Council for Nurses (ICN) and evaluation consultant to ICN in its Leadership for Change program in developing countries. Her teaching, research and publications have been primarily in family and community health in Canada, Australia and Italy.

She will work with the staff at Murdoch University and the Peel Health Campus to lead the development of community focussed research relevant to the Peel Region and the whole of Western Australia.

**COMMONWEALTH SUPPORTED UNDERGRADUATE STUDENT LOAD**

The Commonwealth Government provides funding to Universities based on their actual student load through the Commonwealth Grant Scheme (CGS). The CGS contribution is set by discipline and funding is provided towards the cost of an agreed number of Commonwealth supported places. The University negotiates with DEST the number of places and the discipline mix that the Commonwealth will support in the context of our mission and strategic direction for course provision. Supported places are generally at the undergraduate level but can also include enabling courses and postgraduate non-research load in negotiated fields (eg Education).

Within this framework, institutions are required to meet two targets:
1. A load target: Commonwealth-supported load must be no more than 5% above the target load set in discussions with the Commonwealth; and
2. A funding target: actual grants under the Commonwealth grants scheme must be no more than 1% above target grants.

The data set below shows Murdoch’s performance against both DEST and internal targets, as at 25th July 2005. From this we can see that the university’s overall actual CGS load has exceeded the target CGS load by 1.63%, with the undergraduate component being 2.75% above target. The actual cluster profile of load has shifted from the profile agreed with DEST, however, the load weighted by “net-of-HECS” DEST funding rates is within the tolerance allowed by DEST.

CGS regional loading is provided for 616 EFTSL and actual regional load (Rockingham and Peel) is 589.3 EFTSL. CGS enabling loading is provided for 61 EFTSL but actual enabling load is only 34 EFTSL.

**Table 1: 2005 Load Status Against DEST Targets**

<table>
<thead>
<tr>
<th></th>
<th>Target</th>
<th>Actual</th>
<th>Surplus/Deficit</th>
<th>% Surplus/Deficit</th>
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<tr>
<td><strong>CGS Undergraduate Load</strong></td>
<td>6345</td>
<td>6519.20</td>
<td>174.2</td>
<td>2.75</td>
</tr>
<tr>
<td><strong>Total CGS Load</strong></td>
<td>6620</td>
<td>6727.62</td>
<td>107.62</td>
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<tr>
<th></th>
<th>Target</th>
<th>Actual</th>
<th>Surplus/Deficit</th>
<th>% Surplus/Deficit</th>
</tr>
</thead>
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<tr>
<td>Murdoch CGS Load</td>
<td>5852.67</td>
<td>6137.40</td>
<td>284.73</td>
<td>4.9</td>
</tr>
<tr>
<td>Rockingham CGS Load</td>
<td>591.42</td>
<td>481.90</td>
<td>-109.52</td>
<td>-18.5</td>
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<tr>
<td>Peel CGS Load</td>
<td>175.91</td>
<td>107.40</td>
<td>-68.51</td>
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AWARDS AND ACHIEVEMENTS

- Associate Professor Dave Pethick was awarded the Howard M Yelland Prize for Services to the Beef Industry. This award is made by the Beef Improvement Association of Australia and is considered the most prestigious Beef Industry prize in Australia. It is awarded only in those years when there is considered a worthy nominee and this is the first time that a Western Australian has won the award. Professor Pethick was recognised for his contributions to science and industry, particularly his National and International work on dark cutting beef, regulation of marbling in beef and his lead role in the award winning Meat Standards Australia Beef Grading scheme. Aligned with this work has been a keen focus on delivering the research findings to Industry around Australia with an average of around 25 presentations nationally and internationally each year.

- Professor Jan Thomas, Pro Vice Chancellor (Academic), has been elected a Fellow of the Australian Institute of Company Directors. This reflects her extensive experience as Director of MercyCare, and completion of the AICD Company Directors Diploma Course.

- The Kwinana Industries Education Partnership (KEIP) has been awarded an Australian School Innovation in Science, Technology and Mathematics (ASISTM) Project Grant of $120,000 for the Real World Science program. Murdoch is a key partner in the project, together with local High Schools, businesses from the Rockingham/Kwinana area and the Cities of Rockingham, Cockburn, Kwinana and Fremantle. Real World Science aims to educate students about ‘real-life’ science and technology with examples from local business and industry. Project activities will include a robotics and plant process management project, cross industry project and tours, and a science and technology lecture series. Associated activity kits will provide valuable curriculum resources for the future. KEIP is housed at Murdoch’s Rockingham Campus which brings staff and students from twelve local schools and representatives from Kwinana industries onto the campus and provides “informal recruiting” opportunities. The Real World Science project will bring many more students to see the campus.

- In a ceremony held at the Rockingham Campus on 2nd August 2005, the Hon Kim Beazley, Member for Brand, awarded eight students with funds from the Mick Young Scholarship Trust (MYST). The Trust was set up in memory of the late Mick Young, a former Member of Parliament and Federal Minister, who sought to enhance educational opportunities for disadvantaged people. Primarily aimed at students in the VET sector, Murdoch is one of only two universities nationally to be invited to participate in the Scholarship scheme. This recognises that Murdoch, with over 500 students with special needs, has one of the best equity records in Australia.

The recipients of the 2005 Scholarships are:

- Rosemary Brabazon (Bachelor of Psychology)
- William Hayward (Bachelor of Science/Bachelor of Chiropractic)
- Stephanie Jones (Bachelor of Education Primary)
- Susan MacKenzie (Bachelor of Science in Biomedical Science)
- Stephanie Marygold (Bachelor of Science in Biomedical Science)
- Samantha Nordberg (Bachelor of Arts in Community Development)
- Vanessa Pepe (Bachelor of Legal Studies)
- Michelle Sadler (Bachelor of Education Primary)
NOTABLE EVENTS

• Professors Andris Stelbovics and Steve Halls and I met with the Hon Dr Judy Edwards MLA, Minister for Environment and Science, on 5th July 2005 to provide background on Murdoch’s research strengths and focus relevant to her portfolio interests.

• The Hon Kim Chance MLA, Minister for Agriculture, Forestry, the Midwest and Wheatbelt, hosted a breakfast forum at Murdoch on 16th June 2005. This afforded senior Murdoch staff the opportunity to discuss with the Minister and representatives from business and industry issues of strategic importance for Murdoch, including the Agricultural Research Western Australia initiative.

FOR NOTING

UWA Chancellor
The University of Western Australia has announced that Dr Michael Chaney, the recently retired Chief Executive Officer of Wesfarmers Limited, will be appointed as Chancellor of from 2006. Dr Chaney will succeed Dr Ken Michael who will become Governor of Western Australia in January 2006.

ARWA Joint Venture
The Agricultural Research Western Australia (ARWA) project is progressing strongly and a legal basis for the entity is being established. For political and industrial relations related purposes, ARWA will be established as an unincorporated joint venture. Senate is asked to note this arrangement which is contrary to a literal interpretation of the University’s Policy for the Establishment and Operation of Incorporated Entities. It should also be noted that should any Intellectual Property arise which ARWA would seek to commercialise, ARWA would consider the most appropriate corporate structure and it is likely that the vehicle would be an incorporated entity to quarantine risk.

The joint venture document is being drafted by external lawyers under instruction from the General Counsel.

Vale James Brookes
James Brookes, a member of the Murdoch University staff since 1979, passed away on 16th July 2005. Jim was known as quite a character who will be greatly missed by all in the Grounds Services and other long serving staff who knew him. He was on long service leave and travelling around South Australia and was involved in a fatal car accident. On behalf of the University, the Acting Vice Chancellor sent a letter of condolence to Jim’s family.

RECOMMENDATION

Murdoch University Veterinary Trust - Appointment of Trustees
At the meeting of the Murdoch University Veterinary Trust (MUVT) on 6th July 2005 the Board of Trustees recommended that Professor Jim Reynoldson be put forward by the Vice Chancellor for nomination and approval by Senate for appointment to the MUVT.

I recommend that Senate approve the appointment of Professor Jim Reynoldson to the MUVT for a three year term.
Strategic Plan 2003-2007

Goal: To provide quality contemporary education which empowers the students of today to live and work in the world of tomorrow.

To achieve this goal, the University is committed to the following key strategies:

- Provide a student-centred learning environment for all students
- Provide coursework curricula that are pedagogically sound, academically coherent, robust and relevant for society and the learner
- Enable graduates to achieve good employment outcomes
- Enhance the quality of courses
- Provide ongoing learning opportunities for graduates and the community

These key strategies will be measured and reported using the following Key Performance Indicators

1. To maintain student satisfaction with the quality of teaching within the top 20% of the Australian public universities, as measured by the Course Experience Questionnaire (that is to retain our five star teaching rating).

2. To maintain the rate of student satisfaction with the quality of teaching above 80%, as measured by unit surveys.

3. To increase the percentage of graduates who demonstrate their commitment to lifelong learning by undertaking further study.

4. To increase to within 2% of the state average the percentage of graduates who are able to gain their preferred mode of employment.

Structure of Report

The following report provides a brief overview of

A. Key environmental factors
B. University performance - report against KPIs in the Strategic Plan 2003 - 2007
C. University performance in other indicators
D. Selected new initiatives that underpin key strategies in the Strategic Plan 2003 - 2007
E. Risk management for education at Murdoch University

The report has been written for Murdoch University into the future. While it is clear that the feasibility study, and if subsequently agreed, the merger process and new institution will all have some positive and negative effects on education, these have not been addressed in the context of this report.
A. Key environmental factors

1. Allocation of the Learning and Teaching Performance Fund (worth $54 million in 2006, increasing to $83 million in 2007 and $113 million in 2008) will be determined in the following two stages:

Stage 1 will determine an institution’s eligibility for funds. Institutions have been required to demonstrate a strong strategic commitment to learning and teaching through public provision of specific documents and evidence of specific practices: Murdoch has submitted its application for the Stage 1, but has not heard whether it is eligible to apply for Stage 2.

Stage 2 will assess institutional performance in learning and teaching, once an institution is deemed eligible under Stage 1. Not all institutions will receive funding under Stage 2. It is not clear how many of the top ranking institutions will have a share of the income. The indicators and associated weightings for the LTPF in 2006 are provided in the table below.

<table>
<thead>
<tr>
<th>INDICATOR</th>
<th>WEIGHTING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student satisfaction</td>
<td>Percent</td>
</tr>
<tr>
<td>CEQ Generic Skills</td>
<td>17.91</td>
</tr>
<tr>
<td>CEQ Good Teaching</td>
<td>18.52 55 % OF TOTAL</td>
</tr>
<tr>
<td>CEQ Overall Satisfaction</td>
<td>18.90</td>
</tr>
<tr>
<td>Outcomes</td>
<td></td>
</tr>
<tr>
<td>GDS Full-time Employment</td>
<td>11.48</td>
</tr>
<tr>
<td>GDS Further Full-time Study</td>
<td>10.29 22 % OF TOTAL</td>
</tr>
<tr>
<td>Success</td>
<td></td>
</tr>
<tr>
<td>Student Attrition Inversion - Commencing</td>
<td>10.65</td>
</tr>
<tr>
<td>Student Progress - Commencing</td>
<td>12.26 23 % OF TOTAL</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100.01</strong></td>
</tr>
</tbody>
</table>

2. The new Carrick Institute for Learning and Teaching in Higher Education was launched in August 2004 following an extensive consultation process with stakeholders, with full operations planned for 2006. It has the goal of enhancing the profile of learning and teaching in Australia and will receive $22 million per year from 2006. The immediate priorities of the Carrick Institute are likely to be:

- Assessment;
- Benchmarking;
- Standards;
- Innovative use of teaching and learning environments; and
- Leadership

The Institute is planning to fund the following main programs:

- Large grants in areas identified as priority
- Discipline specific research and development;
- A distributed repository of high quality teaching and learning resources; and
- An annual program of national awards in teaching comprising a range of areas and sizes of awards
- A program of national and international visiting fellows.

3. Universities are paid according to the discipline mix actually delivered. As such, we need to be focussed on student demand, experience and outcomes, while simultaneously managing the University’s sub and total funding targets.

4. There is an increasing public awareness of the nature of a quality education and an increasing expectation of high quality by students, families and government. The allocation of additional HECS funded places in WA has
increased the need to be attractive for prospective students. This is further compounded by the potential for new private providers to enter the marketplace.

5. There is increasing pressure on students to work to pay for living expenses while studying full time. At Murdoch University, full time students worked a median of 13.6 hours per week in 2003. Difficulties on providing campus-based activities and the possible effects of introduction of VSU may further decrease the student capacity or desire to engage with the University as a community. This is known to affect retention and satisfaction.

6. There is increasing awareness that the first year experience is critical in the retention, progress and satisfaction rates for Universities. An attitude found at some institutions (not Murdoch) in the past where first year was seen as a filtering point for more able students is no longer acceptable across the country. This means that many Universities, who have otherwise ignored first year students are now focussing efforts on first years with marked improvement in satisfaction and outcomes.

7 New areas of growth, including any Feeder College arrangements, or entry into new offshore and interstate markets provide opportunities, but also add complexity in the way we manage our teaching enterprise and in the way our University is perceived by outsiders. We must be careful to ensure the quality of these operations is high.
B. University Performance - report against KPI in Strategic Plan 2003 – 2007

KPI 1 To maintain student satisfaction with the quality of teaching within the top 20% of the Australian public universities, as measured by the Course Experience Questionnaire (that is to retain our five star teaching rating).

The Course Experience Questionnaire (CEQ) and Graduate Destination Survey (GDS) are conducted nationally by Graduate Careers Australia (GCA). Research indicates that the changes within 10 percentage points of national mean are not significant unless there is a continuing trend. Most Universities, including Murdoch, fluctuate above and below the mean by less than 10 points. The graphs below indicate the percentage of graduates in agreement with statements relating to good teaching, development of generic skills and overall satisfaction.

CEQ: Good Teaching - Percentage of students who agree or strongly agree with a set of statements relating to the quality of teaching they have experienced

<table>
<thead>
<tr>
<th></th>
<th>1999</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murdoch</td>
<td>84.0</td>
<td>84.7</td>
<td>84.8</td>
<td>86.8</td>
<td>87.9</td>
<td>88.1</td>
</tr>
<tr>
<td>National</td>
<td>78.4</td>
<td>78.5</td>
<td>78.4</td>
<td>80.1</td>
<td>81.3</td>
<td>81.5</td>
</tr>
</tbody>
</table>

CEQ: Generic Skills Development - Percentage of students who broadly agree with a set of statements relating to their development of generic skills.

<table>
<thead>
<tr>
<th></th>
<th>1999</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murdoch</td>
<td>89.0</td>
<td>87.3</td>
<td>88.3</td>
<td>90.2</td>
<td>90.9</td>
<td>90.3</td>
</tr>
<tr>
<td>National</td>
<td>86.4</td>
<td>86.4</td>
<td>86.5</td>
<td>87.5</td>
<td>88.1</td>
<td>88.0</td>
</tr>
</tbody>
</table>

CEQ: Overall Satisfaction - Percentage of students who broadly agree with a set of statements relating to their overall satisfaction with their undergraduate course experience.

<table>
<thead>
<tr>
<th></th>
<th>1999</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murdoch</td>
<td>91.2</td>
<td>91.2</td>
<td>93.0</td>
<td>93.3</td>
<td>92.4</td>
<td>92.4</td>
</tr>
<tr>
<td>National</td>
<td>89.2</td>
<td>89.5</td>
<td>89.0</td>
<td>89.4</td>
<td>89.6</td>
<td>89.3</td>
</tr>
</tbody>
</table>
The Good Universities Guide provides a star rating of universities on a number of indicators, one of which is graduate satisfaction as measured by a combination of scores on the three scales discussed above. A five star rating is given to universities who are rated in the top 20%, and Murdoch has achieved this for the past four years and 9 out of the last 10 years.

**Summary Statement:** Murdoch University continues to improve its teaching quality and maintain its high standard in overall satisfaction and generic skills development. These figures indicate that Murdoch is consistently above the national average on a trend basis, although the rating is not statistically significant for any one year. The desirable outcome, that we remain in the top 20%, continues to be achieved.

**KPI 2**  
To maintain the rate of student satisfaction with the quality of teaching above 80%, as measured by unit surveys.

Unit surveys are conducted by the Teaching and Learning Centre on 50% of the units offered each semester, providing there are more than 10 enrolled students in the unit. The survey asks students to rate their agreement or otherwise to a series of statements which cover three key aspects of the unit of study: quality of teaching, availability of resources to support teaching and the value of the unit. Students are also asked to rate their perception of overall satisfaction with the quality of the unit.

**Student Surveys: Percentage of students who agree or strongly agree with the statement “Overall I was satisfied with the quality of the unit”**

<table>
<thead>
<tr>
<th></th>
<th>1999</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agreed or Strongly Agreed</td>
<td>84</td>
<td>86</td>
<td>85</td>
<td>86</td>
<td>85</td>
<td>87</td>
</tr>
<tr>
<td>Response Rate</td>
<td>58</td>
<td>60</td>
<td>62</td>
<td>60</td>
<td>59</td>
<td>55</td>
</tr>
</tbody>
</table>

**Summary Statement:** Murdoch has remained relatively stable over the last 6 years, well above 80% satisfaction.
KPI 3 To increase the percentage of graduates who demonstrate their commitment to lifelong learning by undertaking further study

As part of the national Graduate Destination Survey (GDS), graduates are surveyed four months after completion of their studies regarding their re-enrolment as postgraduate students. As the full time study data captures those who enrol directly into further study, including both research and coursework programs. This survey does not capture our graduates who go on to further study after a period of time in the workforce. The following table indicates the study rates as measured by the GDS.

GDS: Percentage of graduates who immediately progress to further study

<table>
<thead>
<tr>
<th>Year</th>
<th>Murdoch</th>
<th>WA</th>
<th>National</th>
</tr>
</thead>
<tbody>
<tr>
<td>1999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Time Study</td>
<td>Part time Study</td>
<td>Not Studying</td>
<td>Total Studying</td>
</tr>
<tr>
<td>1999 Murdoch</td>
<td>12.9</td>
<td>11.2</td>
<td>75.9</td>
</tr>
<tr>
<td>1999 WA</td>
<td>19.7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1999 National</td>
<td>19.4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2000 Murdoch</td>
<td>17.8</td>
<td>11.1</td>
<td>71.1</td>
</tr>
<tr>
<td>2000 WA</td>
<td>22.4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2000 National</td>
<td>20.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2001 Murdoch</td>
<td>17.6</td>
<td>11.9</td>
<td>70.5</td>
</tr>
<tr>
<td>2001 WA</td>
<td>19.4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2001 National</td>
<td>20.4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2002 Murdoch</td>
<td>23.8</td>
<td>12.4</td>
<td>63.8</td>
</tr>
<tr>
<td>2002 WA</td>
<td>24.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2002 National</td>
<td>21.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2003 Murdoch</td>
<td>21.6</td>
<td>7.6</td>
<td>70.8</td>
</tr>
<tr>
<td>2003 WA</td>
<td>21.5</td>
<td>10.7</td>
<td>67.8</td>
</tr>
<tr>
<td>2003 National</td>
<td>20.0</td>
<td>10.7</td>
<td>69.1</td>
</tr>
<tr>
<td>2004 Murdoch</td>
<td>21.4</td>
<td>9.7</td>
<td>68.9</td>
</tr>
<tr>
<td>2004 WA</td>
<td>20.5</td>
<td>11.3</td>
<td>88.2</td>
</tr>
<tr>
<td>2004 National</td>
<td>20.7</td>
<td>11.0</td>
<td>68.3</td>
</tr>
<tr>
<td>Year</td>
<td>SSHE</td>
<td>BITL</td>
<td>SE</td>
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<td>------</td>
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</tr>
<tr>
<td>1999</td>
<td>13</td>
<td>12</td>
<td>15</td>
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<td>2000</td>
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</tr>
<tr>
<td>2001</td>
<td>14</td>
<td>16</td>
<td>22</td>
</tr>
</tbody>
</table>

### Summary Statement:
Murdoch University has had a positive trend compared to the State Average over the last 5 years. Murdoch has shown a dramatic increase over the past 6 years and for the past two has been slightly above the state average. The percentage of graduates continuing on to further study varies considerably by course of study. Over the past six years, all three divisions have shown an increase but in the past three years, there has been a decline in Arts, a dramatic increase in Health Sciences, and a stable rate in Science and Engineering.

### KPI 4 To increase to within 2% of the state average the percentage of graduates who are able to gain their preferred mode of employment.

As part of the national Graduate Destination Survey (GDS), graduates are surveyed regarding their employment four months after completion of their studies. Murdoch has traditionally scored at the low end in terms of total number of students in employment, in part due to the course mix that we offer. This is clearly an area which we would like to see improve. The following table indicates the broad employment rates as measured by the GDS.

#### GDS: Graduate Employment Outcomes as a percentage of graduates
(Australian residents only)

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1999</td>
<td>Murdoch 56.3</td>
<td>17.3</td>
<td>4.2</td>
<td>9.3</td>
<td>73.6</td>
<td>76.5</td>
<td>WA 53.0</td>
<td>15.0</td>
<td>4.0</td>
<td>7.5</td>
<td>68.7</td>
<td>80.1</td>
<td>National 56.4</td>
<td>13.4</td>
<td>4.9</td>
<td>5.9</td>
<td>69.8</td>
<td>83.8</td>
</tr>
<tr>
<td>2000</td>
<td>Murdoch 52.9</td>
<td>15.7</td>
<td>4.8</td>
<td>8.9</td>
<td>68.6</td>
<td>77.9</td>
<td>WA 53.6</td>
<td>13.3</td>
<td>4.3</td>
<td>6.4</td>
<td>66.9</td>
<td>82.3</td>
<td>National 58.4</td>
<td>12.0</td>
<td>4.7</td>
<td>4.9</td>
<td>70.4</td>
<td>86.2</td>
</tr>
<tr>
<td>2001</td>
<td>Murdoch 55.0</td>
<td>15.3</td>
<td>4.1</td>
<td>8.2</td>
<td>70.3</td>
<td>79.2</td>
<td>WA 56.7</td>
<td>15.1</td>
<td>2.8</td>
<td>6.0</td>
<td>71.8</td>
<td>83.5</td>
<td>National 58.9</td>
<td>12.2</td>
<td>3.3</td>
<td>5.2</td>
<td>71.1</td>
<td>85.8</td>
</tr>
<tr>
<td>2002</td>
<td>Murdoch 44.7</td>
<td>15.9</td>
<td>6.1</td>
<td>9.4</td>
<td>60.6</td>
<td>73.4</td>
<td>WA 50.8</td>
<td>12.4</td>
<td>5.1</td>
<td>7.5</td>
<td>63.2</td>
<td>80.2</td>
<td>National 55.6</td>
<td>12.9</td>
<td>4.2</td>
<td>5.9</td>
<td>68.5</td>
<td>83.6</td>
</tr>
<tr>
<td>2003</td>
<td>Murdoch 49.0</td>
<td>15.8</td>
<td>3.0</td>
<td>10.6</td>
<td>64.8</td>
<td>73.3</td>
<td>WA 53.1</td>
<td>13.8</td>
<td>3.9</td>
<td>7.8</td>
<td>66.9</td>
<td>79.1</td>
<td>National 55.8</td>
<td>13.0</td>
<td>4.5</td>
<td>6.4</td>
<td>68.9</td>
<td>82.3</td>
</tr>
<tr>
<td>2004</td>
<td>Murdoch 46.2</td>
<td>19.0</td>
<td>4.2</td>
<td>9.2</td>
<td>65.2</td>
<td>72.0</td>
<td>WA 54.1</td>
<td>14.4</td>
<td>2.8</td>
<td>8.1</td>
<td>68.5</td>
<td>78.8</td>
<td>National 55.9</td>
<td>13.7</td>
<td>3.5</td>
<td>6.2</td>
<td>69.6</td>
<td>82.2</td>
</tr>
</tbody>
</table>
The employment outcomes for broad fields of education are also collected in the GDS. The following two tables show the results for the four public universities in WA for graduates surveyed in 2003 and 2004 in the fields of study which exist at Murdoch. The graph below shows the 2004 results. Murdoch’s percentage of graduates in their employment mode of choice has improved in 7 of the 12 fields of education whereas Curtin went up in 7 out of 10, UWA 5 out of 11 and ECU went up in 6 out of 8.

**GDS: Percentage of graduates in work mode of choice in broad field of education 2003**

<table>
<thead>
<tr>
<th>Field</th>
<th>Hum</th>
<th>Eng</th>
<th>Comp IT</th>
<th>Psych</th>
<th>Social Sci</th>
<th>Vis Arts</th>
<th>Comm</th>
<th>Econ</th>
<th>Edu</th>
<th>Law</th>
<th>Life Science</th>
<th>Vet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murdoch</td>
<td>66.7</td>
<td>100</td>
<td>61.9</td>
<td>65.2</td>
<td>36.4</td>
<td>50</td>
<td>78.2</td>
<td>83.3</td>
<td>83.3</td>
<td>85.3</td>
<td>69.1</td>
<td>85.7</td>
</tr>
<tr>
<td>CUT</td>
<td>61.3</td>
<td>100</td>
<td>55.4</td>
<td>74.3</td>
<td>52.9</td>
<td>45.1</td>
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<td>41.4</td>
<td>96.6</td>
<td>-</td>
<td>63.2</td>
<td>-</td>
</tr>
<tr>
<td>UWA</td>
<td>79.2</td>
<td>100</td>
<td>73.6</td>
<td>65.7</td>
<td>71.4</td>
<td>81.3</td>
<td>77.9</td>
<td>100</td>
<td>-</td>
<td>90.5</td>
<td>87.8</td>
<td>-</td>
</tr>
<tr>
<td>ECU</td>
<td>67.1</td>
<td>-</td>
<td>56.3</td>
<td>58.3</td>
<td>-</td>
<td>57.1</td>
<td>68.8</td>
<td>-</td>
<td>83.9</td>
<td>-</td>
<td>66</td>
<td>-</td>
</tr>
</tbody>
</table>

**GDS: Percentage of graduates in work mode of choice in broad field of education 2004**

<table>
<thead>
<tr>
<th>Field</th>
<th>Hum</th>
<th>Eng</th>
<th>Comp IT</th>
<th>Psych</th>
<th>Social Sci</th>
<th>Vis Arts</th>
<th>Comm</th>
<th>Econ</th>
<th>Edu</th>
<th>Law</th>
<th>Life Science</th>
<th>Vet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murdoch</td>
<td>75.3</td>
<td>100</td>
<td>65.7</td>
<td>74.4</td>
<td>69.6</td>
<td>100</td>
<td>75.3</td>
<td>81.3</td>
<td>75.6</td>
<td>82.3</td>
<td>72.3</td>
<td>93.3</td>
</tr>
<tr>
<td>CUT</td>
<td>74.5</td>
<td>100</td>
<td>66.5</td>
<td>76.3</td>
<td>55.0</td>
<td>59.0</td>
<td>78.8</td>
<td>80.0</td>
<td>70.4</td>
<td>-</td>
<td>63.2</td>
<td>-</td>
</tr>
<tr>
<td>UWA</td>
<td>72.2</td>
<td>91.7</td>
<td>73.0</td>
<td>74.7</td>
<td>83.3</td>
<td>85.0</td>
<td>84.6</td>
<td>78.6</td>
<td>84.6</td>
<td>95.3</td>
<td>80.5</td>
<td>-</td>
</tr>
<tr>
<td>ECU</td>
<td>68.7</td>
<td>-</td>
<td>67.3</td>
<td>75.6</td>
<td>75.0</td>
<td>60.0</td>
<td>76.3</td>
<td>-</td>
<td>80.1</td>
<td>-</td>
<td>62.5</td>
<td>-</td>
</tr>
</tbody>
</table>

**Summary Statement:** At the institutional level, Murdoch University continues to perform poorly in employment outcomes for our graduates compared to the other public universities in WA when comparing whole institution to whole institution.
The rate of graduates in their employment mode of choice is 6% below the state average compared to 5% in 2003, so the target of being within 2% of the WA average by 2007 will be difficult to achieve. However when compared within the fields of education, the results are better. This indicates that the University’s course mix contributes to the overall institutional result.

Currently activities to improve this outcome include: the development of courses of study that have better graduate outcomes; increased workplace learning opportunities; emphasis on career advising, support for students with disabilities to enter the workforce, a greater emphasis on employer advisor groups through the School Development Process (SDP); consultation with local communities in the development of courses with good employment outcomes for regional campuses; and a coordinated effort to provide an articulated interpretation of graduate outcomes for each course of study. It is likely that these activities will take several years to have a demonstrated impact on the institutional graduate outcome. Further details are available in Section D.

C. University performance using other indicators

The previous four KPIs are those that have been approved to monitor the Strategic Plan 2003 - 2007 implementation. However for additional information on the quality of the learning environment many more data sets are gathered and used in a variety of ways. In particular it is useful to monitor the student progress rate and new student retention rate. These two data sets are gathered by Office of Policy and Planning. Analysis of the various influences on the students experience is conducted through the Whole of University Experience survey and the First Year Experience Survey and these are being increasing used since their introduction. These last two data sets are gathered by the Teaching and Learning Centre.

Student Progress Rate (SPR)
The University’s desired outcome to offer courses of the highest quality, which ensure students can achieve their full academic potential, is demonstrated in part by student progress. The University does not prescribe pass rates or set targets, but monitors students’ results over time within and between disciplines. SPR is an indicator of student learning and achievement. It compares the proportion of student load achieving a passing result to the total enrolled load. Progress rates for students at Murdoch University have remained relatively constant over the last 6 years. Given the research demonstrates students have increasing work commitments to cover living and education expenses, this is a good result. However, our rate is generally just below that in the other 3 WA public universities according to the latest available data. This may be due to our high proportion of mature age students and the particular mix of courses, but it is an area which requires monitoring for any trend away from other institutions.

SPR: Percentage of enrolled load that successfully completed

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, Environmental and Related Studies</td>
<td>84</td>
<td>85</td>
<td>85</td>
<td>88</td>
<td>88</td>
<td>89</td>
<td>N/A</td>
<td>94</td>
<td>86</td>
</tr>
<tr>
<td>Creative Arts</td>
<td>87</td>
<td>85</td>
<td>88</td>
<td>89</td>
<td>88</td>
<td>90</td>
<td>N/A</td>
<td>91</td>
<td>89</td>
</tr>
<tr>
<td>Education</td>
<td>86</td>
<td>89</td>
<td>88</td>
<td>90</td>
<td>91</td>
<td>93</td>
<td>N/A</td>
<td>96</td>
<td>91</td>
</tr>
<tr>
<td>Engineering and Related Technologies</td>
<td>78</td>
<td>76</td>
<td>77</td>
<td>84</td>
<td>75</td>
<td>85</td>
<td>N/A</td>
<td>93</td>
<td>82</td>
</tr>
<tr>
<td>Health</td>
<td>97</td>
<td>97</td>
<td>97</td>
<td>97</td>
<td>95</td>
<td>N/A</td>
<td>97</td>
<td>97</td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>80</td>
<td>80</td>
<td>81</td>
<td>76</td>
<td>77</td>
<td>82</td>
<td>N/A</td>
<td>88</td>
<td>75</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>88</td>
<td>87</td>
<td>87</td>
<td>89</td>
<td>85</td>
<td>89</td>
<td>N/A</td>
<td>93</td>
<td>82</td>
</tr>
<tr>
<td>Natural and Physical Sciences</td>
<td>84</td>
<td>84</td>
<td>83</td>
<td>85</td>
<td>86</td>
<td>89</td>
<td>N/A</td>
<td>89</td>
<td>88</td>
</tr>
<tr>
<td>Society and Culture</td>
<td>94</td>
<td>83</td>
<td>84</td>
<td>87</td>
<td>88</td>
<td>90</td>
<td>N/A</td>
<td>91</td>
<td>89</td>
</tr>
<tr>
<td>Total</td>
<td>86</td>
<td>85</td>
<td>86</td>
<td>87</td>
<td>87</td>
<td>89</td>
<td>90</td>
<td>92</td>
<td>87</td>
</tr>
</tbody>
</table>

*2004 figures are not yet publicly available.
First Year Retention Rate

Murdoch collects and uses data on retention for new, commencing and continuing students, as well as equity groupings. Many Universities have had significant attrition of undergraduate students, particularly during their first year. This is multifactorial but includes issues to do with students (for example, insufficiently informed about choices, not successful in first choice or expectations of University study not met). As well, first year studies are a culture shock to students and many struggle to adjust to University study and life. The level of administrative, academic learning and pastoral support are all critical in the capacity for first years to negotiate University life. The level of social cultural and sporting opportunities also affects their engagement with their institution. The 1st year student retention rate ("new student" and "commencing student") is being monitored to identify effectiveness of these strategies.

Retention rate (%) for students new to the University

<table>
<thead>
<tr>
<th>Year</th>
<th>BITL</th>
<th>SSHE</th>
<th>DS</th>
<th>VBS</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1998-1999</td>
<td>80.7</td>
<td>73.7</td>
<td>67.9</td>
<td>92.9</td>
<td>74.6</td>
</tr>
<tr>
<td>1999-2000</td>
<td>67.4</td>
<td>74.1</td>
<td>69.9</td>
<td>87.9</td>
<td>69.0</td>
</tr>
<tr>
<td>2000-2001</td>
<td>71</td>
<td>69</td>
<td>64.2</td>
<td>89.3</td>
<td>68.1</td>
</tr>
<tr>
<td>2001-2002</td>
<td>74.8</td>
<td>78.7</td>
<td>76.6</td>
<td>86.3</td>
<td>74.1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>ARTS</th>
<th>DSE</th>
<th>HS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2002-2003</td>
<td>72.2</td>
<td>65.6</td>
<td>86.3</td>
</tr>
<tr>
<td>2003-2004</td>
<td>73.5</td>
<td>64.7</td>
<td>82.8</td>
</tr>
</tbody>
</table>

2004-2005 data unavailable at time of writing

Retention Rate for Students New to Murdoch
Annual survey of the First Year Experience

National Retention rate data is not readily available presently. During 2004 we engaged The Centre for the Study of Higher Education at University of Melbourne to survey our first years using a similar methodology as that used in a research project involving nine Universities. This has provided us with some data for effective benchmarking against these nine Universities. We are repeating this survey currently. The survey covered broad areas including details of the students themselves, their expectations, goals and study habits, their experience to date, how they were managing their commitments, their transition from school to University and their views on courses and teaching. A comprehensive report is available and is currently being used by a working group established under the PVC(A) to improve the first year experience.

Biennial survey of “whole of university” experience for all students

The evaluation of all coursework students through the Whole of University Experience (WUE) survey now occurs every two years. This includes students’ perspectives on facilities, services, general learning and social environment. This aspect of their experience has not been well understood and it is becoming increasing important that it is understood. The first survey was undertaken in October of 2003. The data can be separated for differing student cohort responses and for various schools. Results of this are available, have been circulated to key operational staff, such as Heads of School and will be used to contribute to the quality improvement cycle for increasing the student learning experience. A second survey will be conducted in Semester 2 of this year, designed to enable comparisons with the 2003 survey. This data is being used by multiple groups that may not have traditionally been surveyed in the context of the learning environment, for example, central student administration and information technology services. Trend data will be followed.

D. Selected initiatives that underpin key strategies in Strategic Plan 2003 - 2007

School Development Process

The School Development Process, aimed at “whole of school” curriculum development, is well into its second year. This process involves all undergraduate course work courses undergoing review and renewal as part of a whole of school approach. This will occur at least every five years, and takes about 12 months. The process is informed by biennial review, the annual academic planning round, employer focus groups, graduate attribute mapping and standard evaluation tools such as the CEQ and unit surveys.

Schools and their stakeholders are facilitated to examine and renew their curricula so that the objectives for student learning are clearly articulated, are supported by appropriate teaching methods, and are measured by effective assessment procedures which indicate whether students have indeed achieved the learning objectives. This is known as an aligned curriculum:

```
Learning objectives == Learning activities == Content == Assessment

Aligned curriculum
```

Curricula are developed to encompass the flexible learning model the development of graduate attributes, initiatives that have both been adopted by the University.

Schools completed: Chiropractic; Nursing, Social Science and Humanities, Institute of Sustainability and Technology Policy (ISTP)

Schools well underway: Veterinary and Biomedical Science, Engineering Science (Energy Studies completed), Environmental Science

Schools initiated in Semester 2, 2005: Murdoch Business School, Education, Pharmacy

The School Development Process website for university use has been completed:
A review of the School Development Process was conducted at the end of 2004, and the results indicated it is highly valued by staff and effective, though also identified areas for improvement.

Flexible Learning Implementation

The Flexible Learning Initiative, coordinated by the Flexible Learning Implementation Committee (FLIC), was approved by Academic Council in May 2002 to:

- preserve, rationalise and enhance Murdoch’s tradition of flexible delivery (internal, external, online)
- respond sensibly to new technological capabilities, and
- be sensitive to the financial constraints of current funding regimes

The basic principle is to establish a new standard unit model in which all student cohorts (whether on-campus or off-campus internal or external) access the same unit structure and materials: they receive/access the same unit package (basic print + complementary on-line); will listen to the same lectures (either face-to-face or via /Lecture (audio of lectures streamed via the web), and will undertake the same or equivalent assignments. The University Strategic Plan requires the conversion of 90% of units to the flexible model by 2007. The SDP is facilitating and support the achievement of this strategy by Academic Divisions

A flexible online unit evaluation system has been trialled in Semester 1, 2005 with good success and this will be implemented across the institution in Semester 2, 2005.

Major achievements to date include:

- Development of a generic online Unit Welcome Page for all units.
- Full conversion as of S1, 2005 of 231 units out of approx 900 units (25.7%)
- Introduction, testing and roll-out of /Lecture facility which has proved extremely popular and successful
- Development of back-up system for students unable to access online components
- Implementation of the on-campus/off-campus administrative system

/Lecture

Currently there are 16 venues at South St and 2 venues on the Peel Campus directly linked to /Lecture, and portable recording devices are available to ensure that all flexible units have access. The /Lecture Steering Committee is currently developing a proposal to fund:

- installing /Lecture at three Rockingham venues and nine additional venues at South St;
- converting to an MP3 format which is more flexible and will enable downloading of lectures;
- exploring the use of imaging machines to enable whiteboard work to be recorded in sync with lectures; and
- improving the facility for students demonstrating a need to have off line access to recordings.

There is strong support for /Lecture from students, but concern has been expressed by some teaching staff about the impact of /Lecture on student attendance and the restrictions it places on classroom teaching and learning activities which are not easily recorded. The TLC is investigating these concerns during Semester 2, 2005.

While FLIC has been instrumental in the refocus of flexible learning initiatives, there are some residual issues with provision of an appropriate learning environment for students who are enrolled externally. These issues surround timely dispatch of materials and administrative concerns. Academic Council has address some of these following an audit and report by the PVC(A). As well, FLIC has been charged with ensuring that suitable procedures are implemented so that external students are not disadvantaged by their distance.

HESA implementation

The learning environment for students is impacted significantly by administration. Ideally administrative support for students and student management is seamless and easy for students. Failure to do this puts the university at significant reputation risk. The University has been required to allocate considerable staff and financial resources to implementing the various requirements of the Higher Education Support Act in 2005. Much of this has been the responsibility of the Office
of Central Student Administration including:

- Re-casting all 2005 Domestic Tuition Fees on a Unit basis rather than Course fee;
- Provision of information on HESA reforms to all students;
- Allocating Commonwealth Higher Education Student Support Number (CHESSN) via the Higher Education Management system (HEIMS) to all new and continuing students;
- Collection of Commonwealth Assistance Forms for all new and continuing students; and
- Issuance of Commonwealth Assistance Notice (replacing HECS notices) to all students

CSA has also worked closely with the Office of Policy & Planning to meet the various new DEST reporting requirements that are due to commence in August. These changes have been undertaken without any demonstrable reduction in services to students or staff.

Improving Library Services

The Library plays a significant role in the student learning experience, not only in the provision of resources, but also in the provision of suitable space for study, internet access and group work. Limited Library opening hours have been an area of major concern for students at South Street. Following a reasonably successful pilot in Semester 1, extended opening hours for the main Library will be continued into Semester 2. During the extended hours (10.00am - 12.00pm Saturday and Sunday; 9.30pm - 11.00pm Monday - Thursday) the Library operates as a study hall. Facilities and collections are available for use, but there is no staff service. The Library will also open at 8.00am before the Semester 2 Saturday morning examinations to permit students to carry out last minute revision, photocopy, and borrow items for open book exams. These changes have been well regarded by students, and will continue for the remainder of 2005, after which a review will be conducted considering the capacity for the library to sustain this service and the usage by students. The library continues to look at ways of creating spaces which enable students to study effectively, and support curriculum initiatives such as group work and special supports for particular cohorts of students such as first years and higher degree research students.

Professional development towards improving the quality of the learning environment

The adoption of a definition of teaching by a university is important because it will, explicitly or implicitly, reflect a conception which will in turn influence policies and practices including the policies and practices of professional development in teaching and curriculum. Since 1995, Murdoch University has adopted a definition of teaching which is based on a very different conception of teaching. The definition appears explicitly in the promotions documentation ‘For the purposes of promotion, Teaching and Teaching Development refers to all activities under your control that create and sustain an effective environment for university learning.’

Developing teacher skill sets through professional development (both initial and ongoing) are key strategic imperatives if we are to create a high quality learning environment. There are substantial resource implications if effective professional development of teachers is undertaken. There are also implications for teacher workloads.

The Teaching and Learning Centre coordinates academic staff development within the university. It conducts a range of activities including a mandatory one semester Tertiary Teaching Course for all new teaching staff, a program of Teaching Skills workshops aimed at first time tutors and lab demonstrators, and a series of Academic Work Matters professional development seminars open to all academic staff. The level of academic staff participation over the past four years is summarised in the following table.

<table>
<thead>
<tr>
<th>Academic Development Workshops/Seminars</th>
<th>Number in Tertiary Teaching Course</th>
<th>Number of Sessions</th>
<th>Number of Staff Participating</th>
<th>Average Number of Staff per Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>2002</td>
<td>11</td>
<td>91</td>
<td>887</td>
<td>9.7</td>
</tr>
<tr>
<td>2003</td>
<td>Not offered</td>
<td>72</td>
<td>609</td>
<td>8.4</td>
</tr>
<tr>
<td>2004</td>
<td>13</td>
<td>60</td>
<td>470</td>
<td>7.8</td>
</tr>
<tr>
<td>2005</td>
<td>33</td>
<td>31</td>
<td>374</td>
<td>12.1</td>
</tr>
</tbody>
</table>
Student Learning Support

All students enrolled at Murdoch have access to a range of support services to assist them in their transition to university study and to provide direct assistance when they experience difficulties. This is an essential component of a high quality learning experience. The Student Learning section of the TLC helps both undergraduate and postgraduate students, with the academic skills they require for success at university. These include writing, literacy and language skills, numeracy, independent study skills, critical thinking, problem solving and social interaction. Specialised assistance is available to students with needs in Equity, English as a second language (ESL), remote learning and online learning. These services are available at all three campuses in WA. In 2006, providing resources are available, it is intended to extend elements of this to our students studying transnationally.

Assistance is given both individually and in groups and in the context of students' studies, with particular emphasis on first year students and Foundation Units. In addition, a self-access student Learning Resource Centre is open every day on the South St and Rockingham campuses during semester. A summary of the numbers of support activities offered and the number of students taking them up is provided in the following table.

<table>
<thead>
<tr>
<th>Use of Student Learning Support Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>No of Workshops</td>
</tr>
<tr>
<td>----------------</td>
</tr>
<tr>
<td>2002</td>
</tr>
<tr>
<td>2003</td>
</tr>
<tr>
<td>2004</td>
</tr>
<tr>
<td>S1, 2005</td>
</tr>
</tbody>
</table>

Improving graduate outcomes in employment

There are several ongoing strategies to improve the graduate outcomes for Murdoch currently being undertaken.

- All courses proposed through the annual planning round must demonstrate good employment outcomes for such graduates based on market research. However, the imperative to have good demand in courses has made this less of a priority in course approvals. We need to be mindful of ensuring that student choice is informed by knowledge of course satisfaction and employment outcomes to effectively marry these two drivers for course development.
- The Course Quality index uses graduate employment as an indicator of quality. Thus courses triggered for cancellation or revitalisation are “forced” to examine and improve the outcomes of such indicators if the course is to continue.
- There has been an increased workplace learning built into many courses, particular the newer professional courses, but also through workplace units available in most degrees.
- Employer focus groups as part of the SDP begun during 2003 and this has allowed employer groups to both contribute to curriculum, and gain some insights into what makes Murdoch graduates brilliant!
- Through the SDP there has been a coordinated effort to provide an articulated interpretation of graduate outcomes for each course of study.
- The previously reported Postgraduate Diploma in Professional Experience (PEP) approved for 2005 is proving successful. The program is in its first year of operation and the first ever cohort have completed their six week preparatory coursework (two units – PEP 401, PEP 402) and now are about to reach the half way mark of their six month placement (PEP 403). The students will then return to the university to complete six weeks reflective coursework (two units – PEP 404, PEP 405). Currently, there are twelve students (11 Murdoch & 1 UWA) on placements with the program. Placements are organised in one of the following three ways. The standard type placement involves the university contacting industry about the program and placements are offered which the university fills with a qualified student. The second involves an industry partner provides prospective or junior staff and the program provides a formal skills enhancement and assessment process. The third type of placement involves a student organising an employer as a placement. In the first intake, placements have been organised with one federal government agency, four state government departments, one local council, and two private employers, as well as one placement at Murdoch International. The students come from a wide range of disciplines and with different levels of qualification. They all have in common a desire to move from the role of university student to employed worker and see the program as providing a formal workplace learning experience. A second program is planned to commence in...
September and already has 8 student applicants and ten potential placements. There have already been several enquiries about the program planned for February 2006. Enquiries have come from graduates from UWA, Curtin and Notre Dame in addition to international students.

- Murdoch’s continued promotion of the Graduate Skills Assessment will allow individual students to demonstrate to employers their skills in communication, problem solving and social interaction to employers once sufficient numbers begin to participate
- Murdoch is one of the national leaders in the ability to embed and demonstrate the achievement of graduate attributes
  As part of the School Development process (SDP) each course is developing a clear statement of the graduate attributes in the context of the course, i.e. what does communication mean for a History graduate, compared with a Biotechnology graduate? The TLC has developed an online graduate attribute-mapping tool for units. This allows unit combinations to be examined, and particular attributes mapped across an entire curriculum. This then allows teachers and teaching administrators to see where objectives cover specific attributes, how these attributes are being taught, and, through assessment to what extent they are being achieved. In the future, students should be able to use the tool to identify gaps in their skills and attributes and assist in unit selection to remedy this. For teachers to effectively align curriculum in a way that ensures the graduate attributes are actually taught and assessed rather than simply written in documents, there is an extensive requirement for teacher and organisational development. This remains a focus for the SDP and for the TLC in general.
- Careers and Alumni continue to work with graduating students on preparing Curriculum Vitae’s and other employment strategies
- A focus on supporting graduates with disabilities into the workforce is now a strategic imitative by Student Equity in Central Student Administration

**Academic Quality Assurance**

The University conducts reviews of academic quality through the School Review. This entails an external review panel examining a self-study document, visiting the School and conducting interviews with stakeholders. Reports are made to Academic Council and Schools/Divisions act on recommendations. The University has found this a successful way of assuring quality and undertaking improvements. The review process has analysed “fitness for purpose” and is particularly useful for schools that actively engage with the self-improvement style of review. Through 2004 and 2005, in addition to reviews of schools, the Academic Council has conducted external reviews of its offshore coursework offerings, its enabling and bridging courses, library services and student services.

**Postgraduate Coursework Learning Experience**

There has been concern that while growth in the number of postgraduate courses had increased this has not resulted in parallel growth in enrolments. Under the guidance of the PVC(A), a working party, chaired by Mr Grant Robertson is nearing the end of its examination of the Postgraduate Coursework Learning Environment at Murdoch University.

This working party has examined data from staff, the student management system, the 2003 Whole of University survey and some course evaluations, a round-table of all interested postgraduate coursework Program Chairs. A specific survey of postgraduate coursework students is underway. Preliminary analysis shows that there is a high attrition rate for postgraduate students and low course satisfaction. As word of mouth marketing is critical in this area, it is crucial that this is satisfactorily addressed. There are issues surrounding the double coding of units, the inherent inflexibility in timetabling that this creates and the consequent perception by postgraduate students around their learning environment. Significant efforts need to be made to review the degree regulations and administrative structures and supports for this cohort of students. Generally, we need to think of these students, their needs and expectations, in a different manner.

Operationally, the strategic imperative to improve the experience of our postgraduate coursework students is key to the ongoing growth of this sector of the University. Final analysis of data is anticipated soon, with final recommendations considered by SEG and by Academic Council.
**E. Risk Management for Education at Murdoch University**

- **Failure to grow** and distribute the costs of infrastructure/administration over a larger student population and more diverse income source risks the continued resource pressures in the area of teaching. This results in many of the “knock on” effects outlined below.

- Effectively balancing the desire to **offer a range of primary discipline areas** in the face of continuing and strong pressure through Federal policy and a need for financial sustainability to provide only courses that are desirable to prospective students. We risk losing primary disciplines through lack of student demand.

- **Suitable infrastructure that supports the learning environment is increasingly becoming a priority.** Satisfactory teaching space for new ways of teaching larger classes is hard to find and facilities are run down. For example, teaching space fit outs for /Lecture are limited, frustrating staff and students who would like to see more capacity in this area.

- Pressure of teaching spaces is becoming increasingly problematic for **effective timetabling.** New on-campus initiatives and growth in places are the main factors in this. This is frustrating for both staff and students. There is increasing pressure to extend the normal teaching day.

- Monitoring of **academic policy compliance** is **ad hoc** and existing processes for policy monitoring requires improvement.

- **Energy levels, desire and capacity for engagement in teacher and teaching development are at a low across the University despite many tailored and targeted initiatives.** This is in part due to total workloads of academic staff, but may also be due to perceived importance of teaching for career success.

- We are limited in our capacity to support and manage applications to the Carrick Institute for Learning and Teaching in Higher Education for both teaching development funds and awards due to workload pressures for key personnel.

- **Stretching teaching resources and teachers across three campuses and transnationally may limit effectiveness.** Although new staff are being appointed to regional campuses, there are numerous existing staff who travel between locations regularly. This can be an enormous time commitment, but also contributes to issues with campus life and accessibility to staff for students. These then impact on the learning environment for students at our regional campuses, and transnationally. This continues as new strategic initiatives are implemented.

- **Negative results from the ‘whole of university’ audit and subsequent AUQA audit will severely impact on our public profile.** It is critical that the university as a whole prepares properly for these audits and acts on the recommendations of the first in preparation for the second.
| **Proposed amendment:**<br/>(all changes to be shown in mark-up) | 2 | The members of the Academic Council shall be:<br/>(b) The persons holding the following offices, ex officio--<br/>-- Vice-Chancellor;<br/>-- Executive Deans of Divisions;<br/>-- President of the Guild of Students;<br/>-- Pro Vice-Chancellor (Academic);<br/>-- Pro Vice-Chancellor (Regional Development);<br/>-- Pro Vice-Chancellor (Research);<br/>-- Pro Vice-Chancellor (Strategy);<br/>-- Managing Director, Division of Student Services, Marketing and International Affairs;<br/>-- Education Vice-President of the Guild of Students |

## LEGISLATION COMMITTEE MINUTES OF DECISION (BY CIRCULATION) – EFFECTIVE DATE 09/08/2005

### STATUTE 5 – ACADEMIC COUNCIL

| **Date of Academic Council recommendation:** | Not applicable |
| **Academic Council resolution number:** | Recommendation from President, Academic Council |
| **Date of Legislation Committee endorsement:** | 09/08/2005 |
| **Legislation Committee resolution number:** | LC/08/2005 |
| **Date of Academic Council recommendation:** | Not applicable |
| **Academic Council resolution number:** | Recommendation from President, Academic Council |
| **Date of Legislation Committee endorsement:** | 09/08/2005 |
| **Legislation Committee resolution number:** | LC/08/2005 |
## Statute No 23 - Student Discipline

### Proposed Amendment

<table>
<thead>
<tr>
<th>Proposed amendment:</th>
<th>5</th>
<th>Student Appeals Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Academic Council recommendation:</td>
<td>04/11/2004</td>
<td></td>
</tr>
<tr>
<td>Academic Council resolution number:</td>
<td>AC/176/2004</td>
<td></td>
</tr>
<tr>
<td>Date of Legislation Committee endorsement:</td>
<td>04/11/2004</td>
<td></td>
</tr>
<tr>
<td>Legislation Committee resolution number:</td>
<td>LC/45/2004</td>
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</tr>
<tr>
<td>5.2 The Student Appeals Committee shall comprise will be constituted in accordance with the Student Appeals Committee Regulations.</td>
<td></td>
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</tr>
<tr>
<td>(a) A Chair, who shall be a member of academic staff of the rank of Professor or Associate Professor, appointed by Academic Council for a term of three years.</td>
<td></td>
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<tr>
<td>(b) A member of academic staff appointed by Academic Council for a term of three years.</td>
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<td></td>
</tr>
<tr>
<td>(c) The President of the Guild of Students or a student nominated by her or him. However, when an appeal concerns the examination of a thesis for a doctoral or research masters degree, during consideration of that appeal the student member shall be a postgraduate research student (other than a student member of the Research and Development Board) nominated by the Guild President.</td>
<td></td>
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</tr>
<tr>
<td>5.3 One of the two members of academic staff shall be female and the other male. Executive Deans are ineligible for appointment to the Committee. Each staff member shall have an alternate of the same gender appointed by Academic Council. The alternate for the Chair shall also be of the rank of Associate Professor or Professor.</td>
<td></td>
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</tr>
<tr>
<td>5.43 Any member of the Committee who has a family or other personal relationship with an appellant, or other conflict of interest, shall withdraw from the meeting during consideration of that case, and be replaced by the alternate member or another student nominee (as applicable).</td>
<td></td>
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</tbody>
</table>
Date of meeting:  
Tuesday, 28/06/2005

Present:

Em. Prof. Geoffrey Bolton (Chair)
Prof. John Yovich (Vice Chancellor)  Dr Jim Macbeth
Mr Philip Hocking  Mr Malcolm Macpherson
Prof. Stuart Bradley  Ms Barbara Whelan
Ms Janice Bowra  Ms Alison Gaines
Mr Terry Budge  Sir William Heseltine
Mr Dick Lester (for item 4)  Assoc. Prof. Nick Costa
Mr Mal Bradley (for item 4)

Secretary:  
John Pease

Official attendees:

Mr Ian Callahan (PVC – Resource Management)
Prof Gary Martin (PVC – Strategy)
Prof Andris Stelbovics (PVC – Research)
Prof Jan Thomas (PVC – Academic)
Prof Kateryna Longley (PVC – Regional Development)
Assoc Prof Michael Borowitzka (President, Academic Council)

Observers:

Prof Jim Reynoldson, Prof Yianni Attikiouzel, Assoc Prof Arnold Depickere, Mr Nathan Giles, Melissa Bramley (PPR – consultant).

1. MEMBERSHIP

Senate noted a report of its current membership and committee structure.

2. APOLOGIES

Senate noted apologies from Judge Kate O’Brien, Ms Carolyn Jakobsen, Mr Bob Pett, Mr Daniel Narbett, Ms Margaret Banks and Mr Garry Hunt.

3. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)

See item 4.

4. CONFIDENTIAL ITEM – CURTIN UNIVERSITY OF TECHNOLOGY

Senate dealt with this item in camera, but with members of the Senior Executive Group, who had signed confidentiality undertakings, present. See separate, confidential minute of this item.

The Chancellor reminded all members of Senate that the content of the Senate’s discussion on this topic remains strictly confidential and that any approaches from the media should be referred to the Vice Chancellor who is co-ordinating Murdoch’s responses.

Resolved:  
To note the Vice Chancellor’s declaration of interest and to confirm that no conflict of interest exists that prevents him from participating in, and voting on, all Senate discussions of the matter.

S/35/2005
Resolved: S/36/2005

(i) To ratify the actions of the Chancellor and Vice Chancellor in participating in preliminary discussions with Curtin University of Technology regarding the conduct of a joint investigation of the merits of merging the two universities.

(ii) To authorise the Vice Chancellor to form a working party on behalf of Murdoch University, which working party will participate in the joint feasibility study, noting that:

(a) The joint feasibility study will investigate the desirability and feasibility of a merger of the two universities on the understanding that Professor John Yovich will be the Vice Chancellor of the merged entity.

(b) The Vice Chancellor’s working party will include Mr Terry Budge.

(c) Prior to any further meetings of Senate, the Vice Chancellor will provide interim progress reports to the Chancellor’s Committee.

(d) The final report of the feasibility study will be referred to Senate for its consideration and determination whether or not to pursue the issue of a merger.

Secretary’s note: Mr Mal Bradley abstained from voting on this resolution.

5. VICE CHANCELLOR’S REPORT

Senate noted the Vice Chancellor’s report, together with the tabled supplementary details of:

➢ progress of the Universities Legislation Amendment Bill through the WA Parliament; and

➢ results of the round 2, 2005 linkage grants.

6. BI-ANNUAL REPORT ON ENROLMENT TRENDS

Senate noted the report of the PVC (Strategy) and his presentation of key features, including:

➢ Notwithstanding a decreasing number of 1st preferences available in WA, the University increased its share of the available pool, which was against the WA trend.

➢ Overall, the University’s percentage of student load and student numbers in 2005 increased by 5% compared to 2004.

7. AUQA AUDIT UPDATE

Prof Jan Thomas, the PVC (Academic) provided an update on Murdoch’s preparations for the upcoming AUQA audit. Key elements included:

➢ Members of Senate were encouraged to provide feedback concerning the draft portfolio index(outline as well as the draft content of chapter two, dealing with Governance & Management.

➢ Membership of the audit panel for the Whole of University Audit in November 2005 had been finalised. The panel comprises of Prof H.K Cheong from Singapore Institute of Management, Mr Len Scanlon, Mr Terry Budge and Prof Alex Radloff.
8. STATUTE CHANGES

Senate noted a report by the General Counsel & University Secretary, in particular:

➢ due to an administrative oversight, Senate resolution S/117/2004, approving amendments to Statue no. 23 - Student Discipline, had not been actioned and, accordingly, the process needed to commence again; and

➢ consequent upon Senate resolution S/31/2005(i), notice of the amendments to Statue no. 8 - Interpretation has been displayed at the University in accordance with paragraph 25(1)(b) of the Murdoch University Act.

Resolved: (i) To approve amendments to Statue no. 23 - Student Discipline in the terms attached (amendments marked up).

(ii) To ratify amendments to Statue no. 8 - Interpretation in the terms attached (amendments marked up).

Secretary’s note
In accordance with sub-section 25(1) of the Murdoch University Act, an absolute majority of Senate members voted in favour of the resolution.

9. MINUTES

Senate confirmed the minutes of the meeting held on 24/05/2005. It also noted a report of action taken to implement previous resolutions of Senate.

The General Counsel & University Secretary reported that consequent upon Senate resolution S/33/2005, negotiations with AEG to finalise the required agreements were proceeding, but that the 30/06/2005 deadline stipulated in the settlement deed was not achievable.

Resolved: To approve extending the deadline to conclude negotiations with AEG S/38/2005 until 15/07/2005.

10. ACADEMIC COUNCIL

Senate noted the minutes of the meeting of the Academic Council held on 18/05/2005. Other than with regard to legislative amendments, there were no recommendations requiring a Senate resolution.

Secretary’s note: All legislative amendments are dealt with under the Legislation Committee item.

11. AUDIT & RISK MANAGEMENT COMMITTEE

Senate noted the minutes of the Audit & Risk Management Committee (on a decision by circulation) dated 20/06/2005 and resolved in accordance with the recommendation of the committee as follows:

Resolved: To endorse Ms Beverley Schubert being co-opted as a member of the Audit & Risk Management Committee for a term of 3 years commencing on 01/07/2005.

12. CHANCELLOR’S COMMITTEE

Senate noted the minutes of the meeting of the Chancellor’s Committee held on 14/06/2005. All recommendations of the committee are dealt with under item 4.
13. LEGISLATION COMMITTEE

Senate noted the minutes of the Legislation Committee (on a decision by circulation) dated 20/06/2005 and resolved in accordance with the recommendation of the committee as follows:

Resolved:
S/40/2005  To amend the following University regulations in the terms attached
(amendments marked up):

(i) Bachelor Degree Regulation 1(1);
(ii) Certificate Regulation 1(c);
(iii) Diploma Regulations 1(1)(b) and (c);
(iv) Master by Coursework Degree Regulations 1(1) and 2(1);
(v) Diploma Regulation 1(1)(c); and
(vi) Certificate Regulation 1(d).

14. RESOURCES COMMITTEE (PAPERS & DISCUSSION COMMERCIAL IN CONFIDENCE)

Senate noted the minutes of the meeting of the Resources Committee held on 14/06/2005 and resolved in accordance with the recommendation of the committee as follows:

Resolved:
S/41/2005  (i) To approve the attached Officer’s Indemnity Policy to apply to all members of Senate, third parties co-opted to serve on Senate committees and working parties and all employees of the University, by way of supplement to the University’s director’s and officers’ liability insurance cover in force from time to time.

(ii) To amend resolution S/22/2005 dated 29/03/2005 in the terms attached (amendments marked up).

15. OFFICIAL SEAL

Senate noted the attached report provided in accordance with resolution S/54/2004.

Signed as a true record of the meeting of the Senate held on 28/06/2005.

EMERITUS PROFESSOR GEOFFREY BOLTON - CHAIR

Dated: August, 2005
### AGENDA ITEM 10

**REPORT OF ACTION ITEMS ARISING FROM THE LAST MINUTES**

<table>
<thead>
<tr>
<th>Meeting date:</th>
<th>28/06/2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution</td>
<td>Action taken since last meeting</td>
</tr>
<tr>
<td>S/35/2005: Note of the Vice Chancellor’s interest in the Murdoch/Curtin potential merger</td>
<td>Item noted in minutes of meeting</td>
</tr>
<tr>
<td>S/36/2005(i): Ratify VC &amp; Chancellor participating in discussions with Curtin regarding potential merger</td>
<td>VC &amp; Chancellor engaged in discussions with Curtin regarding potential merger</td>
</tr>
</tbody>
</table>
| S/36/2005(ii): Authorise the VC to establish a working party | • Establishment of working party  
• Initiation of feasibility study  
• Report by working party to Senate on progress and outcomes of feasibility study | • Ongoing  
• Ongoing  
• Ongoing |
| S/37/2005(i): Approval of amendments to Statute 23 – Student Discipline | Copy of amendment to Statute 23 has been posted at all 3 campuses for comment | None required |
| S/37/2005(ii): Ratification of Statute 8 - Interpretation | Letter has been written to the Governor requesting approval & publication of the Statute amendments | Follow up with Governor’s office |
| S/38/2005: To approve extending the deadline to conclude negotiations with AEG until 15/07/2005. | Deadline extended. Refer agenda item 22 | None required |
| S/39/2005: To endorse Ms Beverley Schubert being co-opted as a member of the Audit & Risk Management Committee for a term of 3 years commencing on 01/07/2005. | Ms Schubert co-opted to Audit & Risk Management Committee | None required |
| S/40/2005: To amend the following University regulations in the terms attached (amendments marked up): (i) Bachelor Degree Regulation 1(1); (ii) Certificate Regulation 1(c); (iii) Diploma Regulations 1(1)(b) and (c); (iv) Master by Coursework Degree Regulations 1(1) and 2(1); (v) Diploma Regulation 1(1)(c); and (vi) Certificate Regulation 1(d). | All regulations updated on regulation web pages | None required |
| S/41/2005: (i) To approve the attached Officer’s Indemnity Policy | Indemnity policy enacted | None required |
| (ii) To amend resolution S/22/2005 dated 29/03/2005 in the terms attached (amendments marked up) | Resolution amended and amendment uploaded onto University website | None required |
1. **DECISION BY CIRCULATION**

The recent decision by circulation regarding the establishment of a Divisional Research Centre *The National Academy of Screen and Sound* had not gained an absolute majority and in accordance with Standing Order 10 of the *Standing Orders for Academic Council* had lapsed. Academic Council considered this at Item 3.

2. **MINUTES**

Council confirmed the minutes of the meeting held on 18 May 2005.

3. **ESTABLISHMENT OF DIVISIONAL RESEARCH CENTRE THE NATIONAL ACADEMY OF SCREEN & SOUND (NASS)**

The item was introduced by Professor Iain Walker, in his capacity as the Chair of the Committee for Centres and Areas of Research Strength (CCARS). He advised that CCARS had spent considerable time reviewing the NASS application, including the information requested in the questions on notice contained in the agenda.
Acknowledging that the theme across the questions on notice was financial support, Prof Walker assured members that NASS would be a non resourced Divisional centre that would not call on University resources. He explained that primarily it is a group of academics that can be collectively identified, thus providing external visibility. He reminded members that if the Centre was accepted it would be reviewed within 5 years as per the Establishment and Management of Centres Policy.

The Vice Chancellor queried whether the name NASS had been registered and included on the list maintained by Robin Lees, the University Company Secretary. Dr Petkovic advised the meeting that it had been and that he would send details to Mr Lees.

The Vice Chancellor advised members of the importance of identifying collectives within the Social Science and Humanities to enable them to be profiled and marketed including through the Office of Alumni & Development for fund raising purposes. The Vice Chancellor informed members that without strong identities, such as NASS, it would be harder to obtain funding for Arts.

**Resolved:**

AC/80/2005 to RECOMMEND to the Vice Chancellor to approve the establishment of ‘The National Academy of Screen and Sound’ as a Divisional Research Centre in the Division of Arts with Dr Josko Petkovic as Director.

4. **STRATEGIC PLAN REPORT – VICE CHANCELLOR’S ADDRESS 2004**

Council noted the Vice Chancellor’s written report. Addressing the report, attached to the agenda, the Vice Chancellor stressed the importance of doing well in the Key Performance Indicators supporting the Teaching & Learning Performance Fund. Essential to that is the need to improve the employment and employability of Murdoch graduates.

The President reinforced this by stating that this had been chosen as the theme for the 2004 Strategic Plan Performance Indicator (formerly SQIP) reports.

**Resolved:**

AC/81/2005 to note the Vice Chancellor’s Strategic Plan Performance Indicator Report as attached to the agenda.

5. **2006 ACADEMIC PLANNING PHASE II & PHASE III**

The Pro Vice Chancellor (Academic) in her role as Chair, Academic Policy Committee introduced the fourth report to Council on outstanding Phase III planning and outstanding Phase II matters. She alerted members that some recommendations still had caveats on them, however, there were no policy implications and endorsed the six recommendations in the report.

**New Courses**

**Resolved:**

AC/82/2005

(i) subject to approval of the recommended amendments to Master by Coursework Degree Regulation 9 to approve the introduction in 2006 of the 48 point Master of Education Studies with the structure as attached to the agenda and located within the Division of Arts;

(ii) subject to approval of a business plan by SEG to approve the introduction in 2006 of the 24 point Postgraduate Diploma in Mental Health Nursing with the structure as attached to the agenda and located within the Division of Health Sciences; and
AC/82/2005 (iii) to RECOMMEND to Senate to amend the following regulations as indicated below [additions in bold):

Diploma Regulation 1.(1) (c)
Insert: *Postgraduate Diploma in Mental Health Nursing (PgDipMHNurs)*

Master by Coursework Degree Regulation 1.(1)
Insert: *Master of Education Studies (MEdSt)*

Master by Coursework Degree Regulation 2.(1)
Insert: *Master of Education Studies - 48 points*

New Minors

Resolved: AC/83/2005 to approve the introduction in 2006 of the 18 point minor in Digital Marketing, with the structure as attached to the agenda and located within the Division of Arts.

Amendments to Existing Courses

Resolved: AC/84/2005 (i) to note the amended structures of the courses listed below from the Division of Health Sciences, with effect from 2006:

- Graduate Certificate in Organisational Human Resources and Safety
- Graduate Certificate in Pharmacy Entry
- Graduate Diploma in Pharmacy Entry
- Postgraduate Diploma in Psychology
- Master of Applied Psychology
- Master of Veterinary Studies in Conservation Medicine; and

(ii) to provide specific approval for the second year of the Bachelor of Chiropractic course structure (the fifth year of the chiropractic course) with effect from 2006.

Amendments to Existing Majors

Resolved: AC/85/2005 to note the amended structures of the following majors listed below from within the Division of Health Sciences, with effect from 2006:

- Bachelor of Animal Science
- Bachelor of Science in Biomedical Science

Amendments to Existing Minor

Resolved: AC/86/2005 to note the amended structure of the minor in Molecular and Ecological Basis of Infection located within the Division of Health Sciences, with effect from 2006.

Non Standard Teaching Dates

Resolved: AC/87/2005 to approve the 2006 Division of Science and Engineering Non-Standard Teaching Dates, as attached to the agenda.
6. VICE CHANCELLOR’S REPORT

Council noted the Vice Chancellor’s written report. A Council member questioned whether research funding had shifted from an emphasis on grants to outputs and how that will impact Murdoch. The Vice Chancellor advised the issue was high quality outputs. He deferred to the Pro Vice Chancellor (Research) to advise the meeting further.

The PVC(R) confirmed that with the forthcoming Research Quality Framework to replace the existing research block grant funding schemes, the emphasis will be on quality, rather than quantity of research. Further, discussion on implementing the framework has led to the suggestion that quality will be assessed by academics having to provide 4 pieces of published evidence of work over the previous 5 year period. That quality and impact would then be assessed by expert panels. This would auger well for Murdoch whose research goals emphasise quality, relevance and impact of research. The PVC(R) suggested that the proposed funding model for research from DEST should be released later this year.

7. RESCISSION OF AWARD OF BACHELOR OF SCIENCE IN SUSTAINABLE DEVELOPMENT TO ELLI JANE MUTTON

Resolved: to rescind the award of Bachelor of Science in Sustainable Development to Elli Jane Mutton (19910808).

8. AWARD OF DEGREES, DIPLOMAS AND CERTIFICATES

Resolved: to approve the award of degrees, diplomas and certificates on the attached list.

9. PROPOSED AMENDMENT TO FOUNDATION UNIT TRIPLE ALPHA CODE

Following concern expressed by the Foundation Unit Convenor the Academic Policy Committee resolved (APC/32/2005) to recommend to Academic Council to amend the Foundation Unit triple alpha code from FOU to FDN.

Resolved: (i) to approve the triple alpha “FDN” for all Foundation Units; and
(ii) to rescind AC/107/2003 (i) [7] ‘Foundation Units should have a triple alpha code of FOU’.

10. ACADEMIC QUALITY AUDIT COMMITTEE (AQAC) REPORT

Resolution AC/71/2001 (d) requires the AQAC to report to Academic Council at least twice a year.

Resolved: to note the Academic Quality Audit Committee (AQAC) report for the first half of 2005 as attached to the agenda.

11. PROPOSED AMENDMENT TO MASTER BY COURSEWORK DEGREE REGULATION 9 (COURSE REQUIREMENTS)

Academic Policy Committee (APC) advised that most students undertaking 48 point Masters Degrees complete at least half of their units at the 500 level.
The proposed amendment advises students receiving 24 points of advanced standing towards a 48 point Masters that they should be guided by rules for a 24 point Masters degree.

Resolved: to RECOMMEND to Senate to amend Master by Coursework Degree Regulation 9 as indicated below. Additions in **bold**:

A course that requires 48 points may include up to 24 points at 400 level; up to 8 points of undergraduate units at 200 or 300 level may be credited towards this provision. **Students who receive 24 points of advanced standing towards a 48 point Masters must complete outstanding course requirements as for a 24 point Masters.** A course that requires 36 points may include up to 12 points at 400 level, but shall not include undergraduate units at 200 or 300 level. A course that requires 24 points may include up to 8 points at 400 level, but shall not include undergraduate units at 200 or 300 level.

12. PROPOSED AMENDMENTS TO BACHELOR DEGREE REGULATION 5A.(1) - ADMISSIONS

Clause 5A.(1) of the Bachelor Degree Regulations incorrectly refers to the position of Managing Director, Division of Student Services, Marketing and International Affairs as this position no longer exists. The responsibilities under this Clause now rest with the Pro Vice Chancellor (Strategy). Amendments to the regulation are shown with additions in **bold**, deletions **struck through**.

Resolved: to RECOMMEND to Senate to amend Bachelor Degree Regulation 5A.(1) as indicated below:

The Managing Director, Division of Student Services, Marketing and International Affairs **The Pro Vice Chancellor (Strategy)** has responsibility for ensuring that the University meets its admission targets within agreed tolerance limits, and for determining the minimum entry requirements (such as Tertiary Entrance Rank) for admission to each campus of the University. **The Managing Director, Pro Vice Chancellor (Strategy)** has whatever authority is necessary to carry out these responsibilities.

13. OFFSHORE COURSE OFFERINGS – REPUBLIC POLYTECHNIC SINGAPORE

This item was withdrawn.

14. PROPOSED AMENDMENTS TO THE OFFSHORE COURSE OFFERINGS POLICY

At its 20 May 2005 meeting Academic Policy Committee (APC) considered amendment to the Offshore Course Offerings policy to ensure that all proposals to offer a course offshore were first considered by APC. Existing courses which Council has approved for onshore and which proposers subsequently wish to offer offshore must receive sign off from the President of Academic Council, Pro Vice Chancellor (Academic) and Chair of Committee on University Entrance. This approval will be noted by Council. New course proposals not offered onshore must be approved by Academic Council following recommendation from APC.

In accordance with **Standing Orders for Academic Council and Subordinate Bodies** 30 an absolute majority of members agreed to consider this proposed recommendation as the policy was approved within the past 6 months.

...pink

Resolved: (i) to approve the revised ‘Offshore Course Offerings’ policy as attached; and
15. **2005 TIMETABLE FOR STRATEGIC PLAN REPORTS**

Due to amendments to the key performance indicators it was necessary to revise the timetable for the strategic plan reports and presentations to Academic Council. An Executive Dean requested Council’s indulgence if they were unable to report by the time specified as some of the data requested was not yet available. The President advised he was aware of the problem and assured the Executive Dean of Council’s empathy. The President believed the data would be made available by the Office of Policy and Planning by the end of June.

**Resolved:**

AC/95/2005 to adopt the following proposed timetable for reporting and presenting to Academic Council the strategic plan reports for 2004 (formerly referred to as the SQIP reports):

<table>
<thead>
<tr>
<th></th>
<th>Document deadline for written reports</th>
<th>Agenda to which written reports will be attached</th>
<th>Presentation of report to meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Deans</td>
<td>8 July 2005</td>
<td>20 July 2005</td>
<td>14 September 2005</td>
</tr>
<tr>
<td>PVC (A)</td>
<td>2 September 2005</td>
<td>14 September 2005</td>
<td>2 November 2005</td>
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<tr>
<td>PVC (R)</td>
<td>2 September 2005</td>
<td>14 September 2005</td>
<td>2 November 2005</td>
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16. **SCHOOL OF CHIROPRACTIC REVIEW**

**Resolved:**

AC/96/2005 to adopt the recommendations of the School of Chiropractic Review Panel, as modified by the President in Column 4 as attached to the agenda.

17. **NEW STUDENT EQUITY AND SOCIAL JUSTICE COMMITTEE**

At its meeting on 24 May 2005 Senate resolved (S/30/2005) to discontinue the Senate Equity and Equal Opportunity Committee and the Management Equity Coordinating Committee, on the basis that their respective functional roles be replaced by a new standing committee of Academic Council and the Senior Executive Group being briefed by the Director of Human Resources for all employer-employee equity and equal opportunity matters. The new standing committee will not have responsibility for the management of staff EEO issues. Members considered the terms of reference and membership structure of the new Committee as recommended by Senate. The Committee should meet at least twice per year with an agenda to; review and amend its annual plan; review progress of its annual plan; and assess its year’s activities, committee performance and statistical reports.

**Resolved:**

AC/97/2005  
(i) to approve the establishment of the Student Equity and Social Justice Committee as an Academic Council Standing Committee;  
(ii) to approve the following terms of reference for the Student Equity and Social Justice Committee
AC/97/2005
Cont’d

➢ To provide advice on the promotion of equity, diversity and social justice for the student body within the University.

➢ To recommend to Senate (after endorsement by Academic Council) on student equity priorities for the University, on a three year cycle.

➢ To recommend targets for the student equity priority areas, using management recommendations as a starting point for discussion.

➢ The review performance against targets in these areas, for each of the designated equity groups, and to report annually on these to Academic Council and Senate, including and recommendations for changes to targets and/or strategies.

➢ To advise on other issues related to equity, diversity and social justice as requested by the Vice Chancellor or Academic Council; and

(iii) to approve the following membership structure of the Student Equity and Social Justice Committee:

• Pro Vice Chancellor (Academic) – Chair
• President of Academic Council (or Nominee)
• The Manager, Equal Opportunity & Social Justice
• The Equity Coordinator
• Director, Kulbardi Aboriginal Centre
• A member of staff with expertise in the area of equity and social justice appointed by Academic Council
• A student member nominated by the Guild

Right of Attendance:

• The Human Resource Advisor – EEO

18. NEW FLEXIBLE LEARNING IMPLEMENTATION COMMITTEE II (FLIC II)

The Executive Dean of the Division of Health Sciences questioned why his Division was not represented in the membership structure as shown in the attachment to the agenda. It was agreed to make provision for such representation and for the Executive Dean to advise the next meeting of his nominee. Members agreed to replace Assoc Prof Parisa Bahri with Dr Angus Morrison-Saunders as the Division of Science & Engineering representative.

Following a member’s question as to when the first bi-annual report would be received by Council it was determined that Council should instruct FLIC II to provide information gathered on the first terms of reference as soon as practicable following their first meeting.

Members were advised that the final report from the initial FLIC (I) Committee would be presented to the July meeting of Council.

Resolved:      (i) to approve the terms of reference for the second Flexible Learning Implementation Committee (FLIC II) as follows:

AC/98/2005

1. Monitor the implementation of the conversion of units to the model for Flexible Learning as endorsed by AC/61/2005.

2. Identify any barriers to implementation and work with University stakeholders towards resolution.
3. Report bi-annually to Academic Council on the progress of implementation of the Flexible Learning model and on any changes to policy that may be needed.

4. Examine the issues raised in the paper on External Studies prepared by The Pro-Vice Chancellor (Academic) to Academic Council at its meeting of the 18th of May 2005 and prepare a report for Council on how these issues may be resolved.

(ii) to approve the membership of the second Flexible Learning Implementation Committee (FLIC II) as follows:

<table>
<thead>
<tr>
<th>Representative from:</th>
<th>President’s Nomination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division of Academic Affairs</td>
<td>Dr Rick Cummings (Chair)</td>
</tr>
<tr>
<td>Division of Science &amp; Engineering</td>
<td>Dr Angus Morrison-Saunders</td>
</tr>
<tr>
<td>Divisional Executive Officer</td>
<td>Mrs Helen Bartlett</td>
</tr>
<tr>
<td>Teaching &amp; Learning Centre</td>
<td>Ms Kate Lowe</td>
</tr>
<tr>
<td>Division of Arts</td>
<td>To be advised</td>
</tr>
<tr>
<td>Division of Health Sciences</td>
<td>To be advised</td>
</tr>
<tr>
<td>Director of Central Student Administration</td>
<td>Mr Darren Munday</td>
</tr>
<tr>
<td>Guild Education Vice President</td>
<td>Mr Tim Grey-Smith</td>
</tr>
<tr>
<td>(or nominee)</td>
<td></td>
</tr>
</tbody>
</table>

The Committee may co-opt other persons as they see fit.

19. UNITS SUBJECT TO QUOTA AND RESTRICTED COURSES 2005 - TRANSFER AND NEW ENROLMENTS FOR EXISTING STUDENTS BETWEEN COURSES, MAJORS, MINORS, CAMPUSES AND FUNDING SOURCE POLICY

Resolved: (i) to note the definitions and principles of restricted courses, admission only restricted courses and units subject to quota for 2005 as attached to the agenda; and

(ii) to note the consolidated list of restricted courses, admission only restricted courses and quotaed units for 2005 as attached to the agenda.

20. SUMMARY OF DIVISION OF HEALTH SCIENCES AND SCIENCE & ENGINEERING AMENDMENTS TO UNIT RESULTS – SEMESTER 2, 2004

Resolved: to note the report on amendments to Unit Results for Semester 2, 2004 from the Division of Health Sciences and the Division of Science & Engineering as attached to the agenda

21 PROPOSED RE-CLASSIFICATION OF THE CENTRE FOR EVERYDAY LIFE

The Research & Development Board recommended to Academic Council that the previously named Centre for Research in Culture and Communication be disestablished. In a related matter it also recommended that the Centre for Everyday Life be established as a new Research Centre within the Division of Arts. The proposed changes were extensively considered by the Committee for Centres and Areas of Research Strength (CCARS).
Resolved: (i) to RECOMMEND to the Vice Chancellor to discontinue the ‘Centre for Research in Culture and Communication’ (CRCC);

(ii) to rescind resolution AC/186/2004 that ratified the change of name for the Centre for Research in Culture and Communication to the Centre for Everyday Life; and

(iii) to RECOMMEND to the Vice Chancellor that a new Divisional ‘Centre for Everyday Life’ be established within the Division of Arts.

22. RESEARCH GRANTS

Council noted a list of research grants awarded to staff at the University between 20 January and 31 May 2005.

23. SENATE

At its meeting on 24 May 2005, Senate approved the following recommendations from Academic Council:

- Insertion of Graduate Certificate in Philosophy in 1(c) in the Certificate Regulations
- Insertion of Postgraduate Certificate in Psychology Teaching in 1(d) in the Certificate Regulations
- Insertion of new regulation 8A in the Certificate Regulations (approved specialisation)
- Insertion of new regulation 20B in the Professional Doctorate Regulations (approved specialisation)
- Insertion of new regulations 13A (approved specialisation) and 16B (enrolment intermission) in Master by Coursework Degree Regulations
- Insertion of Master of Network Management and Security in 1(1) in the Master by Coursework Degree Regulations
- Insertion of Master of Network Management and Security 48 points in 2(1) in the Master by Coursework Degree Regulations
- Insertion of new regulations 12A (approved specialisation) and 15B (enrolment intermission) in Diploma Regulations
- Amend regulation 10 in the Student Appeals Committee Regulations (bias)
- Insertion of new regulation 38B in the Bachelor Degree Regulations (enrolment intermission)

24. FINAL MEETING

This was the final meeting for Associate Professor Bev Thiele who resigned from Council to take up an OSP. The President thanked Assoc Prof Thiele for her extraordinary contribution to the University and Academic Council as the Deputy President, Co-Chair of FLIC (I) and various working parties. The Pro Vice Chancellor (Academic) endorsed the comments and acknowledged the outstanding contribution she has made to both the Council and the University as a whole. These remarks were carried with acclamation.

The meeting ended at 2.05 pm

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ACADEMIC COUNCIL
MINUTES OF MEETING

Date of meeting: Wednesday, 20 July 2005

Present:
- Assoc Prof Michael Borowitzka (President)
- Prof Yianni Attikiouzel
- Ms Bee Lay Addis
- Assoc Prof Parisa Bahri
- Ms Christina Ballantyne
- Dr Pia Broderick
- Prof Arnold Depickere
- Mr Tim Grey-Smith
- Mr David Holloway
- Mrs Carolyn Jones
- Ms Marian Kemp
- Dr Rob Phillips
- Dr Phillip Reece
- Prof Jan Thomas
- Prof Iain Walker
- Ms Barbara Whelan

Secretary: Mrs Gerry Dunne

Apologies
- Mr Malcolm Bradley, Mr Michael Brewis, Assoc Prof Phillip Clark, Prof Kateryna Longley, Assoc Prof Lorraine Marshall, Prof Gary Martin, Dr David Palmer, Assoc Prof John Pluske, Prof Andris Stelbovics, Dr Anne Surma, Prof John Yovich (Vice Chancellor)

Official attendees:
- Assoc Prof David Macey, Mr Darren Munday

Observers:
- Dr Rick Cummings (for Item 2)

MEMBERSHIP

This was the final meeting for Ms Christina Ballantyne, Dr Pia Broderick, Assoc Prof Phillip Clark and Assoc Prof Lorraine Marshall whose terms expire at the start of second semester 2005. The President welcomed Dr Rob Phillips to his first meeting and advised that new and reappointed members would begin their terms at the next meeting.

1. MINUTES

Confirmation of the minutes of the meeting held on 15 June 2005 subject to the following amendments:

- Remove Ms Susan Knight from the list of attendees and add Mr Michael Brewis to the list of apologies; and
- Item 15 title should read 2004 Timetable for Strategic Plan Reports - not 2005.

2. FLEXIBLE LEARNING IMPLEMENTATION COMMITTEE (FLIC I) FINAL REPORT

Dr Rick Cummings presented the final report from the original FLIC committee, advising Council of the following key developments:

- All units now have a common dynamic unit welcome page;
- iLecture is available, this system allows lecture information to be available within 48 hours; and
- Currently 26% of units have been converted to the FLIC model.
The primary tasks of FLIC II are principally to look at the current problems for external studies and improve the conversion rate of units to FLIC. Improvement of the conversion rate will be facilitated by training staff and requesting Heads of School and Executive Deans to encourage staff members to utilise FLIC. In response to queries raised by Council members Dr Cummings advised:

- Lecture theatres at the Rockingham campus should be converted to iLecture over the 2005 Christmas break period;
- Staff who have converted units to the FLIC model, and students who have experienced converted units, have provided very positive feedback; and
- When considering a merger with Curtin University the commonalities are that both Universities use WebCT and iLecture. It is thought that Curtin does not have a common unit model.

The President thanked Dr Cummings for the final FLIC report. He also thanked Associate Professor Bev Thiele for Chairing and Dr Cummings for Co-Chairing the original FLIC.

**Resolved**

(i) to note the final report from the Flexible Learning Implementation Committee as attached to the agenda; and

(ii) to close the Flexible Learning Implementation Committee.

3. **2006 ACADEMIC PLANNING PHASE II**

The Pro Vice Chancellor (Academic) introduced the 5th report on Phase II matters for 2006. She confirmed that there were no policy implications and endorsed the one recommendation within the report.

**Resolved**

subject to approval of a business plan by the Senior Executive Group to approve the introduction in 2006 of the Bachelor of Commerce in Hospitality and Tourism Management, with the structure as attached to the agenda and located within the Division of Arts.

4. **ACADEMIC CALENDAR FOR 2007**

At its meeting on 13 April 2005 Council was advised of key problems identified following discussions with the Executive Deans, Divisional Executive Officers and Heads of School that needed attention when developing the 2007 academic calendar. The proposed Academic Calendar for 2007 as attached to the agenda was constructed mindful of identified problems, conforming to policy and following extensive consultation with the Heads of School and the Director of the Prospective Students and Admissions Centre.

During the Council briefing session a query was raised regarding the semester 1 break and whether it should be moved to follow Week 3. Placing the break after Week 3 would be beneficial for students, especially those in first year who require assistance with learning and academic skills development. It was noted that students need to decide by the end of Week 4 if they wish to withdraw. The President advised that semester breaks are frequently used to run external courses, and therefore a break after Week 3 may be too early. Breaks are frequently aligned with school holidays where possible, as there are many students on campus with children. This was supported by a student member.

The motion to shift the break to after week 4 in Semester 1, 2007 was defeated. The motion to shift the break to following week 4 in Semester 2, 2007 was carried. The amended calendar is attached.
5. VICE CHANCELLOR’S REPORT

Council noted the Vice Chancellor’s written report. The President informed members that any questions on notice for the Vice Chancellor should be forwarded to the Secretary for the 14 September 2005 meeting.

The President highlighted the success of the University in the Linkage and ARC funding rounds and congratulated those who had received significant research funding.

6. RESCISSION OF AWARD

Resolved to rescind the award of Master of Policy Studies to Dr Gaomai Trench (30017371).

AC/105/2005

7. AWARD OF DEGREES, DIPLOMAS AND CERTIFICATES

Resolved to approve the award of degrees, diplomas and certificates on the attached list.

AC/106/2005

8. QUALITY REVIEW OF UNIVERSITY STUDENT SERVICES

The Quality Review of University Student Services policy was prepared for the inaugural review of University Student Services commencing on 23 August 2005.

Resolved to approve the revised ‘Quality Review of University Student Services’ policy as attached to the agenda.

AC/107/2005

9. SHORT COURSE - CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) 1-2 BRIDGING COURSE

Resolved to approve the Short Course “CCNA 1-2 bridging course” for students exempted from ICT103 as outlined below:

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<th>Title of Short Course</th>
<th>Specific Credit to be granted</th>
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AC/108/2005

10. AMENDMENTS TO BACHELOR DEGREE REGULATIONS 42.(1) & (6), 44.(1) (2) & (3), 45. (2) AND 47.(2)(d)

The Assessment Committee recommended changes to the Bachelor Degree Regulations where they still referred to conceded pass and provisional fail grades and to clarify the DNS grade.

Resolved to RECOMMEND to Senate to amend the following regulations as indicated below [additions in bold, deletions struck through]:

AC/109/2005
Bachelor Degree Regulation 42.(1)

Grading system
Assessment results in all units shall be reported according to the following system of letter grades:

final grades
- **HD**: high distinction
- **D**: distinction
- **C**: credit
- **P**: pass
- **UP**: ungraded pass
- **CP**: conceded pass
- **N**: fail
- **DNS**: fail, did not submit: (did not participate in any assessments after HECS census date)

interim grades
- **G**: good standing
- **NA**: not available
- **Q**: deferred assessment
- **S**: supplementary assessment

provisional grade
- **F?**: provisional fail

Bachelor Degree Regulation 42.(6)
Delete and insert “deliberately blank”

A result of provisional fail may be reported where the student is within five percentage marks of a pass grade. In such cases the Board of Examiners shall determine the final grade, which shall be CP, S or N.

Bachelor Degree Regulation 44. (1), (2) & (3)
Delete and insert “deliberately blank”

Conceded Pass

44. (1) A student awarded a conceded pass shall be granted the credit points for the unit, subject to an upper limit of 8 points from conceded passes. If a student has fewer than 8 points of conceded passes and is awarded another conceded pass which would cause this limit to be exceeded, the student shall receive partial points for the unit, so that the total points of conceded passes shall be 8 points.

(2) Where a student has been awarded a conceded pass in a unit, the student cannot enrol in any subsequent unit for which that unit is a prerequisite, or use that unit to satisfy requirements of the major. A conceded pass in a University Foundation Unit is sufficient to satisfy the requirements of Regulation 19.

(3) A student awarded a CP grade in a unit may (subject to Regulation 37) enrol again in that unit but shall not be credited more than once with points for that unit.
Bachelor Degree Regulation 45 (2)

Supplementary Assessment
After supplementary assessment a student shall receive a final grade of either P, CP or N. If a pass, the percentage mark recorded will be 50. If a fail, the percentage mark recorded will be 49 or the composite mark for the unit (whichever is less).

Bachelor Degree Regulation 47 (2) (d)

Board of Examiners
Delete (d) and insert “deliberately blank”

to review results reported that semester or trimester for units in the Division, to determine grades for F? results lodged for students whose first major is based in the Division, and, in exceptional circumstances where the Board regards this as warranted, to vary individual results;

11. PROPOSED AMENDMENT TO STATUTE NO. 18 INTELLECTUAL PROPERTY AND PROPOSED ENACTMENT OF INTELLECTUAL PROPERTY REGULATIONS

The following queries were raised regarding the draft Intellectual Property Regulations at the Academic Council briefing session:

- Clause 5 – The definition of Intellectual Property (IP) is unclear;
- Clause 7.4 – How will IP that is registrable be determined?; and
- Clause 9.2.2 – Refers to academic employees only.

The President has contacted the Division of Research and Development (R&D) regarding these concerns. R&D agreed Council should refer the policy back to them for amendment along with other matters of concern. These will be addressed and a revised document will be resubmitted for future consideration by Council.

The following additional queries were raised:

- Clause 3.3 – This clause may conflict with employer rights and members queried whether it is workable. For example, if an academic writes a text book which becomes required reading in a unit, does the University have the right to use that work for teaching and learning purposes exempt from royalties? Further, would the publisher still receive royalties?
- Clause 3.3 – The implications for the definition of “employee” on page 2 should be considered.
- Clause 10.1 – A mediator can be appointed if all parties agree to that individual, however, if agreement cannot be reached a mediator would be appointed by the Vice Chancellor. There was concern that this would result in a weighted dispute resolution process.
- Clause 10.2.1 – There is a need to define “parties”, currently it is ambiguous.
- Consultation is necessary with academic and general staff; and
- The revised draft policy must be reviewed by the Office of Legal and Governance prior to resubmission to Council.

The President advised members to forward any further queries to Mr Tim Morrison, the Acting Director of Research and Development.
12. **CHANGES TO THE AMENDMENTS TO COURSES, MAJORS, MINORS AND UNITS POLICY**

At its meeting on Friday 29 April, 2005 Academic Policy Committee (APC) considered changes to the Amendments to Courses, Majors, Minors and Units policy.

**Resolved** to approve the revised ‘Amendments to Courses, Majors, Minors and Units’ policy as attached, superseding that approved AC/46/2004.

13. **UNITS SUBJECT TO QUOTA AND RESTRICTED COURSES 2006 - TRANSFER AND NEW ENROLMENTS FOR EXISTING STUDENTS BETWEEN COURSES, MAJORS, MINORS, CAMPUSES AND FUNDING SOURCE POLICY**

Members noted that the title for VET346 shown as “Nutritional” was incomplete, and should have read VET 346 Nutritional Biochemistry and Animal Toxicology.

**Resolved** to note the consolidated list of restricted courses, admission only restricted courses and quotaed units for 2006 as attached.

14. **OUTSIDE STUDIES PROGRAM (OSP) REPORTS – 2004**

**Resolved** to note the Outside Studies Program (OSP) Reports for 2004 for the Divisions of Arts, Health Sciences and Science & Engineering as attached to the agenda.

15. **COMMITTEE ON UNIVERSITY ENTRANCE - MEMBERSHIP**

**Resolved** to appoint the following persons to the Committee on University Entrance, with their term of office expiring at the commencement of second semester 2008:

- **Chair** Assoc Prof David Macey
- **Division of Arts** Mr Danny Toohey
- **Division of Arts** Ms Sonia Walker
- **Division of Health Sciences** Dr Anne Barnes
- **Division of Science & Engineering** Assoc Prof Ken Harrison

16. **ADDITIONS TO TERMS OF REFERENCE FOR FLEXIBLE LEARNING IMPLEMENTATION COMMITTEE II (FLIC II)**

**Resolved** to approve the amended the Terms of Reference for FLIC II as follows:

1. Monitor the implementation of the conversion of units to the model for Flexible Learning as endorsed by AC/61/2005, in particular:

   - Convene an educational design project to consider how best to incorporate flexible learning in foundation units and transitional first year units to better prepare students;

   - Consult with Divisions and Schools to develop plans for the progressive conversion of units and to identify units which are unsuitable for conversion;

   - Consult with Divisions and Schools about how they might best invest in enhanced QA support for teaching staff to monitor and improve the quality of unit materials.
2. Identify any barriers to implementation and work with University stakeholders towards resolution.

3. Report bi-annually to Academic Council on the progress of implementation of the Flexible Learning model and on any changes to policy that may be needed.

4. Examine the issues raised in the paper on External Studies prepared by the Pro-Vice Chancellor (Academic) to Academic Council at its meeting of 18 May 2005 and prepare a report for Council on how these issues may be resolved, including
   - Suitable means of providing required unit materials to off-campus students.

17. MEMBERSHIP OF FLEXIBLE LEARNING IMPLEMENTATION COMMITTEE II (FLIC II)

Resolved
AC/115/2005 to approve nominations from the Divisions of Arts and Health Sciences for members of the Flexible Learning Implementation Committee II (FLIC II) as follows:

   Division of Arts        Dr Jane Hutchison
   Division of Health Sciences    Dr Suzanne Dziurawiec

18. AMENDMENT TO FOUNDATION UNIT TRIPLE ALPHA CODE

At its 15 June 2005 meeting Academic Council agreed to change the triple alpha code for foundation units from FOU to FDN. At that meeting a starting date for the amendment was not discussed. Following concerns about introducing the new code mid year the President approved its introduction to take effect from 1st semester 2006.

Resolved
AC/116/2005 to ratify the actions of the President of Academic Council in approving the introduction of the amendment to the Foundation Unit Triple Alpha Code from FOU to FDN effective from 1st semester 2006.

19. PENALTIES FOR DISHONESTY IN ASSESSMENT

At its 21 July 2004 meeting Council approved (AC/122/2004) the new Assessment policy to take effect from 1st semester 2005. The penalties for dishonesty in assessment as outlined in Appendix A in the links from that policy contained errors in the column marked Penalty.

...lilac

Resolved
AC/117/2005 to ratify the actions of the President of Academic Council in approving the amendments to the penalties for dishonesty in assessment as attached.

20. DISESTABLISHMENT OF THE CENTRE FOR AGRICULTURAL AND NATURAL RESOURCE MANAGEMENT

The Research & Development Board recommended (RDB 2005/051) the disestablishment of the Centre for Agricultural and Natural Resource Management. Senate approved (24/89) the establishment of this Centre at its 24 April 1989 meeting.

Resolved
AC/118/2005 to RECOMMEND to Senate to disestablish the Centre for Agricultural and Natural Resource Management.
20.A AMENDMENT TO EXISTING COURSES

An absolute majority of members agreed to consider this item in accordance with s.14 of the Standing Orders for Academic Council and Subordinate Bodies.

Following recommendation from the Research Degrees and Scholarships Committee, the Research & Development (R&D) Board considered amended structures of the Doctor of Psychology and the Master of Applied Psychology/Doctor of Philosophy. The R&D Board resolved (RDB 2005/056) to recommend them to Academic Council.

Resolved to note the amended structures of the Doctor of Psychology and the Master of Applied Psychology/Doctor of Philosophy as attached to the supplementary agenda with effect from 1 January 2006

21. 2004 SQIP/SPII REPORTS

The deadline for submission of the written reports from Executive Deans has been extended to Thursday 25 August 2005. The reports will be circulated to members in the following week. The theme for the 2004 reports as approved AC/63/2005 is “Improvement of Graduate Employment and Employability”. Any questions on notice for the Executive Deans should be submitted in writing to the Secretary to Council by noon on Monday 5 September 2005.

22. ESTABLISHMENT OF A DIVISIONAL RESEARCH CENTRE THE NATIONAL ACADEMY OF SCREEN AND SOUND (NASS)

At its 15 June 2005 meeting Council recommended to the Vice Chancellor the establishment of The National Academy of Screen and Sound as a divisional research centre. The Vice Chancellor approved this on 5 July 2005.

23. DISESTABLISHMENT OF THE CENTRE FOR RESEARCH IN CULTURE & COMMUNICATIONS AND THE ESTABLISHMENT OF THE CENTRE FOR EVERYDAY LIFE

At its 15 June 2005 meeting Council recommended to the Vice Chancellor the disestablishment of the Centre for Research in Culture & Communications and in a related matter the establishment of the Centre for Everyday Life as a divisional centre in the Division of Arts. The Vice Chancellor approved this on 10 July 2005.

24. ESTABLISHMENT OF THE CENTRE FOR HUMAN RESOURCE INNOVATION

At its 16 March 2005 meeting Council recommended to the Vice Chancellor the establishment of the Centre for Human Resource Innovation as a professional centre in the Division of Arts. The Vice Chancellor approved this on 15 June 2005.

25. INTERDISCIPLINARITY POLICY

At its 18 May 2005 meeting Academic Council (AC/65/2005) recommended to the Research & Development (R&D) Board that they develop a policy on interdisciplinarity in research. The R&D Board resolved (RDB 2005/057) at its 29 June 2005 meeting to form a Working Party to develop this. The Working Party has met and formulated a draft policy that will be considered at the next R&D Board meeting.
26. **RESEARCH GRANTS**

Council noted a list of research grants awarded to staff of the University between 1 June and 30 June 2005.

27. **ACADEMIC COUNCIL MEMBERSHIP**

On Friday 1 July 2004, the General Counsel & University Secretary declared the following candidates elected to Academic Council:

**Elected Academic Staff – for a term of three years commencing 25 July 2005:**
- Mr David Holloway
- Assoc Prof Dora Marinova
- Mrs Rhonda Marriott
- Dr John Pluske

Terms of office expire at the commencement of second semester 2008.

**Elected Academic Staff – casual vacancy for a term of one year commencing 2 July 2005:**
- Dr Rob Phillips

Dr Phillips’ term of office expires at the commencement of second semester 2006.

28. **FINAL MEETING**

This was the final meeting for Ms Christina Ballantyne, Dr Pia Broderick, Assoc Prof Phillip Clark and Assoc Prof Lorraine Marshall. The President thanked them for their tireless efforts on Council and their contributions to various working parties. The meeting recorded its appreciation by acclamation.

29. **SENATE**

At its meeting on 28 June 2005, Senate approved the following recommendations generated from the Academic Council meeting of 18 May 2005:

- Bachelor Degree Regulation 1(1) – addition of new qualification offered
- Certificate Regulation 1.(c) and 1.(d)- addition of 2 new qualification offered and deletion of qualification no longer offered
- Diploma Regulation 1.1(b) and 1.1(c) - addition of new qualification offered and deletion of qualification no longer offered
- Master by Coursework Degree Regulation 1.(1) and 2.(1) - addition of new qualification offered and change of name of one course

The meeting ended at 2.05 pm.

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<td>Friday 21 October 2005</td>
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</table>
Date of meeting: Wednesday, 27/07/2005

Present: Mr Garry Hunt (Chair)  
Professor Phil Jennings  
Ms Barbara Whelan

Secretary: Samantha Summerton

Apologies: Professor John Yovich, Dr Martin Anda, Professor Richard Hobbs, Dr Melanie Strawbridge, Ms Carolyn Jakobsen

Official attendees: Nil

Observers: Mr Craig Spence

1. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)
   
   Nil.

2. QUORUM
   
   The meeting was inquorate. The following are notes of the discussion that took place.

3. GREENHOUSE CHALLENGE
   
   Murdoch University is contractually a member of the Greenhouse Gas Commission. Upon review of the Greenhouse reports, Professor Jennings noted that the report does not show Murdoch in a positive light, as Murdoch has recorded a 9% increase in Greenhouse emissions. Mr Spence informed the committee that the report was an accurate reflection of the university’s position in 2003 and that the 2004 report would provide greater detail as to why Murdoch’s greenhouse emissions have increased, citing student increases and additional buildings.

4. BEELIAR WETLANDS UPDATE
   
   The Environmental Committee and the Senate agreed to allow 3 large parcels of Murdoch land (see attached) to be managed by CALM. CALM has asked the committee to endorse the Beelair Wetlands Update report. Mr Spence has recommended that the report be tabled at the next Resource Committee meeting. Upon endorsement by the Resource Committee, the Environmental Committee will approve the report, provided that there is no impact on the teaching experience for the Murdoch students.

   This note will be referred to the next meeting of the committee for review and action as deemed necessary.

5. ST IVES STAGE 7 AND APARTMENTS ENVIRONMENTAL SIGN-OFF
   
   The St Ives stage 7 has already been signed off by the Resources Committee. The Environmental Committee has had a minor input into the development: meeting with the St Ives managers to ensure the implementation of environmentally positive aspects such as provision of sufficient shading and the rejection of the use of black tiling. The committee has recognised the trade-off between an increased environmental rating and income stream. The committee therefore proposes to
recommend to the Resources Committee an option for St Ives purchasers to install energy efficient appliances, such as room insulation and skylighting, at a discounted rate from a Murdoch-negotiated supplier.

*This note will be referred to the next meeting of the committee for review and action as deemed necessary.*

6. **ENVIRONMENTAL MANAGER UPDATE**

The Energy and Environmental manager, Rene deGraw tendered his resignation on Monday 25 July. In the interim period while the position is being filled, the role will be performed by a contractor, who will provide the required reports to the committee to ensure the committee meets its governance requirements.

*This note will be referred to the next meeting of the committee for review and action as deemed necessary.*

7. **LANDSCAPING STRATEGY**

The Committee has recommended the formation of a Landscaping sub-Committee. The sub-committee will address the issues of:

- lack of adequate shading on the walk between the Murdoch campus and the proposed Fiona Stanley Hospital;
- boulevarding for all Murdoch paths, with the possibility of using European trees rather than natives, as they offer more shade;
- enagaging a consultant to assist in the best practice landscape management of the Murdoch campuses;
- landscape management of Bush Court now and into the future;

The committee recommends that the sub-committee look at the cultural heritage of the South Street campus, given that it was formerly the main office of the Forestry Department, when addressing Murdoch’s future landscaping needs.

*This note will be referred to the next meeting of the committee for review and action as deemed necessary.*

8. **DEPARTMENT OF AGRICULTURE RELOCATION UPDATE**

A working party has been established to focus on the accommodation scheduling for the Department of Agriculture building. When the site has been chosen, the location of the ring-road needs to be addressed, with particular emphasis on thinning the foliage around it for safety purposes and the potential need to move the flooded gum trees located nearby. In order to best appreciate the location issues, the committee proposed to hold the next meeting on site.

*This note will be referred to the next meeting of the committee for review and action as deemed necessary.*

9. **ANY OTHER BUSINESS**

9.1 The Chair noted that the committee’s terms of reference require 3 members of Senate on the committee.

*This note will be referred to the next meeting of the committee for review and action as deemed necessary.*

9.2 John McGowan looked at the effectiveness of using micro turbines as a back up power supply for the South Street campus. He reviewed information from Japan on the effectiveness of this power source and Craig Spence’s office will
provide the committee with a feasibility report.

This note will be referred to the next meeting of the committee for review and action as deemed necessary.

9.3 The committee will look at the possibility of waste management cogen sharing arrangements with the Fiona Stanley facility, as there is a greater environmental advantage when working with larger sites.

This note will be referred to the next meeting of the committee for review and action as deemed necessary.

10. ENVIRONMENTAL COMMITTEE DATES FOR 2005

The Environmental Committee will meet at 08:30 in room 4.1A of the Chancellery Building on the following dates:

- Wednesday 28 September 2005;
- Wednesday 19 October 2005; and
- Wednesday 23 November 2005

Signed as a true record of the meeting of the Environmental Committee held on 27/07/2005

Mr Garry Hunt
CHAIR

Dated: August, 2005
Date of meeting: Friday, 20/05/2005
Present:
Emeritus Professor Geoffrey Bolton (Chair)
Judge Kate O’Brien
Professor John Yovich
Terry Budge
Barbara Whelan
Secretary:
John Pease
Apologies:
Assoc. Prof. Nick Costa
Official attendees:
Greta vom Berg
Observers:
Nil

1. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)
Nil.

2. CONFIRMATION OF MINUTES
The minutes of the meeting held on 11/04/2005 were confirmed.

3. SENATE VACANCIES
3.1 The committee reviewed a draft skills matrix for current members of Senate, together with a draft evaluation form to be used when considering appointments to Senate, noting that ultimately the evaluation form will be available electronically.

The Chancellor also reported that, in terms of his recent attendance at the Chancellors’ conference, that the Senate’s approach to induction and development is consistent with ‘best practice’ compared with other universities.

The skills matrix, when brought up to date with details for each current member of Senate, will be the nucleus for the University to identify the existing skill base of members of Senate and to provide development opportunities consistently with the requirements of the National Governance Protocols. It will also provide a useful record of people identified as potential new Senate members.

The evaluation form will provide useful information when assessing potential new members.

The Director of Human Resource should liaise with the Chancellor with a view to asking all existing members of Senate to complete a modified (shortened) version of the evaluation form which can be used to complete the skills matrix.

Resolved: NC/03/2005
(i) To adopt (and maintain) the attached skills matrix and evaluation form as part of the Senate’s management of it membership and induction and professional development.

(ii) To request all members of Senate (by way of a communication from the Chancellor) to complete the evaluation form to provide details that the Director of Human Resources can use (on a confidential basis) to...
complete the skills matrix for all current members of Senate.

3.2 The committee noted that:

- Alison Gaines’ current term as a member of Senate will expire on 28/06/2005;
- She has expressed a desire to be re-appointed for another term, which would be her third consecutive term; and
- She had agreed to complete the new evaluation form in support of her request.

After reviewing the details provided by Ms Gaines, and her commitment and contributions to the University in the past, the committee determined that it was most appropriate that she be reappointed for another term as a member of Senate.

Resolved: To recommend to the Minister for Education that Alison Gaines be reappointed as a member of Senate for a third term commencing on 29/06/2005.

3.3 The committee noted that there are a further two positions on Senate that will need to be filled in 2005, namely, Dr Michael McCall’s position (currently vacant) and Bob Pett’s position (falling vacant at the end of the year).

The committee considered a number of matters, including:

- Ideally someone with financial skills should be appointed to fill the position previously held by Dr McCall so that he or she can work with Bob Pett on Resources Committee prior to his term expiring, with vacancy that arises at the end of Mr Pett’s term being filled by a generalist
- The matrix prepared by the Director of Human Resources contained details of a number of possible candidates and a number of further names were discussed as potential members. Assistance could also be sought from GDA in terms of making discrete enquiries about capacity and interest of potential new members
- There is a need to balance appointing a person with the necessary skills and experience and the need to maintain gender balance on Senate
- The list of potential candidates needs to be expanded, in particular confirming the availability and interest of persons identified, including by seeking input from other members of Senate

The Vice Chancellor, the Director of Human Resources, Terry Budge and Alison Gaines will liaise to build up the list of potential candidates and to determine availability of persons identified, and will bring forward details for consideration by the committee at its next meeting. This will be progressed as a matter of priority.

4. GENDER BALANCE ON SENATE AND SENATE COMMITTEES

The Guild President highlighted that only 4 of the current members of Senate are female and there are some committees of Senate where there is a significant imbalance, e.g. the Resources Committee.

A number of points were raised, including:

- 6 positions on Senate are elected and all were filled by males;
- the elected staff positions reflect the preparedness of senior staff to nominate. However, the Vice Chancellor has encouraged Executive Deans to support junior members of staff, including junior female members of staff, to seek
election to representative bodies, e.g. the Academic Council;

- there is nothing to prevent the Senate from co-opting third parties onto its committees – the task is to identify strong female candidates who are willing to be co-opted;
- in the process of seeking to identify suitable candidates for the McCall/Pett positions, there should be a focus on identifying suitable female candidates.

**Resolved:**

(i) Noting the gender imbalance that currently exists in membership of Senate and its committees, to focus on recruiting suitably qualified and experienced female members of Senate as and when the opportunity arises.

(ii) To recommend to Senate that it amends the terms of reference for the Resources Committee by adding up to 2 co-opted external members (see attached marked up copy), noting that in the process of seeking candidates to fill the McCall/Pett vacancies, suitable female co-optees will be sought out.

---

5. **CHANCELLOR’S POSITION**

The committee reviewed the results of the confidential survey of members of Senate regarding suggested candidates for Chancellor. The following points were also discussed:

- Whilst reputation is a significant factor, of greater importance is a Chancellor who is present and has time to devote to the role
- The process adopted previously to identify suitable candidates, namely a small working party, with input from GDA, worked well and should be adopted for the current search process
- The starting position should be to form a working party, composed of the members of the Nominations Committee, except where a conflict of interest exists, to review a list of suitable candidates. The list of candidates should include those persons identified previously.

**Resolved:**

(i) To recommend to Senate that it form a working party, comprising the Chancellor, Pro Chancellor, Vice Chancellor, Guild President, Director of Human Resources, Alison Gaines and Assoc. Prof. Nick Costa, to conduct the search to identify suitable candidates for selection as the next Chancellor, noting that the Chancellor will not take part in the decision to recommend the final proposed candidate.

(ii) To request the General Counsel & University Secretary and Director of Human Resources to access the list of candidates previously considered for the position of Chancellor and make details, together with the persons identified from the confidential Senate survey, available to members of the working party on a confidential basis.

Signed as a true record of the meeting of the Governance & Nominations Committee held on 20/05/2005.

---

**Emeritus Professor Geoffrey Bolton**

Chair

Dated: June, 2005
Senate skills matrix & new member evaluation form:

(See attached)
<table>
<thead>
<tr>
<th>Senator Member</th>
<th>Professional Strength</th>
<th>Role</th>
<th>Honours/ MBA</th>
<th>Financial / accountancy</th>
<th>Commercial / marketing</th>
<th>Legal / corporate</th>
<th>Academic / education</th>
<th>Environmental / sustainable</th>
<th>Governance / community</th>
<th>End of Term</th>
<th>General Comments</th>
<th>Current/ Former Roles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geoffrey Bolton</td>
<td>Professional Professor - Academic background</td>
<td>Chancellor</td>
<td>BA(Hons) MA</td>
<td>FAICD, FAIM</td>
<td>Executive Director Law Society</td>
<td>24.11.06</td>
<td>Officer of Order of Australia, Published 13.12.06 Honorary Retiring at the end of term</td>
<td>FRAS, FAIA, FASS, FIAS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kate O’Brian</td>
<td>Legal / Judiciary</td>
<td>Pro Chancellor</td>
<td>LLB Unsw, MA</td>
<td>15.03.06</td>
<td>Move to be a Senator next term</td>
<td>Judge of District court, past president of children’s court</td>
<td>31.05.07</td>
<td>Former Law student of ANU, Legal work in AS and RSSB Tribal Council</td>
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</tr>
<tr>
<td>Nick Costa</td>
<td>Academic</td>
<td>Senator</td>
<td>BA(Schol), PhD</td>
<td>25.09.06</td>
<td>Strong Vet background 2 CRC ventures in this area.</td>
<td>31.12.05</td>
<td>Senator</td>
<td>D/Chair of Productivity Committee, Former Honorary member, Ex-President &amp; President of Nlasses Society of Aust</td>
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<tr>
<td>Terry Budge</td>
<td>Finance, Executive</td>
<td>Senator</td>
<td>E</td>
<td>31.05.07</td>
<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Robert Peit</td>
<td>Executive Management</td>
<td>Senator</td>
<td>E</td>
<td>31.05.07</td>
<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Malcolm McPherson</td>
<td>Executive Management</td>
<td>Senator</td>
<td>E</td>
<td>31.05.07</td>
<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
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<td>Garry Hunt</td>
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<tr>
<td>Richard Lester</td>
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<td>31.05.07</td>
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<td>31.12.05</td>
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<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Alison Games</td>
<td>Legal / Judiciary</td>
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<td>BA(Hons) MA</td>
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<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
<td>31.12.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Mike McCall</td>
<td>Medicine</td>
<td>Senator</td>
<td>E</td>
<td>20.05.05</td>
<td>Looking to retire from Senate</td>
<td>20.05.05</td>
<td>Senator</td>
<td>Extensive medical practice &amp; Former Chief Medical Officer, Services Committee, Boards of Five &amp; Rural Health Centre, Retires at 70</td>
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<tr>
<td>Phil Hocking</td>
<td>Academic</td>
<td>Senator</td>
<td>E</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Stuart Bradley</td>
<td>Wildlife Research</td>
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<td>E</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Lyn Macbeth</td>
<td>Academic</td>
<td>Senator</td>
<td>E</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Barbara Whelan</td>
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<td>E</td>
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<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
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<tr>
<td>Daniel Narbett</td>
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<td>E</td>
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<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
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</tr>
<tr>
<td>Lenore Cowan</td>
<td>Public health, Women's Issues</td>
<td>Senator</td>
<td>E</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>William Hassell</td>
<td>State &amp; Fed Politics</td>
<td>Senator</td>
<td>E</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Carolyn Jakobsen</td>
<td>Education &amp; Training Environment</td>
<td>Senator</td>
<td>E</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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<tr>
<td>Malcolm Bradley</td>
<td>Student representation</td>
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<td>20.05.05</td>
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<td>20.05.05</td>
<td>Senator</td>
<td>20.05.05</td>
<td>Extensive Energy Sector Experience</td>
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</table>

Notes: Reference number is used to file all potential candidates related documents
1 = existing member
2 = year 2005 candidate listed
3 = year 2006 candidate listed
Skill Area = 

Goverance Protocols

1. National Governance Protocol #5 requires that the Senate must have a majority of external independent members, who are neither enrolled as a student nor employed by the University. There must not be current members of any State or Commonwealth parliament or legislative assembly other than where specifically selected by the Senate itself.

2. National Governance Protocol #5 requires that the Senate must have at least two members with financial expertise (as demonstrated by relevant qualifications and financial management experience at a senior level in the public or private sector).

3. National Governance Protocol #5 requires that the Senate must have at least one member with commercial experience (as demonstrated by relevant experience at a senior level in the public or private sector).

4. National Governance Protocol #5 requires that the Senate should select appointed/co-opted members on the basis of their ability to contribute to the effective working of the Senate by having needed skills, knowledge and experience, an appreciation of the University’s values and its core activities of teaching and research, its independence and academic freedom and the capacity to appreciate what the University’s external community needs from it.
<table>
<thead>
<tr>
<th>Date vacancy arises:</th>
<th>/ /</th>
<th>Type of vacancy:</th>
<th>☐ Appointed by Governor</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>☐ Co-opted by Senate</td>
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<td></td>
<td></td>
<td></td>
<td>Cannot be a fulltime employee, a part-time or casual employee on a 50% or higher contract or a student.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Candidate name:</th>
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<tr>
<th>Current place of employment or business:</th>
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<thead>
<tr>
<th>Gender:</th>
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<tbody>
<tr>
<td>☐ Male</td>
<td></td>
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<tr>
<td>☐ Female</td>
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<table>
<thead>
<tr>
<th>Ethnicity</th>
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<tbody>
<tr>
<td>☐ Indigenous/Torres Strait Islander</td>
<td></td>
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<tr>
<td>☐ Other, please specify:</td>
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<table>
<thead>
<tr>
<th>Qualifications:</th>
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<table>
<thead>
<tr>
<th>Professional memberships:</th>
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<table>
<thead>
<tr>
<th>Status:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>☐ Not previously a member</td>
<td></td>
</tr>
<tr>
<td>☐ Existing Member</td>
<td></td>
</tr>
<tr>
<td>☐ Previous Member</td>
<td></td>
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</tbody>
</table>

Where the candidate is an existing or previous member, provide details of the duration of all previous terms as a member (attach a schedule if insufficient space):

<table>
<thead>
<tr>
<th>Duration</th>
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<tr>
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<table>
<thead>
<tr>
<th>Status:</th>
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<tbody>
<tr>
<td>☐ Not previously a member</td>
<td></td>
</tr>
<tr>
<td>☐ Existing Member</td>
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<tr>
<td>☐ Previous Member</td>
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</table>

Where the candidate is an existing or previous member, provide details of the duration of all previous terms as a member (attach a schedule if insufficient space):

<table>
<thead>
<tr>
<th>Duration</th>
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</table>

<table>
<thead>
<tr>
<th>Duration</th>
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<td>/ / to / /</td>
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</table>

**NOTE:** Sub-section 14(2) of the Murdoch University Act provides that a member of the Senate who has held office by election, appointment or co-option for 3 successive terms is not eligible to hold office as a member until the expiry of a period of 12 months from the last day on which he or she was a member.

<table>
<thead>
<tr>
<th>Skills/Qualities:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Financial expertise</td>
<td></td>
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</tbody>
</table>

Paragraph 12(2a)(a) of the Murdoch University Act requires at least two members of Senate to have financial expertise, as demonstrated by relevant qualifications & by experience in financial management at a senior level in the public or private sector.

<table>
<thead>
<tr>
<th>Skills/Qualities:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Commercial expertise</td>
<td></td>
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</tbody>
</table>

Paragraph 12(2a)(b) of the Murdoch University Act requires at least one member of Senate to have commercial expertise, as demonstrated by relevant experience at a senior level in the public or private sector.)
**Skills/Qualities:**

<p>| | |</p>
<table>
<thead>
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<tbody>
<tr>
<td></td>
<td>Ability to contribute to effective working of Senate by having needed skills, knowledge and experience*</td>
</tr>
<tr>
<td></td>
<td>Appreciation of Murdoch’s values and its core activities of teaching and research, its independence and academic freedom*</td>
</tr>
<tr>
<td></td>
<td>Capacity to appreciate what the Murdoch’s external community needs from it*</td>
</tr>
<tr>
<td></td>
<td>Appreciation that as a member of Senate, the duty is to serve for the greater good of the University, ignoring factional interests</td>
</tr>
<tr>
<td></td>
<td>Mergers &amp; acquisitions</td>
</tr>
<tr>
<td></td>
<td>HR management</td>
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<td></td>
<td>Academic teaching</td>
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<td></td>
<td>Academic research</td>
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<tr>
<td></td>
<td>General management</td>
</tr>
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<td></td>
<td>Change management</td>
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</tbody>
</table>

*National Governance Protocol #6 requires that these criteria be assessed in selecting new members of Senate.*
### Skills/Qualities:
(for each skill or quality, please provide brief supporting details)

<table>
<thead>
<tr>
<th>Skill/Quality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project and/or budget management</td>
</tr>
<tr>
<td>Audit and/or risk management</td>
</tr>
<tr>
<td>Fundraising/network connections</td>
</tr>
</tbody>
</table>

### Internal or external member:
National Governance Protocol #5 requires that there must be a majority of external independent members who are neither enrolled as a student nor employed by Murdoch University. In assessing independence, DEST accepts that engagements on a fractional basis (e.g. less than 10% of a fulltime load) will not affect a person’s independence.

Does the candidate qualify as ‘independent’?  
- [ ] Yes  
- [ ] No

What will the mix of external / internal members be if this candidate is appointed or co-opted?  
- [ ] External  
- [ ] Internal

### Committee service/interest:
Where the candidate is an existing or previous member, provide details of previous committee service and attendance (attach a schedule if insufficient space):

<table>
<thead>
<tr>
<th>Committee name</th>
<th>Period of membership</th>
</tr>
</thead>
<tbody>
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</tr>
</tbody>
</table>

For all candidates, indicate preferred or ideal committee memberships:

- [ ] Audit & Risk Management Committee  
- [ ] Chancellor's Committee
- [ ] Environmental Committee  
- [ ] Governance & Nominations Committee
- [ ] Honorary Awards & Ceremonial Committee  
- [ ] Legislation Committee
- [ ] Resources Committee  
- [ ] Summer Committee

### To be completed by candidates seeking reappointment or to be co-opted for a further term:
Please briefly describe what you consider to be your most significant achievements to date as a member of Senate.

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To be completed by candidates seeking reappointment or to be co-opted for a further term:

If you are reappointed or co-opted for a further term, please briefly describe what further contributions you envisage yourself making to Senate and/or the University as a whole.

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General comments:

Recommendation:

Recommend that the Governor appoint (or reappoint) the candidate
Letter sent to the Governor on: / /

Recommend that the Senate co-opt (or further co-opt) the candidate for a [ ] term
Recommendation referred to Senate on: / /

Not recommended for appointment or co-option
Advice sent to candidate on: / /
Proposed amended terms of reference for the Resources Committee:

8. Resources Committee

8.1. Terms of reference:

8.1.1. To oversee the management of the resources of the University and advise the Senate on these and related matters. In particular, the committee will:

8.1.1.1. towards the end of each year, consider a draft budget of expenditure for the ensuing year presented by the Vice Chancellor, and recommend a budget to the Senate for approval, together with a statement of expected revenue;

8.1.1.2. consider quarterly financial statements (including statements of income and expenditure) and report to the Senate on the general financial situation of the University, drawing attention to any significant variations from the budget;

8.1.1.3. receive and report to the Senate on the annual audited financial statements, together with the annual report and certificate of compliance;

8.1.1.4. recommend to the Senate on any proposed variations in the annual budget;

8.1.1.5. oversee the investment of all monies of the University (including monies held in trust);

8.1.1.6. recommend to the Senate on any matter relating to the borrowing of money by the University;

8.1.1.7. approve the placement of orders and/or the payment of accounts which are of a value above the Vice Chancellor’s financial delegation (currently $500,000), subject to the order/payment falling within budget allocations;

8.1.1.8. exercise oversight of the finances of:

8.1.1.8.1. all University subsidiary companies, including consideration and approval of a draft business plan before the commencement of each financial year, and review of at least quarterly reports against the business plan and the annual audited financial statements;

8.1.1.8.2. all University trusts and foundations; and

8.1.1.8.3. the Guild of Students.

1 Amended Senate resolution S/13/2005 dated 22/02/2005.
8.1.9. recommend to the Senate on all approvals of write-offs of funds owing to the University;

8.1.10. approve the signatories to the University bank accounts;

8.1.11. consider any other matter related to the resources of the University referred to it by the Senate or by the Vice Chancellor.

8.1.2. To advise and make recommendations to the Senate on matters relating to the development, conservation, use and improvement of the University’s real property and, in particular, on the following:

8.1.2.1. revisions to the approved Master Plan for the use of University lands;

8.1.2.2. proposals for the construction of new buildings and other capital projects, including the construction of road works and car parking facilities, and on the budgets and timetables for such projects.

8.1.3. To decide whether selected tenders should be used for capital projects, and, if so, which companies will be invited to tender.

8.2. Composition:

8.2.1. Up to 6 Senators (including one academic staff Senator)

8.2.2. Vice Chancellor

8.2.3. Guild President

8.2.4. Up to two co-opted external members

8.2.5. The membership will include at least one male and at least one female

8.2.6. Standing observers: Pro Vice Chancellor (Resource Management) and General Counsel & University Secretary

8.2.7. Secretary: University Company Secretary

8.3. Membership criteria:

<table>
<thead>
<tr>
<th>All members</th>
<th>Among the members</th>
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<tbody>
<tr>
<td>• Good attention to detail</td>
<td>• One member with expertise in the property market</td>
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<tr>
<td>• Ability to understand a set of accounts</td>
<td>• At least 2 members with extensive high level business experience</td>
</tr>
<tr>
<td>• Knowledge of the University strategic plan</td>
<td>• Sensitivity to the interests of all stakeholders on campus</td>
</tr>
<tr>
<td>• Knowledge of university funding issues</td>
<td>• One lay Senator with the skills and time to also serve on Audit &amp; Risk Management Committee</td>
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GOVERNANCE & NOMINATIONS COMMITTEE
MINUTES OF MEETING

Date of meeting: Monday, 18/07/2005
Present: Emeritus Professor Geoffrey Bolton (Chair)
Professor John Yovich
Terry Budge
Assoc. Prof. Nick Costa
Barbara Whelan
Secretary: John Pease
Apologies: Judge Kate O’Brien and Alison Gaines
Official attendees: Greta vom Berg
Observers: Nil

1. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)
Nil.

2. CONFIRMATION OF MINUTES
The minutes of the meeting held on 20/05/2005 were confirmed.

3. MATTERS ARISING
The committee noted the status of matters arising from the previous minutes, in particular:

3.1 There are 7 members of Senate who are yet to provide details of their qualifications and experience to the Director of Human Resources to enable completion of the skills matrix. The Chancellor will issue a reminder to those whose details are yet to be provided.

3.2 It is anticipated that the reappointment of Alison Gaines as a Senate member will be confirmed any day.

4. CHAIR OF THE GOVERNANCE & NOMINATIONS COMMITTEE
The Chancellor referred to a Senate member’s query whether or not it was appropriate for the Chancellor to chair the Governance & Nominations Committee. The committee noted the results of an informal survey of the practice at other universities which have a committee with responsibility for governance.

Resolved: To confirm that it is entirely appropriate and desirable for the Chancellor to chair the Governance & Nominations Committee.

GNC/07/2005

5. GUILD PRESIDENT ATTENDING SENATE MEETINGS
When the Universities’ Legislation Amendment Act is proclaimed at the beginning of August, the Guild President will cease to be a member of Senate.

The Guild President spoke to a briefing paper on the topic and referred to a letter from DEST indicating that there is “nothing in the [National Governance Protocols] that would preclude the Senate from granting the Guild President attendance or speaking rights should it so wish”.
The committee considered a number of issues, including:

- As a consequence of the Federal Government’s Higher Education Workplace Reform Requirements (HEWRRs), the Senate standing orders will need to be amended to remove special attendance and speaking rights in favour of the various staff unions and associations. The position of the Guild President can be accommodated in the same way as for other members of staff, students or other stakeholders, i.e. they are free to attend (other than matters discussed in confidence) and the Chancellor can invite them to speak on any topic.
- Care needs to be taken not to be seen to be given particular privileges to any particular group, as many other interest groups may equally seek special attendance and speaking rights, especially in the current climate.
- The committee should review arrangements after the end of the year to ensure that they are working.

**Resolved:**

| GNC/08/2005 | To note that an amendment to the standing orders will be brought before the Governance & Nominations Committee at its next meeting, which will make a neutral provision for any person to request to attend meetings of Senate and to be invited to address the Senate. This will adequately address the position after the Guild President ceases to be a member of Senate. |

6. **SENATE VACANCIES**

The committee considered a number of issues relating to the existing vacancy (the position formerly occupied by Dr McCall) and the vacancy that will arise when Bob Pett’s term expires at the end of the year, noting that he is not eligible to be co-opted for a further term. Matters raised included:

- Given the investigation of a potential merger with Curtin, it may be best to defer any decision. Failing that, any potential candidate should be advised that any appointment may be short term only if a merger proceeds.
- If a merger does not proceed, failing to make appointment to fill these vacancies may make it difficult to locate and recruit suitably experience and qualified candidates.
- The prospect of an appointment, even if only short-term, might be attractive to some quality candidates given the current talk of a merger.

The Chancellor and Vice Chancellor have identified a potential candidate with good financial skills, who would be a suitable replacement for Bob Pett. Ideally, this person should be able to spend some time on Senate and Resources Committee before Bob Pett’s term expires.

The committee concluded that, if the person is aware that any appointment might be short-term if a merger proceeds, but is nonetheless willing to be appointed, it was preferable to maintain the Senate’s numbers and pool of talent.

**Resolved:**

| GNC/09/2005 | To confirm that the Chancellor should contact the preferred candidate and, if prepared to accept an appointment of this basis, the Chancellor would circulate details of the person to all members of the committee for further consideration. |

7. **CHANCELLOR’S POSITION**

The Director of Human Resources circulated a copy of a draft process for identifying suitable candidates for election, together with a role statement and selection criteria for the position of Chancellor (copies of each attached).

The committee discussed a number of options, including:
Deferring the search process until the position in relation to any merger with Curtin became clearer. On balance the committee agreed that there were a number of variables and the University could not go ‘on hold’.

The deliberations of the sub-committee should proceed ‘in confidence’.

External consultants made a valuable contribution during the previous search for a Chancellor, in particular in providing a list of potential candidates and making initial, discreet, contact to determine interest and availability.

The Chancellor is flexible as to the actual end date of his term should the circumstances make an earlier end date desirable.

**Resolved:**

(i) To adopt the attached selection process, draft “Responsibilities for role of Chancellor” and draft “Chancellor Selection Criteria & Attributes” as base documents.

(ii) To appoint Gerard Daniels Australia as external consultants, but at this stage only to provide a list of potential suitable candidates and general comments about their suitability.

8. **HIGHER EDUCATION WORKPLACE REFORM REQUIREMENTS (HEWRRS)**

The Director of Human Resources spoke to the attached PowerPoint presentation. In the course of the presentation, the following observations were made:

- It is vital that staff understand who has authority to agree the terms of employment for staff so that the University complies with the HEWRRs.
- Compliance with require some changes to budgetary practices, in particular in terms of performance management and rewarding high performing staff.
- DEST has indicated that it will take more than a “tick-box” approach in assessing compliance and will look for evidence of compliance.
- The University has been liaising closely with the unions and has made it clear that it is committed to compliance with the HEWRRs, and will do so in a transparent way. However, the process is not (and cannot be) a negotiation.
- The Director of Human Resources is delivering personal briefings to staff with a view to informing managerial staff so that they are able to counter misinformation.
- There is an enormous amount of complexity at the detailed level and the University should not underestimate the amount of work required, especially in respect of communications. The University will need to change many of its existing practices, policies and processes.
- The Senate’s standing orders also require change to remove the special recognition given to the unions in terms of attendance and speaking rights. The General Counsel & University Secretary indicated that a draft revision will be presented to the Governance & Nominations Committee for consideration at its next meeting.
- In terms of the Enterprise Bargain, the University is classified as a “Group 2 university” because it has an existing EBA in place. However, the new EBA will need to be fully compliant. There will be some overlap between the existing EBA and Australian Workplace Agreements which will be offered to all staff until then.
- The process of compliance, if done well, will provide a significant “kick up” for the University.

The committee expressed its satisfaction with the approach and process adopted by the Director of Human Resources in relation to compliance with the HEWRRs.
Resolved: GNC/11/2005
To note the University’s progress in compliance with the Higher Education Workplace Reform Requirements and to commend the Director of Human Resources for the thorough and transparent way in which the process is being undertaken.

9. NEXT MEETING
The next meeting of the committee will be convened in the second half of August.

Signed as a true record of the meeting of the Governance & Nominations Committee held on 18/07/2005.

EMERITUS PROFESSOR GEOFREY BOLTON
CHAIR

Dated: July, 2005
<table>
<thead>
<tr>
<th>Status</th>
<th>Process Step</th>
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| ✔️ 1   | Form a Selection Committee  
|        | - Professor Geoffrey Bolton (Chancellor) for the process only.  
|        | - Professor John Yovich (Vice Chancellor)  
|        | - Judge Kate O’Brien  
|        | - Associate Professor Nick Costa  
|        | - Barbara Whelan  
|        | - Alison Gaines  
|        | - Greta vom Berg - HR support  
|        | - John Pease – Secretariate support |
| ✔️ 2   | Draft (or revise) Selection Criteria for Role with Essential and Desirable Attributes. |
| ✔️ 3   | Prepare (revise) a “Responsibilities for Role of Chancellor” |
| ✔️ 4   | Establish a relationship with a reputable search firm to utilise as required.  
|        | - Gerard Daniels & Associates (have been previously engaged) |
| ✔️ 5   | Develop a ‘long list’ of potential candidates with appropriate background information for the Committee to consider.  
|        | - Internal nominations (seek Senate members input confidentially)  
|        | - (If required) Search firm nominations. |
| ✔️ 6   | Research potential candidates for the Committee for first round screening. |
| ✔️ 7   | Confirm a short list of preferred candidates for contact and exploratory discussions. |
| ✔️ 8   | Nominate appropriate internal person(s) to conduct preliminary discussions with short listed candidates.  
|        | - Ascertain willingness to nominate for consideration (and get confirmation in writing),  
|        | - As necessary reconfirm skills and experience (update if necessary), and  
|        | - Provide role responsibilities and required attributes statements and University background information as required.  
<p>|        | NB. There is the option to Engage Search Firm to research short listed candidates at this stage to provide Committee members with a degree of independent advice on candidates, fitness for the role and conduct discrete exploratory discussions and reference checking on behalf of the University. |
| ✔️ 9   | The Committee confirms preferred candidate(s) to be proposed for consideration and prepare an appropriate documentation for Senate (in writing to the candidate(s) as well). |
| ✔️ 10  | Schedule/conduct a Senate election process to consider and confirm the preferred candidate. |
| ✔️ 11  | Prepare draft media release and staff email announcement and notification to necessary State Government Agencies (stakeholders). |
| ✔️ 12  | Advise Senate of results of selection/election (at meeting if possible). |</p>
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<tr>
<th></th>
<th>Task Description</th>
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<tbody>
<tr>
<td>13</td>
<td>Finalise announcements and issue within 24 hours of Senate affirmation of new Chancellor.</td>
</tr>
<tr>
<td>14</td>
<td>Draft engagement documents</td>
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<tr>
<td></td>
<td>Schedule induction program (including hand-over activities)</td>
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<td></td>
<td>Inauguration process</td>
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☑️ = Task Completed

* Draft
RESPONSIBILITIES FOR ROLE OF CHANCELLOR

Overall Objective.

The Chancellor as the Chair of Senate, which is the governing body of Murdoch University, has overall responsibility for efficient and effective governance and strategic leadership of the University. The Chancellor works closely with the Vice Chancellor to ensure the implementation of appropriate strategic and operational plans to meet the University’s academic and commercial targets to ensure continued growth.

Key Responsibilities.

The Chancellor is responsible for:

- Leading and ensuring the efficient operation of the Senate as an effective and compliant governing body;
- Promoting the University in appropriate public business and academic forums;
- Establishing and maintaining effective communication and consultation mechanisms with the University’s management and key stakeholder and government agencies and representatives.
- Chairing key committees and working parties such as, Governance & Nominations Committee, the Chancellor’s Committee and the Honorary Degrees and Ceremonial Committee, as well as establishing working parties as required.
- Conducting annual performance and remuneration reviews for the Vice Chancellor through the Chancellor’s Committee.
- Presiding at University Graduation Ceremonies and other key public functions as required.
- Developing strong community and government networks and business relationships to facilitate the achievement of strategic and operational goals in conjunction with the Vice Chancellor and management.
- Ensuring the commercial viability of the University.
- The oversight of academic excellence and teaching quality in promoting the University.
- Assisting the Vice Chancellor with fund raising opportunities, e.g. the Murdoch University Foundation.
The Person is:

- A West Australian resident;
- A university graduate;
- A recognised business/community leader with a demonstrated commitment to the higher education sector;
- An effective leader with strong influencing and communication skills;
- An accomplished public speaker; and
- Empathetic to a ‘values driven’ organisation with a strong commitment to equity.

The Person has significant experience in:

- Achieving business and/or academic outcomes in the political and governance environment;
- Establishing and managing to strategic objectives;
- Successfully leading a large complex and diverse organisation that may have competing objectives;
- Leading a team of executives or directors and chairing boards of organisations;
- Developing effective strategic plans for diverse business and quality strategic outcomes;
- Successfully managing stakeholder relationships from community, government and business sector organisations;
- Effectively lobbying and presenting matters to government, captains of industry and community leaders on behalf of an organisation;
- Effectively managing a multi-disciplinary team/board through committees and direct relationships.
- Driving successful business and commercial growth initiatives for a diverse organisation in a competitive deregulating industry sector.
Higher Education
Workplace Relations
Requirements

Committee Presentation
July 2005
Agenda...

Higher Education Workplace Relations Requirements (HEWRRs)

Implications for Murdoch

The way forward
What are the HEWRRs...

Effective 29th April 2005 DEST has linked a portion of continued funding to industrial relations reforms with compliance being judged against five criteria:

- Choice in agreement making;
- Direct relationships with employees;
- Workplace flexibility;
- Productivity and performance; and
Implications for Murdoch...

Choice in agreement making means:

- All new employees are to be offered AWAs (by 30 November 2005 and all existing employees by 31 August 2006)
- Employees are offered ‘genuine choice’ in entering into an agreement;
- Contain flexibilities and alternate remuneration (to the current EA);
- Negotiated with employees (or their nominated agent);
- Revamp of remuneration structures, policies and procedures
Implications for Murdoch...

Direct Relationships with employees means:

- Workplace agreements, policies and management practices must provide for direct consultation between employees and employer;
- Workplace relations consultative committees processes must include employees (union consult does not satisfy HEWRRs);
- The involvement of third parties representing employees must only occur at the request of an affected employee on workplace relations and human resource matters;
Implications for Murdoch...

Flexibilities in the workplace means:

• Workplace agreements, policies and management practices facilitate and promote fair and flexible work arrangements;
• Expressly displace previous agreements (after 30 June 2006);
• Not inhibit the capacity for employer and employee to respond to changing circumstances;
• Not to limit an employers ability to make decisions and implement change; and
• Not to limit forms and mix of employment arrangements.
Implications for Murdoch...

Productivity and performance means:

- Recognise individual employee performance
  - Reward high achievement (financial & non financial)
  - Efficient processes for managing poor performance

- Budget planning and systems impact
- Management development focus
- Employee records and administration reviewed
Implications for Murdoch...

Freedom of Association means;

- Our policies, practices and agreements must be consistent with freedom of association principles contained in the Workplace Relations Act 1996 must neither encourage nor discourage union membership.
- Murdoch must not use CGS funds to pay union staff salaries, or fund union facilities and activities.
- Remove union involvement in practices other than at the request of an employee to act on their behalf for their employment.
- Accord unions a place of privilege in their own right.
  - Regular attendance at meetings
Non compliance risk for Murdoch...

For CGS funding increase 5% for 2006 and 7.5% in later years.

- This funding level has already factored into Murdoch costing models
- DEST and DEWR do not have (will not issue) definitive guidelines
  - Will look for a non compliant university as a test case
- Will add pressure to unit costing/course viability
- Potential to increase commercial activity and diversify income streams to fill funding gaps.
The way forward...

Focus will be on changes to policies and management practices (not affected by our EA) to be compliant by 30 November 2005.

Implications:

- **Budgeting processes**
  - Systems to ink remuneration to employee performance
  - Allocate individual remuneration through division budgets

- **Practices involving Union representation other than negotiating terms for employees**
  - Consultative committees for management activities
  - Attendance at Senate ie Standing Orders 4.14 will need to be removed as is
  - Provision of facilities for dedicated union use
GOVERNANCE & NOMINATIONS COMMITTEE
MINUTES OF DECISION (BY CIRCULATION)

Effective date: Thursday, 28/07/2005

Result: In accordance with Senate Standing Order 3.9.5, an absolute majority of members of the committee voted in favour of the resolution below.

Members eligible to vote:
Em. Prof. Geoffrey Bolton (Chair)
Professor John Yovich
Alison Gaines
Assoc. Prof. Nick Costa

Judge Kate O'Brien
Terry Budge
Barbara Whelan

Abstentions: Nil

Secretary: John Pease

Apologies: Not applicable

Official attendees: Not applicable

Observers: Not applicable

1. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)
Not applicable.

2. CONFIRMATION OF MINUTES
Not applicable.

3. SENATE STANDING ORDERS
In consultation with Alison Gaines, Garry Hunt and the Director of Human Resources, the General Counsel & University Secretary has undertaken a review of the Senate’s standing orders to address two key issues that required attention, namely:

⇒ There should be a limited option to permit proxy voting where matters of significance are before the Senate, but for whatever reason, a number of Senators are unable to attend the meeting; and

⇒ In order to comply with the Higher Education Workplace Reform Requirements (HEWRRs) and be eligible for the percentage increases in Federal funding, the existing, specific invitation to attend and to request speaking rights granted in favour of the unions needs to be removed. Creating a neutral provision in favour of any person also addresses the position when the Guild President ceases to be an ex officio member of Senate (cf. resolution GNC/08/2005).

A draft of the proposed changes and additions (in mark up) is attached. It is proposed that 25% of the members of Senate being unable to attend be adopted as the condition precedent to the Chancellor's discretion to permit proxy voting.

Resolved: To recommend to Senate that it amends the Standing Orders in the terms attached (changes in mark up), noting that the discretion to permit proxy voting does not arise unless at least 25% of the members of Senate are unable to attend.
Standing Orders

1. Notice of meetings & agenda

1.1. Each Senator will be given at least 3 working days notice in writing of the date, time and place of a meeting or adjourned meeting. The notice of meeting will set out the business of the meeting.

1.2. The Chancellor, or if the Chancellor is not available, the Pro-Chancellor, may allow additional business to be circulated with less notice, or the Chair may allow it to be tabled at the meeting, but the Senate may resolve that any such additional or tabled business will not be considered at the meeting.

1.3. Any Senator may request that an item be placed on the agenda. The Chancellor may exercise discretion as to whether or not to include it in the agenda. Subject to paragraph 1.3.1, if any 3 Senators request that an item be placed on the agenda, it will be included.

1.3.1. The Chancellor may, in his absolute discretion, refer any request by 3 Senators to the appropriate committee of the Senate, prior to the matter being placed on the agenda.

1.4. Senators wanting to have items, motions or papers included with the Senate agenda will provide them to the General Counsel & University Secretary by no later than 12 calendar days before the meeting. At least one week before this deadline, the General Counsel & University Secretary will send an eMail to all Senators:

1.4.1. inviting any issues or questions they would like raised at the Senate meeting;

1.4.2. indicating items that are currently anticipated to appear on the coming agenda; and

1.4.3. inviting Senators to advise of any aspects they would like to see covered in the agenda papers.

1.5. The answers to questions submitted by Senators will, where feasible, be provided to the Senator in advance of the Senate meeting. If the Senator so desires, both the question and answer will be included in the Senate agenda papers or copied separately to all Senators. Discretion rests with the Chancellor to limit questions from a Senator if they become excessive in the time required to prepare responses.

1.6. Senators who want to communicate their views in writing to all other Senators between meetings of the Senate will do so via the General Counsel & University Secretary, preferably by eMail with a request that this be forwarded to all Senators.

1.7. The deadline for all agenda papers is 12 calendar days before the Senate meeting.

1.8. Each Senate agenda item containing a significant recommendation will have a two-page cover sheet (in the form of annexure “A” to these standing orders), containing the following information:

1.8.1. purpose, background and summary (including any prior consideration by the Senate);

1.8.2. issues and alternatives considered;

1.8.3. linkage to the University’s Strategic Plan;

1.8.4. risk management;
1.8.5. who has been consulted, attachments, further information available (including the URL if on the web);

1.8.6. person to contact if a Senator wants to obtain further information or to discuss the matter before the meeting; and

1.8.7. the recommendation (in the form of a draft resolution(s)).

1.9. The Chair of any Senate committee will approve any report from that committee to the Senate before circulation with the Senate agenda papers.

1.10. The General Counsel & University Secretary has authority on behalf of the Senate to require agenda papers to be rewritten to meet the format requirements and information needs of the Senate.

2. Apologies

2.1. Any Senator unable to attend a meeting may record her or his apology by advising the General Counsel & University Secretary or chair prior to the meeting.

2.2. Where a Senator anticipates being absent for two or more consecutive meetings, he or she should apply to the Senate for leave of absence. Leave of absence may be granted only by resolution of the Senate. Grounds for leave of absence include:

2.2.1. travel commitments

2.2.2. illness

2.2.3. bereavement (or similar compassionate grounds); or

2.2.4. any other reason that the Senate considers appropriate.

2.3. The General Counsel & University Secretary will report independently to Senate where, without obtaining leave from the Senate, any Senator has been absent from:

2.3.1. all meetings of Senate for 6 consecutive months; or

2.3.2. more than one-half of the meetings of Senate during any period of 12 consecutive months.

3. Meetings

3.1. The Senate will decide the date of its regular meetings in advance in a schedule for the forthcoming year.

3.2. The Chancellor, if of the opinion that there is not sufficient business to justify a meeting of the Senate, may cancel that meeting.

3.3. A special meeting of the Senate will be held if:

3.3.1. convened by the Chancellor or, in the absence of the Chancellor, the Pro-Chancellor or, in the absence of the Pro-Chancellor, the Vice Chancellor; or

3.3.2. the General Counsel & University Secretary receives a written request from at least 5 Senators stating the proposed business of the meeting. A meeting requested by Senators will be held not more than 14 or less than 3 working days after the request is received.
3.4. At any meeting of the Senate, 8 Senators will constitute a quorum. If a quorum is not present 30 minutes after the scheduled meeting time, the meeting will lapse.

3.5. The Chancellor will chair all meetings of the Senate or, in the absence of the Chancellor or whenever there is a vacancy in the office of Chancellor, the Pro-Chancellor. In the absence of both the Chancellor and the Pro-Chancellor, the meeting will elect a Chair from among the Senators present.

3.6. Each Senator will have a deliberative vote. If there is an equality of votes, the Chair will also have a casting vote.

3.7. The Senate may adjourn any meeting or debate to a future meeting.

3.8. The minutes of the Senate will contain the names of the Senators present, the substance of the debate and the precise terms of each resolution. Where the deliberations have been in committee, the Chancellor may determine that this be minuted as a confidential minute for the Senators only. The accuracy of the minutes of a meeting of the Senate will be confirmed at the next regular meeting.

3.9. Where the Chancellor decides that a meeting of the Senate is not feasible or is not warranted due to lack of sufficient business, or decides that a matter is urgent and requires determination before the next meeting, he or she may authorise a matter to be determined by circulation. Any decision made by this means has the full authority of a Senate decision. The following procedural requirements apply:

3.9.1. The item can be circulated by eMail, mail or fax.

3.9.2. The proposal must contain:

3.9.2.1. adequate background information to explain the matter;

3.9.2.2. an explicit recommendation on which all Senators are asked to vote;

3.9.2.3. the name of the person or body making the recommendation; and

3.9.2.4. a deadline for voting which is at least 3 working days.

3.9.3. Senators must be given the options of declaring an interest, voting yes or no, or suggesting an amendment or alternative, or requesting that the matter be considered at a meeting.

3.9.4. Voting can be by eMail, letter or fax.

3.9.5. The majority needed for a decision is a majority of all Senators, i.e. an absolute majority.

3.9.6. Non-respondents are not counted; it is not permissible to treat silence as a vote for or against the proposal.

3.9.7. If an absolute majority vote in favour of the proposal prior to the deadline, then that can be taken as a decision and actioned then, rather than having to wait for the deadline.

3.9.8. If 5 Senators request that a meeting be held to decide the matter, then the item will be held over to the next meeting or a special meeting convened.

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1 Sub-section 12(6) of the Murdoch Act.
2 Sub-sections 10(4) and 11(3) of the Murdoch Act.
3 Sub-section 12(7) of the Murdoch Act.
3.9.9. The decision will appear as an information item in the agenda of the next meeting, under “Decisions taken by Circulation”, and be included as part of the minutes of that meeting, with a resolution number and the date the decision took effect.

3.10. **Subject to paragraph 3.11 of these Standing Orders, the Chancellor may determine that proxy voting will be permitted in respect of a specific item or items for consideration by Senate.**

3.11. **A determination under paragraph 3.10 may be made only in the following circumstances and subject to the following conditions:**

3.11.1. **The Chancellor must form the reasonable opinion that a matter to be considered by the Senate is a matter of significance to the University and the vote of as many Senators as possible on the matter is desirable.**

3.11.2. **For whatever reason, more than [25]% of the members of Senate will not be in attendance at the meeting convened to consider the matter and that it is not feasible or practicable to delay dealing with the matter.**

3.11.3. **A Senator who is entitled to vote on a matter in respect of which a determination to permit proxy voting has been made, may by signed notice (“Proxy Notice”) appoint the chair of the relevant meeting to vote for that Senator.**

3.11.4. **The appointment of the proxy is valid only if the Proxy Notice:**

3.11.4.1. is in writing signed by the relevant Senator and specifying the meeting in respect of which the proxy is appointed;

3.11.4.2. nominates the Chair of the relevant meeting as the proxy of the Senator;

3.11.4.3. is sent or delivered to the Chair of the meeting at which the proxy is to vote before any vote is taken at that meeting;

3.11.4.4. applies for one meeting only; and

3.11.4.5. specifies the way in which the Senator requires his or her proxy to cast the vote by proxy.

3.11.5. **Where the Chair of a meeting of Senate is appointed as the proxy of Senator, he or she:**

3.11.5.1. must exercise the proxy vote and must do so in accordance with its terms; and

3.11.5.2. cannot vote on behalf of the Senator if the Senator personally votes on the matter or matters concerned.

3.11.6. **At any time prior to the exercise of a proxy vote by the Chair appointed as the proxy of a Senator, the Senator may revoke the appointment by giving written notice to the Chair.**

3.12. In exceptional circumstances, and with the consent of the meeting, a Senator may participate in the meeting by teleconference, videoconference or other electronic means. Any such participation will be indicated in the minutes. Subject to the prior consent of two thirds of the Senators, a meeting may be held entirely by any of these means, provided all participating Senators are capable of communicating with each other instantaneously at all times during the proceedings.
3.13. A question will be decided on the voices or by a show of hands unless a ballot is requested by at least 5 Senators. Any Senator may require her or his vote or abstention to be recorded in the minutes.

4. **Conduct of business**

4.1. The business to be conducted and the order in which it is to be conducted at each regular meeting will be determined by the Senate from time to time.

4.2. The start of each agenda of the Senate will have a standing item “Declarations of interest”, at which point the Chair will ask if any Senator has a material personal interest to declare.

4.3. Senators must declare the nature, character and extent of any material personal interest. In case of doubt, a possible material personal interest must be declared.

4.4. If the Chancellor perceives there to be a material personal interest of which a Senator may be unaware, the Chancellor will raise it with the Senator concerned before the meeting. Chairs of committees will do likewise with meetings of their committees.

4.5. When amended, the Murdoch Act will contained detailed provisions dealing with material personal interests. Until then, the Code of Conduct provisions relating to material personal interests and conflicts of interest will apply. Section 17A and Schedule 1, Division 2 of the Murdoch Act detail the duties of Senators with regard to disclosure of interests.

4.6. Where there is a material personal interest, future papers on this matter might not be made available to the Senator concerned. All declarations of interest will be minuted, along with any ensuing action.

4.7. The agenda of each regular meeting of the Senate will be organised in the following manner:

4.7.1. declarations of interest;

4.7.2. strategic matters;

4.7.3. other issues and recommendations for debate; and

4.7.4. all other items.

4.8. Except by permission of an absolute majority of Senators or as provided in sub-clause 1.2, no Senator will introduce for discussion at a meeting, a subject which has not been included on the notice paper for that meeting.

4.9. Papers can be tabled at a Senate meeting only with the approval of the Chair. When such approval is granted, adequate reading time will be provided to Senators, or, if the item is not urgent, the item may be postponed to another meeting.

4.10. If a meeting of the Senate has not completed its business after two hours, there will be a break of at least 5 minutes, after which the meeting will recommence.

4.11. The Senate will receive the following reports each year to enable it to exercise oversight of the strategic direction and performance of the University:

4.11.1. At its first meeting each year, the Senate will set its strategic goals for the coming year, and will receive from the Vice Chancellor an address on the state of the University and a report on any changes to the University’s external environment.
4.11.2. The Senate will receive an annual review of performance against the strategies in each of the Operational Plans in the University's Strategic Plan. Only one such report will be presented to any one Senate meeting. These reports will include:

4.11.2.1. performance against key performance indicators;
4.11.2.2. comparative data for the university sector;
4.11.2.3. risk management; and
4.11.2.4. a discussion paper on key issues for the University in that area.

4.11.3. At its November meeting each year, the Senate will receive a presentation on the University’s budget for the following year and on financial issues facing the University.

4.11.4. The Senate will receive quarterly reports on the University’s finances. The Senate's Resources Committee will first consider these reports.

4.11.5. The Senate will receive a biannual report (at its June and November meetings) on enrolment trends for international and domestic students.

4.12. At least once each year the Senate will conduct a review of its own performance.

**Invitees and observers**

4.13. All meetings of Senate are open to the public, except when matters are considered in committee, but will not, without permission of the Chancellor or Chair of any meeting, be filmed or otherwise electronically recorded.

4.13.1. Any person wanting to attend a meeting of Senate as an observer must given written notice of his or her intention to do so to the General Counsel & University Secretary. A person may give specific or standing notice of his or her intentions in this regard.

4.13.2. Where there is insufficient space to accommodate all persons wanting to observe any meeting of Senate, access will be granted in order of the timing of notice given to the General Counsel & University Secretary under paragraph 4.13.1.

4.14. A person who is not a Senator is not permitted to speak (unless invited to do so by the Chancellor), or to bring recording equipment or cameras into the meeting. Observers can be excluded at any stage (either as a group, or individually) by decision of the Senate or of the Chancellor.

4.15. The Pro-Vice-Chancellors, President of Academic Council, General Counsel, Director of Corporate and Public Relations and Equity Manager are invited to attend meetings of the Senate, and may be called upon by the Chancellor to assist the Senate in its deliberations. The Chancellor or the Senate may also invite other persons to attend, and to address the meeting.

4.16. The NTEU (Murdoch Branch), the CPSU, and the ALHWMU may each have one representative attend Senate meetings as an invited observer. They are entitled to ask the Chancellor in advance for permission to address the Senate or enter into the debate on specific agenda items. Such requests must be made at least two working days before the relevant Senate meeting, and may be granted at the absolute discretion of the Chancellor. They may also be invited by the Chancellor to speak during the course of Senate’s debate without prior notice, if the Chancellor believes that would assist the Senate.

4.17. Other Senators of the University are entitled to attend as non-participating observers, provided they advise the University Secretary in advance and space is available.
Observers are not allowed to speak (unless invited to do so by the Chancellor), or to bring recording equipment or cameras into the meeting. Observers can be excluded at any stage (either as a group, or individually) by decision of the Senate or of the Chancellor.

Suspension to deal with confidential business

4.15. The regular order of business may be suspended at any meeting by permission of the Senators present.

4.16. The meeting may resolve to consider any matter in committee, during which attendance will be restricted to Senators of the Senate, the General Counsel & University Secretary and any person invited by the Chancellor to be present for that item of business. The agenda will identify items proposed to be considered in committee. However, any other business may be dealt with in committee if the meeting so resolves upon the ground that it is a confidential matter.

Special and adjourned meetings

4.17. At a special meeting, only the business specified in the notice of meeting will be considered.

4.18. At an adjourned meeting, only the outstanding or incomplete business of the meeting from which it is an adjournment, will be considered.

5. Rules of debate

5.1. The Chair, if desiring to participate in a debate, will vacate the chair and call upon another Senator to act as Chair.

5.2. Any Senator desiring to speak will address the Chair.

5.3. When two or more Senators indicate that they wish to speak, the Chair will call upon the Senator who, in the opinion of the Chair, first indicated an intention to speak.

5.4. A reply will be allowed to a Senator who has moved a substantive motion, but not to any Senator who has moved an amendment.

5.5. No Senator may speak to any question after it has been put by the Chair and the show of hands or ballot has been taken on that question.

5.6. Any Senator may move a motion of which notice has been given.

5.7. A motion may be amended or withdrawn by the mover, by permission of the Senators present.

5.8. Any motion or amendment not seconded will not be discussed or be recorded in the minutes. A motion or amendment moved by the Chair does not require a seconder.

5.9. When one or more amendments have been proposed and defeated or withdrawn, the question will be put as originally proposed.

5.10. A question may be superseded:

5.10.1. by a motion that “the Senate proceed to the next business”; or

5.10.2. by the motion that “the Senate do now adjourn”,

either of which, if seconded will be put immediately without debate.

5.11. The debate on a question may be closed by the motion that “the question be now put”. If the motion is seconded and carried, the question will be put immediately without amendment or debate.
5.12. The Chair will exercise her or his discretion about the manner in which a meeting is conducted. A strict order of debate will be followed only if the meeting so resolves or the Chair so rules.

5.13. A Senator may at any time move that the strict order of debate be followed and the motion will be put to the vote without debate. If such a motion is carried, or the Chair so rules:

5.13.1. no Senator, without the permission of the Chair, will speak twice during the debate on the original motion, except that the mover of the original motion may reply, or that on one amendment being defeated, a Senator may second a further amendment;

5.13.2. a Senator who may have been misrepresented or misunderstood will be allowed to explain immediately before the mover replies;

5.13.3. when an amendment becomes the question, it will be open to discussion as though it were an original motion.

5.14. Unless notice of the motion has been given, a motion to rescind any decision of the Senate must be carried by an absolute majority of the Senate.

6. General

6.1. Any of these standing orders concerning rules of debate may be suspended for the time being if a motion to that effect is carried by a majority of Senators present. Should questions which are not dealt with in these standing orders arise at any meeting, the decision of the Chair will be final.

6.2. A Senator can move dissent from a ruling of the Chair on whether or not to allow a motion, or from a ruling not covered by standing orders, but not on matters of procedure or points of order.

6.2.1. If such a motion of dissent is moved:

6.2.1.1. the Chair will vacate the chair while the motion is under consideration; and

6.2.1.2. the mover and the Chair will have the opportunity to speak, after which the motion will be put to the vote.
Annexure “A” – Standing Order 1.8 (form of cover page for agenda items)

<table>
<thead>
<tr>
<th>MURDOCH UNIVERSITY</th>
<th>Briefing paper in relation to &lt;&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>DD/MM/YYYY From: &lt;&gt;</td>
</tr>
</tbody>
</table>

Purpose:

Background and summary:

Issues & alternatives considered:

Linkage to the University’s Strategic Plan:

Risk management:

Who has been consulted:

Attachments:

Further information available:

Contact person if any Senate member wants further information or to discuss the matter before the meeting:

Recommendation/Proposal:

Senate:
1. Notes the contents of this paper.
2. Resolves <>.
Effective date: 09/08/2005

Result: In accordance with Senate Standing Order 3.9.5, an absolute majority of members of the committee voted in favour of the resolution below.

Members eligible to vote: Kate O’Brien (Chair)  
Prof John Yovich  
Janice Bowra  
Alison Gaines  
Stephen Shaw  
Barbara Whelan  
Mal Bradley  
John Pease

Abstentions: Nil

Secretary: John Pease

Apologies: Not applicable

Official attendees: Not applicable

Observers: Not applicable

1. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)
Nil.

2. CONFIRMATION OF MINUTES
Not applicable.

3. AMENDMENT OF REGULATIONS
The committee noted that on 15/06/2005 and 20/07/2005 the Academic Council recommended that Senate amend the following regulations to recognise new course offerings (changes marked up on attached extracts of each regulation):

   (i) Diploma Regulation 1(1) (c)  
   (ii) Master by Coursework Degree Regulation 1(1)  
   (iii) Master by Coursework Degree Regulation 2(1)  
   (iv) Master by Coursework Degree Regulation 9  
   (v) Bachelor Degree Regulation 5A(1)  
   (vi) Bachelor Degree Regulation 42(1) and (6)  
   (vii) Bachelor Degree Regulation 44(1), (2) and (3)  
   (viii) Bachelor Degree Regulation 45(2)  
   (ix) Bachelor Degree Regulation 47(2)(d)

4. AMENDMENT OF STATUTES
The President of the Academic Council has requested all references to Managing Director, Division of Student Services, Marketing and International Affairs be removed from Statute 5-Academic Council, as this role no longer exists. The request has not been considered by the Academic Council. However, its effect is merely to correct a reference to a non-existent position.
The committee also noted that General Counsel & University Secretary has reviewed the proposed amendments and does not recommend any alterations.

**Resolved:** To recommend to Senate that it amend the following regulations in the terms marked up:

(i) Diploma Regulation 1(1) (c)
(ii) Master by Coursework Degree Regulation 1(1)
(iii) Master by Coursework Degree Regulation 2(1)
(iv) Master by Coursework Degree Regulation 9
(v) Bachelor Degree Regulation 5A(1)
(vi) Bachelor Degree Regulation 42(1) and (6)
(vii) Bachelor Degree Regulation 44(1), (2) and (3)
(viii) Bachelor Degree Regulation 45(2)
(ix) Bachelor Degree Regulation 47(2)(d)
(x) Statute 5-Academic Council
AGENDA ITEM 3

EXTRACT FROM ACADEMIC COUNCIL MINUTES 15/06/2005
RECOMMENDATIONS REQUIRING A LEGISLATION COMMITTEE RESOLUTION

5 2006 ACADEMIC PLANNING PHASE II & PHASE III

The Pro Vice Chancellor (Academic) in her role as Chair, Academic Policy Committee introduced the fourth report to Council on outstanding Phase III planning and outstanding Phase II matters. She alerted members that some recommendations still had caveats on them, however, there were no policy implications and endorsed the six recommendations in the report.

New Courses

Resolved: to RECOMMEND to Senate to amend the following regulations as indicated below [additions in bold]:

Diploma Regulation 1.(1) (c)
Insert: Postgraduate Diploma in Mental Health Nursing (PgDipMHNurs)

Master by Coursework Degree Regulation 1.(1)
Insert: Master of Education Studies (MEdSt)

Master by Coursework Degree Regulation 2.(1)
Insert: Master of Education Studies - 48 points

11 PROPOSED AMENDMENT TO MASTER BY COURSEWORK DEGREE REGULATION 9 (COURSE REQUIREMENTS)

Academic Policy Committee (APC) advised that most students undertaking 48 point Masters Degrees complete at least half of their units at the 500 level. The proposed amendment advises students receiving 24 points of advanced standing towards a 48 point Masters that they should be guided by rules for a 24 point Masters degree.

Resolved to RECOMMEND to Senate to amend Master by Coursework Degree Regulation 9 as indicated below. Additions in bold:

A course that requires 48 points may include up to 24 points at 400 level; up to 8 points of undergraduate units at 200 or 300 level may be credited towards this provision. Students who receive 24 points of advanced standing towards a 48 point Masters must complete outstanding course requirements as for a 24 point Masters. A course that requires 36 points may include up to 12 points at 400 level, but shall not include undergraduate units at 200 or 300 level. A course that requires 24 points may include up to 8 points at 400 level, but shall not include undergraduate units at 200 or 300 level.
12 PROPOSED AMENDMENTS TO BACHELOR DEGREE REGULATION 5A.(1) - ADMISSIONS

Clause 5A.(1) of the Bachelor Degree Regulations incorrectly refers to the position of Managing Director, Division of Student Services, Marketing and International Affairs as this position no longer exists. The responsibilities under this Clause now rest with the Pro Vice Chancellor (Strategy). Amendments to the regulation are shown with additions in **bold**, deletions struck through.

**Resolved:** to RECOMMEND to Senate to amend Bachelor Degree Regulation 5A.(1) as indicated below:

The Managing Director, Division of Student Services, Marketing and International Affairs **The Pro Vice Chancellor (Strategy)** has responsibility for ensuring that the University meets its admission targets within agreed tolerance limits, and for determining the minimum entry requirements (such as Tertiary Entrance Rank) for admission to each campus of the University. **The Managing Director Pro Vice Chancellor (Strategy)** has whatever authority is necessary to carry out these responsibilities.
AGENDA ITEM 3

EXTRACT FROM ACADEMIC COUNCIL MINUTES 20/07/2005
RECOMMENDATIONS REQUIRING A LEGISLATION COMMITTEE RESOLUTION

10. AMENDMENTS TO BACHELOR DEGREE REGULATIONS 42.(1) & (6), 44.(1) (2) & (3), 45. (2) AND 47.(2)(d)

The Assessment Committee recommended changes to the Bachelor Degree Regulations where they still referred to conceded pass and provisional fail grades and to clarify the DNS grade.

Resolved to RECOMMEND to Senate to amend the following regulations as indicated below [additions in bold, deletions struck through]:

Bachelor Degree Regulation 42.(1)

Assessment results in all units shall be reported according to the following system of letter grades:

final grades
HD high distinction
D distinction
C credit
P pass
UP ungraded pass
CP conceded pass
N fail
DNS fail, did not submit: (did not participate in any assessments after HECS census date)

interim grades
G good standing
NA not available
Q deferred assessment
S supplementary assessment

provisional grade
F provisional fail

Bachelor Degree Regulation 42.(6)

Delete and insert “deliberately blank”

A result of provisional fail may be reported where the student is within five percentage marks of a pass grade. In such cases the Board of Examiners shall determine the final grade, which shall be CP, S or N.

Bachelor Degree Regulation 44. (1), (2) & (3)

Delete and insert “deliberately blank”

Conceded Pass
44. (1) A student awarded a conceded pass shall be granted the credit points for the unit, subject to an upper limit of 8 points from conceded passes. If a student has fewer than 8 points of conceded passes and is awarded another conceded pass which would cause this limit to be exceeded, the student shall receive partial points for the unit, so that the total points of conceded passes shall be 8 points.

(2) Where a student has been awarded a conceded pass in a unit, the student cannot enrol in any subsequent unit for which that unit is a prerequisite, or use that unit to satisfy requirements of the major. A conceded pass in a University Foundation Unit is sufficient to satisfy the requirements of Regulation 19.

(3) A student awarded a CP grade in a unit may (subject to Regulation 37) enrol again in that unit but shall not be credited more than once with points for that unit.

Bachelor Degree Regulation 45 (2)

Supplementary Assessment

After supplementary assessment a student shall receive a final grade of either P, CP or N. If a pass, the percentage mark recorded will be 50. If a fail, the percentage mark recorded will be 49 or the composite mark for the unit (whichever is less).

Bachelor Degree Regulation 47 (2) (d)

Board of Examiners

Delete (d) and insert “deliberately blank”

to review results reported that semester or trimester for units in the Division, to determine grades for F? results lodged for students whose first major is based in the Division, and, in exceptional circumstances where the Board regards this as warranted, to vary individual results;
<table>
<thead>
<tr>
<th><strong>Date of Academic Council</strong>&lt;br&gt;recommendation:</th>
<th>15/06/2005</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Council</strong>&lt;br&gt;resolution number:</td>
<td>AC/82/2005</td>
</tr>
<tr>
<td><strong>Date of Legislation</strong>&lt;br&gt;Committee endorsement:</td>
<td>09/08/2005</td>
</tr>
<tr>
<td><strong>Legislation Committee</strong>&lt;br&gt;resolution number:</td>
<td>LC/08/2005</td>
</tr>
</tbody>
</table>

**Proposed amendment:**

<table>
<thead>
<tr>
<th>(all changes to be shown in mark-up)</th>
<th>1(1)(c) The following Diplomas shall be offered by the University:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Postgraduate Diplomas in: Advanced Mental Health Nursing <code>&lt;specialisation&gt;</code>, Applied Molecular Biology Techniques (PgDipAppMolBiol), Arts (PgDipA), Asian Studies (PgDipAsianSt), Asian Sustainable Development (PgDipAsSDev), Business Administration (PgDipBusAdmin), City Policy (PgDipCityPol), Community Development (PgDipCommDev), Development Studies (PgDipDevSt), Ecological Public Health (PgDipEcolPubHlth), Ecologically Sustainable Development (PgDipESDev), Education (PgDipEd), Educational Computing (PgDipEdComp), Electronic Business (PgDipEB), Energy and the Environment (PgDipEnEnv), Energy Studies (PgDipEnSt), Environmental Forensics (PgDipEnvFor), Environmental Impact Assessment (PgDipEnvImpAss), Environmental Management (PgDipEnvMan), Extractive Metallurgy (PgDipExtMet), Games Technology (PgDipGamesTech), Human Resource Management (PgDipHRM), Information Technology (PgDipIT), Internetworking and Security (PgDipIntwkSecur), Knowledge Management (PgDipKnowlMngt), Mental Health Nursing (PgDipMNurs), Molecular Plant Breeding and Crop Protection (PgDipMolPBCP), Neuromusculoskeletal Rehabilitation (PgDipNeurRehab), Physics (PgDipPhys), Policy Studies (PgDipPolSt), Professional Experience (fieldname) (PgDipProfExp[fieldname]), Psychology (PgDipPsych), Public History (PgDipPubHist), Public Management (PgDipPubMan), Public Policy (PgDipPubPol), School Management (PgDipSchMangt), Science (PgDipSc), Science and Technology Policy (PgDipScTechPol), Social Research and Evaluation (PgDipSocResEval), Social Science (PgDipSocSc), Sports Chiropractic (PgDipSportsChiro) Telecommunications Management (PgDipTelMan).</td>
</tr>
<tr>
<td>Date of Academic Council recommendation:</td>
<td>15/06/2005</td>
</tr>
<tr>
<td>Academic Council resolution number:</td>
<td>AC/82/2005 and AC/92/2005</td>
</tr>
<tr>
<td>Date of Legislation Committee endorsement:</td>
<td>09/08/2005</td>
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<tr>
<td>Legislation Committee resolution number:</td>
<td>LC/08/2005</td>
</tr>
<tr>
<td>Proposed amendment: (all changes to be shown in mark-up)</td>
<td>1(1) The following Degrees of Master by Coursework shall be offered by the University: joint Master of Applied Psychology/Doctor of Philosophy (MAppPsych/PhD), Master of Applied Psychology (MAppPsych), Master of Arts (MA), Master of Business Administration (MBA), Master of Education (MEd), Master of Education Studies (MEdSt), Master of Electronic Business (MEB), Master of Electronic Commerce (MEC), Master of Engineering (ME), Master of Human Resource Management (MHRM), Master of International Business (MIB), Master of Laws (LLM), Master of Medical Engineering (MME), Master of Ministry (MMin), Master of Natural Systems Engineering (MNatSysEng), Master of Pharmacy (MPharm), Master of Science (MSc), Master of Science in Environmental Architecture (MScEnvArch), Master of Theology (MTheol), Master of Transport Studies (MTransSt), Master of Veterinary Studies (MVS), MBA in Aviation Management (MBAAvnMan), MBA in Health Services Management (Nursing Leadership) (MBAHSM) and MBA in International Business (MBAIntBus).</td>
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<tr>
<td></td>
<td>2(1) To qualify for the ordinary degree of master a student shall complete the points shown below:</td>
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<tr>
<td></td>
<td>Master of Applied Psychology 48 points</td>
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<tr>
<td></td>
<td>Master of Arts</td>
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<td></td>
<td>— in Asian Studies 48 points</td>
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<td></td>
<td>— in Asian Sustainable Development 48 points</td>
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<td></td>
<td>— in City Policy 48 points</td>
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<td>— in Community Development 48 points</td>
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<td>— in Development Studies 48 points</td>
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<td>— in Ecologically Sustainable Development 48 points</td>
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<td></td>
<td>— in Globalisation and Governance 24 points</td>
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<td>— in Literature and Communication 24 points</td>
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<td>— in Local Governance 48 points</td>
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<td>— in Public Administration 48 points</td>
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<td>— in Public History 48 points</td>
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<td>— in Public Policy 48 points</td>
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<td>Course</td>
<td>Points</td>
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<td>--------------------------------------------</td>
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<tr>
<td>— in Science and Technology Policy</td>
<td>48</td>
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<tr>
<td>— in Social Research and Evaluation</td>
<td>48</td>
</tr>
<tr>
<td>— in Theological Studies</td>
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<tr>
<td>Master of Business Administration</td>
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</tr>
<tr>
<td>Master of Education</td>
<td>24</td>
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<tr>
<td><strong>Master of Education Studies</strong></td>
<td>48</td>
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<tr>
<td>Master of Electronic Business</td>
<td>48</td>
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<tr>
<td>Master of Electronic Commerce</td>
<td>48</td>
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<tr>
<td>Master of Engineering</td>
<td>24</td>
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<tr>
<td>Master of Human Resource Management</td>
<td>48</td>
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<tr>
<td>Master of International Business</td>
<td>48</td>
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<tr>
<td>Master of Laws</td>
<td>24</td>
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<tr>
<td>Master of Medical Engineering</td>
<td>24</td>
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<tr>
<td>Master of Ministry</td>
<td>48</td>
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<tr>
<td>Master of Natural Systems Engineering</td>
<td>48</td>
</tr>
<tr>
<td>Master of Pharmacy</td>
<td>72</td>
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<tr>
<td>Master of Science</td>
<td>24</td>
</tr>
<tr>
<td>Master of Science in Environmental Architecture</td>
<td>48</td>
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<tr>
<td>Master of Science in Extractive Metallurgy</td>
<td>24</td>
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<tr>
<td>Master of Science in Information Technology</td>
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<tr>
<td>Master of Science in Renewable Energy</td>
<td>48</td>
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<tr>
<td>Master of Science in Telecommunications Management</td>
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<td>Master of Theology</td>
<td>48</td>
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<tr>
<td>Master of Transport Studies</td>
<td>36</td>
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<td>Master of Veterinary Studies</td>
<td>24</td>
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<tr>
<td>Master of Veterinary Studies in Conservation Medicine</td>
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<td>Master of Veterinary Studies in Veterinary Surveillance</td>
<td>24</td>
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<tr>
<td>MBA in Aviation Management</td>
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<tr>
<td>MBA in Health Services Management</td>
<td>48</td>
</tr>
<tr>
<td>MBA International Business</td>
<td>48</td>
</tr>
</tbody>
</table>

A course that requires 48 points may include up to 24 points at 400 level; up to 8 points of undergraduate units at 200 or 300 level may be credited towards this provision. **Students who receive 24 points of advanced standing towards a 48 point Masters must complete outstanding course requirements as for a 24 point Masters.** A course that requires 36 points may include up to 12 points at 400 level, but shall not include undergraduate units at 200 or 300 level. A course that requires 24 points may include up to 8 points at 400 level, but shall not include undergraduate units at 200 or 300 level.
## Bachelor's Degree Regulations

### Proposed Amendment

| Date of Academic Council recommendation: | 15/06/2005 |
| Academic Council resolution number: | AC/93/2005 |
| Date of Legislation Committee endorsement: | 09/08/2005 |
| Legislation Committee resolution number: | LC/08/2005 |
| Proposed amendment: (all changes to be shown in mark-up) | 5A(1)  
**The Managing Director, Division of Student Services, Marketing and International Affairs - The Pro Vice Chancellor (Strategy) has responsibility for ensuring that the University meets its admission targets within agreed tolerance limits, and for determining the minimum entry requirements (such as Tertiary Entrance Rank) for admission to each campus of the University. The Managing Director, Pro Vice Chancellor (Strategy) has whatever authority is necessary to carry out these responsibilities.** |

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*Draft*
<table>
<thead>
<tr>
<th>Proposed amendment: (all changes to be shown in mark-up)</th>
<th>42(1) Assessment results in all units shall be reported according to the following system of letter grades: Grading system</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>final grades</strong></td>
</tr>
<tr>
<td>HD</td>
<td>high distinction</td>
</tr>
<tr>
<td>D</td>
<td>distinction</td>
</tr>
<tr>
<td>C</td>
<td>credit</td>
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<tr>
<td>P</td>
<td>pass</td>
</tr>
<tr>
<td>UP</td>
<td>ungraded pass</td>
</tr>
<tr>
<td>CP</td>
<td>conceded pass</td>
</tr>
<tr>
<td>N</td>
<td>fail</td>
</tr>
<tr>
<td>DNS</td>
<td>fail, did not submit (did not participate in any assessments after HECS census date)</td>
</tr>
<tr>
<td></td>
<td><strong>interim grades</strong></td>
</tr>
<tr>
<td>G</td>
<td>good standing</td>
</tr>
<tr>
<td>NA</td>
<td>not available</td>
</tr>
<tr>
<td>Q</td>
<td>deferred assessment</td>
</tr>
<tr>
<td>S</td>
<td>supplementary assessment</td>
</tr>
<tr>
<td></td>
<td><strong>provisional grade</strong></td>
</tr>
<tr>
<td>F?</td>
<td>provisional fail</td>
</tr>
<tr>
<td>42(6)</td>
<td>A result of provisional fail may be reported where the student is within five percentage marks of a pass grade. In such cases the Board of Examiners shall determine the final grade, which shall be CP, S or N. Deliberately blank.</td>
</tr>
<tr>
<td>44(1)</td>
<td>A student awarded a conceded pass shall be granted the credit points for the unit, subject to an upper limit of 8 points from conceded passes. If a student has fewer than 8 points of conceded passes and is awarded another conceded pass which would cause this limit to be exceeded, the student shall receive partial points for the unit, so that the total points of conceded passes shall be 8 points. Deliberately blank.</td>
</tr>
</tbody>
</table>
| 44(2) | Where a student has been awarded a conceded pass in a unit, the student cannot enrol in any subsequent unit for which that unit is a
prerequisite, or use that unit to satisfy requirements of the major. A conceded pass in a University Foundation Unit is sufficient to satisfy the requirements of Regulation 19.

Deliberately blank

<table>
<thead>
<tr>
<th>44(3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A student awarded a CP grade in a unit may (subject to Regulation 37) enrol again in that unit but shall not be credited more than once with points for that unit.</td>
</tr>
</tbody>
</table>

Deliberately blank

<table>
<thead>
<tr>
<th>45(2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>After supplementary assessment a student shall receive a final grade of either P, CP or N. If a pass, the percentage mark recorded will be 50. If a fail, the percentage mark recorded will be 49 or the composite mark for the unit (whichever is less).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>47(2)(d)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The functions of the Board(s) shall be:</td>
</tr>
<tr>
<td>to review results reported that semester or trimester for units in the Division, to determine grades for F2 results lodged for students whose first major is based in the Division, and, in exceptional circumstances where the Board regards this as warranted, to vary individual results.</td>
</tr>
</tbody>
</table>

Deliberately blank
### STATUTE 5 – ACADEMIC COUNCIL
#### PROPOSED AMENDMENT

<table>
<thead>
<tr>
<th>Date of Academic Council recommendation:</th>
<th>Not applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Council resolution number:</td>
<td>Recommendation from President, Academic Council</td>
</tr>
<tr>
<td>Date of Legislation Committee endorsement:</td>
<td>09/08/2005</td>
</tr>
<tr>
<td>Legislation Committee resolution number:</td>
<td>LC/08/2005</td>
</tr>
<tr>
<td>Proposed amendment: (all changes to be shown in mark-up)</td>
<td>2. The members of the Academic Council shall be:</td>
</tr>
<tr>
<td></td>
<td>(b) The persons holding the following offices, ex officio—</td>
</tr>
<tr>
<td></td>
<td>-- Vice-Chancellor;</td>
</tr>
<tr>
<td></td>
<td>-- Executive Deans of Divisions;</td>
</tr>
<tr>
<td></td>
<td>-- President of the Guild of Students;</td>
</tr>
<tr>
<td></td>
<td>-- Pro Vice-Chancellor (Academic);</td>
</tr>
<tr>
<td></td>
<td>-- Pro Vice-Chancellor (Regional Development);</td>
</tr>
<tr>
<td></td>
<td>-- Pro Vice-Chancellor (Research);</td>
</tr>
<tr>
<td></td>
<td>-- Pro Vice-Chancellor (Strategy);</td>
</tr>
<tr>
<td></td>
<td>-- Managing Director, Division of Student Services, Marketing and International Affairs;</td>
</tr>
<tr>
<td></td>
<td>-- Education Vice-President of the Guild of Students</td>
</tr>
</tbody>
</table>

*Draft*
# AGENDA ITEM 19

**SENATE RESOLUTION S/54/2004**

**REPORT OF DOCUMENTS TO WHICH THE OFFICIAL SEAL HAS BEEN APPLIED**

<table>
<thead>
<tr>
<th>Date</th>
<th>Other party</th>
<th>Subject matter</th>
</tr>
</thead>
<tbody>
<tr>
<td>21/06/2005</td>
<td>Francoise Le Tacon</td>
<td>Confidentiality agreement</td>
</tr>
<tr>
<td>01/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>05/07/2006</td>
<td>Somerville Baptist College Inc</td>
<td>Lease</td>
</tr>
<tr>
<td>20/07/2005</td>
<td>Staff Member</td>
<td>Settlement deed</td>
</tr>
<tr>
<td>20/07/2005</td>
<td>Department of Health</td>
<td>Agreement - clinical placements</td>
</tr>
<tr>
<td>22/07/2005</td>
<td>ANZ Banking Group</td>
<td>Facility agreement</td>
</tr>
<tr>
<td>22/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>29/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>05/07/2006</td>
<td>Somerville Baptist College Inc</td>
<td>Lease</td>
</tr>
<tr>
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<td>Staff Member</td>
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<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>29/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>3/08/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>3/08/2005</td>
<td>8 x various parties including Comprehensive Education Centre Pty Ltd, Murdoch College Inc &amp; Murdoch Properties Pty Ltd</td>
<td>Deeds of variation</td>
</tr>
<tr>
<td>3/08/2005</td>
<td>Catona Pty Ltd t/as AEG and Alexander Language School Pty Ltd</td>
<td>Feeder College agreement - establishing a feeder college on the University's South Street campus</td>
</tr>
<tr>
<td>20/07/2005</td>
<td>Staff Member</td>
<td>Settlement deed</td>
</tr>
</tbody>
</table>
## Future Senate Meeting Dates

<table>
<thead>
<tr>
<th>Future Senate Meeting Dates</th>
<th>Deadline for Agenda Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, 11/10/2005</td>
<td>Thursday, 29/09/2005</td>
</tr>
<tr>
<td>Tuesday, 22/11/2005</td>
<td>Thursday, 10/11/2005</td>
</tr>
</tbody>
</table>

All Senate meetings will commence at 4.30 pm.
ARTICLES

Libs deny rural damage from VSU

Samantha Maiden, 10 August 2005

The Australian

REGIONAL campuses and sporting clubs will not be disadvantaged by the introduction of voluntary student unionism, according to a Senate report.

As Education Minister Brendan Nelson held talks with Nationals MPs yesterday over a push to offer regional campuses extra funding in exchange for their political support for the VSU legislation, Liberal MPs have challenged the view that rural students will be worse off under the changes.

Former deputy prime minister John Anderson also backed proposals raised at the talks to offer regional campuses financial consultants to streamline student services.

"I think it's worth exploring," he told the HES.

"I don't want to judge these universities. But some of them might be able to find better ways to use the resources that governments provide them.

"Where does student money go? I just think a bit more transparency is required."

A government-dominated inquiry into proposed reforms to ban the compulsory collection of student fees is today expected to challenge the "patronising" attitude of university chiefs, who believe that students are not capable of deciding which services they wish to fund.

Supporters of VSU reforms are expected to seize on a minority report prepared by Opposition senators, which is expected to argue that students lack the judgment to “understand their needs at the time of enrolment” and should be forced to join a student union.

The Nationals are pushing for a compensation package to boost funding to regional universities if VSU is introduced.

A compensation package would cover services the student fees fund at present, including buses, child care, counselling services and sporting clubs.

More than a dozen regional universities, including Southern Cross, Ballarat, La Trobe, James Cook, Newcastle and Sunshine Coast, could secure extra funding if the Nationals succeed in securing compensation.

However, metropolitan universities with regional campuses, including the University of South Australia and Monash University, could be included in any compromise deal.

Liberal senators also rejected university chiefs' attitude that the "university knew best what was in the interests of students".

The report is expected to highlight the evidence of Swinburne University of Technology vice-chancellor Ian Young, who suggested in his evidence that students lacked the maturity to make decisions.

"This is a rather condescending comment, I am afraid, but when you have a group of 18 to 22-year-olds the reality is their focus is very short term," he told the inquiry.
The issue of student unionism also flared in the Coalition partyroom, with six MPs raising concerns about the debate, prompting Dr Nelson to strongly defend the legislation at the meeting of all Liberal and National party MPs and senators.

The Labor Party has signalled it will amend the Government's VSU legislation to give universities the power to collect fees for services such as childcare and welfare. The strategy is designed to increase the pressure on Coalition senators to take a stand over the issue.

"Regional campuses where facilities and services help sustain local community life will be the hardest hit," Opposition education spokeswoman Jenny Macklin said. "It is a measure of just how out of touch the Education Minister is that he says university students can afford user-pays campus services."

University of Tasmania vice-chancellor Daryl Le Grew yesterday urged Coalition senators to "stand up for regional Australia" on the issue of VSU and cross the floor if necessary.

"This argument is not simply about voluntary unionism. It's about providing a quality educational and social environment in which Australian students can flourish," he said. "I urge the Coalition senators to consider the many vital services to students provided by student and amenities fees and the dramatic impact the loss of those funds would have on regional universities and their constituents."

Professor Le Grew said he agreed with Nationals senator Ron Boswell's comments that smaller regional universities would need help dealing with the effects of VSU.

"But we need more than a 'bit of a leg-up': we need a government prepared to support a service-based university."

---

**Sporting senator onside for fees**

Michael McKenna, 10 August 2005

*The Australian*

His rural constituents' patchy telephone calls might explain Barnaby Joyce's poor reception to the full sale of Telstra - but it seems past sporting glories may be behind his push to temper Coalition plans to abolish compulsory student unionism.

It emerged yesterday that his alma mater, the University of New England, was among the first to issue congratulations and then lobby for Senator Joyce's new-found influence after his unexpected election last year.

Steve Griffith, head of the university's sports union, was on the phone "almost immediately" to ask for Senator Joyce's support in opposing the Howard Government's legislative push to abolish compulsory student union fees.

Mr Griffith was confident of a good hearing.

During his student days, Senator Joyce had played in a championship rugby union side - on grounds and using facilities paid for with the compulsory fees.

His rugby days, Senator Joyce has often recalled, honed the aggression that pushed him through two unsuccessful election bids and now marks the early days of his political career.

"You could say I'm one of the people behind the Nationals' push," Mr Griffith said from Armidale in northern NSW.

"I knew he had had a very positive sporting experience at UNE - universities aren't all about books."

Mr Griffith, with other sports representatives from universities around the nation, will meet Senator Joyce in Canberra today to ram home the message.
And it is very simple: union services covering sport, health and welfare, among other things, will be hurt without guaranteed funding from student fees.

The move towards voluntary student unionism has further heated federal Coalition relations, at a time when the terms of the planned Telstra sale are causing friction as the Nationals dig in for a stand on both issues.

While the dispute on the Telstra sale is hardly surprising, the Nationals' stand on union fees has raised eyebrows, since the majority of the dissidents, mostly from Queensland, did not study at tertiary level.

Veteran Affairs Minister De-Anne Kelly has a Bachelor of Engineering, joining Senator Joyce as one of only two Queensland Nationals MPs in federal parliament with tertiary qualifications.

Nationals whip Paul Neville studied public administration but did not complete his degree. Nationals Senate leader Ron Boswell, Warren Truss, Bruce Scott and Kay Hull have no tertiary education.

But for Senator Joyce, who claims to have delivered the Senate majority for the Coalition, and for other Nationals, the issue is about looking after the services provided by the university unions in rural communities.

"We want to achieve something that's worthwhile for the people of regional Australia, and take the ideology away from this and just think about the actual effect of it," he said.

Mr Griffith told The Australian the abolition of compulsory student unionism would "decimate" the university and the neighbouring town of Armidale.

"Just with the sporting side, we receive about $950,000 of our $2 million operational income from the fees," he said. "We just wouldn't be able to maintain our facilities, which rank among the best in regional Australia."

Mr Neville said towns like Rockhampton, Bundaberg, Emerald and Mackay would suffer under the changes.

Convert Nelson treads a fine line

Samantha Maiden, 10 August 2005

The Australian

DIVISIONS over voluntary student unionism in Coalition ranks represent a special challenge to one self-declared former ALP voter turned Liberal MP.

Education Minister Brendan Nelson - who proudly declared at a rally in 1993, "I've never voted Liberal in my life" - must salve the suspicions of Liberal Party hardheads that he's a carpetbagger.

Dr Nelson, who later recanted his declaration of Labor Party loyalty by admitting he lied, must also grapple with the demands of Nationals MPs to protect regional campuses.

Hardheads on the Liberal Party's backbench committee on education have already dragged him towards a tougher position on voluntary student unionism in the legislation.

The introduction of million-dollar fines for universities that attempt to circumvent the rules by charging a compulsory student fee was a creation of the committee.

That means Dr Nelson cannot embrace a VSU-lite approach to allow the collection of a student services fee that prohibits any expenditure on political activities.

While this might seem a practical outcome, embraced by universities and promoted by Liberal senator Alan Eggleston as a solution, the Nationals concede it is unlikely to secure support.

The experience of such a VSU-lite approach in Victoria was that student unions found ways of channelling profits from cafeterias and computer rooms into political campaigns.
Liberal Party MPs instead want the full-blooded version of VSU introduced - the sort that brought student unions to their knees.

Any doubt over the undergraduate enmities stoked by the current debate was put to rest in the partyroom yesterday as Liberal MP Sophie Panopoulos and Special Minister of State Eric Abetz heckled their colleague Liberal MP Greg Hunt as he attempted to raise concerns about the policy.

“You’ve always been opposed to VSU. We always knew,” Panopoulos interjected.

For outsiders, it’s difficult to grasp the passions unleashed over the $160-million-a-year in compulsory fees charged by student unions.

This delicate political balancing act is already opening up a country-city divide between Liberal and Nationals MPs over the question of extra funding for rural students.

But for political graduates of the rough-house world of student politics, including Treasurer Peter Costello and Health Minister Tony Abbott, it represents a victory for freedom of choice and a crushing defeat for their left-wing campus opponents.