

Non-Confidential Minutes for Council meeting, 18 April 2024

18/04/2024 12:30 PM | AEST

Vice Chancellor's Boardroom, Lismore campus

Members Present (10)

Sandra McPhee AM, Chancellor (Chair)
Prue Berry
Professor Tyrone Carlin, Vice-Chancellor
Murray d'Almeida, Deputy Chancellor
Associate Professor Desiree Kozlowski, Chair, Academic Board
Peter Lewis
Scott Noble, via Zoom
Jonathan Rourke, Chair, Finance and Investment Committee
Dr Lucy Shinnars
Gurpreet Singh

In Attendance

Sophie Andrews, Workplace Health and Safety Business Partner - Item 11
Belinda Atkinson, Council Secretary and Director, Governance Services
Mark Dixon, Senior University Lawyer
Kim Franks, Vice-President (People and Culture)
Britt Kerr, Manager, Corporate Finance - Item 16
Tracy Manning, Administrative Officer, Governance Services – Minutes
Professor Thomas Roche, Pro Vice-Chancellor (Academic Quality) - Item 9
Anna-Marie Shaw, Vice-President (Future Students & Outreach) - Item 8
Travis Walker, Vice-President (Finance) - Item 16
Jack Williamson, Vice-President (Strategy & Implementation) - Item 15

Council did not hold an in-camera session before the meeting.

PRELIMINARY BUSINESS

1. Welcome, Apologies, and Leave of Absence

Sandra McPhee gave an Acknowledgment of Country and welcomed Mark Dixon, who would act as Council Secretary following Belinda Atkinson's departure from the University.

Apologies were received from Professor Renaud Johannes-Boyau and Geoff Stalley. Julie Granger, Chair, Audit and Risk Management Committee, had an approved leave of absence.

2. Chancellor's Introductory Remarks

On behalf of Council, Sandra McPhee expressed her gratitude to Belinda Atkinson for her significant contributions to the University during her tenure as Council Secretary and Director, Governance Services.

3. Previous Meetings

3.1 Confirmation of Minutes – Council meeting, 15 February 2024

It was resolved:

Council:

- (a) **agrees** that the draft Confidential Minutes of the Council meeting held on 15 February 2024 be signed by the Chancellor as a true and correct record of the meeting; and

- (b) **approves** the uploading of a Non-Confidential Council Minutes on items of open business of the Council meeting held on 15 February 2024 on the University Council website.

3.2 Matters Arising

None.

3.3 Action Items

None.

4. Councillors' Business

None.

5. Declarations of Interest

None.

6. Agenda

6.1 Starring of Items

No additional items were starred for discussion.

It was resolved:

Council agrees that all unstarred items be noted or approved in accordance with the relevant draft resolutions and without further discussion.

6.2 Arrangement of Agenda

Council discussed item 16 (Confidential: 2023 Audited Financial Statements) before item 15 (Confidential: Technology Strategy Update). The remainder of the agenda was discussed in the order presented.

7. Safety Matters

Council noted the emergency procedures for the Lismore campus.

STAFF/STUDENT CONVERSATION

8. *Presentation: First 100 days

Anna-Maree Shaw provided a summary of her observations and achievements since commencing at the University.

Council focused on key metrics including; attracting high-quality students, ensuring efficient admissions processes and delivering a high-level student experience.

9. *Presentation: Student Pathways

Thomas Roche highlighted:

- pathway programs received top satisfaction ratings from students and academic success was comparable to non-pathway peers over the last three years.
- one-year diploma pathways to associated bachelor degrees enabling students to work as para professionals while completing further studies.
- initiatives like UniStart and SCU Scholars pathways to engage years 11 and 12 students early, familiarise students with the campus and bolster their confidence in the university environment.

Council discussed:

- pathway student enrolments stemmed mainly from routine recruitment efforts and word-of-mouth referrals.
- noted the competitive landscape for future pathway programs.

KEY REPORTS

10. ***Confidential: Vice Chancellor's Report**
11. ***Confidential: Work Health Safety Report Annual Report 2023**
12. ***Confidential: People and Performance Annual Report 2023**
13. ***Report from Chair, Academic Board**

Desiree Kozlowski informed Council that:

- she was focused on encouraging the student members to participate more actively in the Academic Board.
- Professor Andrew Rose had been appointed Chair of the Student Academic Experience Committee.

Council discussed possibly including a visual measure highlighting the progression of matters in the Academic Work plan.

KEY TRANSFORMATION MATTERS

14. ***Confidential: Vice-Chancellor's Key Focus Areas**
15. ***Confidential: Technology Strategy Update**

KEY REGULATORY AND COMPLIANCE MATTERS

16. ***Confidential: 2023 Audited Financial Statements**

COMMITTEE REPORTS

17. ***Confidential: Audit and Risk Management Committee**
18. ***Confidential: Finance and Investment Committee**
19. ***Confidential: People and Culture Committee**

COUNCIL BUSINESS

20. **Governance Review - Management Response Update**

The report was taken as read.

21. **Council Committee Terms of Reference Review**

It was resolved:

Council approves the change to the Terms of Reference – People and Culture Committee to replace references to the Director, Human Resources with the Vice-President (People and Culture).

22. **Proposed Council Membership Rule and Council Succession Planning Guidelines**

It was resolved:

Council:

- (a) **rescinds:**
 - (i) Council – Composition of Council Membership Rule
 - (ii) Council – Elections Rule.
- (b) **approves** the Council Membership Rule.

OTHER MATTERS FOR DECISION

23. **Confidential: Chancellor's Committee Business**
24. **Confidential: IBSUniversity Ltd - Educational Collaboration Agreement**
25. **Confidential: Investment and Portfolio Performance Report and Strategy Update**
26. **Delegations Update**

It was resolved:

Council approves:

- (a) the proposed changes to the Delegations Rule as detailed in Attachment A.
- (b) the proposed delegations relating to capital projects as set out in Attachment C.

27. **Amendment to Risk Consequence Descriptors**

It was resolved:

Council approves the amendments to the Risk Consequence Descriptors as detailed in attachment A.

OTHER MATTERS FOR NOTING

28. **Policy Report**

The report was noted.

29. **Confidential: Budgeted Expenditure greater than \$1 million**
30. **Confidential: Use of the University Seal**

CLOSING BUSINESS

31. **Other Business**

None.

32. **Confidential: Determination of Matters for Public Disclosure**

No additional agenda items were identified as being confidential.

33. **Meeting Evaluation**

Gurpreet Singh provided the meeting evaluation. He discussed:

- the high quality of meeting papers.
- his recent attendance at a governance course at the AICD, which had provided comfort that Council was meeting its primary duties.
- the fullness of the agenda and the rushed pace of the meeting.

34. **Next Meeting**

The next meeting of Council was scheduled for Tuesday, 11 June, 2024 at the Gold Coast campus.

The meeting concluded at 3.30 pm.

Belinda Atkinson
Council Secretary