

The University of Queensland
Minutes of a Meeting of Senate held on 27 February 2017 at 5:30pm in the
Senate Room, Level 5 Brian Wilson Chancellery,
St Lucia Campus

Minutes confirmed by Senate on 27 April 2017

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Attendance

Present: Mr P N Varghese AO (Chancellor), Mrs M Brown, Mr T Crommelin, Professor F D'Agostino, Hon Justice M Daubney, Ms T Dwyer, Associate Professor G Hainge, Mr P Hennessy, Ms K Hirschfeld, Dr Z Hodge AM, Professor P Høj, Mr D Kerr, Mr T Mackay, Mr J Merrick, Mr G Murdoch, Associate Professor T Roberts, Mr C Sartain, Mr M Starkey, Dr C Tromans, and Mr M Zivcic.

Apology: Ms M Tredenick.

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In attendance: Provost, Professor A Byrne; Chief Operating Officer, Mr G Pringle; Deputy Vice-Chancellor (Academic), Professor J Wright; Deputy Vice-Chancellor (External Engagement), Professor I Watson; Pro-Vice-Chancellor, Professor A Rix; Acting Pro-Vice-Chancellor (Advancement), Ms P Danver; Pro-Vice-Chancellor (Research and International), Professor A Middelberg; Chief Financial Officer, Mr A Betts; General Counsel, Ms C Seeto; Executive Officer to the Vice-Chancellor and President, Ms J Connah.

Secretary: Dr J Montgomery.

Observer: President UQ Union, Ms G Starr.

1. Welcome and apologies

The Chancellor welcomed Ms Gabii Starr, President of the UQ Union, to the meeting as an observer.

An apology received was noted.

2. Declaration of interests

No interests were declared at the meeting.

3. Confirmation of the minutes

The general minutes and confidential minutes of the meeting held on 1 December 2016, which had been circulated, were **confirmed**.

4. Matters arising from the minutes

The list of matters arising from previous minutes was **noted**.

5. Statement by the Chancellor

The Chancellor noted that the Senate Room had been refurbished to make it more fit for purpose.

The Senate Governance Working Group held its second meeting in early February. The Chancellor referred to the matters addressed at the meeting. These are all works-in-progress and Members will be kept apprised.

Three Members attended a Foundation of Directorship course run by the Australian Institute of Company Directors, and positive feedback was received.

6. Statement by the President of the Academic Board

The Statement by the President of the Academic Board was taken as read.

The President noted that he will be seeking individual meetings with external Senate Members to canvass their views on the Academic Board. Members have an open invitation to attend Board meetings.

The Board was encouraged to contribute to the Master Plan and Strategic Plan.

The President's overriding new project for 2017 will be to liaise with responsible parties to design and implement treatments to provide additional controls on and mitigations for the top ten academic risks, as identified in the 2016 submission to

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the Senate Risk Committee. This is a new and evolving process which should be much-improved this year. The academic risks will take into account all TEQSA requirements.

7. Draft Annual Report of The University of Queensland 2016

7.1 UQ Draft Annual Report 2016

The draft 2016 Annual Report had been circulated with the agenda for Members' review and comment. The final report will be submitted to the State Government.

VC's EO

7.2 UQ Draft Financial Statements 2016

The Draft Financial Statements for 2016 were presented to the Finance Committee on 23 February 2017. At the Finance meeting a signed copy of the report – UQ Group Financial Statements 2016 Matters to be Considered Before Signing – was noted. This is a comprehensive checklist signed by the Chief Financial Officer and the Vice-Chancellor.

Members noted the comments made in the updated Finance Committee Report, which was tabled at the meeting.

No material changes had arisen since the Finance meeting. Mr Charlie Sartain, on behalf of the Finance Committee, recommended that Senate adopt the Financial Statements for 2016. He thanked the Chief Financial Officer and his team for their efforts in meeting the tight deadlines.

Senate **resolved** –

- 1) that the Financial Statements for 2016 be **adopted**, and
- 2) that the Chancellor, Vice-Chancellor, and Chief Financial Officer be **authorised** to sign the Audited Statutory Financial Statements for 2016.

CFO

Mr Hennessy thanked Mr Sartain for chairing the last Finance meeting.

8. 2016 Annual Progress and Achievement Report

The 2016 Annual Progress and Achievement Report is the third report on the 2014-2017 Strategic Plan and Key Performance Indicators (KPIs). The Report draws on material in the 2016 University Operational Plan Progress Report which provides an update on the status of initiatives contained in the 2016 University Operational Plan.

As part of the performance cycle for 2017, strategic KPI targets needed to be reviewed and set by Senate. Some targets for 2017 had already been approved by Senate. A paper circulated with the agenda sought Senate approval of those KPIs for which targets were yet to be set or require recalibration. There were also two KPIs which were recommended to be discontinued.

A discussion took place on the Lower SES target. While targets should be aspirational they also need to be achievable. Ways in which a year on year increase on Lower SES students might be achieved was discussed.

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Senate **approved** –

1. the 2016 Annual Progress and Achievement Report, and
2. the changes to the Strategic KPIs and targets as set out in the papers.

9. Buildings and Grounds Committee – Chair

[Ms Tonianne Dwyer left the meeting during the vote.]

The resignation from Senate of Dr Jane Wilson in November 2016 created a vacancy in the Chair of Buildings and Grounds Committee.

Senate **appointed** Ms Tonianne Dwyer as the Chair of the Buildings and Grounds Committee.

The Chancellor congratulated Ms Dwyer on her appointment.

10. Senate representative on the Faculty of Medicine Board

[Dr Zelle Hodge left the meeting during the vote.]

Senate **noted** the vacancy created by the resignation from Senate of Dr Jane Wilson, and **approved** the appointment of Dr Zelle Hodge AM as the Senate representative on the Faculty of Medicine Board.

Than Chancellor thanked Dr Hodge for her nomination.

11. Appointment of Student Representatives on Senate Committees

Senate **approved** the appointment of Ms Emily McClelland as a student representative on the Senate Student Appeals Committee.

12. Terms of Reference: Membership and Remuneration Committee

It is proposed to merge the Executive Staff Remuneration Committee and Membership and Nominations Advisory Committee into a combined Membership and Remuneration Committee. The terms of reference for the two current committees will need to be replaced with a new, combined terms of reference to give effect to this.

Senate **resolved** that –

1. The terms of reference for the Executive Staff Remuneration Committee be deleted;
2. The terms of reference for the Membership and Nominations Advisory Committee be deleted.
3. The terms of reference for the Membership and Remuneration Committee, as circulated with the agenda, be approved.

13. Naming request: Sir Gerard Brennan Boardroom, Law School

Senate **resolved** to –

name a room in the TC Beirne School of Law '**The Sir Gerard Brennan Boardroom**' for the lifetime of the space, only in order to allow for unencumbered future redevelopment or refurbishment.

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- 14. St Leo's Constitution – proposed amendments**
Senate **approved** –
the amendments to the St Leo's College Constitution as submitted. Sec.
- 15. Bequests and donations**
Senate **approved** the bequests and donations, as set out in the Senate agenda papers. Sec.
- 16. Senate elections plan for 34th Senate**
A Memorandum from the Returning Officer outlining the Senate elections plan for 34th Senate term was **noted**.
- 17. Members' annual declaration of interests**
A list of Senate Members' Declaration of Interests, current to the date of this meeting, was **noted**.
- 18. Senate Members' duties – WHS Act**
At the April 2016 meeting a discussion took place about the importance of workplace health and safety generally and in particular the legislative duties and responsibilities which attach to Senate Members under the Work Health and Safety Act (Qld) 2011. External legal advice was obtained from Herbert Smith Freehills and included in the August 2016 Senate agenda.

Members **noted** an update from Herbert Smith Freehills outlining developments since the advice was given.
- 19. Senate annual calendar**
The Senate annual calendar was **noted**.
- 20. Senate report on litigation**
The Senate report on litigation was **noted**.
- 21. Senate report on Policies reserved for Senate**
The Senate report on Policies reserved for Senate was **noted**.
- 22. Academic Board Report**
Report from the Academic Board meeting held on 6 February 2017 was **noted**.
- 23. Finance Committee Report**
A Report of Finance Committee was circulated with the agenda and an updated Report was tabled at the meeting.
- 23.1 UQ 2017 Final Budget**
This item is considered separately under Item 2 in the confidential minutes.
- 23.2 Draft Statutory Financial Statements 2016**
This item is considered separately under Item 7.2 in the minutes.

23.3 UQ Holdings Board Re-appointments

Senate **resolved** that –

1. Mr John Massey be re-appointed a Director and Chairman of UQ Holdings Pty Ltd for up to two years with effect from 1 March 2017, and
2. Dr Sally Pitkin be re-appointed a Director of UQ Holdings Pty Ltd for up to two years with effect from 1 March 2017.

23.4. Investment into UQ Investment Fund

Senate **resolved** to –

Invest an additional \$8,200,000 with Dalton Nicol Reid.

24. Legislative Committee Report

A Legislative Committee report was tabled for the meetings held on 25 January 2017 and 20 February 2017.

24.1 Proposed amendments to the University of Queensland Act

This item is considered separately under Item 3 in the confidential minutes.

24.2 Work Health and Safety Act (Qld) 2011

This item is considered separately under Item 18 in the minutes.

24.3 Review of Student Integrity and Misconduct Policy and Appeals to Senate by Students Policy

For reasons which Justice Daubney explained at the meeting, these two policies are not yet in a position to be considered by Senate.

25. Next meeting

The next meeting will be held on 27 April 2017 at 5:30pm in the Senate Room.

Sec.