



The University of Sydney

Senate agenda, 8 April 2002

Secretary to Senate: The Registrar (Dr W G Adams)

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MEMORANDUM TO: Fellows of Senate

An ordinary meeting of the Senate of the University will be held at **5.00pm on Monday 8 April 2002** in the Senate Room. The agenda for the meeting is set out below.

The Senate Room is in the Quadrangle on the Camperdown Campus, above the Ante Room.

★ This symbol indicates items which have been starred for discussion at the meeting.

Dr W G Adams

Registrar

PART 1

- ★ 1. **Addition or deletion of confidential items**
(This item to be dealt with prior to admission of observers to the Senate Room)

Confidential items appear as **item 17 (Appendix N)**. Fellows who wish any other item to be treated as confidential or any confidential item to be treated as non-confidential should so indicate.

2. **Senate business**

Appendix A

★ 2.1 **Starring**

Fellows are invited to star any unstarred item which they wish to have discussed.

Recommendation

That Senate resolve as recommended with respect to all unstarred items.

2.2 **Minutes of the previous Senate meeting and Colloquium, 3 March 2002**

(pages A1, A3-20)

Recommendation

That Senate confirm the minutes of the previous Senate meeting and Colloquium held on 3 March 2002 as a true and correct record, subject to consideration of agenda item 2.3 below.

- ★ 2.3 **Proposed amendments to the minutes of the previous Senate meeting and Colloquium, 3 March 2002** (pages A1, A21)

Recommendation
For consideration.

- 2.4 **Leave of absence** (page A1)

Recommendation
That Senate grant the leave requested.

- ★ 2.5 **By-laws update** (pages A1, A22-27)

Recommendation
That Senate note the report.

- ★ 2.6 **Proposed protocol for the Ombudsman** (pages A1, A28-31)

Recommendation
That Senate note the report.

- 2.7 **Functions attended by the Chancellor in the last month** (pages A2, A32)

Recommendation
That Senate note the report.

- 2.8 **Chancellor's report for the 2001 University Annual Report** (pages A2, A33)

Recommendation
That Senate note the Chancellor's report.

- ★ 2.9 **Senate Colloquium, 6 May 2002** (page A2)

Recommendation
For consideration.

- ★ 2.10 **Senate/Sports Liaison Committee** (page A2)

Recommendation
That Senate note the report.

- 2.11 **Business arising out of the minutes not dealt with elsewhere in the agenda**

- ★ 3. **Report of the Vice-Chancellor and Principal**

Appendix B

- 3.1 **Update for Senate's information**

Recommendation
That Senate note the report.

Items for action

- 3.2 **Process for filling Senior Executive appointments** (page B1)

3.3 Trustees of College Lands (page B1)

Recommendation

That the Senate now appoint the Honourable Justice Kim Santow to act as a trustee of the following College lands:

- Wesley College
- Women's College
- St Paul's College
- St John's College
- St Andrew's College

3.4 Graduate School of Business Foundation (page B1)

Recommendation

That the Graduate School of Business Foundation be dissolved and its accumulated funds (\$1,269,144 at 31 December 2001) be applied to the development of the city premises of the AGSM.

3.5 Naming of the New Animal Medical Centre (page B2)

Recommendation

That Senate approve the recommendation that the new feline wing to be constructed as part of the upgrade of the Evelyn Williams Building be named "The Valentine Charlton Cat Centre".

Items for noting

3.6 International Affairs

- | | | |
|-------|--|-----------|
| 3.6.1 | Visiting Delegations and VIPs | (page B2) |
| 3.6.2 | Training Courses | (page B3) |
| 3.6.3 | Research Collaboration | (page B3) |
| 3.6.4 | New International Enrolments | (page B4) |
| 3.6.5 | Study Abroad and Exchange | (page B4) |
| 3.6.6 | International Collaborations | (page B5) |
| 3.6.7 | International Awards/Scholarships | (page B5) |
| 3.6.8 | University of Sydney Foundation Program (USFP) | (page B6) |
| 3.6.9 | Other | (page B6) |

3.7 Development and External Affairs

- | | | |
|-------|---------------------------------------|-----------|
| 3.7.1 | Fundraising | (page B6) |
| 3.7.2 | Alumni and Sesquicentenary Activities | (page B7) |
| 3.7.3 | Inauguration celebrations | (page B8) |

☆ 4. Report of the Finance Committee, 25 February 2002 (*items for action*)

(Mr David Hoare)

Appendix C

4.1 Dissolution of the Foundation for Paediatric Surgery (pages C1, C2)

Recommendation

That Senate resolve that the Foundation for Paediatric Surgery be dissolved and its assets (\$2,203) be transferred to a University of Sydney research account within the Children's Hospital at Westmead School used for research in paediatric surgery.

★ 5. **Report of the Finance Committee, 25 March 2002 (items for action)**
(Mr David Hoare)

Appendix D

5.1 **Audit Committee**

(page D1)

Recommendation

That Senate approve

(i) *the amendment of section 2 of the Terms of Reference of the Audit Committee as follows (deletions are struck through, additions are underlined):*

2. *to review the University's Annual Financial Report prior to its initial release to the Auditor-General and prior to the Auditor-General's formal sign off and provide the ~~Finance Committee~~ Senate with an opinion on the appropriateness of the Report.*

(ii) *the amendment of the following category of membership of the Audit Committee as indicated (deletions are struck through, additions are underlined):*

Not less than one, or more than ~~two~~ three Fellows (excluding Fellows who are currently members of University Staff).

★ 6. **Report of the Audit Committee**
(Mr Bruce Corlett)

Appendix E

6.1 **Statement by the Chair of the Audit Committee in respect of the University's draft 2001 Annual Financial Report**

(page E1)

Recommendation

That the Senate resolve, subject to receipt of a satisfactory Client Service Report from the NSW Audit Office, that the 2001 Annual Financial Report be forwarded to the University's appointed officers for sign off.

6.2 **Unconfirmed minutes of the meeting held on 22 March 2002**

(pages E1, E2-4)

Recommendation

That Senate note the minutes of the Audit Committee meeting held on 22 March 2002.

★ 7. **Report of the Academic Board, 13 March 2002 (items for action)**
(Professor Judyth Sachs)

Appendix F

7.1 **Review of the Academic Board and the Academic Forum**

(pages F1-3)

Recommendation

That Senate:

- (1) *amend the academic governance principle, as recommended in the shaded box on page F2 of the report;*
- (2) *note that the Academic Board endorsed the proposed terms of reference of the Academic Board as amended by Senate at its meeting of 3 March 2002;*
- (3) *endorse the proposed election procedure for membership of the Academic Board to provide for faculties to define the electoral college, within Guidelines set by the Board, for approval by the Board; and*

- (4) *note the relevant amendments to the University of Sydney By-law 1999 and the University of Sydney (Amendment Act) Rule 1999 and the proposed new Academic Governance Rules relating to the Academic Board will be referred to the next meeting of Senate for approval.*

7.2 Amendment of the Resolutions of the Senate

7.2.1 Faculty constitutions

7.2.1.1 Faculty of Architecture

(pages F3, F8)

Recommendation

That Senate approve the amendment of the Resolutions of the Senate relating to the constitution of the Faculty of Architecture, with immediate effect, to incorporate changes that arose from restructuring within the Faculty (from 1 January 2002 the former departments of the Faculty were replaced by a single School), as set out in the shaded box on page F8 of the report.

7.2.2 New or amended courses

7.2.2.1 Faculty of Economics and Business: Master of Business, Graduate Diploma in Business and Graduate Certificate in Business

(pages F4, F9-11)

Recommendation

That Senate:

- (1) *amend the Resolutions of the Senate relating to the Degree, Diplomas and Certificates in the Faculty of Economics and Business with effect from 1 January 2003; and*
- (3) *adopt the new Resolutions of the Senate relating to the Master of Business, Graduate Diploma in Business and Graduate Certificate in Business, with effect from 1 January 2003,*

as set out in the shaded box on pages F9-11 of the report.

7.2.2.2 Faculty of Economics and Business and Faculty of Law: Master of International Business and Law

(pages F4, F12-15)

Recommendation

That Senate approve:

- (1) *the proposal from the Faculty of Law and Faculty of Economics and Business for the introduction in 2002 of the new course, Master of International Business and Law;*
- (2) *the amendment of the Resolutions of the Senate relating to the Degrees, Diplomas and Certificates in the Faculty of Economics and Business, with effect from 1 July 2002;*
- (3) *the amendment of the Resolutions of the Senate relating to the Degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 July 2002;*
- (4) *the adoption of the Resolutions of the Senate relating to the Master of International Business and Law, with effect from 1 July 2002; and*
- (5) *the amendment of the Resolutions of the Senate relating to the Master's Degrees and Graduate Diplomas in the Faculty of Law, with effect from 1 July 2002,*

as set out in the shaded box on pages F12-15 of the report.

7.2.2.3 Faculty of Science: Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science (pages F5, F16)

Recommendation

That Senate:

- (1) note that the Academic Board approved the proposal from the Faculty of Science for the introduction in 2002 of the new subject areas, 'Bioinformatics' and 'Microscopy and Microanalysis', for the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science; and
- (2) note that the Academic Board approved the proposal from the Faculty of Science for the introduction in 2002 of the new subject area, Psychology of Coaching, for the Graduate Diploma in Applied Science; and
- (3) approve:
 - (a) the amendment of the Resolutions of the Senate relating to Degrees, Graduate Diplomas and Graduate Certificates in the Faculty of Science, with effect from 1 July 2002; and
 - (b) recommend that Senate approve the amendment of the Resolutions of the Senate relating to the Master of Applied Science, Graduate Diploma in Applied Science and Graduate Certificate in Applied Science with effect from 1 July 2002, as set out in the shaded box on page F16 of the report.

7.3 Senate/Sports Liaison Committee (page F7)

Recommendation

That Senate consider incorporating into the terms of reference of the Committee provision for the Committee to monitor academic opportunities and progress, particularly for students undertaking study on sporting scholarships.

8. General items (items for action) **Appendix G**

8.1 Academic dress
8.1.1 Faculty of Health Sciences (page G1)

Recommendation

That Senate approve the academic dress for the degree of Master of Health Information Management, and approve Resolutions of the Senate relating to academic dress as set out in the shaded box on page G1.

8.1.2 Delegation of authority (page G1)

Recommendation

That Senate resolve that determination of academic dress be delegated to the Registrar.

8.2 Advisory Committee for the Centre for Continuing Education (page G1)

Recommendation

That Senate appoint the members of the Advisory Committee for the Centre for Continuing Education as listed in the report for a one-year term of office.

8.3 Chairs, Student Proctorial Boards (page G2)**Recommendation**

That Senate appoint the Hon John Brownie QC and re-appoint The Hon Matthew John Robert Clarke QC and Mr Stephen Herrick as Chairs of Student Proctorial Boards for a one year term of office from 8 April 2002.

8.4 Melanoma Foundation (pages G3, G4)**Recommendation**

That Senate approve the appointment and election of Governors, Honorary Governors and Life Governors to membership of the Council of the Foundations for the period to the next annual general meeting, and the election of the President, Deputy President, Honorary Treasurer and Academic Director, as set out in the attached report.

8.5 Near Eastern Archaeology Foundation (page G3)**Recommendation**

That Senate approve the conferral of Honorary Life Membership in the Foundation to Lady Winifred G Stephen.

8.6 Bequests, donations, non-government grants and gifts-in-kind, February 2002 (page G3)**Recommendation**

That Senate accept with gratitude the various bequests, donations, non-government grants and gifts-in-kind received in February 2002.

PART 2

NB There is no item 9.

☆ 10. Question time**Appendix H****10.1 Recruitment of International Students**

(page H1)

Dr R Fitzsimons has given notice of the following questions:

The International Office has recently reviewed contracts, including contract provisions, in relation to International Agency Agreements. The purpose of the review was to reduce the number of agencies to a manageable size, so that agent performance and conduct could be more adequately monitored. As a result 27 agency agreements were cancelled ('based on performance') and a further 5 will not be renewed when they expire this year.

Against what criteria has agency performance been monitored in the past, and against what criteria and with what frequency will performance continue to be monitored? Were there any concerns re the 32 agencies whose contracts are not been renewed, or was it purely an administrative 'pruning' process? Have agencies invariably provided us with students who have evidence of reaching the same academic standards as local students? How will the University satisfy itself, by its monitoring processes, that international students have achieved these academic standards? By what criteria will we approve advertising by agents, and do we have a policy on whether or not such advertising should normally 'couple' us with other Australian and overseas universities? Are the agencies appropriately distributed across Asia, Europe and North America to satisfy the University Strategic Plan requirements to entrench relationships with all these continents? What strategic

processes are in place to ensure that students and staff at the world's leading universities are familiar with The University of Sydney?

- ☆ 11. **Report of the Finance Committee, 25 February 2002 (items for noting)** **Appendix I**
(Mr David Hoare)
- 11.1 Confidential items (page I1)
 - 11.2 Leave of absence (page I1)
 - 11.3 Unconfirmed minutes of the meeting held on 17 January 2002 (pages I1, I7-11)
 - 11.4 Business Arising out of the Minutes
 - 11.5 University of Sydney Act – Report on the impact of legislation amending financial and other powers/Development of guidelines on commercial activities (pages I1, I12-19)
 - 11.6 Capital Development Program – Monthly Works Report for the period ending 31 January 2002 (pages I2, I20-28)
 - 11.7 Preparation of 2001 Annual Financial Report – Progress report #3 (pages I3, I29-84)
 - 11.8 Quarterly Report for the period ending 31 December 2001 (pages I4, I85-91)
 - 11.9 Monthly Financial Management Report for January 2002 (pages I4, I92-101)
 - 11.10 Annual Reports of Foundations/Centres/Student Associations (pages I4, I102-113)
 - 11.10.1 SRC Financial Report – Year ended 30 November 2000
 - 11.10.2 SRC Bursary and Assistant Fund Financial Report – Year ended 30 November 2000
 - 11.10.3 SRC Annual Report
 - 11.10.4 Standing Committee of Convocation – President's Annual Report 2000
 - 11.12 Challis House Divestment – Completion (pages I5, I114)
 - 11.13 Audit Committee Draft Minutes of Meeting held on 7 February 2002 (pages I5, I115-117)
 - 11.14 Election of members to the Investment Committee (pages I5, I118)
 - 11.15 Appointment of a member of Finance Committee to the Tender Board (pages I5, I119)
 - 11.16 Future operation of the Finance Committee (page I6)
 - 11.17 Next Meeting (page I6)

Recommendation

That Senate note the report.

- ☆ 12. **Report of the Finance Committee, 25 March 2002 (items for noting)** **Appendix J**
(Mr David Hoare)
- 12.1 Confidential items (page J1)
 - 12.2 Leave of Absence (page J1)
 - 12.3 Minutes of the Previous Meeting held on 25 February 2002 (page J1, J6-11))
 - 12.4 Business Arising out of the Minutes
 - 12.4.1 Higher Self-Insured Retention of \$2M for property Insurance Program (pages J1, J12)
 - 12.4.2 Delegations of Authority (page J1)
 - 12.4.3 Annual Reports of Foundations/Centres/Student Associations – Status of submission of Annual Reports (pages J2, J12)
 - 12.4.4 Refurbishment – Building Interior- Law School Building, Phillip Street (pages J2, J12-13)
 - 12.4.5 Campus 2010 – Progress Report (page J2)
 - 12.4.6 Preparations of 2001 Annual Financial Report – Progress Report #4 (pages J2, J13)

- 12.4.7 College/Administration Portfolios Presentations to Finance Committee (page J2)
- 12.4.8 University of Sydney Act – Guidelines Concerning Commercial Activities (pages J3, J14-26)
- 12.5 Development and External Affairs Portfolio Report (pages J3, J27-65)
- 12.6 Monthly Financial Management Report for February 2002 (pages J4, J66-73)
- 12.7 Capital Development Program – Monthly Works Report for the period ending 28 February 2002 (page J4, J74-82)
- 12.8 Annual Reports of Foundations/Centres/Student Associations (pages J4, J83-86)
 - 12.8.1 Save Sight Institute – Annual Report for Year Ended 31 December 2000
 - 12.8.2 Asia-Pacific Capital Markets Foundation – Annual Report for Year Ended 31 December 2001
 - 12.8.3 Celtic Studies Foundation – Annual Report for Year Ended 2000
 - 12.8.4 Sydney Law School Foundation – Annual Report 2000
- 12.9 Next Meeting (page J5)

Recommendation

That Senate note the report.

13. Report of the Academic Board, 13 March 2002 (items for noting) **Appendix K**
 (Professor Judyth Sachs)

- 13.1 Report of the Chair
 - 13.1.1 Strategies for the Academic Board to Review its Performance (page K1)
 - 13.1.2 Report of the Academic Forum (pages K1, K2-9)
 - 13.1.3 Semester and vacation dates (page K1)
 - 13.1.4 Membership of the Academic Board (page K1)

Recommendation

That Senate note the report.

14. Report of the Senate/SUPRA Liaison Committee, 19 March 2002 (items for noting) **Appendix L**
 (Dr Suzanne Jamieson)

- 14.1 International students (pages L1, L6-15)
- 14.2 Travel concessions for international students (page L2)
- ★ 14.3 Department of Immigration and Multicultural and Indigenous Affairs (DIMIA) and student visas (page L2)
- 14.4 Overseas student recruitment agents (page L3)
- 14.5 Policies regarding breach of visa conditions (page L3)
- 14.6 Postgraduate Research Support Scheme audit (page L4)
- 14.7 Workforce data (page L4)
- 14.8 Venue charges (page L4)
- 14.9 Use of Postgraduate emails (page L5)
- 14.10 Next meeting (page L5)
- 14.11 Any other business
 - 14.11.1 Security (pages L5, L16-17)

Recommendation

That Senate note the report.

- 15. General items (*items for noting*)** **Appendix M**
(pages M1, M3-5)
- 15.1 Graduation Ceremonies (April/May 2002)**
- Recommendation*
That Senate note the report.
- 15.2 Adviser on payments made by Student Societies - 2001 Annual Report** (pages M1, M6)
- Recommendation*
That Senate note the report.
- 15.3 Discipline of Students - 2001 Annual Report** (pages M1, M7-9)
- Recommendation*
That Senate note the report.
- 15.4 Student Appeals Committee (Exclusions and Readmissions) - 2001 Annual Report** (pages M1, M10)
- Recommendation*
That Senate note the report.
- 15.5 Citations for recipients of Honorary Awards in 2001** (pages M2, M11-33)
- Recommendation*
That Senate note the report.
- 15.6 Citations for recipients of Awards for Outstanding Teaching in 2000, awarded in 2001** (pages M2, M34-45)
- Recommendation*
That Senate note the report.

★ **16. Any other business**

PART 3

★ **17. Confidential items** **Appendix N**