

PRESENT: Chancellor (Mr Tweddell) (Chair), Deputy Chancellor (Hon. P Lindsay), Vice Chancellor (Professor Harding), Chairperson of the Academic Board (Professor Naylor), Ms Cannon, Ms Caswell, Mr Charlton, Dr Haddrick, Mr Gilliver, Mr Kirkwood, Mr Landy, Professor Leggat, Associate Professor Leicht, Ms McLaughlin, Mr Mosch, Mr Phillips, Dr Skerratt and Mr Twomey.

ATTENDANCE: Mr Kern (Secretary), Mr Troupe (Deputy Secretary), Professor Cocklin and Ms Brand (Permanent Advisers), Mr Harridge (Observer).

APOLOGIES: Apologies were received from Miss Carey, Mr Derlagen and Dr Tyrell. As this was the last meeting of the Sixteenth Council and Dr Tyrell had declared that he would not be continuing on Council, at Dr Tyrell's request, the Chancellor conveyed a message of best wishes from Dr Tyrell to Council.

START TIME: 9.07 a.m.

WELCOME AND

CONGRATULATIONS: The Chancellor welcomed members to the first meeting of 2018 and the final meeting of the Sixteenth Council.

The Chancellor congratulated Dr Haddrick on having been conferred with a Doctor of Philosophy.

The Chancellor congratulated Mr Harridge on the conferral of his degree at a Graduation Ceremony, held on Wednesday 7 March 2018. As Mr Harridge, an Elected Student Member, had now graduated and was no longer an admitted student, a vacancy had arisen. Council agreed that Mr Harridge be allowed to remain in the meeting as an observer but that he not be able to vote on resolutions and noted that Mr Harridge agreed he would continue to be bound by the Council's Code of Conduct.

REFER SEPARATE PAGES

1. DECLARATION OF CONFLICTS OF INTERESTS

The Chancellor declared an actual conflict with regard to Confidential Minute Item 18 and advised he would leave the meeting whilst the Deputy Chancellor took the Chair.

Mr Twomey informed Council that he had been appointed to the Board of GuildSuper, the superannuation scheme for the pharmacy, veterinary and allied health industries, which provided funding to Childcare Centres. Council agreed that no conflict of interests existed.

2. MINUTES

N-SECT The following Minutes were adopted as a true and correct record:

- 2.1 Ordinary Minutes of Meeting (7/17), held on 7 December 2017, as confirmed by the Chair.
- 2.2 Confidential Minutes of Meeting (7/17), held on 7 December 2017, as confirmed by the Chair.
- 2.3 Council Executive Committee - Executive Minute – Executive Delegation Minute – Conferral of Awards in Absentia, dated and approved 18 January 2018.
- 2.4 Minutes of Council Circular (1/18), approved on 2 March 2018, as confirmed by the Chair.

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. MATTERS NOT YET FINALISED

There were no matters not yet finalised.

5. STRATEGIC MATTERS

5.1 REFER SEPARATE PAGES

5.2 **REFER SEPARATE PAGES**

5.3 MATTERS RAISED BY MEMBERS

There were no matters raised by members.

6. **CHANCELLOR'S REPORT**

The Chancellor highlighted the following matters from his report:

- on 24 January 2018, the Chancellor had represented the University at the funeral of Joe Baker, a foundation staff member of the University; and
- the opening on 18 February 2018 of the new John Grey Hall of Residence on the Cairns campus by Dr Jonathan Thurston, which had been an excellent event.

A member congratulated the Chancellor on the amount of travel he undertook between campuses. The Chancellor confirmed that he had yet to visit Thursday Island but this would be rectified in due course.

A member informed Council that there would be a celebration of life on 12 March 2018 for Neil Sellars, who had been a great member of the University College of Townsville and had contributed a great amount to the community.

RESOLVED:

that the Chancellor's Report, be noted.

N-UNISEC

7. **VICE CHANCELLOR'S REPORT**

The Vice Chancellor briefed Council on a number of matters and the following points were noted:

- The Smithfield Bypass - JCU had not been consulted as a stakeholder on this matter by the Queensland Department of Transport and Main Roads (DTMR) in relation to the bypass before plans were released. A member commented that the Cairns business community were in step with JCU's view that the proposed location of the bypass was not a good one;
- Mid-Year Economic and Fiscal Outlook 2017-18 (MYEFO) - the combined impact of the measures on higher education and research was a cut to the sector of \$2.2 billion over the forward estimates. An early, combined estimated financial impact for JCU in 2018 was approximately - \$750,000, increasing to around -\$2,000,000 in 2020. Enrolments were also effectively capped at 2017 levels so the planned and budgeted growth in funding linked to increases in student load cannot be realised;
- 2017 Student Load - total 2017 full-year student load when compared to full-year 2016 was down by 2 per cent and the University was short of its 2017 load target for students at all locations by 0.8 per cent. With regard to 2018 student load, first preferences were down as was JCU's market share, in favour of the three large Brisbane-based universities. Overall it was anticipated the University would be under target for 2018 student load which would impact the budget;
- Red Zone Report - the report on hazing, bullying, harassment and abuse at residential colleges at Australian universities mentioned JCU briefly. Council was informed that there was now a JCU Student Code of Conduct and that the University had the power to discipline a student even if an incident occurred at a residential college in accordance with the Memoranda of Understanding JCU would have with the colleges, as was recommended by the Broderick Review;
- Cairns Student Accommodation (John Grey Hall of Residence) – the hall was open with 80 students in residence in the 300-bed facility; and
- Retirement of Dean, Graduate Research - Council was briefed on the replacement Dean who would follow after the retirement of Distinguished Professor Helene Marsh at the end of March 2018. A member suggested it would be useful if a presentation was made to Council by the new Dean on the plans going forward.

RESOLVED:

that the Vice Chancellor's Report, be noted.

N-EO

8. REPORT TO COUNCIL FROM CHAIRPERSON OF ACADEMIC BOARD

Professor Naylor presented his report and Council noted that Academic Board had not yet met in 2018. Updates on student discipline/academic misconduct, graduations, the Universities Australia Conference and updating of the Academic and Student Delegations Register were noted.

RESOLVED:

N-CHRA B that the Chairperson of Academic Board's Report, be noted.

9. REPORT TO COUNCIL FROM CHAIRPERSON OF HEALTH, SAFETY AND ENVIRONMENT COMMITTEE

The Chair of Health, Safety and Environment Sub-Committee's Report was taken as read.

RESOLVED:

N-CHRHSEC that the Chairperson of Health, Safety and Environment Committee's Report, be noted.

10. REFER SEPARATE PAGES**11. REFER SEPARATE PAGES****12. REFER SEPARATE PAGES****13. REFER SEPARATE PAGES****14. REFER SEPARATE PAGES****15. REFER SEPARATE PAGES****16. REFER SEPARATE PAGES****17. COUNCIL PERFORMANCE EVALUATION SURVEY 2017 – OUTCOMES**

Council noted that it was a valuable exercise to review Council's performance regularly by way of a performance evaluation survey. Performance evaluation surveys were an integral part of the continuous improvement expected in governance practices.

The *Council Performance Evaluation Survey 2017* was a revised survey that had been amended to make it shorter and sharper. Responses had been received from 18 members of Council out of a potential 22; the response rate was therefore 81.1 per cent.

The Chancellor thanked those members who had responded and noted that some useful points had been made that would help inform the work of the new Council scheduled to take over from 20 April 2018.

At the Chancellor's suggestion, it was agreed that the results be referred to the Chancellor's Committee for pre-digestion in order to identify key areas/themes and strategies/recommendations for improvement for consideration by the full Council.

RESOLVED:

A-UNISEC that the summary of responses from the *Council Performance Evaluation Survey 2017*, be noted and the results be referred to the Chancellor's Committee to identify key areas/themes and strategies/recommendations for improvement before coming back to Council.

18. REFER SEPARATE PAGES**19. REFER SEPARATE PAGES****20. CONFIDENTIALITY PROVISIONS – JCU COUNCIL, COUNCIL "COMMITTEES", CONTROLLED ENTITY DIRECTORS AND NOMINEE DIRECTORS OF NON-CONTROLLED ENTITIES**RESOLVED:

N-SECT that the Confidentiality Provisions – JCU Council, Council "Committees", Controlled Entity Directors and Nominee Directors of Non-Controlled Entities, be noted.

21. COUNCIL STANDING ORDERS – AMENDMENTSRESOLVED:

A-SECT that the proposed amendments to the Council of James Cook University Standing Orders, be approved.

22. MINUTES – COMMITTEES OF COUNCIL

RESOLVED:

that the Minutes of the following Committees of Council meetings, be noted:

- N-SECT
1. Audit, Risk and Compliance Committee Ordinary Minutes of Meeting (1/18), held 26 February 2018;
 2. Audit, Risk and Compliance Committee Confidential Minutes of Meeting (1/18), held 26 February 2018; and
 3. Finance Committee Confidential and Commercial-in-Confidence Minutes of Meeting (1/18), held 26 February 2018.

23. GENERAL BUSINESS

23.1 The Chancellor thanked those members of the Sixteenth Council who were retiring from the Council on 19 April 2018 for their contribution to the Council and the University, and acknowledged with thanks the constructive manner in which members had approached Council's important governance responsibilities during a challenging period in the life of JCU and the higher education sector.

A-CHANC 23.2 A member informed Council that Australia's new High Commissioner to Canada, Ms Natasha Smith, was a JCU alumnus. Although the Chancellor and Vice Chancellor had already written and congratulated Ms Smith, Council agreed that a letter from the Chancellor, on behalf of Council, congratulating Ms Smith on her appointment should also be sent.

23.3 A member paid tribute to Mr Gilliver, who was retiring from Council, for his contribution to the University over many years, firstly as Registrar and Secretary to Council and more recently as an elected Convocation Member of the Sixteenth Council.

A-CHANC 24.4 A member informed Council that Mr Robert (Bob) Norman, a former Governor-in-Council appointed member of the Tenth, Eleventh and Twelfth Councils, had died recently. Council agreed that it would be in order for the Chancellor to write, on behalf of Council, to Mr Norman's family offering the University's condolences and thanking them for Mr Norman's contribution to the University.

The Meeting closed at 1.01 pm.



Chair
4 April 2018