

- PRESENT:** Chancellor (Lieutenant General Grey AC) (Chair), Deputy Chancellor (Hon. P Lindsay), Vice Chancellor (Professor Harding), Chairperson of the Academic Board (Professor Gadek), Ms Cannon, Mr Charlton, Mr Dodge, Mr Gilliver, Mr Harridge, Mr Kirkwood, Mr Landy, Professor Leggat, Associate Professor Leicht, Ms McLaughlin, Mr Mosch, Mr Phillips, Dr Smorfitt, Mr Twomey, Dr Tyrell and Ms Walker.
- ATTENDANCE:** Mr Kern (Secretary). Professor Cocklin (Permanent Advisor) (for items 1 to 6 only). Professor Marsh (Presenter: Item 6) and Professor Naylor (Item 9).
- APOLOGIES:** Apologies were received from Mr Haddrick, Ms Polak Scowcroft and Ms Brand (Permanent Advisor)

1. DECLARATION OF CONFLICTS OF INTERESTS:

Mr Lindsay, Ms Cannon and Mr Harridge had a conflict with Confidential Minute Item 18.2. There were no other conflicts of interest declared at the meeting.

2. MINUTES

2.1 The following Minutes were adopted as a true and correct record:

N-SECRET Ordinary Minutes of Meeting (2/15) held on 10 April 2015 as confirmed by the Chair.

2.2 Confidential Minutes of Meeting (2/15) held on 10 April 2015 as confirmed by the Chair.

2.3 Circular Minutes of Meeting (3/15) approved on 1 May 2015 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. CHANCELLOR'S REPORT

The Report was noted.

The Chancellor also addressed the following matters:

Presentation of Certificate of Appreciation to Professor Paul Gadek

The Chancellor acknowledged the significant contribution that Professor Gadek will have made in the role of Chairperson of Academic Board over the period 23 February 2007 through to the end of his current appointment on 27 May 2015. Professor Gadek was presented with a Certificate of Appreciation.

Funeral Service for Maggie Wronski

The Chancellor advised Council that he had attended the funeral service conducted in Townsville for Maggie Wronski, the wife of Professor Ian Wronski. The Chancellor had also sent a letter of condolence on behalf of Council and had received an acknowledgment from Professor Wronski.

Offer to host 2016 or 2017 Meetings of UCC and UA

The Chancellor informed Council that while attending the recent UCC meeting in Wagga Wagga, which was held alongside the UA meeting offers had been made to both Universities Australia and the University Chancellors Council for JCU to host on the JCU Cairns Campus any of their meetings that are scheduled in either 2016 or 2017. This had been agreed at the Council's previous Workshop.

RESOLVED:

A-Sec that the Chancellor's report, be noted.

6. VICE-CHANCELLOR'S REPORT:Presentation by Member of Senior Staff

Professor Helene Marsh, Dean, Graduate Research provided a presentation titled *HDR Matters*.

The Vice Chancellor's Report was noted.

The Vice Chancellor provided a verbal update on:

- the Federal Budget and the implications for JCU
- her overseas trip with the Chief of Staff to promote the State of the Tropics

The Vice Chancellor, in response to a question from a member, advised that JCU having successfully secured funding for AITHM had now identified MARFU as the new priority and that a Master Plan had been developed.

The Vice Chancellor undertook to find out about the future of WTMA, following the pending departure of its Director, and to advise Dr Tyrell.

RESOLVED:

- A-Sec
1. that the Vice Chancellor's report, be noted.
 2. that the Student Focus Sub-Committee be invited to look at statistics on HDR information.
 3. that a progress report be provided back to the December meeting to review progress with specific focus on issues such as:
 - budget drivers
 - penalties for PhD candidates who have gone overtime
 - scholarships
 - supervisors' priorities between completion and publishing

7. REPORT TO COUNCIL FROM CHAIRPERSON OF ACADEMIC BOARD

The Report was noted.

RESOLVED:

N-ChrAB that the Chairperson of Academic Board's report, be noted.

8. REFER SEPARATE PAGES**9. REVIEW OF ACADEMIC GOVERNANCE – REPORT OF THE REVIEW WORKING GROUP**

The Chairperson of Academic Board provided the context for the Review of Academic Governance which had been undertaken in 2014, by an external Review Panel which had included Ms Walker in its membership, and an overview of the Review of Academic Governance Working Group Report which had been distributed late to Council. The Deputy Chairperson joined the meeting by video conference at the invitation of the Chancellor as a member of the Review Working Group.

Professor Gadek advised Council that the Academic Governance Review Report, completed in November 2014, had proposed a number of recommendations to strengthen JCU's academic governance in support of JCU's vision of a sustainable tropical future. The Council Steering Committee had been formed to receive the Report and it had initially tasked the Chair and Deputy Chair of Academic Board to review the recommendations and prepared a response and action plan, which had been presented to a Special Meeting of Academic Board for comment and feedback in December 2014. The Minutes of that meeting had been provided to Council, in Council Circular (1/15).

Feedback from the Council Steering Committee determined that a Review Working Group (RWG) be established, to recommend changes to the Charter of Academic Board, including a proposed Academic Board Membership, for consideration by Council. The full feedback and guidance of the

Council Steering Committee were noted by Council.

In providing advice and recommendations to Council with regard to amendments to the Board's Charter, the RWG had retained the generic format for Charters of Council Committees. The proposed amendments would ensure that all JCU operations were covered and had incorporated guidance from the Council Steering Committee on the position of Chair Academic Board.

Council noted the RWG's advice on the two options proposed in the Review Report in respect of the Academic Board membership structure together with a third hybrid model which proposed an alternative, skills-focussed, membership structure as follows:

A possible hybrid model of Academic Board membership, based on expertise, responsibility and innovation, and aligning with the principles for realignment, comprising 13 – 15 members as follows:

Chair, Academic Board (1) - acknowledged academic leader appointed by Council
Deputy Chair (1) - appointed by Council, staggered term with Chair
Vice Chancellor (1)
Chairs of Academic Board
Sub-Committees (2) - full members
Students (2)
Academics (6) - who are also Experts selected on application, on skills/expertise – engagement, research, teaching and learning, indigenous education, quality, scholarship

Option to co-opt additional members as necessary (up to 2).

Professor Gadek highlighted the risks of adopting the new structure and expressed a view that its success would be contingent upon strong leadership of the new Chairperson.

Council noted the considerations of the RWG which had been summarised within the initial discussion paper provided and in addressing the feedback provided by staff, VCAC and more recently Academic Board.

Council also noted that the RWG had also been tasked with "recommending the implementation of devolving authority to the Colleges' Boards of Study as proposed by the Review". However, after consideration of the proposals contained in the Review Report and in light of feedback and submissions from staff, VCAC and Academic Board, the RWG could not support a recommendation that there was devolution of authority to Colleges. Rather, the RWG's view was that such authority for curriculum decision would be better placed with Divisional Boards of Study and Council noted the further discussion on this point in the briefing paper. The briefing paper had been provided to Academic Board.

Council noted that the RWG agreed with the Review Panel and consistent with the set of *Principles for Realignment of the Academic Governance Structures @ JCU*, that had been developed by the RWG, that delegations for academic decision-making should be assigned to the most appropriate level, with curriculum related decisions delegated to the Academy, and other academic governance matters largely addressed through Academic Board Sub-Committees.

The question of the status of Divisional Boards of Studies, whether reporting directly to Academic Board (and therefore sub-Committees of the Board), or remaining within the Divisions, was thought by the RWG to relate to Council's comfort in delegating authority for academic decisions outside the Board structure. One option proposed by the RWG was for Council to delegate authority to the Chairperson of Academic Board, who would be a member of such Divisional Boards of Study and for the Boards of Studies to then remain within the Academic Divisions, rather than becoming sub-committees of the Board.

Accordingly, to assist the RWG's further work to be undertaken in respect of delegations of academic authority, an indication from Council was sought as to its 'in principle' comfort with the Chair of Academic Board being delegated authority to make academic decisions on the recommendation of Divisional Boards of Studies, subject to the Chair being a member on each Board of Studies, with any proposed delegations to be submitted to Council for approval. If Council was comfortable with such delegations 'in principle', a further recommendation was being made to retain the Divisional Boards of Studies within the Academic Divisions, rather than becoming Sub-Committees of the Academic Board, and to retain the existing academic governance sub-structures until such time as the Board determined otherwise.

Council also noted that amendments to the Duties of the Chairperson of the Academic Board, as listed in Schedule 7 of the Academic Board Charter and as updated by the Chairperson for the purposes of issuing an Expressions of Interest for the Interim Appointment of a Chairperson of the Academic Board, had been incorporated into the proposed Charter amendments.

Council's attention was also drawn to the matters listed in the *Recommendations and Proposed Actions* matrix containing responses to the recommendations contained in the Review of Academic Governance Report together with proposed actions.

Council was also requested to determine the date by which the new Charter, including the new Academic Board membership, should be established and operational. While such action was relatively administrative and routine, the effort required to finalise the review process was far more extensive and Council was requested to give consideration to approving that Management ensure that the resource implications of the Report's recommendations are fully considered and supported to ensure the Council approved recommendations were successfully and sustainably implemented.

RESOLVED:

1. that the attached "Principles for Realignment of the Academic Governance Structures @ JCU" be endorsed;
2. that the attached proposed restructure of the membership of the Academic Board as set out in the Discussion Paper on Options for the Membership of the Board, be approved;
3. that the recommendation not to devolve academic governance authority to College Boards of Studies, be endorsed;
4. that to assist in the further work to be undertaken by the RWG in respect of delegations of academic authority, Council's 'in principle' comfort with the Chair of Academic Board being delegated authority to make academic decisions on the recommendation of Divisional Boards of Studies, subject to the Chair being a member on each Board of Studies, with any proposed delegations to be submitted to Council for approval, be noted;
5. that the retention of the Divisional Boards of Studies within the Academic Divisions, rather than becoming Sub-Committees of the Academic Board, and the retention of the existing academic governance sub-structures until such time as the Board determines otherwise, be approved;
6. that the following continuing duties, responsibilities and conditions of appointment concerning the Chairperson of Academic Board, as recommended by the Council Steering Committee or the Review Panel or both, and as amended, be approved:
 - Position of Chair Academic Board is:
 - to report to Council and be familiar with the responsibilities involved in governance and management;
 - to be a member of UE and VCAC;
 - not to be appointed from members filling a senior executive position;
 - to continue to chair other committees such as academic promotions, student appeals, as at present;
 - to undertake other duties as required by the Vice Chancellor; and
 - to be appointed by Council for a period of not longer than 3 years, renewable and with an expectation of a maximum of two terms;
7. that the amendments to the Duties of the Chairperson of the Academic Board, as listed in

Schedule 7 of the Academic Board Charter, as updated by the Chairperson for the purposes of issuing an Expressions of Interest for the Interim Appointment of a Chairperson of the Academic Board, as amended, be approved;

8. that the Recommendations and Proposed Actions matrix, containing responses to the recommendations contained in the Review of Academic Governance Report together with proposed actions, be noted or approved as appropriate;
9. that the proposed interim amendments to the Charter of the Academic Board, incorporating 1 to 8 above and also incorporating feedback from staff, VCAC and Academic Board, be approved; and
10. that mid-August (14 August) be determined as the target date for implementation of the restructured Academic Board and that appropriate consideration be given to the resource requirements necessary to finalise the implementation of all matters outstanding in relation to the Review of Academic Governance.

10. REFER SEPARATE PAGES

11. JCU COUNCIL – REVIEW OF SIZE, STRUCTURE, COMPOSITION AND APPOINTMENT PROCESS – WORKING GROUP REPORT

Council recalled at its Workshop dated 11 April 2015, it was agreed that the JCU Council resolve to undertake a review of its size, structure, composition and appointment processes, that the Deputy Chancellor be tasked with chairing a Working Group to develop a paper that would consider the merits of alternative sizes, structures, compositions and appointment processes, for Council's consideration at its 14 May 2015 meeting.

Council noted that the Working Group held its inaugural meeting on 27 April 2015, where it developed a timetable for undertaking the review process, including the holding of a JCU Community Forum on Wednesday, 6 May 2015 and gave consideration and endorsement to [Issues Paper 1](#). The JCU Community, including alumni, staff and students had been invited to attend the Forum to discuss or, to provide submissions in response to the *Issues Paper 1*, or both.

A summary of the submissions and Forum feedback document had been presented by the Chair to the Working Group meeting held on 7 May 2015. The summary was subsequently updated following recommendations and feedback from the meeting.

The Deputy Chancellor informed Council that a lot of work had been done to date and he thanked Council members for their input so far. The Deputy Chancellor also expressed confidence that the *Summary of Issues Paper 1 Submissions and Forum Feedback* had captured all submissions received to date. He noted that views were polarised currently with some preferring a significantly reduced size of Council while others believed it should stay the same.

The Deputy Chancellor alerted Council to a letter dated 5 May 2015 from the Minister for Education and Minister for Tourism, Major Events, Small Business and the Commonwealth Games had been received into the University only a couple of days before the Council meeting.

The letter had advised JCU that the review of Queensland University Acts had resumed and that the Department would be arranging consultation visits for the end of May 2015. In addition, the Minister was also seeking the University's views on a number of proposals including the following which related to the Review of Council Size exercise that was currently underway:

1. Flexibility in the size, structure, composition, appointment processes and remuneration of governing bodies and their members:
 - a. Reducing the number of members appointed by the G-i-C or Minister
 - b. Reducing the number of elected representatives while still ensuring student and staff representation
 - c. Requiring there to be a majority of independent members on a governing body

Ms Cannon, in her role as Chief of Staff, outlined the review process proposed by the Minister

which would involve all Queensland universities and would require a legislative amendment Bill which amended each individual University Act. This would in the first instance require an issues paper to be developed by the Minister assuming general agreement can be reached with all Queensland universities, formal consultation then conducted and assuming further consensus is achieved, a draft Bill would be drawn up for further formal consultation with each individual university before legislative review and submission to cabinet and government. All going according to plan, the State Government's review process was expected to be complete by the end of the year. The Minister's Office indicated that the Vice Chancellor would receive a briefing document at the 9 June 2015 Higher education Forum where the Minister briefs Queensland Vice Chancellors on current issues in higher education.

Council considered and approved the proposed revised Timetable which had been prepared based on the assumption that a detailed report incorporating the Issues Paper and feedback to date is provided to the 9 July Council meeting and that a second Issues Paper is prepared and a second JCU community forum conducted prior to Council receiving a final report to its 3 September meeting. If accepted proposed amendments to the JCU Act would be prepared and submitted to the 23 October meeting.

RESOLVED:

1. that the *Issues Paper 1* together with the Summary of Feedback from written submissions and attendees at the JCU Community Forum 1, held 6 May 2015, be noted;
2. that the progress report from the Working Group be noted;
3. that Council request the Working Group to prepare a report and alternative models for membership of the JCU Council, informed by a further progress report, and if required for formal consultation with the Minister the proposed models be circulated out of session before the 9 July meeting; and
4. that the Minister's 5 May 2015 letter be circulated to members.

A-CWG
A-SEC

12. REPORT ON THE COUNCIL WORKSHOP HELD ON 11 APRIL 2015 IN TOWNSVILLE

Council noted the report on the Council Workshop held in Townsville on 11 April 2015 with the following Program:

Part 1: Work Health and Safety Presentation

Part 2: Report on Deputy Chancellor's attendance at the October 2014 NCUG and UCC conferences.

Part 3: University of the Future Framework

Part 4: Proposal for the JCU Council to review its size, structure, composition and appointment processes.

RESOLVED:

1. that report on the Council Workshop held in Townsville on 13 April 2015, be noted
2. that the following recommendations be approved or ratified as appropriate:
 - (i) that the JCU Council resolve to undertake a review of its size, structure, composition and appointment processes
 - (ii) that the Deputy Chancellor be tasked with chairing a working group to undertake the review in (i) above and to develop a paper that will consider the merits of alternative sizes, structures, compositions and appointment processes, for Council's consideration at its 14 May 2015 meeting.
 - (iii) that the working group comprise:
 - The Deputy Chancellor (Chair)
 - Vice Chancellor (ex officio)
 - 4 members of Council
 - Cam Charlton (Government appointed - G-i-C)
 - Ernie Landy (Council appointed- Additional)
 - Peter Leggat (Elected –Staff)
 - Laura Walker (Elected – Student)

- (iv) that a Review Plan be established together with a Terms of Reference, including a consultation process and appropriate engagement with members of Council, staff and the JCU community.
- (v) the University Secretary will provide secretariat support to the Working Group.

13. CONFERRAL OF AWARDS IN ABSENTIA

RESOLVED:

A-OE&P

that the following awards be conferred *in absentia*, the date of conferral to be 14 May 2015:

<u>Awardee</u>	<u>Degree/Diploma</u>
Callan Thomas Peach	Bachelor of Laws
Nguyen My Ngoc Do	Diploma of Business
Liang Anqi	Diploma of Business
Gursahib Singh	Diploma of Business
Sami Mohammad I Howsawi	Bachelor of Business
Antoine Huon	Bachelor of Business
Haibin Lu	Bachelor of Business
Qian Chunxiao	Bachelor of Business
John Robert Pearce	Bachelor of Arts - Bachelor of Business
Patrick Michael Bennett	Bachelor of Information Technology
Gao Gan	Bachelor of Information Technology
Natasha Sibarani	Bachelor of Information Technology
Mark Allen Southwood	Bachelor of Information Technology
Wang Ziheng	Bachelor of Information Technology
Ye Long	Graduate Certificate of Business Administration
Beata Elzbieta Orczykowska	Graduate Certificate of Business Administration
Quan Tian	Graduate Certificate of Business Administration
Gergorius Babo	Graduate Certificate of Information Technology
Sithuka Nameera Kankanamgamage Don	Graduate Diploma of Accounting
Yaxian Lin	Graduate Diploma of Accounting
Stewart Ian Smart	Graduate Diploma of Accounting
Sheng-Jong Yu	Graduate Diploma of Accounting
Dabin Zhang	Graduate Diploma of Accounting
Thi Mong Van Le	Graduate Diploma of Business Administration
Rishabh Bhatia	Master of Business Administration
Cheng Cheng	Master of Business Administration
Robin Gnanamony	Master of Business Administration
Hu Yu	Master of Business Administration
Liu Yang	Master of Business Administration
Nitin Pabreja	Master of Business Administration
Ranadheer Reddy Pulugari	Master of Business Administration
Pranav Kishan Seth	Master of Business Administration
Kshitij Tiwari	Master of Business Administration
Vinoj Narayanan	Master of Business Administration
Anand Jose	Master of International Tourism and Hospitality Management – Master of Business Administration
Nilshan Seshantha De Zoysa	Master of Professional Accounting
Yusi Wang	Master of Professional Accounting
Joshua Heber Huaco Salas	Master of Professional Accounting - Master of Business Administration

Yi Huang	Master of Professional Accounting - Master of Business Administration
Jananie Illango	Master of Information Technology
Ramandeep Kaur	Master of Information Technology-Master of Business Administration
Patrick Michael Bennett	Diploma of Health Science
Gemma Therese Todd-Mcvinish	Diploma of Health Science
Heidi Maria Helwes	Bachelor of Occupational Therapy
Jemma Kate Porrett	Bachelor of Medicine, Bachelor of Surgery with Honours
Samantha Joy Allen	Bachelor of Veterinary Science
Nicci Leigh Maher	Graduate Certificate of Nursing
Lauretta Howarth	Postgraduate Certificate of Aeromedical Retrieval
Romano Ongkiko	Postgraduate Certificate of Public Health
Eloise Marie Fitzgerald	Postgraduate Diploma of Midwifery
Alana Louise Rimmington	Postgraduate Diploma of Midwifery
Elise Margaret Bell	Master of Midwifery
Alison Malpass	Master of Public Health and Tropical Medicine (Distinction)
Prakash Kumar Rajendran	Diploma of Introductory Engineering Studies
Marc Mamao Baker	Bachelor of Science
Rosie Ellesmere Brown	Bachelor of Science
Anita Marie Smith	Bachelor of Science with Honours
Brad Tower	Graduate Diploma of Astronomy
Paul Anthony Johnson	Master of Astronomy
Daniela Estefania Alarcon Ruales	Master of Science
Parvathi Krishna Prasad	Master of Science
Siouala Malua	Master of Science
Bernardo Blanco-Martin	Master of Applied Science
Kate Marie Quigley	Master of Applied Science
Nong Thi Hien	Master of Tropical Urban and Regional Planning
Rebecca Viola Exl	Graduate Certificate of Research Methods
Harish Rama Chandran Menon	Diploma of Arts
Jessica Elizabeth Jensen	Diploma of Arts
Sharlene Marianne Lea'uanae	Diploma of Arts
Cheryl Ann Peppin	Diploma of Arts
Cathy Jo-Anne Ross	Diploma of Arts
Merryl Anne Williams	Diploma of Arts
Christina Papadimitriou	Diploma of Creative Arts
Christopher Ronald Clark	Advanced Diploma of Arts
Tristan Patrick De Mezieres	Advanced Diploma of Arts
Luke Stephen Carter	Bachelor of Arts
Ashlee Anne Leavy	Bachelor of Arts
Sean Ashley Morris	Bachelor of Arts
Andrew Michael Patterson	Bachelor of Arts
Shalini Vaman	Bachelor of Arts
Kaye Mays	Bachelor of Creative Industries
Jeanette Maree Neiland	Bachelor of Educational Services
Toni Filewood	Bachelor of Education
David Lequerica	Bachelor of Education
Angela Mary Topping	Bachelor of Education
Renee Edwina Edwards	Graduate Certificate of Catholic Education

Caterina Mccarthy	Graduate Certificate of Catholic Education
Wendy Maureen Pearce	Graduate Certificate of Education (Tertiary Teaching)
Taruna Brahma	Graduate Diploma of Education
Bonnie Jay Eklom	Graduate Diploma of Education
Henry Johnson	Graduate Diploma of Education
Erica Monique Seeger	Graduate Diploma of Education
Stephanie Short	Graduate Diploma of Education
Cecelia Slade	Graduate Diploma of Education
Jessie Kate Woolley	Graduate Diploma of Education
Norelle Fay Clark	Bachelor of Community Welfare
He Jieying	Bachelor of Psychology
Erin Janet Mcbride	Postgraduate Certificate of Child Protection Practice
Shannan Elizabeth Jean Ellul	Postgraduate Certificate of Mental Health Practice
Maegan Alexandra Clarkson	Graduate Diploma of Social Science
Lai Junxian	Postgraduate Diploma of Psychology
Ng Su Li	Postgraduate Diploma of Psychology
Nur Asiyah	Master of Social Science
Emilie Margriet Inernkamara Mansoben	Master of Social Science
Sonjia Maria Woodward	Master of Social Work (Professional Qualifying)

14. CONFERRAL OF AWARDS IN ABSENTIA – REVOCATION

The Council was advised that a graduate's name had been included on a list of awards to be conferred in absentia which was approved by way of Council Circular on 2 April 2015. Subsequent to this approval, a request was received from the Office of Examinations and Progressions to withdraw the graduate's conferral in absentia as she had previously requested to graduate at a 2016 Graduation Ceremony.

Council approved the revocation of Ms Cooper's award in absentia due to an administrative error.

RESOLVED:

1. that the proposal to revoke the award *conferral in absentia* for the graduate Amanda Cooper for the award *Master of Science*, so she may graduate at a 2016 Graduation Ceremony, be approved:
2. that the Officer of Examinations and Progression be notified by way of an email that Ms Cooper's name has been deleted from the Conferral in Absentia list and asked to ensure that Ms Cooper's Testamur is not printed, sealed or issued.

A-OE&P

15. REFER SEPARATE PAGES

16. EXTRACT FROM MERCER INVESTMENT UPDATE MARCH 2015

RESOLVED:

N-Sec

that the attached extract from the Mercer Investment Update – March 2015, be noted.

17. REFER SEPARATE PAGES

18. GENERAL BUSINESS

18.1 COUNCIL COMMITTEE MEMBERSHIP – CONTROLLED ENTITIES SUB-COMMITTEE - ADDITIONAL MEMBER

Council considered and approved the proposal to appoint Ms Ruth Faulkner as an additional member of the Controlled Entities Sub-Committee.

N-SEC
N-CESC

RESOLVED:

that the appointment of Ms Ruth Faulkner as an Additional Member of the Controlled Entities Sub-Committee, be approved.

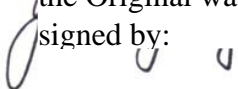
18.2 REFER SEPARATE PAGES

18.3 A member of Council acknowledged and thanked the Secretary to Council and staff within the University Secretariat for the hard work that had obviously been carried out in preparation for the Council meeting.

The Meeting closed at 9.30pm

the Original was

signed by:

Handwritten signatures in black ink, including a large cursive signature and two smaller initials.

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Chair

12 June 2015