1. **RMIT Research Centres**
   Council received and noted a paper updating Centre Plans and Policy review information.

2. **University Business Plan 2004-2006**
   Council approved the University Business Plan 2004-2006.

3. **Property Portfolio Review: Sale of Building 87**
   Council approved the due diligence, sale preparation and sale of Building 87.

4. **Council Workplan for 2004**
   Council approved its workplan for 2004.

5. **Budget 2004**

6. **Vice-Chancellor’s Report**
   Council received a report from the Vice-Chancellor, Professor Ruth Dunkin as follows:

   “Vice-Chancellor’s Report to Council
   March 2004

   1. Policy issues

   1.1 Higher Education Reforms
   The Higher Education Support Act passed the Senate on 4th December 2003, giving effect to the Commonwealth Government’s Reforms of Higher Education. Council has been kept updated on the reform process throughout 2003, and a detailed paper will inform discussion of the issues and RMIT’s response at the Council Retreat on 28th/29th March.

   A key immediate challenge for RMIT, like all other universities, will be introduction of the Higher Education Information Management System by the 1st August. Universities will also be required to publish the level of HECS contributions payable by students by this date.

   1.2 Vocational Education and Training
   The Office of Training and Tertiary Education has identified 27.4% of RMIT’s government funded TAFE profile as falling outside its ‘high priority’ of providing access for young people and apprenticeship and traineeship pathways. RMIT is undertaking a VET alignment project, which is aligning RMIT’s profile more closely to Government and stakeholder priorities. However, as a specialist provider of AQF 5 and 6 TAFE qualifications, we must also affirm our unique role in the provision of high level technician and paraprofessional qualifications, and in maximising the advantage of a dual sector institution for students, employers and government.
1.3 Research
The Government is expected to announce its response to the series of research reviews conducted in 2003 either in the context of the 2004 Budget or its Federal Election Campaign later this year. In line with the Nelson reforms of higher education, a more outcome-based approach to funding research is expected.

1.4 International
The University is developing intelligence around the US-Australian Free Trade Agreement and its potential impact on our markets, and increasing competition in education export. For example, recent data from IDP Australia shows that aggressive recruiting and promotion of UK universities by the British Council is affecting Australian market share in key areas. Council will discuss a major review of RMIT’s international activity and strategy at its meeting on 12th July 2004.

2. Alliances and Partnerships

2.1 Australian Technology Network (ATN)
RMIT hosted the first ATN Early Career Conference in February for academics who had demonstrated excellence in teaching and the potential to make a continuing contribution to teaching and learning leadership. RMIT concurrently hosted the ATN WEXDEV (Women Executive Development Program) forum. Feedback from participants in both fora was excellent.

On 5th and 6th February, RMIT participated in the ATN Conference held at Queensland University of Technology, where I spoke on Teaching and Learning and the higher education reform agenda. Also in February I participated in meetings between ATN representatives and Commonwealth Ministers Brendan Nelson and Iain Macfarlane and DEST officials.

2.2 Global University Alliance
The Pro Vice-Chancellor Internationals, Enterprise and Community Development and I attended the Global University Alliance Board meeting in Hong Kong on the 22nd and 23rd February 2004.

3. Teaching and Learning – Issues and Performance

3.1 RMIT Enrolments 2003
RMIT VET programs exceed the overall target in 2003 by 7%, with strong performance in the OTTE profile and in Australian fee paying and enterprise funded programs. Higher education student load exceeded the overall target by 1.7%, through good performances in Commonwealth funded and International Onshore enrolments. Australian fee paying targets were under by 3.1%. International enrolments fell short of targets in both TAFE and higher education, largely due to the impact of SARS. Areas where targets were not met in 2003 will receive close attention in 2004.
3.2 RMIT Enrolments 2004: Preliminary Results

The following tables provide data as at Friday 20th February 2004. The enrolment process is not yet concluded, and all patterns are consistent with this time last year. Offshore targets in particular will be closely monitored to ensure rapid corrective action around potential shortfalls.

<table>
<thead>
<tr>
<th>Higher Ed - EFTSU</th>
<th>Target</th>
<th>Enrolled</th>
<th>Variance</th>
<th>% Enrolled</th>
</tr>
</thead>
<tbody>
<tr>
<td>COG</td>
<td>13,914.076</td>
<td>14,736.685</td>
<td>822.609</td>
<td>105.9 %</td>
</tr>
<tr>
<td>AFP</td>
<td>2,797.723</td>
<td>2,316.341</td>
<td>-481.382</td>
<td>82.8 %</td>
</tr>
<tr>
<td>Int-Onshore</td>
<td>6,290.326</td>
<td>4,284.004</td>
<td>-2,006.322</td>
<td>68.1 %</td>
</tr>
<tr>
<td>Int-Offshore</td>
<td>4,779.406</td>
<td>2,235.674</td>
<td>-2,543.732</td>
<td>46.8 %</td>
</tr>
<tr>
<td>Vietnam</td>
<td>670.302</td>
<td>402.779</td>
<td>-267.523</td>
<td>60.1 %</td>
</tr>
<tr>
<td>Other / RFW(^1)</td>
<td>196.895</td>
<td>265.436</td>
<td>68.541</td>
<td>134.8 %</td>
</tr>
<tr>
<td>Total HE</td>
<td>28,648.729</td>
<td>24,240.919</td>
<td>-4,407.810</td>
<td>84.6 %</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VET - SCH</th>
<th>Target</th>
<th>Enrolled</th>
<th>Enrol Target</th>
<th>% Enrolled</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOG – P</td>
<td>4,819,128</td>
<td>4,642,064</td>
<td>-177,064</td>
<td>96.3 %</td>
</tr>
<tr>
<td>SOG – L</td>
<td>814,557</td>
<td>173,530</td>
<td>-641,027</td>
<td>21.3 %</td>
</tr>
<tr>
<td>AFP</td>
<td>570,962</td>
<td>99,991</td>
<td>-470,971</td>
<td>17.5 %</td>
</tr>
<tr>
<td>Int-Onshore</td>
<td>935,715</td>
<td>537,802</td>
<td>-397,913</td>
<td>57.5 %</td>
</tr>
<tr>
<td>Int-Offshore</td>
<td>586,740</td>
<td>67,945</td>
<td>-518,795</td>
<td>11.6 %</td>
</tr>
<tr>
<td>Other</td>
<td>15,000</td>
<td>4,605</td>
<td>-10,395</td>
<td>30.7 %</td>
</tr>
<tr>
<td>Total VET</td>
<td>7,742,102</td>
<td>5,525,937</td>
<td>-2,216,165</td>
<td>71.4 %</td>
</tr>
</tbody>
</table>

4. International – Issues and Performance

In December, RMIT won the Austrade AustCham Export Award for Business Excellence in Singapore. AusTrade and the Australian Chamber of Commerce Singapore jointly sponsored this prestigious award, which has substantially assisted RMIT’s profile in the region.

The Victorian Auditor-General is conducting a follow-up review of progress on recommendations contained in its April 2002 Performance Audit on International Students in Victorian Universities. RMIT, Monash and Melbourne Universities are participating in this follow-up.

6. Major Change Initiatives and Organisational Developments

6.1 Financial Performance

RMIT University’s final operating result for 2003 is expected to be 14.7m. This excludes profits from the sale of Janefield and adjustments to the result arising from compliance with the A-G’s preferred accounting treatment of grants received in advance. At the time of writing, the accounts are undergoing audit and will be presented to Council at the March Retreat.

\(^1\) ‘Other/RFW’ refers to ‘Research Fee-Waiver’. This describes students enrolled on a fee-free basis as part of our approved research strategy to boost capability.
6.2 Quality Assurance
In December 2003, RMIT’s management systems received global endorsement, with the university certified to ISO 9001:2000 standards by the International Organisation for Standardisation.

RMIT’s management, design and delivery of teaching and learning practices up to degree level across the university have been certified to ISO standards since 1998, and the university’s postgraduate studies since 2001. In addition to these areas, the new standard emphasises business outcomes in line with the university’s strategic plan and based on client and customer feedback systems.

In February, RMIT students were provided with a report on student concerns in 2003 and improvements proposed, along with a consolidated summary of consolidated student feedback findings between 1999 and 2003. Since 1999, we have seen substantial improvements in satisfaction with the Library, with access to computers, and with personal safety on campus. Over the past twelve months, student satisfaction with university processes has also increased. Areas for improvement in 2004 include building teaching capability, improved mechanisms for student consultation and continual improvements to the Student Hubs.

The Australian Universities' Quality Agency (AUQA) Report on RMIT was published on 16th January. Management is now in the process of preparing an improvement plan against the Report’s findings, as required by AUQA. The Improvement Plan will be discussed at the PQPC meeting on 1st March and presented to Council at its 17th May meeting, after which it will be provided to AUQA. AUQA is surveying participants in the Audit to gauge their views as to its value to the University.

6.3 Portfolio Services Integration Project
The Vice-Chancellor’s Executive has considered and responded to Executive Summaries for proposed service delivery models for Finance, Human Resources, Information Technology Services and Student Administration. Decisions arising will be used to inform consultation across the University, and further work is being undertaken in refining and costing the models.

6.4 Graduation 2003
RMIT’s 2003 Graduation Ceremony was held at the Telstra Dome, Melbourne on 17th December. An evaluation of the Ceremony is being prepared and will inform planning of the 2004 ceremony.

6.5 Capital Infrastructure
RMIT has been allocated $1.087m from the Commonwealth’s Capital Development Pool for an upgrade of ICT systems for regional campuses in 2006.
7. Staffing

7.1 Industrial Update
Meetings between University and NTEU representatives have re-commenced following the passage of the Higher Education Support Act in December 2003. Consistent with decisions of the REM Committee, the Vice-Chancellor announced an administrative pay increase for Academic and General (PACCT) staff backdated to 1 January 2004. This increase will form part of the total salary settlement in this round of enterprise bargaining.

Negotiations between the Victorian TAFE Association, CEO Council Negotiating Group and the Australian Education Union for a Multi Business Agreement applying to all Victorian TAFE Institutes and Universities with TAFE Divisions are near conclusion. The agreement consists of a Multi-Employer Agreement and an associated Memorandum of Understanding, together with the underlying TAFE Teachers Federal Award. Negotiations for a Trades Staff Agreement and a Security Services Staff Agreement were finalised last year. Agreements are now being prepared for certification in the Australian Industrial Relations Commission. A total of 21 TAFE Teaching staff have accepted the TAFE Teaching staff Voluntary Departure Package and will exit RMIT in the first half of this year.

7.2 Executive Appointments and Recruitment

Professor Alan Cumming - Acting Head, School of International and Community Studies, (Design and Social Context) commenced 5 January 2004. Acting PVC Design and Social Context from 5th March.

Associate Professor Sandra Martin - Acting Head, School of Art and Culture, Design and Social Context, commenced 12 January 2004.

Mr David Bartlett - Director, University Business Development, commenced 5 January 2004.

Professor Alan Hudson - Head, School of Health Science, (Science, Engineering and Technology) commenced 1 January 2004.

Professor Peter Coloe - Head, School of Applied Science, (Science, Engineering and Technology) commenced 1 January 2004.

Professor John Hearne - Head, School of Mathematical and Geospatial Science, (Science, Engineering and Technology), commenced 1 January 2004.

Associate Professor Vitas Anderson - Centre Director, Australian Centre for Radiofrequency Bioeffects Research (Science, Engineering and Technology), to commence 4 March 2004.

The Executive-Director (People and Culture) position is currently advertised, and applications close on the 25th February. The PVC Design and Social Context position will be advertised on 25th February and applications will close on the 22nd March. KPMG and Marli Wallace Consulting are assisting with recruiting to these positions.
7.3 Executive level resignations

Ms Carol Watson, Executive Director People Services (effective 25th March)
Professor Belinda Probert, Pro-Vice-Chancellor, Design and Social Context (effective 5th March 2004)

7.4 Professorial Appointments

Dr John Bailey, Adjunct Professor, School of Management (Business)
Dr Henry Bosch, Adjunct Professor, School of Management (Business)
Dr Tarcisius Chin, Adjunct Professor, School of Management (Business)
Dr Christodoulos Christodoulou, Adjunct Professor, School of Management (Business)
Mr David Boymal, Adjunct Professor, School of Accounting and Law, (Business)
Mr John Warren, Professorial Fellow, School of Business and Information Technology (Business)
Mr John Bird, Adjunct Professor, School of Creative Media (Design and Social Context) (renewal)

Mr Chris Masters, Adjunct Professor, School of Applied Communications (Design and Social Context).
Mr Gary Emery, Adjunct Professor, School of Applied Communications (Design and Social Context) (renewal).
Dr John Peters, Visiting Professor, School of Architecture and Design, (Design and Social Context).
Mr Alan Pears, Adjunct Professor, School of Social Science and Planning Design and Social Context.
Mr Michael Lumb, Adjunct Professor, School of Social Science and Planning, (Design and Social Context) (renewal).
Mr John Macarthur, Visiting Professor, School of Architecture and Design (Design and Social Context) (renewal).
Professor Christopher Paris, Visiting Professor, AHURI (renewal).
Dr Maxwell Stephens, Adjunct Professor, School of Education (Design and Social Context) (renewal).
Professor Tony Thorpe, Visiting Professor, School of Property Construction and Project Management (Design and Social Context)
Mr John van Groningen, Adjunct Professor, School of International and Community Studies, (Design and Social Context) (renewal).
Dr Chris Shepherd, Associate, Globalism Institute.
Dr Gyorgy Scrinis, Associate, Globalism Institute.

Council also received and noted a set of reports dated 31st December 2003 which cover Strategic Priority Projects, Strategic Performance and Operational Performance, including a report on AMS.
7. **ITS Data Centre Upgrade**
   Council approved the ITS Data Centre Upgrade at a cost of $3.42 million.

8. **RMIT International College**
   Council noted that FAMIC at its meeting on 19th February 2004 considered a paper on the RMIT International College and resolved to approve the production of a detailed feasibility study and business case.

9. **Remuneration of Council Members**
   Council approved remuneration for those members eligible to receive in accordance with the provision of the University Acts (Amendment) Act 2003.

10. **Appointment of Meltech Services Ltd Directors**
    Council approved as Directors of Meltech Services Ltd Mr K Parsons and Ms H Sloane.

11. **Revised Terms of Reference for Remuneration Committee**
    Council approved the revised terms of reference and membership for the Remuneration Committee.

12. **Delegation to the Chancellor**
    Council delegated to the Chancellor authority to approve Annual Reports for submission to the Minister.

13. **Delegation to Director Information Technology Services (ITS)**
    Council delegated to the Director ITS power to make Rules relating to IT Terms of Use of the Computer Centres.

14. **Reports**
    Council received reports on:
    - Chancellor’s Determination
    - Financial Update December 2003
    - RMIT Controlled Entities Fourth Quarter 2003 Reports
    - RMIT Profiles – an outline
    - Use of the University Seal.

15. **Senior Appointment**
    Council considered a recommendation on the PVC Group Governance.

16. **Dates of Next Meetings**
    Monday, 29th March 2004 at 8.30am
    Monday, 17th May 2004 at 4.00pm.