

# QUEENSLAND UNIVERSITY OF TECHNOLOGY

## COUNCIL

### REPORT – 23 February 2005

Council met on 23 February 2005, and noted or considered the following items.

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## **VICE-CHANCELLOR'S REPORT**

Council considered the Vice-Chancellor's Report which is available at the following address.

<http://www.chancellery.qut.edu.au/vc/papers.jsp>

## **SUBMISSIONS FROM COUNCIL COMMITTEES AND EXECUTIVE OFFICERS**

### **Election of Deputy Chancellor**

Council noted the appointment of Mr Keith Hilless as Deputy Chancellor for the period 1 January 2005 to 14 December 2005.

### **Council membership**

Council noted that it was now fully constituted with the appointment of Dr Doug McTaggart and Mr Hugh Nalder as additional members to Council, and the appointment of Mr Ryan Ginard and Ms Kate Perry as student members appointed by the Student Guild.

### **Council nomination to University committees**

Council ratified the appointment of Council members to the Planning and Resources Committee and the Appeals Committee.

### **Review of Code of Conduct for Staff**

Council approved a revised Code of Conduct for staff, and noted that the Director, Human Resources Department will have responsibility for implementation of the revised code. The Registrar will report to Planning and Resources Committee by the end of 2005 regarding implementation.

### **QUT Key Performance Indicators**

Council noted progress with the development of the University's Key Performance Indicators, and requested that the indicators be reconsidered by Council in mid 2005, before the targets for 2006 were endorsed.

### **Post 2005 Budget Commitments**

Council considered recommendations from Planning and Resources Committee relating to post 2005 budget commitments and: approved the injection of \$250,000, by way of a special grant, to Briz 31, subject to certain conditions; and ratified the following significant post budget commitments:

- IDP \$250,000 (Repayable Loan); and
- Tsunami Appeal \$ 55,000 (Grant – mostly matched funds).

### **Course Performance Report**

Council considered a summary of the Course Performance Report 2004 – 2005 and noted that the University Academic Board has undertaken its Quality Assurance role in relation to QUT's courses. It was further noted that a summary of the faculties responses to the Report would be provided to Council mid-year.

### **Award of Doctor of the University**

Council approved a recommendation that the degree of Doctor of the University be conferred on:

- Mr Herbert Elliott for distinguished service to the community; and
- Miss Valmai Pidgeon for distinguished service to the community and QUT.

### **Admission of full-fee paying domestic undergraduate students**

Council approved the admission of Australian students to undergraduate award courses on a full-fee paying basis from 2006, and endorsed the implementation process as outlined in the Council submission.

### **Proposed amendments to Queensland University of Technology Act 1998**

Council considered a second draft of the *University Legislation Amendment Bill 2005* and noted that some of issues raised at its last meeting have now been addressed. However, Council reiterated its concerns regarding its ability to delegate funds obtained through bequests, donations and special grants.

### **Report from QUT Enterprise Holdings**

Council noted a Status Report from QUT Enterprise Holdings.

## **ITEMS FOR INFORMATION**

- Post-meeting action sheet for Council 15 December 2004 meeting
- Register of disclosed interests

## **REPORTS FROM COMMITTEES**

The Council committees that have met since the last meeting of Council are listed below, and reports from those meetings (including reports from sub-committees) are attached.

Audit and Risk Management Committee – 16 February 2005

Planning and Resources Committee – 9 February 2005

Further information regarding any of the items can be obtained from the Secretary to the committee.

**QUEENSLAND UNIVERSITY OF TECHNOLOGY**  
**AUDIT AND RISK MANAGEMENT COMMITTEE**  
**REPORT TO COUNCIL**

Audit and Risk Management Committee met on 16 February 2005 and the following items are reported for information. The agenda for the meeting is attached for information.

**Governance report for 2004 QUT Annual Report**

Audit and Risk Management Committee endorsed the governance report for the 2004 QUT Annual Report.

**Draft QUT Financial Statements for the year ended 31 December 2004**

Audit and Risk Management Committee considered the draft Financial Statements for the year ended 31 December 2004. The final report and statements will be considered at the next meeting.

**Correspondence with Queensland Audit Office (QAO)**

Audit and Risk Management Committee discussed QAO's tendency to write to multiple officers in the University on the same topic, in particular writing to the Chancellor for confirmation of his agreement with a management response provided by other staff members. Although the Committee appreciated that, by doing this, QAO was ensuring that the governing element of the University was in agreement with the management element on important issues, the Committee agreed that it was preferable for QAO to direct all of its correspondence to one officer for a consolidated response from the Chancellor and management.

**Correspondence with QAO regarding 2004 audit of QUT**

Audit and Risk Management Committee considered correspondence between the University and QAO relating to QAO's 2004 audit, including two interim audit reports. The Committee noted that no significant issues had been raised in the interim reports, and that the issues mentioned, including cash handling and receipting, Oracle access controls, and hospitality, had been actioned and resolved. The Committee noted that there was no suggestion of fraud, merely non-compliance with the University's policies and procedures.

In response to a query, the Committee was advised that Finance and Resource Planning ran comprehensive training sessions for staff on an ongoing basis, and that, in general, the University's financial procedures and guidelines were reasonable and rigorous.

## **QUEENSLAND UNIVERSITY OF TECHNOLOGY**

### **PLANNING AND RESOURCES COMMITTEE**

#### **REPORT TO COUNCIL – 23 February 2005**

Planning and Resources Committee met on 9 February 2005. The agenda for this meeting is attached. The following items are reported for information.

#### **Major Post Budget University Commitments**

The Committee endorsed for Council's approval the injection of \$250,000, by way of a special grant, to Briz 31. The Committee also endorsed for Council's ratification major post budget University commitments to IDP Education Ltd and Tsunami appeal. This is the subject of a separate item on the Council agenda.

#### **Nomination to Physical and Virtual Steering Committee**

The Committee agreed to defer consideration of its nomination to the Physical and Virtual Steering Committee to the 6 April 2005 meeting.

#### **Proposal for development of Lot 13 in the Kelvin Grove Urban Village for QUT and other purposes**

The Committee considered progress of a proposal in relation to development of Lot 13 at Kelvin Grove Urban Village for a mixed use facility. Mr Stephen Pincus, the Project Director, Kelvin Grove Urban Village made a presentation to the Committee, which also agreed to establish a working party to assist with progression of the proposal in order that it be finalised for consideration at the 20 April 2005 Council meeting. It was agreed that Council members be given a tour of Lot 13 at the Council retreat scheduled for 18 February 2005.

#### **QUT Key Performance Indicators**

The Committee noted progress with development of the QUT key performance indicators and resolved to forward them to Council for information. This is the subject of a separate item on the Council agenda.

#### **Register of QUT Entities / Shareholding**

The Committee noted a Register detailing the University's involvement in entities and that the Register would be updated each May and November. The Committee agreed the Register should be forwarded to Vice-Chancellor's Advisory Committee for comment then returned to the Committee for consideration prior to it being forwarded to Council's 20 April 2005 meeting.

#### **Review of Staff Code of Conduct**

The Committee endorsed for Council's approval the revised Code of Conduct for Staff. This is the subject of a separate item on the Council agenda.

#### **Sugar Research Institute**

The Committee considered a proposal to increase the University's research capacity by moving the research and development unit of the Sugar Research Institute to QUT. A number of comments were made that were forwarded to the Executive Director, Finance and Resource Planning and the Deputy Vice-Chancellor (Research and Commercialisation) for use in progression of the proposal. The Committee agreed to consider the proposal further at its 6 April 2005 meeting prior to it being forwarded to Council's 20 April 2005 meeting.