TERM OF OFFICE OF CHANCELLOR

The Honourable Ms Leneen Forde AC advised Council that she would not be available to serve a further term as Chancellor upon the conclusion of her current term on 31 May 2015. Council noted that at the conclusion of her final term, Ms Forde will have served as the Chancellor of the University for 15 years and that she had provided outstanding leadership and guidance over this lengthy period. The Vice Chancellor advised that there would be an opportunity to say farewell to Ms Forde and to thank her for her extraordinary contributions to the University prior to her departure next year.

VICE CHANCELLOR'S REPORT

A copy of the Vice Chancellor's Report to Council can be accessed from the following web site:


STUDENT RETENTION

Council considered the report ‘Griffith Student Retention Strategy: Present Progress and Future Development’ (2014/0007103) prepared by the Dean, Learning Futures in conjunction with the Academic Provost.

The Academic Provost made a presentation to members about the University’s student retention strategy and discussed the following issues:

- Student retention rates;
- Factors influencing retention and potential areas for enhancement;
- Current retention strategy comprising:
  - Identification and support of at-risk students;
  - Student advising strategies;
  - Curricular strategies.
- Retention strategy insights and outcomes;
- Next phase of the retention strategy.

REPORT ON GRADUATE OUTCOMES

The Academic Provost provided an overview of the Report ‘Enhancing Graduate Outcomes for Griffith’ and highlighted the following key issues:

- The imperative to enhance employability outcomes for Griffith graduates;
- Trends in graduate outcomes;
- Current strategies to enhance graduate outcomes;
- Fundamental principles to achieving improved outcomes for graduates;
- A whole of University approach to enhancing graduate outcomes.

UNIVERSITY BUDGET OVERVIEW

Council considered the preliminary budget document ‘Budget Overview’ (2014/0007095) which had been reviewed by the Finance, Resources and Risk Committee at its September 2014 meeting. It was noted that this document outlined the projected 2014 budget outcomes and canvassed key contextual issues for the Budget, with a particular focus on 2015 and 2016.
Council noted the report on 2014 budget outcomes, as detailed in the *Budget Overview* document and summarised as follows:

a) Projected 2014 revenue outcomes:
   Student enrolments and related program funds account for 95% of General Fund revenue and more than 75% of total revenue. The University’s overall 2014 student enrolment was currently around 1.8% above target and it was anticipated that the overall end of year result would be positive.

b) Projected 2014 expenditure outcomes:
   Council noted that the Groups and Divisions were in a stable financial position and in all cases, a cumulative surplus was projected for the end of the year in General Fund accounts. While some Groups or Divisions would post a fiscal deficit, this was due to planned expenditure of carry-forward funds on non-recurrent items.

Members noted the following key issues facing the University in the preparation of the 2015-17 Budget:
- Domestic student demand
- International student demand
- Commonwealth government funding in the context of proposed higher education reforms
- Salary costs
- Non-salary costs
- Capital management plan 2013-2015

Council noted that, in view of the uncertainty about the extent to which the government’s reform package would be implemented, a one year Interim Budget was proposed for 2015 to allow more time to be sure about the government policy parameters and, if necessary, to develop a budget based on deregulated program fees.

Council also noted that a change to the budget model from the current revenue allocation approach to a contribution margin approach was currently under consideration, and that this was part of a shift to accrual rather than cash budgeting. The Vice Chancellor advised that a simplified version with the same outcome as the existing budget model was under consideration for 2015, and that full development of the new contribution margin model would take place during 2015 for the 2016-18 Budget.

Council resolved to endorse the document ‘Budget Overview’ (2014/0007095). It was noted that, in accordance with its 5/2012 resolution, the University Budget would be presented to the November meeting of the Finance, Resources and Risk Committee and to the December meeting of Council.

**APPOINTMENT OF DEAN (LEARNING AND TEACHING) BUSINESS**

Council resolved to offer Professor Ross Guest an appointment as the Dean (Learning and Teaching) Business for the period 1 January 2015 to 31 December 2017.

**APPOINTMENT OF HEADS OF DEPARTMENT**

Council resolved to offer:
- Associate Professor Michael Barry a further appointment as the Head of Department, Employment Relations and Human Resources for a two year period from 1 January 2015 up to 31 December 2016.
- Professor Chris Auld an appointment as the Head of Department, Tourism, Sport and Hotel Management for a five year appointment from 1 January 2015 up to 31 December 2019.

**PROFESSOR EMERITUS**
Council resolved to confer the title Professor Emeritus on Professor Alan Mackay-Sim, effective 31 December 2014, in recognition of his distinguished service to scholarship and to the University.

**NAMING OF TRADING ROOM, BUSINESS BUILDING (G42) GOLD COAST CAMPUS**

In recognition of the generous financial contribution made to the University by Ms Cathryn Mittelheuser from her late sister, Margaret’s estate, Council resolved to approve that the Gold Coast Trading Room in the Business Building (G42) Gold Coast campus be named The Margaret Mittelheuser AM Trading Room, effective 1 November 2014.

**REVIEW OF CAMPUS LIFE**

In accordance with the University Reviews Policy, an independent review was undertaken of the current activities and future plans of Campus Life. Council endorsed the review report and implementation plan.

**PRESENTATION: QUEENSLAND CONSERVATORIUM**

Professor Scott Harrison, Director, gave a presentation to Council about the current activities of the Queensland Conservatorium and its vision for the future.

At the conclusion of Professor Harrison’s presentation, 27 final year musical theatre students surprised the members with an exhilarating and highly enjoyable live performance.

On behalf of the members, the Chancellor thanked Professor Harrison for his interesting and informative presentation, and thanked Mr Paul Sabey, Head of Musical Theatre, for the wonderful performance given by the students.

**APPOINTMENT TO UNIVERSITY COMMITTEE**

Council resolved to re-appoint Mr Derek Murphy to the Gold Coast Advisory Council for a term of office commencing 8 October 2014 up to 7 October 2017.

**AMENDED UNIVERSITY COMMITTEE CONSTITUTIONS**

Council resolved to approve an amended Audit Committee Constitution (2014/0007047) and an amended Aboriginal and Torres Strait Islander Advisory Committee Constitution (2014/0005767) with immediate effect.

**POLICY REVIEW**

Council resolved to approve the following, with immediate effect:

**New Policies**
Sanctions Compliance Policy (2014/0007096)
Staffing Delegations: Administrative Divisions (2014/0003250)
Statement Regarding Integrity of Student Admissions, Scholarships and Prizes Processes and Decision Making at the University (2014/0003523)

**Amended Policies**
Appointment of Academic Managers policy (2014/0007071) [Appointment of Academic Managers in Groups policy (2010/0012779) rescinded]
Approving Authorities for University Policies (2014/0007099)
Authority to Sign Contracts and Agreements Schedule of Delegations (2014/0007100)
Fees and Charges Policy (2014/0007101)
Smoking Policy (2014/0007097)
Staffing Delegations: Academic Groups policy (2014/0007072)
Endorsed Position Statements and Policy Documents
Group Pro Vice Chancellor – Position Statement (2014/0007079)
Dean (Academic) – Position Statement (2014/0007080)
Dean (Research) – Position Statement (2014/0007081)
Dean (Learning & Teaching) – Position Statement (2014/0007082)
Dean (Griffith Graduate Research School) – Position Statement (2014/0007087)
Deputy Chair, Academic Committee – Position Statement (2014/0007085)
Head of School / Department – Position Statement (2014/0007083)
Research Centre / Institute Centre – Position Statement (2014/0007084)
University Reviews policy (2013/0014756).

UNIVERSITY CHRISTMAS HOLIDAYS

Council resolved to declare as ex gratia University holidays Monday 29 December, Tuesday 30 December, Wednesday 31 December 2014 and Friday 2 January 2015, and to authorise the granting of equivalent time off in lieu of one or more of these days to staff required to work on any or all of those days.

OCTOBER 2014