Minutes of the meeting held on Wednesday, 4th December 2013 at 6:00pm in the Old Senate Room, Irwin Street Building.

Present: Adjunct Professor Warren Kerr AM (Warden), Mr Paul McCann AM (Deputy Warden), Clinical Professor Lesley Cala, Mr Colin Campbell-Fraser, Mr Terrence Cheong, Ms Devon Cuneo, Mr Clifford Gillam, Professor Richard Harper, Mr Robert Johnson, Dr Susan King, Dr Doug McGhie, Mr Chuan Ong, Mr James Paparo, Mr Jonathan Strauss, Ms Tracy Taylor and Ms Pauline Tremlett.

By Invitation: Mr Simon Dawkins (Senator)

Apologies: Mr Arthur Hiemstra and Ms Hilary Silbert

Leave of Absence: Associate Professor David Hodgkinson (Immediate Past Warden), Mr Paul Appleton, Mr Ashok Desai, Mr Ian Passmore OAM, Dr Fran Pesich, Dr Taiwo Sanusi and Dr Zarin Salter.

Ms Juanita Perez, Convocation Officer, as Executive Officer.

The Warden, Adjunct Professor Warren Kerr AM, welcomed back Mr James Paparo to the Council of Convocation. Mr Paparo was elected by Council at the last meeting of 6th November 2013 to fill a vacancy on Council following the resignation of Dr Judith Owen.

The Warden then declared the meeting open at 6:02pm.

1. APOLOGIES AND APPROVAL OF LEAVES OF ABSENCE

There were 7 requests for leaves of absence received prior to this meeting.

It was

Resolved 64/13

That Leave of Absence be granted for Associate Professor David Hodgkinson, Mr Paul Appleton, Mr Ashok Desai, Mr Ian Passmore OAM, Dr Fran Pesich, Dr Taiwo Sanusi and Dr Zarin Salter.

Proposed: Ms Colin Campbell-Fraser
Seconded: Ms Tracy Taylor

An apology was received from Mr Arthur Hiemstra and Ms Hilary Silbert.

Professor Lesley Cala asked if contact had been made with Mr Pino Monaco, President of the UWA Sports & Recreation Association, regarding his attendance at future meetings of the Council.

Minutes of the Convocation Council Meeting 4th December 2013
of Convocation. The Warden reported that he had contacted Pino Monaco and arrangements had been made to discuss his attendance at Council meetings early in the new year.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the Council of Convocation meeting of Wednesday, 6th November 2013 were contained in Attachment A of the agenda papers for this meeting.

It was

Resolved 65/13

That the minutes of the Council of Convocation meeting held on Wednesday, 6th November 2013 be accepted as a true and accurate record of that meeting.

Proposed: Dr Susan King
Seconded: Mr Clifford Gillam

3. BUSINESS ARISING FROM THE MINUTES

It was agreed that all business arising from the minutes of the last meeting of the Council of Convocation held on Wednesday, 6th November 2013 would be addressed in the agenda items for this meeting.

4. WARDEN’S REPORT

The Warden, Adjunct Professor Warren Kerr AM spoke to his report. The Warden’s report appeared at Attachment B of the agenda of this meeting.

The Warden highlighted a number of activities over the past month including a number of meetings, attendances at award presentation ceremonies and the annual UWAHS lecture. The Warden thanked the organisers of the following events.

UWA Historical Society Annual Lecture (UWAHS)

The Warden indicated that he represented Convocation at the UWA Historical Society Annual lecture held on 26 November 2013. The annual lecture was a joint venture of Convocation and UWAHS and he was invited to give an introductory speech at the event. This is the last of the 5-year series of annual lectures held in conjunction with Convocation. The Warden commended Dr Fran Pesich, President of UWAHS, for the tremendous amount of work she put into making this such a successful event.

UNISON Event

The Warden, on behalf of the Council of Convocation, hosted the UNISON event on 27 November 2013. The event was successful and well attended. The Warden thanked Ms Tracy Taylor, Convenor of the Outreach Committee and the Convocation staff for organising the event.
Education Futures presentation to Convocation

Following up on Mr Simon Dawkins’s report at the last meeting, the Warden reported that he will contact Professor Alec Cameron early in the new year to arrange a suitable date for his presentation to Convocation Council on his Education Futures paper.

5. GUILD PRESIDENT’S REPORT

The Warden indicated that the new Guild President Tom Henderson was not able to be present at the meeting. As no written report was provided for this meeting, the Warden suggested that we defer this item until the first meeting in 2014.

6. TREASURER’S REPORT

Revenue and Expenditure Report for October 2013

A copy of the October 2013 Financial report appeared at Attachment C of the agenda of this meeting.

2013 Convocation’s End of Year Financial Resolutions

A copy of the 2013 Convocation’s End of Year Financial Resolutions appeared at Attachment D of the agenda of this meeting. This report contains a number of recommendations to be approved by Council before the end of year 2013. As the Treasurer was not able to be present at the meeting to speak on the recommendations, and to allow Councillors the opportunity to consider the recommendations, the Warden requested that these resolutions be recirculated via email to Councillors following the meeting. This would enable all enquiries to be addressed by the Treasurer. An electronic vote would be conducted to determine the decision by Council.

Mr Clifford Gillam commented some of the recommendations in this report appear to be procedural and others may require a decision by Council. Mr Gillam suggested that it may be useful in the future if the report could indicate, perhaps by asterisk, recommendations which are purely procedural. This was agreed.

7. REPORT OF ISSUES OF RELEVANCE FROM SENATE

Mr Simon Dawkins reported on the following issues of relevance:

- **Artwork** – Winthrop Professor Ted Snell, Director, UWA Cultural Precinct, presented Senate with a list of artwork and their value recently purchased by the University.

- **Corporate Branding** – The University has engaged external consultants to promote a new corporate branding strategy and communications strategy for the University. It is the view that once the cap on student numbers is lifted, universities nationally will become more competitive.

The Warden reported that he has been contacted by the consultant and they will be meeting tomorrow to discuss his brief and the need for a new corporate branding and communications strategy for UWA. The Warden will report on this matter at the next meeting of Council.
• **NHMRC Grants** – The University has recently implemented strategies with a view to improving the results of its NHMRC applications.

• **Accountancy Review** – There is a review of accounting practices throughout the University which will look into how different areas of the University deal with the complexities of new accounting arrangements.

• **Student Services Amenities Fee (SSA)** – The SSA will be charged at the maximum amount permissible by legislation. Funds raised from the SSA will be equally divided between the Guild, Student Services and the UWA Sports Association. There will also be some assistance from the University to the Guild to reduce the cost of repurchasing the Guild buildings that the Guild sold when VSU was brought in. There will also be some money for capital improvements.

• **UWA Strategic Plan** – The University is in the process of preparing a new strategic plan. The Warden indicated that he will be meeting with the Vice Chancellor to discuss the new strategic plan prior to Christmas.

• **Education Policy** – Mr Dawkins suggested that an Education Policy Committee could be formed to keep Council abreast on matters relating to the complexities and pressures brought on by policy changes and reforms. The Warden indicated that he would welcome the opportunity to have further discussions with Mr Dawkins on how best to move forward with this suggestion.

8. **NEW BUSINESS**

**Liaison with University of Sydney**

During the Warden’s visit to Sydney next week, he will be meeting with Dr Barry Catchlove and David Turner, former Presidents of the Alumni Council for the University of Sydney, and Tracey Beck, their Director of Alumni Relations to exchange information regarding their organisational structure, their strategic plan and how they have improved engagement with graduates and alumni over the past decade. The Warden will provide a report on this meeting at the next Council meeting to be held on 5th February 2013.

**Email to all graduates: Call for Nominations for three UWA members of Senate**

The Warden reported that an email was sent out earlier this week to all graduates with known email addresses. The email encouraged all graduates to have an on-going involvement in the future of our University. In the email, the Warden invited graduates to nominate for Senate, and encouraged them to vote at the upcoming Convocation elections. The Convocation Officer, Ms Juanita Perez, added that since the email was sent out, she has received a number a phone calls and emails from graduates expressing interest in nominating for these positions.

**Postal mail out to all graduates: Update on Convocation Initiatives**

The Warden reported that Convocation has posted out a letter and brochure to all graduates informing them of upcoming Convocation initiatives such as electronic voting. A reply slip was included to urge graduates to indicate whether they would allow use of their email address for all
electoral communications, as well as to provide us with their current contact details, especially their email addresses.

**Graduate Women WA (GWWA) Tender for Academic Gowns**

The Warden indicated that during the past month, UWA Student Services had issued a Request for Proposal (RFP) for the supply of academic dress services for all the graduation ceremonies conducted by UWA. This tender process had come as a surprise to Graduate Women WA (GWWA) who had been providing a hire service for academic regalia for the past 50 years and were in the process of gearing up for the changes in UWA graduation apparel that will be introduced in 2014 as a result of the new UWA course structure. As a result, the sudden cessation of these arrangements would have significant financial implications for GWWA.

Because UWA members of Graduate Women WA are also members of Convocation, prior to the last meeting at Lesley Cala’s behest, the Warden indicated that he had made enquiries to ascertain whether it was possible to reverse this decision, but was informed that the tender process had already been set in train. As a result, he the spoke with and then emailed the President of Graduate Women WA Felicity Farrelly to offer any assistance that they may require in preparing a tender so that GWWA could continue to provide their academic apparel hire service.

Following the annual general meeting of GWWA, he was informed by Felicity Farrelly that because of a number of issues, and the way the tender is structured, GWWA had decided not to submit a tender for this service.

Given this decision by the GWWA, the Warden suggested that there may be an opportunity for Convocation to joint venture with GWWA in a separate business established to supply UWA with academic dress services. However, before taking any action in this regard, he wished to seek the views of Council members views on this matter. Following discussion, it was

**Resolved 66/13**

1. A sub-committee chaired by the Warden, should be formed to investigate the feasibility of entering a joint venture with GWWA to supply academic gowns at graduation ceremonies; and
2. If the sub-committee finds that a joint venture with GWWA to supply academic dress services at graduation ceremonies is financially viable, Convocation and GWWA should submit a tender for the provision of these services to UWA Student Services.

Proposed: Mr Warren Kerr AM  
Seconded: Mr Paul McCann AM

The motion was carried with two dissents from Dr Susan King and Professor Richard Harper.
9. COMMITTEES AND WORKING GROUPS

9.1 Statutes Committee

The Convenor of the Statutes Committee, Mr Paul McCann AM, reported on the following:

Proposed amendments to Statute 11

Following the last Council meeting of 6th November 2013, a memorandum was formally sent to the Registrar, Mr Peter Curtis and the University Secretary, Ms Deirdre de Souza, to advise that Council has resolved to accept the recommendation of the Statutes Committee to accept the changes to Statute 11 Academic Dress as put forward from Senate with an amendment of the wording of the headings and sequence of award types and with a request that the Senate consider adopting the amended wording. Mr McCann reported that this matter is now settled.

Proposed amendments to Statute 9 and Statute 12

Mr McCann spoke with Mr Kim Heitman, Director of Legal Services, and Ms Deirdre de Souza regarding a suitable timeframe for the submission of proposed amendments to Statute 9 and Statute 12 for consideration by UWA Senate. Mr McCann was advised that presentation at the Senate Meeting to be held on 3rd February 2014 would suit. This means final amendments should be forwarded to the University Legislative Services no later than 14 December 2013. Legislative Services will forward Statutes 9 and Statutes 12 to Senate for consideration at their February 2014 meeting.

Mr McCann also added that proposed amendments to Statute 9 will include a provision to allow voting on Council matters via email.

Proposed amendments to both statutes are still in progress.

First Ordinary Meeting 2014

Proposed amendments to Statute 9 and Statute 12 will not be posted with the First Ordinary Meeting mailed out.

Additional Ordinary Meeting 2014

It is recommended that the proposed amendments to Statute 9 and Statute 12 be presented at an Additional Ordinary Meeting of Convocation to be held at an appropriate time in April 2014.

Graduate Database

The Warden reported that funding has been approved by the University for the upgrade of Raiser’s Edge database program during 2014. There is a potential capacity in the upgrades for the program to run electronic voting which would be more cost efficient. Although more research needs to be done in this area, it is unlikely that this could be undertaken before 2016.

No written report was submitted for this meeting.
9.2 Awards Committee

The Convenor of the Awards Committee, Clinical Professor Lesley Cala reported on the following:

Meeting Date

The Awards Committee meeting scheduled for Tuesday, 26 November 2013 was deferred to Tuesday, 10 December 2013. This change was necessary as the date and time of the meeting overlapped with the UWA Historical Society Annual lecture which a number of Convocation Councillors and Awards Committee members were also actively involved in.

2013 Matilda Awardee – Christina Davies

Professor Lesley Cala reported that Ms Christina Davies, winner of the 2013 Matilda Award for Cultural Excellence has written to her advising that she has recently won a prize for arts and health research in the 2013 International Arts and Health conference. Ms Davies believes that the Matilda Award for Cultural Excellence contributed to winning this international award. Ms Davies has offered to give her "Arts and Health Outcomes" presentation that was presented at this conference to a future Convocation meeting.

It was suggested that this presentation could take place at an Ordinary Meeting. The Warden will discuss this with Clinical Professor Cala so that an appropriate forum for this presentation can be arranged.

No written report was submitted for this meeting.

9.3 Outreach Committee

The Convenor of the Graduate Outreach Committee, Ms Tracy Taylor, reported on the following:

50th Reunion Luncheon

The 50th Reunion Luncheon was held on Saturday, 16 November 2013 at the University Club. The luncheon was well attended by 120 graduates of 1963 and their guests. The Committee has received very positive feedback on the biography booklet, venue and activities of the day. The entire luncheon and speeches were fully recorded and will be available on the Convocation website. Photographs taken on the day, as well as the entire biography booklet will also be posted on the Convocation website.

A raffle held at the luncheon raised $509.00 which will be donated to Convocation awards and prizes. The organising committee managed to obtain many prizes for the event. The University Club also sponsored a number of prizes.

UWA Historical Society

The Annual Lecture co-hosted by the UWA Historical Society and Convocation was held on Tuesday, 26 November 2013 at St George’s College. The lecture focussed on the life of Emeritus Professor Reginald Appleyard. The event was well attended by over 50 graduates and guests. The Lord Mayor Lisa Scafiddi also attended this event.
Unison Event and Convocation End-of-year Gathering

The final Unison Event for the year and Convocation End-of-Year gathering was held on Wednesday, 27 November 2013 at the University Club. The gathering was well-attended by various graduate and Friend groups. The Unison database is growing rapidly.

The next Unison event will be held on 26 February 2014 at the University Club an email invitation will be sent out in due course.

Awards Ceremony 2014

Professor Lesley Cala had asked if it was possible for the Awards Ceremony to be held in August next year. Investigations are currently underway examining possible venues and formats for this event.

The next Outreach Committee will be held next week on 10 December 2014.

No written report was submitted for this meeting.

9.4 Development & Policy Committee

The Convenor of the Development and Policy Committee (D & P), Mr Arthur Hiemstra, was not present at the meeting. A written report was submitted and appeared at Attachment E of the agenda of this meeting.

The Warden reported that it was recommended by Mr Hiemstra that the minutes of the last D&P meeting held on 6th November 2013 be posted on the Convocation website. There was no objection to this suggestion.

The Warden also reported that at the D & P committee meeting held on 21 November 2013, the committee discussed their main focus and role. The Committee viewed its primary role as being to manage the coordination of all of Council’s communications strategy.

The Warden commented that Mr Hiemstra has put a tremendous amount of work into this communications initiative and he therefore wished to defer his report to the next meeting of Council so that Mr Hiemstra could have the opportunity to speak to this report.

9.5 Membership Committee

The Convenor of the Membership Committee, Dr Susan King, spoke to her reports. A copy of the minutes of the committee meeting of Tuesday, 29 October 2013, appeared at Attachment F of the agenda of this meeting.

Dr King focussed her talk mainly on her End-of-2013 report. A copy of the End-of-year report from the Membership Committee appeared at Attachment G of the agenda of this meeting.

The committee also held a meeting on Tuesday, 19 November 2013. The minutes of this meeting will be circulated at the next meeting of Council in February 2014.

The Council resolved the following recommendations put forward by the Membership Committee:

Minutes of the Convocation Council Meeting 4th December 2013
Resolved 67/13

Council receives and notes the end-of-2013 report of the Membership Committee.

Proposed: Dr Susan King
Seconded: Mr Clifford Gillam

Resolved 68/13

Council approves, for the time being, the use of UWAASA’s definition of academic staff for the purposes of deciding whether an applicant for admission to membership of Convocation under Clause 2 of Statute 4 had “... been appointed as a professor or lecturer in The University of Western Australia, or to any position of equivalent status ...” and was a member of the academic staff of the University.

Proposed: Dr Susan King
Seconded: Mr Clifford Gillam

10. OTHER BUSINESS

- Convocation presence at Graduation Ceremonies – Ms Devon Cuneo asked Council to consider whether they viewed the presence of a manned Convocation booth at Graduation Ceremonies as a worthwhile initiative. The Warden asked that this topic be deferred pending the outcome of the sub-committee’s investigation into the tender of provisions of academic gowns at graduation ceremonies, as this may address the issue. This was agreed.

- The Warden reminded all who were intending to re-nominate for 2014 Convocation Elections that nomination forms were available from the WAEC or from the Convocation Officer, Ms Juanita Perez.

There being no further business, the Warden declared the meeting closed at 8:12pm.

Minutes of the Convocation Council Meeting 4th December 2013