

The University of New South Wales  
Sydney NSW 2052 Australia

*Telephone* (02) 9385 1000  
*Facsimile* (02) 9385 2000  
*Email* RecordsAdmin@unsw.edu.au  
*Website* www.unsw.edu.au

*Hours of opening*

UNSW is open 9am–1pm and 2pm–5pm every weekday, except for public and university holidays. Many parts of the University are open beyond these times. Please telephone the section or department you wish to visit to check their opening times.

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THE UNIVERSITY OF NEW SOUTH WALES  
ANNUAL REPORT

2003



THE UNIVERSITY OF  
NEW SOUTH WALES

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## THE FUNCTIONS OF THE UNIVERSITY

The functions of the University (within the limits of its resources) include:

- a the provision of education and research facilities of university standard;
- b aiding, by research and other suitable means, the advancement, development and practical application of science to industry and commerce;
- c the provision of instruction and the carrying out of research in the disciplines of human studies and medicine and in such other disciplines as Council may from time to time determine; and
- d the conferring of the degrees of Bachelor, Master and Doctor and the awarding of diplomas and other certificates.

*University of New South Wales Act 1989, Section 6 (1)*

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## UNSW MISSION STATEMENT

By providing  
an excellent educational experience  
and by achieving  
excellence in research  
international engagement and  
interaction with the community

UNSW will be an international university of outstanding quality.

*UNSW Five Year Plan, 1999*



4 August 2004

Annual Report of the Council of  
The University of New South Wales  
For the year ended 31 December 2003

The Honourable Dr Andrew Refshauge MP  
Deputy Premier  
Minister for Education and Training, Minister for Aboriginal Affairs  
NSW Legislative Council Assembly  
Level 31 Governor Macquarie Tower  
1 Farrer Place  
Sydney NSW 2000

Dear Minister

In accordance with the *Annual Reports (Statutory Bodies) Act 1984* ("the Act"), the Council of the University of New South Wales has the honour to transmit the University's Annual Report for the year ending 31 December 2003.

In accordance with the *Public Finance and Audit Act*, UNSW submitted its financial statements for the year ended 31 December 2003 to the Minister for Education and Training on 11 February 2004. In auditing the Financial Statements, the Auditor-General identified an issue with the University's Bank Reconciliation.

On 25 February 2004, in accordance with Section 13 of the Act, the University requested an extension of time to investigate the issue and to submit its Annual Report. On 18 March 2004, the University obtained this extension of time to 24 May 2004. The detailed nature of those investigations over the ensuing three months resulted in further correspondence to the Treasurer and the Minister for Education and Training on 1 June and 27 July 2004 respectively, with UNSW acknowledging the extended time taken to reconcile and improve its financial management systems.

The Annual Report is forwarded to you for presentation to Parliament.

Yours sincerely

Handwritten signature of Dr John Yu AC.

Dr John Yu AC  
Chancellor

Handwritten signature of Professor Mark S Wainwright AM.

Professor Mark S Wainwright AM  
Vice-Chancellor and President

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## PART ONE

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## FACTS IN BRIEF

### ENROLMENTS

Students (head count)	40,594
Total enrolments	41,143
Higher doctorate and PhD	2,146
Masters research and masters coursework	8,684
Cross-institution and non-award	1,054
Bachelor degrees and undergraduate diplomas	24,950
Postgraduate qualifying diplomas and certificates	4,309

### STAFF (FULL-TIME EQUIVALENT)

Total Staff	5,290
Academic – teaching only, teaching and research	1,888
Academic – research only	383
Academic – other	74
Non-academic	2,945

### FINANCE (2003)

Total assets	\$1.77 billion
Annual operating revenue	\$783 million
Total expenditure	\$766 million

### ACADEMIC UNITS

Faculties	8
AGSM (a Faculty of both UNSW and the University of Sydney)	1
University College Australian Defence Force Academy (ADFA)	1
Schools (including ADFA)	76
Centres (including NHMRC programs)	71
Institutes	4
Principal teaching hospitals	4

### AWARDS

Total awards in 2002	9,468
Higher degrees	4,318
Postgraduate diplomas and graduate certificates	722
Bachelor degrees and undergraduate diplomas	4,428
Total degrees and diplomas awarded since the University's foundation	183,690
Undergraduate programs available	235
Postgraduate programs available	592

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## THE COUNCIL OF THE UNIVERSITY

The Council is the University's governing body and is constituted in accordance with the provisions of the University of New South Wales Act 1989, which came into effect on 1 July 1990.

The Council consists of 21 members as follows:

- > Three official members (Chancellor, Vice-Chancellor and President of the Academic Board).
- > Two Parliamentary members.
- > Four Ministerial appointments.
- > Eleven elected representatives of the staff, students and graduates.
- > One additional member appointed by the Council.

The Council is chaired by the Chancellor, who is elected by the members of Council. During 2003 the Chancellor was Dr John Yu AC, who is the sixth holder of the office.

The Deputy Chancellor is elected by and from the members of Council. During 2003 the Deputy Chancellor was Ms Catherine Harris, PSM.

The positions of both Chancellor and Deputy Chancellor are honorary.

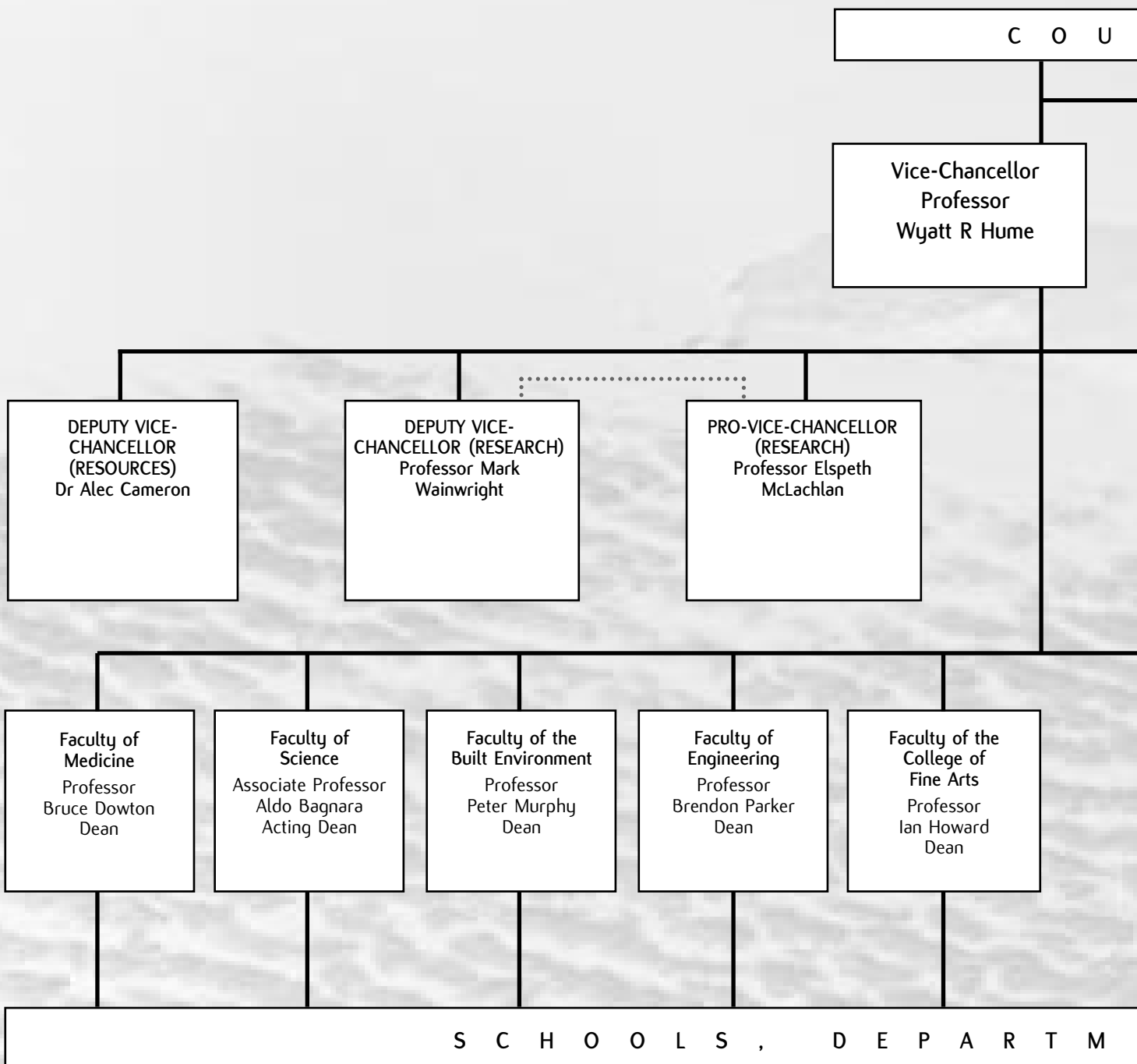
The Vice-Chancellor and President and the President of the Academic Board are members of the Council *ex officio*. The University's fifth Vice-Chancellor, Professor Wyatt R Hume, took office in July 2002.

The Council also acts as a forum for the University community and other stakeholders with the following principal functions:

- > Contributing to the development of the University's mission, goals and strategies, including legal and ethical standards and performing an ongoing review of these matters.
- > Monitoring the progress of the University against measurable goals through reports from the Senior Management Group.
- > Making a small number of the most critical staff appointments and delegating more substantially the responsibility for making a range of others.
- > Ensuring proper University management systems and accountable delegations are in place with appropriate regular reporting to Council.
- > Strengthening the University's community relations so as to ensure that the University is responsive to community needs and is itself strongly presented to the outside world.
- > Making appropriate provision for final appeal from within the University community on matters of sufficient substance.
- > Regularly appraising Council's own performance.
- > Ensuring, within the provisions of the University Act, Council's effective renewal through replacement of retiring members and induction of new members.

# THE STRUCTURE OF THE UNIVERSITY

AS AT DECEMBER 2003



N C I L

ACADEMIC BOARD

DEPUTY  
VICE-CHANCELLOR  
(INTERNATIONAL  
& EDUCATION)  
Professor John Ingleson

PRO-VICE-  
CHANCELLOR  
(EDUCATION &  
QUALITY  
IMPROVEMENT)  
Professor Adrian Lee

PRO-VICE-CHANCELLOR  
(INSTITUTIONAL  
ADVANCEMENT)  
Ms Jane Bloomfield

REGISTRAR AND  
DEPUTY PRINCIPAL  
Ms Crystal Condous

Faculty of Law  
Professor  
Leon Trakman  
Dean

Faculty of  
Commerce and  
Economics  
Professor  
Greg Whittred  
Dean

Faculty of  
Arts and Social  
Sciences  
Professor  
Annette Hamilton  
Dean

Australian Defence  
Force Academy  
University College  
Professor  
Robert King  
Rector

Australian Graduate  
School of Management  
Professor  
Robert McLean  
Dean and Director

E N T S   A N D   C E N T R E S

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## THE CHANCELLOR'S REPORT

This was the first full year of service by the Vice-Chancellor and President, Professor Wyatt R Hume, and provided the University community with an exciting glimpse of the future directions in which he will lead UNSW, based on a solid foundation of a new academic vision – a vision very appropriately led by him, but created and determined by the academic staff of the University with the strong commitment and support of the general staff.

This year's income support to the University from the Australian Government fell to 59 per cent compared to a peak of 70 per cent in 1994. Income from student fees rose to 20 per cent. For a research-intensive university, this is not a viable situation if we are to continue to push forward the knowledge frontiers so essential for a country like Australia. But UNSW is realistic about the budget priorities of government and recognises the need to seek additional funding from other sources.

These factors have led the Vice-Chancellor to restructure the senior management of UNSW so

that it can better meet the challenges that lie ahead. An important strategy has been to strengthen our relations with government, the community, industry and our own alumni and with this in mind a major new administrative unit of Institutional Advancement has been created, led by Pro-Vice-Chancellor Jane Bloomfield. It is a recognition that more resources need to be allocated to such activity if UNSW is to make good the shortfall in funding by means other than increasing student fees alone.

Universities face the anomaly of depending largely on Australian Government funds for their core business while their very being is founded and dependent on State Government legislation. Little wonder that the changes in funding methods proposed by the Australian Government Minister for Education, Science and Training have consumed so much of the discussion and thought of university managers and governing bodies. It is hard to avoid the term 'governance' when scanning UNSW Council agenda papers.

Everyone would support the concept that tertiary institutions should be run in an efficient, business-like way, so long as we also recognise that we are not commercial enterprises where success is measured by bottom-line profit alone. Indeed it can be a source of much argument when one discusses the key indicators of success for an individual institution.

Universities depend rightly on public money through magnanimous and thoughtful government and for that reason there are times when the right thing to do may be an action that is in Australia's long-term interest rather than in local gain. That harvest may not be enjoyed within a fiscal year nor in the term of a government. UNSW's many partnerships and activities on the international field fall into such categories and must not be sacrificed to meet short-term obsessions with costs. The same argument can clearly be run when we talk of research, let alone the pursuit of scholarship in the humanities and the arts.

But this is not to deny Council's responsibilities and accountability to ensure that decisions are reached after appropriate processes have been observed and then to monitor itself and the organisation to ensure that the prescribed actions are always followed. During the year there have been several referrals to monitoring bodies such as the New South Wales Auditor-General, the Independent Commission against Corruption and the Ombudsman. Council believes that it and its officers have freely and openly cooperated with those bodies to ensure that nothing has been done that is legally or procedurally wrong. When errors or omissions have been identified then actions have been instigated to correct them. These referrals are recorded elsewhere in this report.

I would wish to place on record my own gratitude to the Council's Audit Committee under the leadership of Mr Brian Suttor which has been so diligent in its work and which like Council itself acts and works in an unpaid voluntary capacity.

Mr Peter Mason and the Finance Committee carry an especially heavy burden at times such as these, when the solutions to some budget problems could lead to an unequal burden on some students. The commercial skills that are freely given to UNSW are

substantial in the Finance Committee, but are also given by the members of the UNSW Foundation Board.

Dr Penny FitzGerald presides over the Student Affairs Committee and Professor Jeremy Davis over the Buildings and Grounds Committee, while The Honourable Ms Susan Ryan has just taken on the responsibilities of the Risk Management Committee. Of course in commerce, membership of board subcommittees has its own special rewards, but in organisations like UNSW it means more work, though we all enjoy the satisfaction of helping to make UNSW a better university. To my fellow members of Council may I offer my appreciation of their support and hard work.

This year sees the retirement of our Registrar for the last 11 years, Ms Crystal Condous. The Registrar runs the infrastructure of the University and has primary care of our students. In thanking Crystal for her loyalty and effectiveness we acknowledge UNSW's considerable debt to her and wish her well in her retirement. The Registrar's position is being changed and many of the duties will be taken over by new Deputy Vice-Chancellor, Alec Cameron, whom we warmly welcome to the team.

Universities are about scholarship, learning and research

and watching over what we do and how we do it is the Academic Board which is so ably led by Professor Kevin McConkey.

Council, and especially I, lean very heavily on Kevin and he has never let us down. The management team of Professor Mark Wainwright, Professor John Ingleson, Professor Adrian Lee and Professor Elspeth McLachlan support the Vice-Chancellor in these areas.

I would conclude by acknowledging the ongoing assistance of the Australian Government Minister for Education, Science and Training, The Honourable Dr Brendan Nelson MP and his Department, and the New South Wales Minister for Education and Training, The Honourable Dr Andrew Refshauge MP and his departmental officers. The patients are not all that well. I hope the good doctors know the right diagnosis and have the right treatment. They have our good wishes.

DR JOHN YU AC  
CHANCELLOR

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## THE VICE-CHANCELLOR'S REPORT

**2003** has been a year of significant discussion and planning across the University community as we have worked to consolidate the future direction of UNSW. The University community has been involved in a two-staged process of Academic Strategic Planning which aims to provide a clear academic vision for UNSW that will inform future resource allocation decisions.

The Faculties have articulated what they wish to become, what makes them unique and what social value their enterprise contributes to society. The University's Administrative and Support Units – which are central to the implementation of the academic vision – have considered what they are currently doing to add value to UNSW and what can they do in the future to better support our academic aims. And a broadly-based group of academic and general staff – the 'Across UNSW Group' – has considered institution-wide goals and aspirations. The culmination of the process will be the presentation of a Five-Year Strategic Plan to the University Council in May 2004,

which will have been driven in large part by the University-wide consultative process. The strategic priorities identified through this process will inform programmatic development, budget priorities, the capital program and fundraising goals for 2005 and beyond.

Gender equity has had a high profile this year, firstly through the initiatives of the Gender Equity in Academic Women Project, run by the Equity and Diversity Unit, and secondly as a key strategic goal in the Academic Strategic Planning Process. We have seen a number of new policy initiatives introduced over 2003: a Career Advancement Fund for women academics returning from maternity leave; PhD Completion Scholarships to assist staff who are disadvantaged through family responsibilities, disability or cultural background to buy time from teaching to complete their PhD; use of Special Studies Leave for PhD completion; Equity Initiatives Grants to encourage Faculties and Schools to develop academic gender equity initiatives in their area; an increase in the Vice-Chancellor's Childcare

Support Fund for Women Researchers; improved paid parental leave; Childcare Review and Consultative Committee; parking facilities for pregnant women and staff with babies; Women's Promotion Workshop; and expansion of the Career Development Scheme.

The representation of academic women at UNSW has increased to 30 per cent of academic staff, moving from a plateau over the previous three years, when it hovered around 28 per cent. Additionally, women's representation at both Senior Lecturer and Associate Professor levels has increased since 2000. Women already make up the majority of general staff. While the representation of women in senior general staff positions is still lower than that of men, it is improving, and is higher than the national average for senior Higher Education Worker levels. We can look forward to further quantitative and qualitative progress across the University as the Gender Equity Project continues. UNSW was one of five finalists for the national

‘Outstanding EEO Practices for the Advancement of Women’ award presented by the Australian Government’s Equal Opportunity for Women in the Workplace Agency.

I am very pleased to report that UNSW had a 40 per cent increase in Indigenous student enrolments in 2003. This is a tribute to the exceptional work of our staff in Indigenous programs and Professor Adrian Lee, Pro-Vice-Chancellor (Education and Quality Improvement). The Aboriginal Education Program’s Winter School is one of the initiatives that has been very important in encouraging high school students to come to UNSW. As a result of this year’s Winter School, the Aboriginal Educational Program started a mentoring scheme with students from Randwick Boys High School. Along with the Indigenous pre-programs in Law, the Built Environment and Commerce and Economics, a pre-program for Social Work will run for the first time in 2004. The initiatives of the Aboriginal Education Program are clearly working in increasing enrolment of Indigenous students, but we need to ensure we keep strengthening these undergraduate programs, as well as looking closely at how to encourage more Indigenous postgraduate students.

The University maintained steady progress over the course of 2003. Measured against the broad indicators of success, we have much to be proud of. While acknowledging and enjoying these achievements, we must also recognise those areas of activity where we are not performing as well as we might wish. It is rare for an organisation to have a year in which there are only positives. And

it is by recognising where we can and need to do better, that UNSW will augment its many strengths in research and teaching.

When we look at the quality of any university, it is primarily determined by the excellence of its staff and students. UNSW has always done well in attracting and retaining outstanding students from New South Wales and elsewhere in our region; 2003 was no exception. UNSW attracted the greatest number of students in the top one per cent band of the University Admissions Index (UAI). In addition, the University attracted the highest number of students with a UAI score of 100, with nine of the ten students accepting a place at UNSW.

As a leading Australian research university, UNSW contributes through its research to the economic and social fabric of Australia. The University was able to improve its relative performance compared to the other Group of Eight universities in the Australian Research Council (ARC) and National Health and Medical Research Council (NHMRC) from the 2003 to 2004 round of funding, making this a highly productive year for researchers at UNSW.

In 2003, the University has continued to be successful in securing both international grant funding (receiving \$17.5M) and in national competitive grants, particularly through the ARC Discovery Projects Scheme (\$19.5M). It is noteworthy that more than half a million dollars was awarded to three groups of researchers – led by Professor Peter Saunders (Social Policy Research Centre), also an ARC Fellowship recipient; Associate Professor

Lynne Bilston (Prince of Wales Medical Research Institute); and Dr Emery Schubert and Dr Dorottya Fabian (School of Music and Music Education). UNSW also strengthened its links with industry partners, obtaining more than \$3M in ARC Linkage Program funding and an additional \$2M under the Linkage Infrastructure Equipment and Facilities grant scheme (industry partners contributed an extra \$1.6M in matching funds).

Researchers at UNSW were also awarded a total of \$24.5M in NHMRC funding. In particular, Professors Richard Bryant (School of Psychology) and Derrick Silove (School of Psychiatry) received \$4.7M over five years for their research into post-traumatic mental health; Professor Adrian Bauman (Professor of Public Health at Liverpool Hospital and a leading participant in research on exercising regularly to improve health) received \$4.4M; and nearly \$7M was awarded to a third project led by Nobel Laureate Professor Peter Doherty of the University of Melbourne, with Professor David Cooper (National Centre in HIV Epidemiology and Clinical Research) as second chief investigator.

It was pleasing to see that many of the University’s outstanding researchers were recipients of major awards in 2003. Professor Jeffrey Shaw (College of Fine Arts) was awarded one of the 24 Australian Government’s prestigious Federation Fellowships in recognition of his work in interactive digital cinema and Professor Michelle Simmons (Centre for Excellence in Quantum Computer Technology) was acknowledged for her research into atomic-scale devices in silicon.



Professor Caroline Finch (Director, Injury Risk Management Research Centre) and Associate Professor Lynne Bilston (Prince of Wales Medical Research Institute) were awarded NHMRC Fellowships in 2003.

The National Stem Cell Centre was established in 2003, with funding of \$43.55M through the Department of Industry, Tourism and Resources and the ARC. UNSW is a stakeholder participant along with Monash University, University of Adelaide, University of Queensland, the Howard Florey Institute, the Peter McCallum Cancer Institute and the Victor Chang Cardiac Research Institute. The Centre is also developing commercial partnerships.

The Office of Research Training developed new student resources and strengthened its links with Faculties in 2003, in line with the University's aim to provide a quality research training experience for its students, with further initiatives to be implemented in 2004.

UNSW remains in a sound financial position despite the continuing financial pressures created by severely limited Australian Government funding for teaching and research. Adjustments were made to the 2004 budget in expectation of the impact of the new funding regime that will come into place beginning in 2005.

Significantly, the University decided to retain the option of domestic full-fee-paying students, supporting the view that the additional income delivers a degree of flexibility that cannot be easily replaced by other income.

However, UNSW, like many other universities, is severely constrained by limited Australian

Government funding. We must continue to build an endowment in support of UNSW and its programs. To that end I created the position of Pro-Vice-Chancellor (Institutional Advancement). This represents a significant investment by the University to enhance its alumni relations and build its endowment base.

A major initiative undertaken by Human Resources (HR) in 2003 was the negotiation of the fourth round of enterprise bargaining, culminating in the certification of the UNSW (Academic Staff) Enterprise Agreement 2003 and the UNSW (General Staff) Enterprise Agreement 2003. The agreements provide for salary increases of two per cent each June and November in 2003, 2004 and 2005. In addition, general staff received a one-off gross payment of \$1,500 and academic staff received an annual \$3,000 gross loading.

To attract and retain high quality academic staff at UNSW, a range of strategies was implemented in the new enterprise agreements such as the \$3,000 annual academic loading and a commitment to the fair distribution of academic workloads. The formal recognition of the Workplace Planning and Career Development Scheme and the introduction of broadbanding for general staff highlight the University's commitment to the involvement of staff in the workplace planning process and the provision of career development opportunities for all staff.

In addition, HR introduced a range of innovative workplace practices and flexible remuneration options, including further salary sacrifice options and family-friendly policies and initiatives designed to enhance the career

prospects and career pathways for women academic staff. I am committed to HR continuing to explore mechanisms to address gender equity issues for academic and senior staff at UNSW through forums such as the Gender Equity Working Group.

To further deliver on the University's objective of attracting high calibre academic and senior staff to UNSW, a review and restructure of the recruitment function was undertaken to improve effective and professional delivery of recruitment services to UNSW Faculties and Divisions.

To facilitate a more strategic approach in HR operations, I endorsed a change to the reporting lines of the Risk Management Unit into HR to better align the occupational, health and safety (OHS), workers' compensation and insurance functions in the University structure, to ensure that the University continues to meet its OHS compliance obligations.

To assist the University's academic planning process and to better understand our current and future workforce needs, HR produced a comprehensive 2003 UNSW Workforce Profile Report, which details a range of staffing statistics and trends.

Over the past year there was a significant restructure to the portfolios of the Senior Management Group of the University to include: Deputy Vice-Chancellor (Research); Deputy Vice-Chancellor (Academic); Deputy Vice-Chancellor (International); Deputy Vice-Chancellor (Resources); Pro-Vice-Chancellor (Education and Quality Improvement); Pro-Vice-Chancellor (Research); Pro-Vice-Chancellor (Institutional

Advancement); and President, Academic Board.

In August, Ms Jane Bloomfield was appointed as Pro-Vice-Chancellor (Institutional Advancement) and CEO UNSW Foundation. This signals an important change for the University in terms of the development of alumni relations, university communications and philanthropic support from alumni, friends and organisations. Ms Bloomfield has been charged with recommending and implementing an advancement strategy and infrastructure support systems that build directly on the Academic Strategic Planning Process that is now in progress – a strategy that will engage all UNSW stakeholders in assuring UNSW's strength now and in the future.

Dr Alec Cameron took up his position as Deputy Vice-Chancellor (Resources) in September. He is responsible for driving the strategic direction and overall performance of resources and infrastructure. His portfolio includes finance, information technology, capital works and facilities.

The portfolio of Deputy Vice-Chancellor (Academic) is responsible for the key academic functions of the University, including academic planning, student administration and student services. At the time of this report, the appointee has not been announced.

With this restructure I believe that UNSW has an immense

breadth and depth of expertise and experience in our Senior Management Group. They will be vital in ensuring that UNSW advances its many strengths in teaching and research, as well as developing new initiatives through diverse collaborations in Australia and internationally.

UNSW's long-standing relationship with Defence has been strengthened through the signing of a 10-year, \$350M agreement between the Department of Defence and the University of New South Wales for the provision of educational and support services at the Australian Defence Force Academy (ADFA). The new ADFA agreement was signed by the Minister of Defence and myself (on behalf of UNSW) prior to the ADFA graduation parade on 11 December 2003. Professor Robert King, Rector of University College, ADFA, deserves particular recognition for his tireless and skilled work in helping us to reach this landmark agreement.

In May, the Australian Medical Council (AMC) assessed the Faculty of Medicine's new integrated medical course, planned for introduction in 2004. The AMC then advised that it had granted the Bachelor of Medicine Bachelor of Surgery of the Faculty of Medicine at UNSW accreditation until two years after the full course is implemented, that is until 31 December 2011, subject to a small review visit in January 2005. I would like to congratulate Dean Bruce Dowton and his

colleagues at the Faculty of Medicine for achieving this very impressive outcome for their new medical course.

Through the engagement with, and investment in, the Academic Strategic Planning Process by the UNSW community, we are forging a clear academic vision for our institution. We have succeeded through broad consultation, dialogue and deep thought, to identify our scholarly strengths and emerging research strengths – and highlighted areas where hard decisions must be made.

The key to advancing UNSW's great value to our community, to Australia and to our region, through our strengths in teaching, research and service, lies in developing those unique opportunities identified in our academic vision. UNSW can build on its already fine reputation through differentiation of our institution with specific and distinguished international research collaborations. We are well on the way, and our challenge is to keep refining and defining UNSW's distinctive abilities, strengths and expertise. By demonstrating the value of what we do to prospective students and staff, to our alumni, and to industry, business and government, both here and regionally, they will join us in investing in our future.

**PROFESSOR WYATT R HUME  
VICE-CHANCELLOR AND PRESIDENT**

2003

## PART TWO

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## RESEARCH

The achievement of excellence in research is one of three core components of the University's mission. UNSW is committed to excellence in fundamental research, as well as to the application of research methodology to the development of innovative technologies. As one of Australia's 'Group of Eight' research-intensive universities, UNSW is also committed to excellence in research training and seeks to provide a quality research training experience for its students.

The University maintains its relevance in research by closely involving itself with industry and business and has built on these strengths by developing worldwide cooperative arrangements and interaction with industry partners through its extensive local and international research networks. Research is undertaken in and across all Faculties and Schools and also in dedicated research centres, established both through externally-funded organisations and from internally-allocated strategic resources.

UNSW has internationally competitive existing and emerging research strengths which include

HIV/AIDS research, quantum computing, photovoltaics and solar energy, polymer and membrane science, nanomaterials, brain sciences, vascular biology, oncology, artificial intelligence, systems engineering, software engineering, environmental modelling, modern mathematical analysis, numerical analysis, mass spectrometry, proteomics, genomics and tissue engineering. The University has continued to perform well in international grant funding in 2003 with \$17.5M awarded to UNSW, out of a total income of \$114.7M.

The University's achievements in obtaining nationally competitive grants were also notable with \$19.5M awarded through the Australian Research Council's (ARC) Discovery Projects Scheme (which funds innovative research) across a range of disciplines. This included awards of more than half a million dollars to three groups of researchers, led by Professor Peter Saunders of the Social Policy Research Centre (also the recipient of a prestigious ARC Fellowship); Associate Professor Lynne Bilston from the Prince of Wales Medical Research Institute and

Dr Emery Schubert and Dr Dorottya Fabian in the School of Music and Music Education.

More than \$3M in funding was awarded under the ARC's Linkage Program, which funds collaborative projects between universities and industry partners. The grants were awarded for research at UNSW in a wide range of areas including engineering, communications, business, biochemistry and biomedicine, multimedia, public health, chemistry and ecology, with the highest levels of funding awarded in the fields of environmental engineering and communications technology. Almost two million dollars was also awarded under the Linkage Infrastructure Equipment and Facilities grant scheme (with an additional \$1.6M in matching funding contributed by industry partners).

Researchers at UNSW were also successful in gaining funding from the National Health and Medical Research Council (NHMRC), with a total of \$24.5M awarded, including nearly \$17M allocated to three programs. The team led by Professors Richard Bryant (School of Psychology) and Derrick Silove

(School of Psychiatry), received funding of \$4.7M over five years to undertake research into post-traumatic mental health; some \$4.4M was awarded to a project asking 'How can people be helped to exercise regularly so as to improve their health?' in which UNSW's Professor Adrian Bauman (Professor of Public Health based at Liverpool Hospital) is a leading participant; and a third project, 'Understanding HIV infection and the development of new vaccines', led by Nobel laureate Professor Peter Doherty (Melbourne University), with Professor David Cooper of the National Centre in HIV Epidemiology and Clinical Research as second chief investigator, was awarded nearly \$7M.

The University's relative performance compared to its peer universities from the Group of Eight improved in the ARC and NHMRC from the 2003 to 2004 funding round. UNSW also continued its success in the Fulbright Fellowship scheme, gaining two Senior Scholar incoming awards and one outgoing postgraduate scholarship.

Two of the Australian Government's prestigious Federation Fellowships were awarded to UNSW researchers in 2003 (from 24 awarded nationally). Professor Jeffrey Shaw (formerly a researcher at the ZKM Institute for Visual Media in Germany and, since 2000, Visiting Professor and Codirector of the Centre for Interactive Cinema Research at UNSW's College of Fine Arts) was recognised for his groundbreaking work in the field of interactive digital cinema; and Professor Michelle Simmons (Program Manager for Atomic Fabrication and Crystal Growth at the University's ARC Centre of Excellence in Quantum Computer Technology), who is undertaking

world-renowned research into atomic scale devices in silicon.

Two of the NHMRC Fellowships announced in 2003 were also awarded to UNSW researchers: Professor Caroline Finch (Director of the Injury Risk Management Research Centre) was appointed a Principal Research Fellow, and Associate Professor Lynne Bilston (Prince of Wales Medical Research Institute) was appointed a Senior Research Fellow.

Many of the University's other outstanding researchers were recipients of major awards in 2003. Associate Professor Levon Khachigian (UNSW Centre for Vascular Research) was awarded the Australian Government Health Minister's Award for Excellence in Health and Medical Research, the Quantum Scientific Australian Life Science Research Award and the New South Wales Eureka Prize for Scientific Research. Emeritus Scientia Professor Mark Rowe (School of Medical Sciences and conjoint chair in Psychology) became the first medical scientist to win the Australasian Science Prize. Scientia Professor Martin Green (Director of the Centre for Third Generation Photovoltaics and a Federation Fellow) was awarded the 2003 Karl Böer Solar Energy Medal of Merit. Professor Hans Coster from the School of Physics was awarded the inaugural Sir Rutherford Robertson Medal for Biophysics; and Professor Colin Chesterman (Director of Haematology at the Prince of Wales Hospital and conjoint Professor of Pathology and Medicine at UNSW) won the 2003 Ramaciotti Medal for Excellence in Biomedical Research. A young researcher in the School of Biological, Earth and Environmental Sciences, Dr Rob Brooks, won the Outstanding New Researcher's

Award for 2003 from the Association for the Study of Animal Behaviour, based in the UK.

UNSW established the special category of Scientia Professor in 1997 to recognise outstanding research performance and international eminence in research. In 2003 eight leading UNSW academics were honoured with the title of Scientia Professor: Professor Gavin Andrews (School of Psychiatry); Professor Conal Condren (School of Politics and International Relations); Professor Tom Davis (School of Chemical Engineering and Industrial Chemistry); Professor Victor Flambaum (School of Physics); Professor Barbara Gillam (School of Psychology); Professor Staffan Kjelleberg (School of Biotechnology and Biomolecular Sciences); Professor Peter Swan (School of Banking and Finance); and Professor Stuart Wenham (Centre for Photovoltaic Engineering).

In 2002, the University initiated a review of its processes of evaluation and approval for ethical issues in Human Research and established a panel of internal and external experts. After detailed consideration of written and other materials and after hearing a range of verbal information and advice, the Review Panel presented its recommendations to the Vice-Chancellor in September 2003. The recommendations, once implemented, will bring UNSW into line with international best practice in research ethics review processes.

Recommendations covered aspects of committee membership, structure and training, electronic systems support, preparation of applications and the complexity of multicentre clinical trials approval. The Review Panel commended UNSW for the recent establishment of Human Research Ethics Approval

Panels (HREAPs) and recommended that the University continue the process of balancing workloads, creating consistent processes and sharing experiences.

In 2003, UNSW responded to the Office of the New South Wales Ombudsman's recommendations regarding the attribution of research work performed by students and related matters. Development and/or review of policies on the attribution of prior work in research have been undertaken in relation to authorship and appropriate citation of previously published work. The issues of authorship and plagiarism are dealt with at UNSW through the following mechanisms: Code of Conduct; Joint AVCC/NHMRC Statement and Guidelines on Research Practice; UNSW Code of Conduct for the Responsible Practice of Research (revision in progress); Guidelines for Postgraduate Research; Intellectual Property Policy (revision in progress); UNSW-NTEU Enterprise Bargaining Agreement (EBA). The Code of Conduct and the Joint AVCC/NHMRC Statement and Guidelines on Research Practice are published on the UNSW website as UNSW policies. The Code of Conduct for the Responsible Practice of Research will also be posted on the website once revisions have been completed. A revision to the Guidelines for Postgraduate Research is also planned for 2004, and will be promulgated widely when completed.

Also in development and/or review are policies to prevent improper or inequitable use of academic work. The UNSW policies and guidelines intended to protect the interests of students and staff in relation to research output and to manage grievances arising include:

Code of Conduct; Joint AVCC/NHMRC Statement and Guidelines on Research Practice; UNSW Code of Conduct for the Responsible Practice of Research (revision in progress); Guidelines for Postgraduate Research (for review in 2004); Intellectual Property Policy (revision in progress); UNSW-NTEU Enterprise Bargaining Agreement (EBA); Rules on Student Misconduct; Policy for making a complaint or reporting incidents of criminal, corrupt conduct or maladministration or Protected Disclosure at UNSW; Procedures for the Resolution of Student Grievances or Disputes outlined in the UNSW Guidelines for Postgraduate Research; Staff Grievance Policy and Procedures.

UNSW has also responded with a broad focus regarding development and/or review of policies on record-keeping. The Joint AVCC/NHMRC Statement and Guidelines on Research Practice and draft UNSW Code of Conduct for the Responsible Practice of Research outline UNSW Policy concerning data and storage protection. The Corporate Records and Information Management (CRIM) Project at UNSW is considering the adoption and implementation of a corporate records management tool for managing all records through the University. There will be design and implementation of record-keeping training programs for staff subject to the CRIM project outcomes.

UNSW aims to provide a strong research management and support infrastructure to help provide a quality research training experience for its students. In 2002, the Office of Research Training (ORT) was established to provide a centralised support service for research students

at the University. In 2003, under the management of the Deputy Vice-Chancellor (Research), the Office has expanded its efforts by working closely with Faculties and other service providers at the University on new projects.

New student resources were developed by ORT in 2003 including: websites designed to provide essential and easily accessible information to future and current research students; comprehensive and targeted information for prospective and new research candidates; and a skills development wall planner (for distribution in 2004). In addition, ORT conducted extensive consultations with a range of key stakeholders across the University to produce a new standardised progress review form which should become mandatory across all Faculties in 2004. ORT also assisted in the development of guidelines for the role of the Postgraduate Research Coordinator to ensure a clear understanding of the requirements of this critical position. ORT has also been active in the development of a new professional and academic skills program for research students which will begin implementation in 2004.

The lack of a centralised research and research student management system has limited the University's ability to provide detailed and easily accessible data on its performance in research and research training. The Research Office and the ORT are collaborating closely with the University's Division of Information Services to develop a new and integrated IT system to better manage research data across the institution.

A detailed report on the University's participation in Research Centres follows.

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## RESEARCH CENTRES

At UNSW in 2003, there were one National Centre of Excellence and two Australian Research Council (ARC) Centres of Excellence, four NHMRC Programs, three major Australian Government-funded Centres and 46 UNSW Research Centres. UNSW is affiliated with four major medical research institutes, the Children's Cancer Institute of Australia, the Prince of Wales Medical Research Institute, the Garvan Institute of Medical Research and the Victor Chang Cardiac Research Institute. The University was also a core participant in 13 Cooperative Research Centres (CRCs) and in two new CRCs announced during the year.

Research Centres bring together cognate groups of academics, researchers and students across the boundaries of Schools and Faculties, sometimes including external research institutions, to collaborate, particularly in multidisciplinary research. The development of critical mass and the pooling of resources and expertise are essential in many areas of science and technology and have

proved a valuable prerequisite for major external recognition by the award of ARC Centres of Excellence and CRCs.

UNSW establishes Research Centres to encourage research, research training and/or community service in areas not readily covered by the programs within individual Schools. These Centres attract grant funding and contract research from government, industry and community organisations and deliver multidisciplinary programs of value for advancement of knowledge, commercialisation of technology and development of policy at state, national and international levels.

The ongoing process of reviewing UNSW Research Centres continued in 2003. The review process involves both an academic review of the Centre's activities and future business plan and a financial review by the Internal Audit Office. Two Centres were recommended for continuation and nine UNSW Centres were closed or disestablished. Of other continuing Centres, some will be reviewed again in two years to determine

whether various milestones have been achieved. The Communications Law Centre was previously incorporated, but has now been recommended as a UNSW Research Centre until June 2005. The Aboriginal Research and Resource Centre has been established as a Program Centre (under the portfolio of the Pro-Vice-Chancellor (Education)), being a combination of the activities previously conducted under the Aboriginal Education Program and the Aboriginal Research and Resource Centre. Several new proposals for multidisciplinary centres are being prepared.

Several UNSW Research Centres were closed with significant budget deficits as a result of poor management control. After review of one Centre, the Internal Audit Office expressed concern about the way in which over-expenditure had led to an accumulated debt after several years. As a result, the Guidelines for Research Centres were revised in July 2003 to clarify the nature of the Management Committee's roles and

responsibilities. The new Guidelines specify the involvement of the Dean of a 'host' Faculty (or nominee) as Chair of the Management Committee, which must meet at least three times a year to review and approve the financial reports. Centre accounts will be monitored every quarter by the Pro-Vice-Chancellor (Research) and Centre staff will be trained in financial reporting requirements by a Client Services Accountant of Financial Services Department. Conditions for the review of each Centre every five years are included in the Guidelines.

In addition to the UNSW Research Centres, UNSW was the home of major Australian Government funded Centres in 2003. These include the National Information and Communication Technology Centre, and ARC Centres of Excellence in Quantum Computer Technology and Advanced Silicon Photovoltaics and Photonics. NHMRC Programs included Atherosclerosis, Experimental Neurology, Depressive Disorders, Vascular Biology, the National Centre in

HIV Epidemiology Clinical Research, the National Centre in HIV Social Research and the National Drug and Alcohol Research Centre. The New South Wales State Government renewed its core funding for the New South Wales Injury Risk Management Research Centre.

UNSW was a core participant in the following CRCs during 2003:

- > Australian Centre for Renewable Energy
- > Australian Petroleum CRC (APRC)
- > Australian Photonics CRC
- > CRC for Advanced Composite Structures
- > CRC for Coal in Sustainable Development
- > CRC for Intelligent Manufacturing Systems and Technologies
- > CRC for Polymers
- > CRC for Sustainable Tourism
- > CRC for Waste Management and Pollution Control
- > CRC for Water Quality and Treatment
- > CRC for Technology Enabled

- Advanced Capital Markets
- > CRC for Smart Internet Technology.
- > CRC for Eye Research and Technology.

The CRC round in 2002 resulted in renewal of the following CRCs for a further seven years:

- > APCRC as the CRC for Greenhouse Gas Technology (CO<sub>2</sub>CRC)
- > CRC for Waste Management as the CRC for Environmental Biotechnology
- > CRC for Sustainable Tourism
- > CRC for Advanced Composite Structures
- > Vision CRC (with UNSW as a Supporting Participant).

Two new CRCs were established:

- > CRC for Spatial Information
- > Bushfire CRC.

As previously, there were protracted negotiations in the development of the Centre Agreements for the new CRCs and these were finalised only in the last few weeks of the year.



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## INTERNATIONAL

**UNSW** is strongly committed to all aspects of internationalisation. It welcomes students from abroad and encourages its Australian students to develop cultural understanding and an international perspective, both by interaction on campus with international students and by encouraging them to participate in international exchange programs. UNSW International continues to work in partnership with Faculties and NewSouth Global to position the University as a leading destination for international students, renowned for its high quality teaching, research and student support.

With respect to on-campus enrolments, UNSW is one of the leading recipient universities in the world. In 2003, more than 8,900 international students were enrolled at UNSW, including 3,491 who were studying for higher degrees. The total full-degree international enrolments maintained parity with 2002. The students were from 130 countries, with 55 per cent of the cohort drawn from China, Hong Kong, Singapore and Indonesia. It is pleasing to note that a good share,

representing approximately 16 per cent of the 2003 international cohort, were drawn from Europe and the Americas and an increasing number of students were enrolling in postgraduate research programs.

One of the highlights of the year was that the Federal Minister for Trade, the Hon Mark Vaile, asked the Deputy Vice-Chancellor (International and Education) and Executive Director UNSW International to participate in a trade mission to India in February to advance education collaboration between Australia and India. Another outstanding development was the launch in May 2003 of the UNSW-Vietnam Doctoral Scholarship Scheme in Hanoi, in partnership with the Ministry of Education and Training and the Vietnam National University in Hanoi.

The Across UNSW Group considering strategic directions for UNSW highlighted the international orientation of UNSW as a major distinguishing and differentiating feature. UNSW now undertakes international student recruitment in more than 20 countries including:

- > Southeast Asia: Singapore, Indonesia, Malaysia, Thailand, Vietnam, Bangladesh, Cambodia
- > North Asia: China, Hong Kong, Taiwan, South Korea
- > South Asia: India, Pakistan and Sri Lanka,
- > Europe: Norway, Sweden, France, Germany, England and Spain
- > Americas: USA, Canada, Brazil and Colombia.

UNSW continued to provide leadership and expertise to Nanyang Polytechnic, Singapore, with respect to the establishment of a new School of Life Sciences there, in collaboration with the Economic Development Board of Singapore, and will assist Temasek Polytechnic, Singapore, with strategic developments in the School of Design.

The Golden Jubilee Scholarship Program provides full tuition scholarships for the top diplomates from four polytechnics in Singapore and five institutes and/or colleges in Malaysia. In 2003, 26 students enrolled at UNSW with full tuition funding provided by the Golden Jubilee Scholarship program. Since its inception in 1999, UNSW has

committed approximately \$4.78M to the students involved in the Golden Jubilee Scholarship Scheme, and 132 students cumulatively have enrolled at UNSW under this prestigious scholarship scheme. The scheme continues to expand with the addition of Taylor's College in Malaysia and graduates of Republic Polytechnic in Singapore now eligible to apply for Golden Jubilee scholarships.

From May 2002, when statistics began to be gathered, UNSW conducted 3065 overseas visits by employees and officers for research, academic and promotional purposes. Travel costs are reported in the 'Expenses by Function' section of the Financial Reports. The International Office has five staff who travelled overseas on a total of 31 occasions in 2003, for events associated with international student recruitment, along with representatives of each of the Faculties. Also, 108 academic staff travelled overseas for research as part of the Special Studies Program.

The University again conducted graduation ceremonies in Kuala Lumpur, Hong Kong, Bangkok, Singapore, Taipei, Seoul, Shanghai and Beijing.

UNSW continued to be one of the major providers of education and training for the Australian Agency for International Development (AusAID), enrolling 117 new Australian Development Scholarship students from a wide range of countries in our region, out of a total of 244 AusAID-sponsored students at UNSW.

Participation in regular support programs for international students increased during the year, especially with Airport Reception, Temporary Accommodation, Housing Assistance, Orientation and Returning Home seminars. International students were encouraged to volunteer in a variety of community development programs to broaden their Australian experience. Two Valedictory Receptions were held to farewell students who completed their degrees in 2003, but who would not be able to attend graduation ceremonies in Kensington or overseas.

During the year, 265 students went on exchange for one or two sessions at partner universities in North America, Europe, Asia and South America. The University Alumni Association and other sponsors provided almost \$179,800 in financial assistance to selected exchange students. There were 326 students from overseas partner universities who spent one or two sessions at UNSW during the same period. The AGSM also ran an active exchange program with 42 UNSW students studying at prestigious business schools overseas, and 53 students coming for a term to AGSM.

Final year medical students also participated in upwards of 210 clinical placements in more than 40 countries and the Faculty arranged clinical clerkships in New South Wales hospitals and other health facilities for in excess of 200 visiting students from more than 20

countries. In 2003, there were 122 Practicum students from overseas universities assisting with UNSW research projects for periods of three to 12 months, in return for professional supervision and skills enhancement. UNSW also continued to support the AusAID-sponsored Australian Youth Ambassadors for Development program, which involved a three to six months attachment on an aid project in a developing country.

UNSW now has in excess of 130 agreements with institutions in 23 countries around the world to facilitate cooperation in one or more areas of student exchange, staff exchange or research collaboration. UNSW continues as an active member of the Universitas 21 consortium of key international research-intensive universities. Activities during 2003 included the exchange of a large group of students between partner universities in Asia, Europe and North America and a series of high-level meetings between groups of deans and other academics in various disciplines.

The opinions of international students on the quality of their experience at UNSW have been actively canvassed through meetings and surveys throughout the year. As a result, improvements to handling student inquiries and applications in a technologically sophisticated way are to be given a higher priority by the University. Other improvements to the experience of students are also foreshadowed.

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## ACADEMIC AND TEACHING DEVELOPMENTS

As the principal academic body of the University, the Academic Board strives to be at the centre of providing academic policy and advice to Council and the Vice-Chancellor, to be proactive and effective in contributing to academic policy and its implementation, and to be independent and balanced in its membership and deliberations.

The Academic Board processed new and revised program proposals and provided advice to Council and the Vice-Chancellor on a range of academic and teaching matters, as well as discussing and advancing significant policy in 2003. No major problems or issues arose during the year that affected the achievement of operational objectives.

The Academic Board recommended to Council the Policy on Applicants Residing in Australia under Temporary Protection Visas (TPVs), to provide support and assistance through the establishment of five funded places each year for TPV holders for entry to an undergraduate or postgraduate program based on academic merit.

The Academic Board approved a Statement on Graduate Attributes to provide students with an environment that fosters skills and abilities to enhance their learning experience, and gave Faculties the responsibility for expressing these Graduate Attributes in the context of the professional area, discipline and program level, and for their explicit development and assessment within the curricula.

Following substantial discussion and consultation, the Academic Board approved Guidelines on Learning that Inform Teaching at UNSW to be used as a non-prescriptive instrument in effective teaching and learning approaches and priorities, and to be included as part of staff development activities.

To provide guidance on the role of postgraduate research coordinators, the Academic Board approved the Guidelines for the Generic Roles and Responsibilities for the School Postgraduate Research Coordinator and Guidelines for Generic Administrative Support Requirements for Postgraduate Research Coordination.

The Academic Board approved Guidelines for UNSW Centres, which had been refined to include program centres, to underscore that the University establishes centres to encourage research, teaching and/or community service, with a key criterion that centres add value to the University's research and/or education mission.

Other policy matters progressed by the Academic Board include: the affirmation of previous resolutions to maintain the admission of a limited number of local fee-paying undergraduate students; recognition of the University of Adelaide Foundation Studies Program as a pathway for entrance to UNSW undergraduate programs; endorsing the establishment of a Program Centre for Indigenous Support and Aboriginal Studies; and the restructure and renaming of the Centre for Thrombosis and Vascular Research as the Centre for Vascular Research.

The Academic Board received and discussed reports on: 'Academic Integrity – Policy on Dealing with

Plagiarism’ and endorsed the acquisition of a University-wide plagiarism detection tool; ‘Developments in Scholarly Information’; ‘Quality in Postgraduate Coursework Infrastructure and Support’; and ‘Teaching and Learning Space on UNSW Kensington campus’.

The Academic Board endorsed and supported other initiatives and developments through its Standing Committees, including the Vice-Chancellor’s Academic Strategic Planning process, the Peer Mentoring Program Implementation Guide, the

Improve the Student Experience Project, English Language Support, Policy on Library Services for Off Campus Users, and the International Strategies Review. The Committee on Research was asked to consider the commercialisation of intellectual property and the 2020 targets set by the ARC for research in Australia, and the Committee on Education was asked to consider issues relating to the engagement of students and an increased emphasis on standards in quality assurance.

## **SIGNIFICANT COMMITTEES ESTABLISHED**

The Academic Board approved the establishment of the Australia and New Zealand School of Government (ANZSOG) Joint Committee with the Academic Board of the University of Sydney, to manage and provide quality assurance for the Executive Master of Public Administration.

Following the 2002 review of the Academic Board and its Standing Committees, the Academic Board operated under the revised structure during 2003, and through a reporting process, continued to monitor the performance of itself and its Standing Committees.

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## LEARNING AND TEACHING

Major objectives of the Division of the Pro-Vice-Chancellor (Education and Quality Improvement) have been to improve the educational experience and outcomes for students at UNSW, to develop and monitor processes for improving learning and teaching, and to progress the University's educational strategies and use of technology in learning and teaching. With the acquisition in 2003 of senior leadership responsibility for quality improvement at UNSW, a further major Divisional objective was introduced – to create a quality system of international best practice within four years.

No major problems arose for the Division during 2003, although there were factors that affected the achievement of operational objectives. In 2001, Strategic Priority Funding over three years was successfully sought for initiatives that facilitated the achievement of key planning goals in staff development/training, support for first year teaching and increasing research student numbers and completions. While this seed funding was critical, the quantum of funds and restrictions on their expenditure lim-

ited the number and scope of activities that could be pursued. A successful submission for the ongoing funding of the Learning and Teaching Unit from 2004 will provide greater stability in staffing and the opportunity for more effective long-term planning of priorities.

Staff accommodation and student space are significant issues for effective learning and teaching and affect the achievement of operational objectives. Currently, several of the Division's units are housed peripherally and in conditions that are not optimal. Over time, appropriate relocation of these units is vital. Additionally, all First Year Experience surveys show that the students feel alienated from the teaching staff – clearly, students want to meet with their lecturers and other students and there is a need to accept the importance of interaction on campus, with a possible freeing up of time for more student/student and student/staff interaction. This has implications on the physical environment at UNSW, including postgraduate space and particularly recreational and work space, that have not been addressed.

Response from participants of workshops and programs has been extremely positive. For example, overwhelmingly positive evaluations of the First Year workshops have reinforced the effectiveness of the program as a model to assist academics and support staff in their role as educators. All the activities and projects described below have incorporated mechanisms for continual feedback and improvement. Projects are designed to allow the involvement of an increasing number of UNSW staff and the development of learning communities.

Following an internal review of all aspects of Indigenous education at UNSW, a major recommendation suggested an alternative model in which "all Aboriginal programs are brought under the administration of a single Aboriginal Learning Employment and Community Centre. This single unit would be managed by an Aboriginal person who would encourage cooperation, be an essential linchpin with the community, promote all the relevant programs and be involved in major Aboriginal decision making". A successful submission for appropriate

funding and academic approval will see the establishment of the Aboriginal Support and Aboriginal Studies Program Centre from January 2004.

## **IMPROVING THE EDUCATIONAL EXPERIENCE FOR STUDENTS**

### **LEARNING AND TEACHING UNIT (LTU)**

The LTU engages directly with academic and non-academic staff in the development and support of their learning and teaching practice. A key strategy underlying this approach is the building of communities of practice in learning and teaching to sustain continual engagement in, and improvement of, the student experience. The LTU responds directly to the UNSW community by developing activities around issues in learning and teaching identified by staff. *See also LTU activities under Processes for Improving Learning and Teaching p. 30.*

### **THE LEARNING CENTRE**

The Learning Centre offers academic skills support to undergraduate and postgraduate students enrolled at UNSW. Assistance in academic language, learning and communication skills is provided through generic workshops, Faculty or discipline-based programs, via individual consultations and through student self-access resources on the Centre's website [www.lc.unsw.edu.au](http://www.lc.unsw.edu.au). During 2003, there were 1,256 student attendances at Learning Centre workshops and 791 student consultations took place with advisors in the Learning Centre.

### **UNSW CO-OP PROGRAM**

The UNSW Co-op Program is an industry-linked scholarship program for undergraduates offered in a range of programs in the Faculties of Commerce and Economics, Science and Engineering. The UNSW Co-

op Program aims to attract, select, educate and develop outstanding students with leadership potential; to involve industry in the development of a pool of exceptional graduates from which they can recruit their best staff; and to provide an increased level of interaction between the University and the community at large. The scholarship stipend is \$12,500 pa, reflecting more than \$5.8M support from industry sponsors in 2003.

In 2003, the Program offered 108 new Co-op Scholarships – 67 to the Faculty of Commerce and Economics, four to the Faculty of Science and 37 to the Faculty of Engineering. This included 15 new sponsors. The program in Marketing was reintroduced in 2003 and commenced with three sponsorships. There are 469 Co-op scholars in total across the four to five years of the degree programs – 262 in Commerce and Economics, 26 in Science and 181 in Engineering. More than 48 per cent of the final year scholars accepted positions with sponsors and three UNSW Co-op Program scholars won University Medals.

### **ABORIGINAL EDUCATION PROGRAM (AEP)**

The AEP enjoyed a very successful year in 2003, experiencing a 40 per cent increase in the number of Indigenous students enrolled at UNSW. There was also an increase in interest from potential students from Indigenous communities around Australia. AEP has undertaken outreach programs targeting high school students, including Indigenous winter and summer schools and high school mentoring programs.

Following the 2002 review of Aboriginal Education at UNSW, the AEP will begin 2004 as the

Aboriginal Support and Aboriginal Studies Program Centre, which will incorporate the functions of the AEP, the Aboriginal Research and Resource Centre and the Indigenous Employment Strategy.

During 2003, 141 identified Indigenous Australians studied at the University in a wide range of disciplines. There were 26 Indigenous Australian students in the Faculty of Law; 12 in the Faculty of Medicine; 28 in the Faculty of Arts and Social Sciences; 15 in the College of Fine Arts; 13 in the Faculty of Science; five in the Faculty of Commerce and Economics; 27 in the Australian Defence Force Academy; four in the Faculty of the Built Environment; one in the Institute of Environmental Studies; three in the Faculty of Engineering; five in Taxation and four in the University Preparatory Program.

There has been continuing success for the Indigenous Preparatory Programs in Law, Medicine and the Built Environment and the inaugural Commerce and Economics Preparatory Program, with an Indigenous Pre-Social Work Preparatory Program to commence in January 2004.

The AEP also recognises the important role of education at an early age to ensure that Indigenous Australians are able to achieve their full potential and is involved in activities to encourage young Indigenous Australians to remain at school and to work towards higher education. The AEP is committed to assisting young Indigenous Australians in gaining access to all the opportunities available to them and does this through scholarships and awards to local primary and high schools, summer schools and holiday programs and participating in information sessions and career

expos. In July 2003, the AEP in conjunction with the Faculty of Law, School of Computer Science and Engineering, School of Social Work, College of Fine Arts and the National Institute of Dramatic Art hosted the Indigenous Winter School attended by 45 Indigenous students in years 10, 11 and 12, more than half of whom went on to apply for courses at UNSW in 2004.

## **PROCESSES FOR IMPROVING LEARNING AND TEACHING**

### **LEARNING AND TEACHING UNIT**

Core activities included building, supporting, and resourcing communities of practice in learning and teaching, like the University Network in Learning and Teaching and Learning and Teaching Interest Groups for the Library and Science. The Learning and Teaching Unit is also responsible for curriculum development, and the design, facilitation and evaluation of professional development activities in learning and teaching. These activities emphasise practical, face-to-face staff development and include Foundations of University Learning and Teaching; coordination of Graduate Certificate program's Innovations course; workshops and forums to support teaching awards; 'Professional Practice in Adult Learning and Teaching for Engineers' for Faculty of Engineering staff; support for teaching career development through promotions, the development of teaching portfolios, Vice-Chancellor's Awards for Teaching Excellence and Australian Awards for University Teaching, and peer observation of teaching; Research/Teaching Nexus Forums; Faculty, School, group and individual support for curriculum development and improvement; development of resources, tips, case studies and more

extensive materials to support learning and teaching practice.

The Learning and Teaching Unit also works to develop education policy and support for other strategic initiatives in learning and teaching such as the UNSW policy on Graduate Attributes and UNSW Guidelines on Learning that Inform Teaching.

### **INNOVATIVE TEACHING AND EDUCATIONAL TECHNOLOGY FELLOWSHIPS (ITET)**

The ITET Fellowships aim to enhance student learning by building a community of practice around the appropriate use of educational technologies. The six-month Fellowship programs have been centrally funded as a strategic initiative conducted in collaboration between the Learning and Teaching Unit, the Educational Development and Technology Centre (EDTeC) and other Divisional staff. In 2003 EDTeC provided a substantial evaluation and analysis on the first three ITET Fellowship programs and was involved in redesigning the program for ITET4, held throughout Session 2. This involved a group of 21 academic and general staff developing their understanding of educational theory and practice, attending workshops, using online learning resources and working on a project addressing learning and teaching issues in their disciplines.

EDTeC also provided facilitation of project work by ITET Fellows, workshops on educational technology, an online component and overall coordination of the program schedule. ITET4 completes those planned under the central funding arrangement, resulting in a powerful network of some 65 UNSW staff, most of whom are now well-placed to ensure increasing, appropriate use of educational technology at UNSW.

EDTeC will be providing a final evaluation report on the ITET Fellowship scheme to inform the development of successor initiatives.

### **FOUNDATIONS OF UNIVERSITY LEARNING AND TEACHING (FULT)**

The FULT program for new staff is coordinated by the Learning and Teaching Unit with contributions from EDTeC and is achieving extremely high levels of positive feedback. It is currently the most comprehensive staff development activity in teaching in any Australian university. FULT 1 (February), FULT 2 (April-May) and FULT 3 (July) had a capacity attendance of 53 staff.

### **FIRST YEAR EXPERIENCE AWARDS (FYE)**

Two cycles of FYE with 25 projects involving 39 UNSW staff have been successfully completed resulting in the significant networking throughout the University of staff who are actively involved in enhancing students' learning experience.

### **UNIVERSITY NETWORK IN LEARNING AND TEACHING (UNILT)**

Possibly the most significant occurrence in 2003 was the evolution of UNILT, a novel approach to staff development and a major strategy to improve teaching at UNSW. Coming from the above projects, UNILT is a staff development activity for continuing staff (as opposed to fixed term or casual academic staff), involving UNSW academics acknowledged for their teaching excellence, who have also undergone training to gain UNILT Fellowship. UNILT Fellows will then pilot workshops to support newer staff in areas such as teaching large classes. Over time, it is hoped to make one-to-one links between UNILT Fellows and new staff who need support in particular areas.

## **REWARD AND RECOGNITION FOR TEACHING**

Finalists in the 2003 Australian Awards for University Teaching were Dr Prem Ramburuth (School of International Business) and the institutional application led by Dr Eileen Baldry (School of Social Work) on 'Learning partnerships with social housing communities'. Associate Professors Bruce Scates and Rae Frances (School of History) and Dr Gary Velan (School of Medical Sciences) received Quality Teaching Awards from the New South Wales Minister for Education and Training and the Australian College of Educators. Dr Velan was also awarded a Vice-Chancellor's Award for Teaching Excellence.

Other recipients of the Vice-Chancellor's Award for Teaching Excellence were Professor Rose Amal (School of Chemical Engineering and Industrial Chemistry), Dr Robert McKay (School of Information Technology and Electrical Engineering, University College, ADFA), Ms Belinda Allen (Educational Development and Technology Centre), Associate Professor Alan Crosky (School of Materials Science and Engineering), Associate Professor Eliathamby Ambikairajah (School of Electrical Engineering and Telecommunications), Dr Sean Brawley (School of History), Dr Kathy Takayama (School of Biotechnology and Biomolecular Sciences), with team awards won by Associate Professors Ann Game and Andrew Metcalfe (School of Sociology and Anthropology), and Associate Professor Mark Hoffman (School of Materials Science and Engineering) and Professor Paul Munroe (Electron Microscope Unit).

## **THE UNIVERSITY'S EDUCATIONAL STRATEGIES AND USE OF TECHNOLOGY IN LEARNING AND TEACHING**

### **EDUCATIONAL DEVELOPMENT AND TECHNOLOGY CENTRE (EDTEC)**

EDTeC works with UNSW academic and support staff who wish to use new technologies in learning and teaching and provides staff development opportunities, project and eLearning support and media production services. EDTeC's approach is to foster student-focused, active learning strategies enabled by sympathetic educational technologies.

In 2003 there was a 67 per cent increase in customised course and media design support provided to academic and support staff – 269 one-on-one consultations, compared to 161 in 2002. As staff members attain the basic skills in WebCT, they are requesting more advanced one-on-one skill training that addresses their specific online learning and pedagogical goals. As personalised consultations increased markedly there has been a small decrease in the overall number of workshops – 103 workshops in 2003 compared to 124 in 2002.

EDTeC staff continued to participate in Faculty-based, Divisional and UNSW projects. A School of Physics project concerned with the development of flexible teaching spaces, course evaluation through online student diaries and introduction of collaborative group work for first and second year Physics courses has already resulted in significant changes in the teaching approach. Division-wide projects included staff development initiatives, providing flexible education and media production input to ITET, FULT and the Graduate Certificate in University Learning and Teaching.

EDTeC established the UNSW Network of Faculty Educational Developers to contribute to building Faculty education technology capacity. EDTeC also collaborated with: the Equity and Diversity Unit; the Counselling Service (U-Connect), various Universitas 21 (U21) partners and overseas experts on accessibility issues in online learning and continued to contribute web and graphic design support for the UNSW corporate website.

Usage of EDTeC's WebCT Service has continued to grow at a high rate with approximately half the UNSW student population now enrolled in courses with an online WebCT course component. Total course enrolments in 2003 were 74,100 (46,100 in 2002). There are approximately 851 courses incorporating WebCT components (520 in 2002) and 746 designers (staff) teaching with WebCT (570 in 2002). A new server and software upgrade will be available in early 2004 to meet increased demand and to provide an improved user interface. In 2003 EDTeC introduced 'Footprints', a new WebCT help desk for staff and students. More than 80 per cent of users responding to a survey rated the overall service as 'Excellent'. In partnership with the Division of Information Systems, EDTeC initiated the eLearning Program which aims to provide a UNSW eLearning environment that encompasses all aspects of online learning and teaching, integration with other campus systems and the infrastructure which will support users and the eLearning services.

Through the Learning Resource Catalogue (LRC), EDTeC assists UNSW and U21 staff to identify and access high quality teaching resources and to



collaborate in teaching and research developments. This year saw the development and release of LRC<sup>3</sup> which has many new features, including a sophisticated sharing system which allows member institutions and groups within them, more flexible management of information about learning resources.

EDTeC provides new media development services and professional production facilities for flexible education programs and corporate marketing purposes. In 2003 media production work and support for education projects increased three-fold. The EDTeC production facilities in the Goodsell Building were upgraded in 2003 to create a purpose-designed video training area for academic and support staff.

## **CREATING A QUALITY SYSTEM OF INTERNATIONAL BEST PRACTICE**

### **QUALITY SYSTEM DEVELOPMENT GROUP (QSDG)**

From 2003, the Pro-Vice-Chancellor (Education and Quality Improvement) has senior leadership responsibility for quality improvement at UNSW, with contributions from all units in the Division, and the QSDG was specifically established to coordinate quality improvement.

In 2003, significant progress in this area was achieved by the design and initial implementation of the new Course and Teaching Evaluation and Improvement (CATEI) process; the investigation of students' and staff Postgraduate Research Experience in Schools with recommendations for greater uptake of good practices; the enhancement of Divisional strategic and operational processes; the process design and facilitation for the Across UNSW Group, a key element in the Vice-Chancellor's Academic Strategic Planning Initiative (Stage 1); the development of good practice-based approaches to evaluation and quality improvement in particular Faculties and Units; and the planning and preliminary design of 'Mapping UNSW's Quality System', a major project for implementation in 2004 designed to provide a framework and significant content for UNSW's Quality Audit Portfolio, required for submission to the Australian Universities Quality Agency, probably in 2005.

In line with its mission and goals, in 2003 the QSDG also provided expert advice and facilitation services concerning quality development for staff across a wide range of areas and levels in UNSW.

## **UNIVERSITY LIBRARY**

In 2003, the University Library was transferred to the the Division of the Pro-Vice Chancellor (Education and Quality Improvement). This recognises the Library's increasing involvement in learning and teaching, particularly ensuring UNSW's graduates have high levels of competency in information literacy. Library staff are working together with academic staff on a range of modules designed to increase information literacy.

The Rodski client survey of library services, used by the majority of Australian university libraries, was carried out in October. The results showed substantial improvement on the 2001 survey, with increased satisfaction with the Library's facilities and equipment.

While the Library has a very strong journal collection, its monograph collection has not kept up in recent years. In 2003, special effort went into increasing the number of monographs purchased.

UNSW Library was successful in two funding proposals to the Australian Research Information Infrastructure Committee, chaired by the Vice-Chancellor. These projects will enable expansion of the Australian Digital Theses Program, which is managed by UNSW Library on behalf of the Council of Australian University Librarians.

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## FACULTY NOTES

All Faculties make significant contributions to the University's Community Outreach and these are detailed on pp 46 to 49.

### FACULTY OF ARTS AND SOCIAL SCIENCES

The Faculty's administrative arrangements have been significantly streamlined in order to support the core University goals of excellence in research, international engagement, and interaction with the community, with the clarification of the roles of some administrative staff in the Dean's Unit and the appointment of others to new administrative roles in support of the Associate Dean (Research and Postgraduate), Associate Dean (Education) and the Presiding Member. While the Faculty is performing extremely well and is committed to improving its programs, capacity is limited in terms of staff and especially the provision of suitable facilities.

The Faculty's Education Committee with representatives of the Faculty's 13 Schools meets monthly and deals with new courses, student assessment and monitoring of teaching performance. The

Faculty's Course Assessment questionnaires are provided to School staff, with a summary presented to the Dean's Advisory Committee (Heads of Schools, Associate Deans, Presiding Members and senior administrators) for analysis and, along with other quality assessment processes, are used as a basis for improving teaching.

Innovative courses have been developed in Australian and postcolonial literatures. Staff from the Schools of History, Music and Music Education, and Sociology have also taken up ITET Fellowships to develop their pedagogical approaches and refine their skills in technology-assisted teaching.

Associate Professors Rae Frances and Bruce Scates (History), winners of the 2002 Australian Award for University Teaching also won a Quality Teaching Award from the New South Wales Government in 2003. Modern Language Studies students were high achievers with Ms Yong Ju Yoo winning the State and National Japanese Speech contest, Ms Charmaine Wong the China Bridge contest and Mr Charles Howard and Ms Caitlin

Maruno being awarded prestigious travel grants by the French Government.

The Schools of History (now one of Australia's three largest history departments), Music and Music Education, and History and Philosophy of Science (previously Science and Technology Studies) undertook a restructuring of the undergraduate curriculum, with other Schools to report in 2004.

Undergraduate interdisciplinary study received specific funding to bring together teaching from across disciplines into a designated program. These include Women's and Gender Studies, Jewish Studies, Australian Studies, Asian Studies, Chinese Studies, Cognitive Science, Comparative Development, Criminology, Environmental Studies and European Studies.

Masterclasses conducted by the School of Music and Music Education with Australia Ensemble musicians and other visitors, provided enhanced opportunities for students to gain professional musical experience and the creation of a new music technology laboratory offered new levels of excellence in this area.

The Bachelor of International Studies was in high demand and the first students to take their one-year study period overseas will return in 2004. The number of students undertaking double degrees with Arts and Social Sciences rose significantly (approximately 25 per cent). Demand for postgraduate coursework programs also increased significantly, especially Applied Linguistics (including TESOL) (115 per cent), International Social Development (approximately 60 per cent) and in International Relations (six per cent).

The Faculty's Research Committee and subcommittees, led by Associate Dean (Research) Professor Martyn Lyons, coordinate the Faculty's research and provide support and funding for research and conferences. The I-Program fosters international collaborative research by supporting conferences and workshops that serve as the foundation for new research groups in emerging areas of interest.

Faculty grants to staff totalled \$203,954, with an average grant size of \$6,798 and 30 of 44 applications being awarded, equally between male and female staff.

The Faculty has established a mentoring system where successful senior staff offer advice to those seeking external research funding. In 2003, 10 of the 30 applications for ARC Discovery Grants were successful.

Many Faculty staff participated in conferences and seminars, published widely and received recognition for their research contributions. The School of English was recognised for its research in literary biography, juvenilia, Bronte studies and postcolonial studies. In History, Dr David Cahill holds an ARC Research Professorship for work on Latin America. Dr Nicholas

Rasmussen (History and Philosophy of Science) won two international history of science awards and Dr Dorottya Fabian (Music and Music Education) won the 10th Anniversary ESCOM award.

Staff from the School of Philosophy published three significant monographs. Professor Conal Condren (Politics and International Relations) was honoured with a Scientia Professorship and also received a Centenary of Federation Medal. Professor Janet Chan (Social Science and Policy) received an ARC Discovery Grant to continue her work on policing. Sociology and Anthropology received research grants in national priority areas of strengthening Australia's social and economic fabric and also received a collaborative Australian-Canadian grant on Post-Conflict Societies and Health. The School of Social Work developed strong research links with organisations including Barnardos Australia, and Dr Elizabeth Fernandez's ARC-supported research report was launched by Her Excellency, the Governor of New South Wales, Marie Bashir.

The National Centre in HIV Social Research (NCHSR), together with the Social Policy Research Centre and three community organisations, formed a consortium and received a Research Capacity Building Infrastructure Grant of \$1.5M from the New South Wales Department of Health. Additionally, this grant will enable community organisations to build collaboration in research and increase community understanding of the research process. The NCHSR also expanded its research to include issues around Hepatitis C.

Postgraduate student research is supported by funds for research and

conference attendance, as well as a Doctoral Thesis Prize and an intensive postgraduate induction. New postgraduate research courses were trialled in 2003, however budgetary constraints hampered the planned provision of better facilities.

The Faculty continued to foster research links with partner institutions. Visits were made by the Dean to Trinity College Dublin, University College Dublin, Free University Berlin, Seoul National University, Hanyang University Seoul, Jawaharlal Nehru University (New Delhi), the Social Research Institute of Bangalore, and the University of Pune.

The Faculty's Community Outreach can be found on p. 46.

## **FACULTY OF THE BUILT ENVIRONMENT**

In 2003, Professor Peter Murphy was appointed as the new Dean and set about developing a new academic strategic vision for the Faculty. A management audit was conducted with wide Faculty involvement, resulting in alterations to the senior management structure. Whilst retaining the positions of Head of School and Associate Dean (Research), a new position of Associate Dean (Education) was established to concentrate support for Program Heads in the development and delivery of the curriculum.

A Design Studio Needs Analysis was commissioned with help of Multiplex Asset Management P/L and Geyer P/L. After a wide consultative process, a comprehensive report was produced which highlighted that although the development of the Red Centre in the late 1990's provided major improvements in the overall Faculty facilities, certain functional limitations exist within the facility

which constrain the potential for the appropriate design culture to develop. Within the Faculty's Key Strategic Directions Paper of March 2003, "promoting crossdisciplinarity" and "strengthening the design culture" were identified as two of four areas considered to be critical to the Faculty's future success. The Dean highlighted to the Vice-Chancellor the issue of lack of 'design' accommodation and its effect on the intent of the Faculty to develop as a 'Centre of Design Excellence'.

During the year, Landscape Architecture graduates and students found success in the National Gateway Design Competition; Industrial Design students featured prominently in the *Sydney Morning Herald* Young Designer of the Year Competition; and Planning students won the inaugural Student Urban Design Competition as part of the Landcom-sponsored 2003 Lower Hunter Civic Design Awards. The Faculty also received a High Commendation Award from the Australian Institute of Building for the successful development and implementation of eLearning modules in construction technology courses.

The Built Environment Preparatory Program (BEPP) Summer School welcomed seven Indigenous students to the Faculty for a week-long program of lectures, workshops and site visits. The BEPP aims to explain the Faculty's various disciplines, professions and programs.

The Faculty continued to develop links both at the research and teaching levels with universities in Asia. The Masters of Urban Development and Design program ran International Urban Design Studios in Thailand and China. In Thailand, the program was run in cooperation with Chulalongkorn University and Sipakorn University on the

revitalisation of the old city of Bangkok. In China, the program was conducted in cooperation with Tsinghua University on the new town centre plan in Beijing. Also in partnership with Tsinghua's Schools of Continuing Education and Construction Management, the Faculty has continued to develop professional development modules for the construction management, real estate and facilities management fields.

The Faculty's Community Outreach can be found on p 46.

### COLLEGE OF FINE ARTS

The College of Fine Arts (COFA) enjoyed another successful year in 2003. Staff won six ARC grants (with a seventh on the reserve list) and applications now coming from every School in the Faculty. The newly-established Centre for Contemporary Art and Politics won a first ARC grant, the iCinema Centre for Interactive Cinema Research worked on projects in Australia and Europe and the International Drawing Research Institute held a major conference.

Demand for places from local and international students has continued to be high with more than 10 applications for every available place. Progress was made on the new Ivan Dougherty Gallery and the heritage value restoration of the Vernon Library building, including reorientation of the site entrance towards Oxford Street. COFA is meeting its statutory requirements, with the exception of occupational health and safety, where work is ongoing.

The School of Design Studies continued its strong focus on developing teaching online for first and fourth year students. Several members of staff were awarded UNSW ITET fellowships, allowing

them to work intensively in these areas. Many students enjoyed significant success, including Ms Henrietta Goethe-Ellis and Ms Bic Tieu, who won national Object Gallery awards and had their work exhibited in Object Gallery, Sydney, and Ms Acer Chor, whose work was featured in *Object* magazine and exhibited in Brisbane.

The School of Art History/Theory's research profile was affirmed by outstanding success in winning ARC Discovery Grants, a strong representation in international refereed journals and art magazines and participation in prestigious local and international conferences. Dr Jill Bennett's co-edited anthology, *World Memory: Trajectories in Global Time* was published in 2003, and publication of the only refereed Australasian art history journal, the *Australian and New Zealand Journal of Art*, is based within the School.

Students and staff in the School of Art won competitions and were granted awards and scholarships in unprecedented numbers in 2003. These included Adjunct Professor Richard Goodwin who won the main prize in Sculpture by the Sea; MFA students Mr Sean Cordiero and Ms Claire Healy, who won the prestigious Helen Lempriere Travelling Art Scholarship; and second year Sculpture student Mr Jan Golembiewski, who won the highly competitive Marten Bequest and was short-listed for the National Sculpture Prize at the National Gallery in Canberra. Cicada Press, COFA's custom printmaking program, was established. Led by School of Art staff and assisted by students, Cicada has already begun work with an impressive group of invited national and international artists.

In 2003 the first honours students graduated from the School of Media Arts' Bachelor of Digital Media program, established in 2000. Several graduating students have been represented in this year's Primavera exhibition for young emerging artists at the Museum of Contemporary Art. Developments in online teaching and learning are continuing to provide new perspectives on teaching across the degrees. Acting on its philosophy of small scale, one-to-one connections with people and place, the School has made links with remote Aboriginal communities, which include the establishing of a seven-week industry placement for senior students with Goolarri Media. Initial contact has also been made with Middle East communities, with an expectation of ongoing cultural exchange and student recruitment.

With the help of an ITET fellowship, School of Art Education staff member Ms Kim Snepvangers is developing a virtual learning student community. Staff and postgraduate students in the School presented at national and international conferences and published their research in key journals.

COFA's exhibition program included an array of shows at the UNSW Ivan Dougherty Gallery, COFA Exhibition Space, the Students' Association's Kudos Gallery, and Three Foot Square.

The College's Community Outreach can be found on p46.

## **FACULTY OF COMMERCE AND ECONOMICS**

The Faculty is a leading provider of business education and research in the Asian region, and enjoyed continued growth and development.

The Master of Finance, the first of a new series of advanced,

intellectually rigorous and academically innovative postgraduate programs, was launched, with industry engagement playing a critical role in its development, delivery and unique Learning Partnership element.

A previous winner of the Vice-Chancellor's Award for Teaching Excellence, Dr Prem Ramburuth (International Business) was also lauded this year by the award of the 2003 Pearson Education ANZAM Management Educator of the Year, and being short-listed for the 2003 Australian Awards for University Teaching. UNSW Innovative Teaching Fellowships were awarded to Dr Geoffrey Dick, Dr Olivera Marjanovic and Dr Carol Royal.

Five Faculty students received University Medals: Mr David Jacob and Mr Kwang-won Lee (Finance), Ms Alana Smith (Accounting), Ms Rebecca Edwards (Economics and Econometrics) and Mr Christian Sutherland-Wong (Actuarial Studies). The Faculty's Postgraduate Team was runner-up in the 2003 National BCG Business Strategy Competition.

In the Chartered Accountants Achiever Program, which provides placements with high-profile accounting firms, Faculty students were selected for nine out of 17 New South Wales placements. In addition, Faculty students won two of the eight Australian Goldman Sachs Global Leaders Awards.

The inaugural National Honours Colloquium, held on campus in August, brought together 36 Commerce and Economics honours students from across Australasia to present research-in-progress reports and to mix with peers from other universities, academics and industry leaders.

In addition, the Faculty's

strategic initiatives to increase research student numbers showed pleasing results with 79 new research (PhD/MCom (Hons)) students, bringing research student enrolments to 238 (198 in 2002). Research scholarships also increased from 19 in 2002 to 31 in 2003.

In July, the Faculty's School of Economics hosted the prestigious 2003 Australasian Meeting of the Econometrics Society, involving leading economists and econometricians from key research universities, including Yale, MIT, University of California (Berkeley) and Princeton, as well as distinguished UNSW alumnus, John McMillan, the Jonathon B Lovelace Professor of Economics at Stanford.

Also in July, the Centre for Pensions and Superannuation (CPS) hosted the 11th Australian Colloquium of Superannuation Researchers. The CPS provides a focal point for Australian and international researchers specialising in the field.

In December, Mr Ian McFarlane, Governor of the Reserve Bank of Australia, officially opened the highly influential 16th Australasian Banking and Finance Conference, hosted by the School of Banking and Finance and attracting delegates from around the globe.

Through UNSW, ARC Discovery Grants were awarded to Qantas Professor Larry Dwyer (Economics), Professor Robert Kohn (Commerce and Economics), Professor John Piggott (Associate Dean Research) and Associate Professor Emil Valdez (Economics), Professor Ken Trotman (Accounting), and Professor Mark Uncles (Marketing). An ARC Linkage Grant was awarded to Dr Pradeep Ray (Information Systems, Technology and Management).

The Faculty was also successful with UNSW's Goldstar Research Awards for Dr Ram Bhar, (Banking and Finance) and Dr Chung Sok Suh (International Business). ARC Grants through external institutions were awarded to Professor Graham Low (Information Systems, Technology and Management).

In recognition of his national and international eminence in research, UNSW Council conferred the title of Scientia Professor on Professor Peter Swan from the School of Banking and Finance, who was also awarded an AM in the Queen's Birthday List.

Scientia Professor Ken Trotman was nominated Vice-President-Academic (President Elect) of the American Accounting Association, Auditing Section. The Accounting and Finance Association of Australia and New Zealand honoured Associate Professor Malcolm Miller with a 2003 Outstanding Contribution to Practice Award.

In March, the Faculty Advisory Board invited 2002 Nobel Laureate, Dr Vernon Smith, to be the Faculty's Distinguished Visiting Professor through its inaugural Thought Leadership Initiative. Dr Smith's engagement included an Energy Markets workshop, sponsored by Delta Electricity, for industry representatives, held in conjunction with the Faculty of Engineering, and presentations to the business community. Dr Smith also participated in a fundraising lunch sponsored by JB Were, the *Australian Financial Review* and Qantas, which attracted more than 400 guests and raised funds for nine new Honours Scholarships.

Jointly sponsored by Qantas, UNSW and the CRC for Sustainable Tourism, the Faculty's new Qantas Chair in Tourism and Travel

Economics was launched with the appointment of tourism economist, Professor Larry Dwyer, as Chair.

Following a review in 2002 of the Faculty's Masters program in International Professional Accounting in China, it was determined that the March 2003 intake in Guangzhou was to be the last. Outcomes of the program's review in Beijing are pending. The focus of the Faculty's future engagement with China will be research collaborations and the Faculty has entered into a strategic relationship with Fudan University for the development of their academic staff via their participation in research Masters and PhD programs.

Four new scholarships for Indigenous students entering the Commerce and Economics Preparation Program for Indigenous Australians (CEPP) were established in 2003, thanks to AMP, the Commonwealth Bank, Qantas and the Ryan family. Graduates of the four-week intensive CEPP program are then offered a place in the Bachelor of Commerce or the Bachelor of Economics degrees at UNSW, or in similar degrees at other Australian institutions.

The Faculty appointed a full-time Student Relations Officer to build community in the Faculty by developing a program of social and professional development activities at undergraduate and postgraduate levels. Students also participated on a volunteer basis in events such as the annual Scholarships and Prizes Ceremony and UNSW Expo.

Throughout 2003, the Executive developed initiatives to enable the Faculty to reconnect with its graduates. In November, the Faculty launched the 'Meet the CEO' series offering current and former students

unique opportunities to engage with today's leaders in business and government. The inaugural event, sponsored by Deloitte and *BOSS* magazine, featured Sir Richard Branson, Chair of The Virgin Group and attracted an audience of more than 900.

Five new discipline-specific alumni networks – Accounting Honours; Actuarial Studies; Tourism and Hospitality; Information Systems, Technology and Management; and Marketing – were established, and in August, select graduates were invited to become founding members of the Alumni Leaders' Network.

## **FACULTY OF ENGINEERING**

In 2003, two Faculty of Engineering staff won Vice-Chancellor's Teaching Awards, Associate Professor Eliathamby Ambikairajah (Electrical Engineering and Telecommunications) for Teaching and Learning and Professor Rose Amal (Chemical Engineering and Industrial Chemistry) for Research Student Supervision.

The Faculty developed a double degree program in Engineering and Commerce, with the first students to enrol in 2004. This Bachelor of Engineering/Bachelor of Commerce replaces the Bachelor of Engineering/Master of Commerce and provides a stronger base in the professional fields of Commerce.

To assist the transition from high school to first year studies, in 2003 many Schools in the Faculty also introduced mentoring schemes.

Ms Margaret Rozali (Electrical Engineering) was named Engineering Student of the Year and Mr Peter Koulos (*BE (Electrical Engineering) '98*), was named Young Professional Engineer of the year at the Engineering Excellence Awards. Mr David Snowden (Computer

Science and Engineering) won the New South Wales Siemens Prize for innovation for his work on a telemetry and control system for the Faculty solar car, Sunswift. PhD student Mr Amauri Hong, (Chemical Engineering and Industrial Chemistry) won the Young Water Scientist of the Year award for his work on the treatment of oily waste water. Dr Bryce Richards (Centre for Photovoltaic Engineering), in collaboration with Dr Andrea Schaeffer (University of Wollongong) won second prize in the Energy Globe awards in Geneva for a solar-powered, reverse osmosis installation for remote area desalination.

The Faculty assisted the Charles Darwin University (CDU) in the Northern Territory in the development of its engineering programs by agreeing to give full credit for work done at CDU to allow their top students to complete their final two years in the range of programs offered by UNSW. The Faculty also assisted in running a week-long Indigenous Summer School attended by some 40 Indigenous high school students from across Australia.

The Faculty expanded its Taste of Research Summer Scholarship program to attract talented students into research, with some 60 students taking up the scholarship over the 2003–2004 summer.

A major induction program for research students has been introduced to help in the early stages of research planning and to ensure a sound understanding of research methodology. PhD students now also have the opportunity to participate in a career development program. The first two modules in Tertiary Teaching and Research Entrepreneurship ran in 2003.

The Faculty is a partner in a new

Cooperative Research Centre (CRC) in Spatial Imaging. The CRC in Advanced Composite Structures has received funding for a third seven-year period, the Petroleum CRC has been transformed into the CRC for Carbon Dioxide Technologies and the CRC for Environmental Biotechnology has developed from an earlier CRC.

A Research Centre in Sustainable Energy Markets has been developed in collaboration with the Faculty of Commerce and Economics. A Special Research Centre in Particle Technologies, involving the Schools of Chemical Engineering and Industrial Chemistry, Materials Science and Engineering and the University of Queensland, received initial government funding in 2003.

The National Information and Communications Technology Australia centre (NICTA) formally began operations at the beginning of 2003 as the leading national research centre in the field.

Skill in programming was again demonstrated as the Computer Science and Engineering team won the international Robocup competition for four-legged robot soccer in Padua, Italy, beating arch rivals Carnegie-Mellon in the final.

The Faculty participates in a scheme to provide research scholarships for students from Vietnam and the first two scholarships were awarded this year. Faculty scholarships were also awarded for undergraduate students who spend a semester at a partner University studying in a language other than English.

The Faculty strengthened its international links in France, Thailand, India, UK, China and Japan and hopes to encourage more PhD students to undertake part of their research at a partner University.

Professor Nick Ashbolt (UNSW Centre for Water and Waste Technology) is part of a major international research program studying drinking water risk management, and in October, the Faculty hosted the Universitas 21 group of engineering Deans who have also included a project on water as part of future collaborative activity.

The Faculty established a research agreement with the Campania region of Italy which will support the exchange of doctoral researchers.

Professor Chris Rizos (Surveying and Information Systems) has been appointed President of the International Association for the Worldwide study of geodesy.

The Faculty's Community Outreach can be found on p 46.

## **FACULTY OF LAW**

The year began with the completion of the Faculty's Strategic Plan and its unanimous approval by Faculty Board, Professor Christopher Rossiter's appointment as Head of the Law School in February and significant awards for former staff and alumni.

Foundation member of the Faculty of Law and twice Dean, Emeritus Professor Garth Nettheim, was awarded an Order of Australia and alumnus, Dr Annabelle Bennett (*LLB '80*), was made a Judge of the Federal Court of Australia. Arts/Law student Mr Alexander Gelski won one of the eight Australian fellowships offered under the Goldman Sachs Global Leaders Program and a team of undergraduate Law students won the prestigious Jean-Pictet International Humanitarian Law Competition in Portugal. Ms Marina Yastreboff (*LLM '02*) was awarded Young Gun of the Year at the Australian Law Awards. Former Prime Minister,

Malcolm Fraser, was awarded an Honorary Doctorate of Laws in recognition of his long and distinguished service to humanity.

As part of the commitment to providing a high quality, small group learning experience for students, the Law School introduced a series of professional development workshops for new casual teachers to orient them to best practice in small group learning techniques.

The integration of eLearning into the Law School curriculum moved ahead with the appointment of E-Learning Designer, Mr Glen Jeffreys, and two academic staff, Mr Alex Steel and Ms Lesley Hitchens, were awarded ITET (Innovative Teaching and Educational Technology) Fellowships. By the end of 2003, half of the Bachelor of Laws (LLB) core curriculum had web support, a dramatic improvement upon 2002.

The dedication of teachers and keeping classes capped at 35 students supported the aim of engaging First Year students and helping them to feel closely connected to the School. Approximately 150 students used the Peer Tutor Program established by Associate Professor Prue Vines for First Year students. Associate Professor Vines' work on this program was a factor in her receiving a 2003 Vice-Chancellor's Award for Teaching Excellence.

The Faculty's support programs for Indigenous students grew significantly with the appointment of Associate Professor Jill Hunter as Director of Indigenous Legal Education, Ms Christine Forster as Convenor of the Indigenous Legal Education Committee and Ms Dani Johnson as an advisor to Indigenous students. The Faculty was awarded a \$15,000 First Year Experience Grant to enhance the First Year program for Indigenous students.

In conjunction with Aboriginal Education Program, the Faculty partnered important initiatives such as the first Schoolchildren Winter Session (to encourage Indigenous high school students to aspire to entry to the Law School) and the ninth year of the very successful Indigenous Pre-Law Program, two graduates of which, Mr Cameron Grant and Ms Liz Wilson were the inaugural recipients of Ritchie Family Scholarships. Both students completed their first year with impressive success.

The Marie Swan Memorial Scholarship was established to encourage students from rural New South Wales to undertake study in Law at UNSW and will be awarded for the first time in 2006.

During 2003, the Faculty continued to develop postgraduate coursework programs. The Master of Laws (LLM) program saw an overall increase in enrolments from international and local students of around 21 per cent, with approximately half the international students coming from Europe and half from Asia, and the Master of Legal Studies (MLS) enjoyed an increase of around 31 per cent. The Faculty increased support to ensure a positive experience for international students, including the establishment of classes and assistance for international law students whose first language is not English.

The Centre for Continuing Legal Education, under Director Christopher Lemercier, delivered more than 50 short courses and seminars for legal practitioners and others which comply with Mandatory Continuing Legal Education requirements. New topics included Water Rights, Wine Law and changes to Banking and Finance regulation and Civil Litigation. Comprehensive

practice skills short courses, offering essential knowledge on pleading, drafting and evidence have proven very popular. The course deliverers and speakers, experts in their areas, were drawn from the ranks of UNSW academics and members of the legal profession and the School is grateful to the members of the judiciary, the bar and law firms who assisted with these developments.

In 2003, research at the Faculty continued to thrive, including the growing area of the regulation of information technology and communications which has added to the Faculty's existing strengths in comparative law, legal theory, criminal justice and public law.

Legal research at UNSW has long been distinguished by its contribution to, and involvement in, social justice concerns and public policy, and this included the publication of *Prisoners as Citizens*, a collection of essays edited by Professor David Brown and Ms Meredith Wilkie, which addresses the rights of those in custody.

With ARC funding being sometimes difficult to obtain for legal research, it was very encouraging that both the Law School's applications for ARC Discovery grants for 2004 funding were successful. The Faculty also has a very strong group of early career researchers whose ability and enthusiasm bodes very well for the future of the Faculty's research.

The Communications Law Centre continued its research and policy work in media and communications. Five courses were offered through the Law School to undergraduate or postgraduate students. The Centre completed the second year of a three-year ARC research project on defamation law reform with partners John Fairfax Holdings, the Seven Network, the



Australian Publishers' Association and Cornwall Stodart.

The Australasian Legal Information Institute (AustLII), a joint facility of UNSW and UTS Law Faculties, was recognised by the ARC for its excellence in developing national and international legal research infrastructure and received an ARC LIEF scheme award of \$700,000 to continue its work in 2004. With the Witwatersrand Law School, the Institute launched the Southern African Legal Information Institute (SAFLII), and hosted the third meeting of the world's free access to law movement. The Institute also hosted the fifth 'Law via Internet' Conference'.

The Baker & McKenzie Cyberspace Law and Policy Centre held an international conference on 'Privacy and Surveillance 2003 – Terrorists and Watchdogs', and held a local and international internships program focusing on the emerging Spam Act 2003, finally passed in December. In addition, the Centre jointly hosted a symposium on the Digital Agenda review with Phillips Fox.

The Gilbert + Tobin Centre of Public Law hosted the National Forum: The War on Terrorism and the Rule of Law and its major publications included *Realising Democracy: Electoral Law in Australia* edited by Mr Graeme Orr, Mr Bryan Mercurio and Professor George Williams.

In collaboration with the European University Institute, Florence, the European Law Centre held a conference on 'Implications of Enlargement for the Rule of Law and Constitutionalism in Post-Communist Legal Orders'. Centre Codirector, Professor Martin Krygier, was invited to cooperate with the Stanford Centre for Democracy,

Development and the Rule of Law on a major project in the field. He was also a member of a project on universalism and local knowledge in human rights cosponsored by the Humanities Center, Central European University (CEU), and the Woodrow Wilson School, Princeton University. Professor Krygier's 'In Praise of Prejudice' was selected for *The Best Australian Essays 2003*, published by Black Ink Books.

In 2003, the Freehills Visiting Fellow was Kevin Gray, a Professor of Law and Professorial Fellow at Trinity College, University of Cambridge, one of England's leading property lawyers.

Professor Jeremy Webber joined the Faculty as a Visiting Professor and the Gilbert + Tobin Centre of Public Law as an Associate. Professor Webber holds the Canadian Research Chair in Law and Society in the Faculty of Law, University of Victoria, Canada, and was previously Dean of Law at the University of Sydney.

Of the many other distinguished national and international visitors to the Law School in 2003, some taught undergraduate or post-graduate courses, while others gave Faculty seminars or were involved primarily in research.

The UNSW Law Alumni Chapter was launched and within a month had welcomed more than 300 local alumni members and small networks of members in Germany, Hong Kong and the UK. UNSW's longest-serving Chancellor (1976 – 1994) and former Governor of New South Wales, the Hon Gordon Samuels, AC CVO QC, kindly agreed to be founding patron of the new Chapter and Mr Peter Noble (*BCom LLB '76*), a member of the UNSW Alumni Board of Governors, is Chair of the Executive

Committee. A dedicated Alumni Officer for the Law School was appointed in June.

The Faculty of Law wishes to thank the many law firms, organisations and individuals for their continued support, notably Freehills, Gilbert + Tobin, Baker & McKenzie, Landerer & Company, the Myer Foundation, the Adamovich Family and James and Odette Ingram.

The Faculty's Community Outreach can be found on p 47.

#### **ATAX, AUSTRALIAN TAXATION STUDIES PROGRAM**

During 2003, Atax continued to look outwards, broadening and enhancing its relationships with, and profile in, the tax profession. The introduction of the new Master of Applied Taxation, in partnership with the Institute of Chartered Accountants in Australia, typified this approach.

As well as focusing on external relations, Atax continued its drive towards full integration with the University community. The pursuit of joint activities with the Law School, such as collaboration on electronic teaching and learning initiatives and shared publicity, prizes and social events, further strengthened the relationship between these two parts of the Faculty. Atax has also taken the opportunity to explore joint teaching, research and consultancy initiatives with other parts of the University including the Faculty of Commerce and Economics, Unisearch and UNSW International Projects.

Atax once again excelled in the annual Course Experience Questionnaire and Graduate Destination Survey with the Bachelor of Taxation program rated first for overall satisfaction for the second consecutive year. All courses continue to be available in flexible

delivery mode, and face-to-face options at the postgraduate level have been enhanced with the introduction of intensive short courses to complement the flourishing range of evening courses held in the Sydney CBD.

The research highlight was the launch of the Atax-sponsored *eJournal of Tax Research*, a fully-refereed, biannual tax journal ([www.Atax.unsw.edu.au/ejtr/](http://www.Atax.unsw.edu.au/ejtr/)). With an editorial board that draws on leading international tax experts, this initiative will do much to foster scholarly research on taxation and complements Atax's role as the leading tax school in the Asia Pacific region. In addition, the Research Fellowship Scheme was particularly successful, with visits from Professor Judith Freedman (University of Oxford) and Professor Stewart Karlinsky (San Jose University).

Atax continued to provide the tax community with excellent professional education during 2003. Partnership with UNSW's NewSouth Global enabled Atax to continue to engage with the international tax community, facilitating projects with the Thai judiciary and involvement in the East Timor Capacity Building Project, as well as training provision for overseas visiting delegations.

## **FACULTY OF MEDICINE**

In 2003, the Faculty of Medicine continued its development of a new undergraduate medical curriculum. This included review of the program by the Australian Medical Council resulting in its accreditation until 2011, subject to further focused review of the latter stages of the program during 2004. The new teaching program will be implemented for Year 1 students in 2004.

The first cohort of medical students at UNSW to undergo the Faculty's new selection process commenced Year 1 in 2003. This process, in which academic merit, performance in the national Undergraduate Medicine Admissions Test and the results of a semi-structured interview are considered, aims at selecting students who are well-equipped to deal with the demands of both medical training and professional practice in the 21st century.

As part of the Faculty's ongoing commitment to students, 2003 saw the replacement of all student computers, as well as the development of IT systems to support both teaching and administration of the new curriculum. In addition, the Faculty, through the School of Medical Sciences, installed virtual microscopy software and computers across four teaching laboratories.

Enrolments in the Health and Sports Science program remain strong. An extensive review of post-graduate coursework programs in Public Health and Health Services Administration was conducted and some modifications made to meet the contemporary needs of these disciplines. Similarly, due to low enrolments and questions from external agencies regarding the standing of the program in Prosthetics and Orthotics as currently offered, this program is being reviewed.

2003 saw considerable success across the Faculty in competitive grant outcomes. This included well over \$10M in NHMRC funding for research across many areas, including major grants in post-traumatic psychological disorders, diseases of inactivity and HIV/AIDS.

The Faculty's excellence in research has also been recognised with the award of prestigious

national prizes to academic staff. These included the Senior Organon Research Award for the most significant contribution to psychiatric research in Australia and New Zealand over the preceding two years, to Professor Henry Brodaty (Psychiatry); both the Gottschalk Medal for outstanding research conducted in Australia by scientists under 40 years of age and the Eureka Prize for scientific research to Associate Professor Levon Khachigian (Centre for Vascular Research); the Australasian Science prize to Emeritus Professor Mark Rowe (Medical Sciences) and the Ramaciotti Medal for excellence in biomedical research to Professor Colin Chesterman (Medical Sciences).

The Faculty continues to enjoy strong enrolments from international students, especially into the MB BS program where 25 per cent of First Year enrolments were international students. Many medical students engage in study overseas during their elective term in a diverse array of clinical and health care settings. Following the successful implementation in 2002 of an exchange program with the University for Oslo for Year 5 students undertaking their Paediatrics and Obstetrics and Gynaecology terms, eight students participated in the program this year (six in 2003). Feedback from staff and students has been very positive and the Faculty expects to see continued growth in international engagement for educational programs.

Academic staff continue to have multiple international research collaborations with grants awarded to support research from offshore agencies including the National Institutes of Health and the Center for Disease Control and Prevention in the USA.

Work on renegotiating the affiliation agreement between the Faculty of Medicine and the South East Sydney Area Health Service is in progress, reflecting the desire of both parties to secure a framework of sustainable cooperation which respects the challenges and dynamism of modern health care and academic medical environments.

Capital works planning continues in relation to the establishment of the School of Rural Health in several locations including Port Macquarie, Coffs Harbour and Albury. Challenges have been encountered and managed in areas such as acquisition of land, finalisation of leasing agreements and review of bushfire zones, however progress is in evidence at all locations with completion of these projects expected during 2004.

Substantial work, entailing the individual assessment of some 600 projects, was performed by the Faculty's Finance Unit to review the Faculty's non-general and non-research fund income. The task is expected to be finalised early in 2004.

The Faculty's Community Outreach can be found on p 48.

## **FACULTY OF SCIENCE**

The Faculty of Science continues to be a leader in research productivity as well as providing one of the broadest ranges of studies available in Australian undergraduate science degree programs. It also offers combined degrees with the Faculties of Medicine, Engineering, Commerce and Economics, Law, and Arts and Social Sciences, and postgraduate programs are an area of significant and growing strength.

In mid-June 2003, Associate Professor Aldo Bagnara, Acting Dean, replaced Professor Dennis Lincoln as Dean. This occurred at

a critical time in the Faculty's restructuring program following the amalgamation of the Faculties of Science and Technology and Life Sciences in 2001. Nevertheless, the restructuring process is close to a positive outcome. Professor Michael Archer will take up the position of Dean in early 2004.

The Faculty also spent the year in the Academic Strategic Planning Process instituted by the Vice-Chancellor in late 2002, resulting in a commitment to 'renewal'. Issues deriving from the amalgamation of two Faculties with significant differences in terms of their teaching profiles, research activities and aspects of administrative structure, have either been addressed or are undergoing current review to facilitate the formation of a unified Faculty of Science.

An important outcome of this review has been the strong commitment to maintain the Faculty's activities in the enabling sciences (chemistry, mathematics, physics) as a means of underpinning its teaching and research strengths in all other areas of interest. This will redefine the Faculty's strengths and allow it to provide an excellent educational experience, continued excellence in research and an ability to interact with local and international communities from a position of academic strength.

The Schools of Chemical Sciences, Mathematics and Physics will need to downsize and review their operations in order to ensure their financial viability. With the help of the Faculty's Business Manager, these Schools will develop a business plan that will enable them to sustain their essential activities of teaching, research and administration over the next 10 to 15 years. It is anticipated that natural attrition of

staff and voluntary redundancies, coupled with some strategic new appointments and a review of their teaching profiles, will provide the necessary budget outcomes in the near future.

As part of the Academic Strategic Planning Process, the Vice-Chancellor asked the Faculty to review its research activities in order to concentrate on growing its major areas of strength. All Schools have embarked on this process and have provided a series of 'Vision Statements' that reinforce those areas where research productivity is already high and define new areas that will be emphasised in the future. The process has identified research strengths which have international impact and provided opportunities to renew and strengthen existing collaborations in teaching and research across traditional disciplines and School boundaries. The process has also stimulated discussions and commitments to develop new collaborations that require interdisciplinary or multidisciplinary efforts. In the meantime, the Faculty continues to attract substantial funding of approximately \$18M in the form of competitive, peer-reviewed grants from the Australian Research Council and the National Health and Medical Research Council and industry sources.

Preserving the Faculty's strength in the enabling sciences will differentiate Science at UNSW from many of our competitors. This will be aided by the growth of inter- and multidisciplinary projects in teaching and research that cross Faculty boundaries, like bioinformatics and nanotechnology, and there are future prospects for collaboration with the College of Fine Arts through projects that commenced in 2002 and developed further during 2003.

As part of the Faculty restructure, staff and projects relating to Food Science and Technology were transferred from the School of Chemical Sciences to the Faculty of Engineering. Nevertheless, we look forward to continued teaching and research collaborations in this area for those activities with a strong science focus.

2003 also saw an extensive external review of the School of Safety Science, as required by the Faculty amalgamation process in 2001, but outcomes have not been finalised and the Vice-Chancellor has called for additional submissions/discussions at the School and Faculty level. A review decision will be made in the first half of 2004.

Throughout the Western hemisphere, the declining high school student participation in the 'enabling sciences' has had significant flow-on effects for tertiary institutions. In Australia, this decline in science-based enrolments has been the focus of two major reports to the State and Australian Governments by the Australian Council of Deans of Science. The second of these reports, released in November 2003, commented on the fact that government inaction (or ineffective action) will cause problems for Australia's economic growth over the next several years and has urged swift and appropriate action. In New South Wales, preliminary data suggest a slight upward trend for science-based study at high school (years 11 and 12) for 2003/2004, though it is too early to determine whether this welcome trend will continue.

The declining interest in science-based study has significant budgetary impacts on the Faculty. The considerable funds provided to UNSW by the Department of Education, Science and Training (DEST) are determined by physical enrolments, and it has

been difficult for the Faculty to maintain important components of its budget. For some years, the Faculty has had difficulty in achieving its 'target' enrolment plan while maintaining realistic minimum standards of admission. In recent times, this has meant budget shortfalls in the undergraduate DEST-funded category that we have been unable to offset completely by increased enrolments of higher-degree students.

This has caused the Faculty to review and to restructure its marketing and recruitment activities for the local, national and international markets. Locally, we are in the process of establishing a small, professional team to provide an improved recruitment outcome that focuses as much on the quality of the students as it does on quantity. Internationally, we will work more closely with the UNSW International Office and collaborate more frequently and more effectively with other Faculties as appropriate and with the Faculty of Engineering in particular.

The Faculty's Community Outreach can be found on p 48.

#### **AUSTRALIAN GRADUATE SCHOOL OF MANAGEMENT**

The AGSM finished 2003 in a strong position appointing as Dean Mr Robert McLean, formerly McKinsey & Co Managing Partner for Australia.

AGSM's Faculty received a number of awards during the year. Professors Philip Yetton, Lex Donaldson and Robert Wood received international acclaim for their organisational behaviour theories and their published research was rated as among the world's most influential in their field of expertise. These AGSM Faculty are the only

academics presently working in Australia to be included in the list of significant researchers in an *Academy of Management Learning and Education Journal* article by John Miner, 'The rated importance, scientific validity, and practical usefulness of organizational behaviour theories: a quantitative review'.

Professor Simon Sheather, Professor of Statistics, was listed in the top 200 mathematicians worldwide for cited research 1993 to 2003. The list was compiled by ISI Essential Science Indicators and published in the *Australian Mathematical Society Gazette 2003*. Professor John Roberts, National Australia Bank Professor of Marketing, won the American Marketing Association's Advanced Research Techniques Forum Best Paper Award.

Marketing lecturer, Dr Kristen Rotte, won the American Marketing Association's Technology and Innovation Special Interest Group's annual award for best dissertation and was also runner-up for the Academy of Marketing Science's best dissertation award.

Dr Chongwoo Choe, (Economics), won the Shimomura Fellowship for 2003, awarded by the Development Bank of Japan, to fund a three-month research visit to a Japanese university.

AGSM Faculty were also appointed to prestigious positions in academic associations. Professor Jeremy Davis, AMP Professor of Management, was elected President of the Strategic Management Society. Professor Timothy Devinney, AGSM Professor of Management, was elected to the Executive Committee and President-Elect position of the International Management Division of the

Academy of Management. Professor John Roberts, also served as a Trustee of the US-based Marketing Sciences Institute.

AGSM Faculty participated in high level business and government fora, reinforcing the strong links between the AGSM and business. Professor Jeremy Davis, AMP Professor of Management, served as Chair of the Board of Directors of Gradipore Ltd for 2002-2003 and for XRT Ltd; as Deputy Chair of the Board of Directors of AMWIN Mgt P/L and as a Director on the Board of Transurban City Link Ltd. Professor Christopher Adam, Professor of Finance, served as a Director of ORIX Australia Corporation Ltd and as Chair of its Remuneration Committee. Professor Simon Sheather, was a member of the Australian Government's ARC Expert Advisory Committee on Mathematics, Information and Communication Sciences for 2002-2004.

AGSM's MBA, EMBA, executive courses and customised training programs continued to perform well in international and national business school rankings, reinforcing AGSM's position as Australia's leading business school.

*Asia-Inc.* magazine ranked AGSM's full-time MBA program first in Australia and included it in the league of 15 best MBA business schools in the Asia Pacific region. *The Australian Financial Review's Boss* magazine ranked AGSM in the top band of leading business schools for the second consecutive year (full-time and part-time MBA). *Forbes* ranked AGSM ninth in the non-US schools segment – no other Asia Pacific school was included in the rankings. *The Financial Times* (UK) ranked AGSM's executive education as first in the Asia Pacific and Australia, and its EMBA first for

business schools in Australia. The magazine also ranked the AGSM 69th in the world for its full-time MBA, and advanced the AGSM 15 places in its business school MBA world ranking for research output for 2002, bringing it to 37th place. The Graduate Management Association rated AGSM amongst the top Australian programs, with five stars.

During the year, a further \$50,000 in Dean's Scholarships was offered for students from socially disadvantaged or under-represented groups, in addition to its significant annual pool of student scholarships.

Continuing its commitment to present the latest management thinking, AGSM attracted several high-profile guest speakers including Mr Rob Ferguson, Mr Rob Hunt, Dr Paula Stern (former head of the US International Trade Commission and currently President of economic advisory firm, The Stern Group), Ms Luise Elsing, Professor John Worthington and Dr Daniel Kahneman, 2002 Nobel Prize winner for Economics.

#### **UNIVERSITY COLLEGE (AUSTRALIAN DEFENCE FORCE ACADEMY)**

The main achievement for UNSW@ADFA during 2003 was the successful completion of negotiations with the Department of Defence for a new Agreement between the Australian Government and UNSW to provide for the educational services at the Australian Defence Force Academy (ADFA). The Agreement for the next 10 years was signed on 11 December and recognises the continuing service of the University to the nation.

The University completed a major process of change management at the Academy, taking into account

aspects of the Agreement to better position itself to deliver educational services to Defence. The 12 Schools which had been in existence since the establishment of the Academy were rationalised to five to provide greater economies of scale for each organisational unit, reduce duplication of effort, encourage interdisciplinary collaboration and respond to shifts in student demand.

One of the new Schools, reflecting a Defence requirement, is the School of Business which will deliver an innovative Bachelor of Business degree program commencing in 2004. Workshop and technical support for the laboratory-based disciplines has been rationalised in the light of the new School organisation. Committees dealing with academic matters have been restructured to achieve a more efficient administration and promote increased interaction between disciplines. The Student Administrative Services restructure was completed to provide a more client-focused and efficient service for students. The Library, information technology, printing, design, web-based teaching and media services have been integrated into a new Academic Support Group. With the establishment of larger Schools and the Academic Support Group, the need for the Graduate Studies Institute diminished and its roles have been subsumed largely within the Schools.

The new Agreement informs the UNSW@ADFA Strategic Plan for the next five years and this in turn informs the University's Academic Strategic Planning program.

In late 2003, the new positions of Associate Dean (Education) and Associate Dean (Research) were established, consistent with UNSW

policy. The Associate Deans will work together with the Rector and Deputy Rector to enhance the strategic management and development of education and research respectively, and ensure that UNSW@ADFA contributes to the excellence of the educational experience and research activities of the University as a whole.

In 2003, undergraduate enrolments increased as the delayed entry, and hence reduced intake of Navy students in 2000, worked itself out of the system. Total enrolments number 932 compared with 827 in 2002. Postgraduate enrolments numbered 779 compared with 838 in the previous year, with this decrease being in coursework programs. The new Agreement will allow UNSW@ADFA to vigorously market its postgraduate programs to Defence and civilians in the general community.

In addition to \$2.54M in external research funding for 2003, researchers won a further \$755,000 in Australian Research Council (ARC) funding for projects to commence in 2004. ADFA researchers have also been successful in obtaining ARC funding for research projects in collaboration with other universities and research centres, such as the ARC Centre for Complex Systems at the University of Queensland and the ARC Centre of Excellence for Quantum Computer Technology at UNSW. Further research funding flows through successful competitive grants held in conjunction with external agencies such as AINSE and CSIRO.

This year UNSW@ADFA developed some major external research collaborations which will contribute to the quality of the University's research and increase interaction with the community. Of major significance has been the

development of hypersonic research, which is an emerging strength at ADFA. The signing of a Memorandum of Understanding between three of Australia's largest universities, two State Governments and the Australian Government, establishing an Australian Hypersonics Initiative, will pave the way for further national and international interest in hypersonics research at ADFA.

An exciting development arising from the invigorated research program at ADFA is the formation of the Australian Security Technologies Integration Network which provides the groundwork for a positive and mutually beneficial approach to collaboration amongst researchers. Other members of the Network include the Department of Foreign Affairs and Trade, the Australian Customs Service, the National Research Council and other Australian universities.

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## COMMUNITY OUTREACH

**FACULTIES**

UNSW academics and general staff conduct an enormous amount of community outreach activities throughout the year – both on a Faculty or discipline level and personally. Below are details of this important University work.

**ARTS AND SOCIAL SCIENCES**

In the local community, Dr Paul Brown (History and Philosophy of Science) completed *Sixty Thousand Barrels*, an award-winning documentary about resident activism. The Media and Communications undergraduate student creative multimedia exhibition was attended by more than 600 visitors. Close links with the Japanese, Korean, Greek and Spanish communities were fostered through the School of Modern Languages. Music and Music Education staff provided broadcast public performances on campus, in Sydney and interstate. In Philosophy, Professor Philip Cam worked on the development of the tools and procedures of philosophical inquiry for the school classroom in association with schools in Queensland. Other staff members participated as academic assessors, coordinators of community

programs, assisted in community groups and participated in leadership forums. Professor Clive Kessler, Associate Professor Michael Humphrey (Sociology and Anthropology) and other staff gave media interviews, especially in the context of international political events.

**BUILT ENVIRONMENT**

The Faculty's outreach project, 'The Sustainable Living Competition', was again a great success with a record number of entries from high schools and more than 500 students from across the country gathering for the awards ceremony in December. Eco-Innovate 03, a project developed by the Faculty's Centre for a Sustainable Built Environment in partnership with the United Nations Environment Program and its youth education partner, Bayer, was held in July. More than 100 young people between the ages of 15 and 23 from Australia, New Zealand, Singapore, Thailand, Indonesia, India and China converged at UNSW and the Faculty for an intensive week of workshops and lectures aimed at developing in delegates a capacity to start up eco-innovation projects

when they return to their own communities.

**COFA**

Continuing its commitment to outreach to the community, the School of Art Education organised the COFA ARTEXPRESS exhibition, which continued its record-breaking crowds, attracting more than 10,000 visitors. The School also mounted a successful symposium for art educators considering the Body of Work in the HSC curriculum and an introductory Workshop in Digital Media. Both were well supported by art and design teachers from throughout the State.

**ENGINEERING**

On the eve of UNSW Expo 2003 in September, an interactive exhibition of the Faculty's work was attended by some 400 industry representatives in Leighton Hall at The Scientia. Learning materials on renewable energy technologies sent to high schools across the country by the Centre for Photovoltaic Engineering, received very favourable comments and the School of Computer Science and Engineering was also successful in its introductory computing program held for primary school girls. The

Faculty also hosted 80 high-achieving students in the Honeywell Engineering Summer School.

#### LAW

The Faculty of Law was founded on a commitment to social justice and makes significant community outreach contributions.

With generous support from Aboriginal and Torres Strait Islander Services, the Indigenous Law Centre published eight issues of the *Indigenous Law Bulletin*, which provides a round-up of developments in legislation, case law, service delivery and policy issues to advocates, students, lawyers and the general public. The Centre also produced the *Australian Indigenous Law Reporter*, which brings together commentary, case notes, extracts and reports on Australian and international law. A project to index the digital archive of both the *Bulletin* and *Reporter* is underway and by March 2004, the contents of the first 20 years of the *Bulletin* will be available in searchable, full-text format.

The Social Justice Project (SJP) initiated a major Neighbours Program aimed at strengthening interaction between leaders of key community organisations in Australia and neighbouring countries. With funding from the Myer and Dunstan Foundations, joint visits to Indonesia and Malaysia were arranged by the heads of the Australian consumer, environment, social welfare and union movements. More than 40 meetings were organised involving more than 100 community leaders and other experts. Directions for Action were agreed at a final roundtable session in each country, including the establishment of the Neighbours Program on a continuing basis. The SJP then organised return visits by the heads

of the Indonesian consumer, environment and social development movements to meet with more than 80 leaders of Australian community organisations at national and State level. The SJP Director was also Chair of the inaugural National Anti-Poverty Week and contributed the principal chapters on social policy to two books assessing, respectively, the achievements of the Hawke and Howard governments.

Kingsford Legal Centre ran the first Australian clinical course for First Year Indigenous law students, published the *Guide to clinical courses in Australian universities*, undertook research on legal aid issues, prepared submissions to the Senate Inquiry on Legal Aid and hosted visits from Vietnamese and Iranian Human Rights officials. As usual, the Centre ran courses for final year law students and provided legal assistance to more than 2,000 disadvantaged members of the community.

The National Children's and Youth Law Centre (NCYLC) priority project this year was to coordinate the NGO report on Australia's implementation of the Convention on the Rights of the Child. With the assistance of Centre volunteers, a submission was prepared seeking accreditation for the NCYLC with consultation status as an NGO to the UN Committee on the Rights of the Child, allowing it to address the UN for the purposes of the report.

In 2003, the National Pro Bono Resource Centre joined the Faculty of Law. It is an independent, non-profit organisation that aims to encourage *pro bono* legal services, support lawyers and law firms to provide high quality *pro bono* legal services and work with the profession and the community sector to match services with the clients and groups

most in need of assistance.

The Australian Human Rights Centre (AHRC) completed a wide range of research projects including '*A National approach to supporting human rights and social justice advocacy and education in light of Australia's declining commitment to human rights standards*', a project conducted jointly by the AHRC and Australian Lawyers for Human Rights, and funded by the Myer Foundation and the Wynn Family Trust. The AHRC also reaches the wider community with its publications - *The Australian Journal of Human Rights* (two editions) and *The Human Rights Defender* (three editions).

The Faculty contributed to the promotion of human rights law and values in the Asia-Pacific region through its support for The Diplomacy Training Program (DTP), established by Nobel Laureate, José Ramos Horta. The DTP ran three courses for human rights defenders in 2003 with funding from the Myer Foundation, Save The Children, New Zealand Aid and Caritas Australia. The regional human rights defenders program was held in Bangkok in February with advocates from across the region. In August, a program was held in Subic Bay with Indigenous community representatives from across the Philippines and in November a regional training program was held in Fiji on children's rights in the Pacific. A new Director, Patrick Earle, was appointed in May 2003 and in July 2003 Westpac hosted a talk by DTP's founder José Ramos Horta to launch a new fundraising appeal.

The Communications Law Centre's work in media and communications included a research consultancy from the Australian Communications Authority which was instrumental in the Authority's



decision to act to improve consumer contracts used in the industry. The Centre's detailed complaint under the Broadcasting Services Act led to the Australian Broadcasting Authority referring several matters relating to radio station 2UE to the Department of Public Prosecutions.

The European Law Centre organised very well-attended public lectures, with keynote speakers including the present and former Foreign Ministers of Poland and held a conference on 'Implications of Enlargement for the Rule of Law and Constitutionalism in Post-Communist Legal Orders'.

The Baker & McKenzie Cyberspace Law and Policy Centre cohosted a short film festival with the Office of the Federal Privacy Commissioner and helped establish the Asia-Pacific Privacy Charter Council, a NGO of privacy experts, advocates and former regulators seeking to create a regional standard for developing privacy law.

The Gilbert + Tobin Centre of Public Law hosted the National Forum: The War on Terrorism and the Rule of Law, which included an innovative audio webcast to the wider community.

#### **MEDICINE**

The Faculty of Medicine is constantly working with the community in the provision of health care. The majority of the Faculty's academic staff also work in public hospitals or general medical practices across New South Wales and many lecturers are conjoint staff, in that they are employed externally and provide teaching services at no charge, but as their contribution to the profession.

The Faculty's Hall of Health and Museum of Human Disease offer significant community outreach with more than 6,000 New South Wales

high school students, industry, government organisations and other community groups visiting these facilities each year. These visitors comprise an important component of the 20,000 visitors to the Museum annually, and this is set to increase in 2004. Community-oriented guided tours and health education programs are provided by Museum staff and volunteers with experience in medicine, nursing and science teaching.

Established in 1996, the Museum produces special exhibitions such as 'Faded Genes' and 'Health Hazards in the Workplace', attracting local, national and international visitors. The Hall of Health and the Museum have participated in several other major projects including National Science Week, Siemens Science Experience, the National Trust Heritage Festival and other outreach activities. The Museum staged special events during the 2003 UNSW EXPO, providing exposure to thousands of visitors.

A long-term project was completed to produce a set of Museum information sheets to improve the quality of the visitor experience. Enhancement of the Museum website for use by schools and others was also launched at the start of 2003. The 'Interactive Images' is a popular resource for HSC students and their teachers and this link has received three prestigious international awards.

The Museum assists other museums with exhibitions, has provided invited speakers at national and international conferences and recently received a government grant to purchase equipment to improve data collection and cataloguing work. Museum resources have been further enhanced by the generous donation of equipment from Cochlear Ltd and Medtronic, adding to the range of bionic devices on display.

The annual Professional Development Program for HSC Biology teachers includes lectures on Forensic Medicine, the latest on Neuroscience and workshops on Human Evolution and Biotechnology. More than 100 teachers from around New South Wales attend these highly respected programs, delivered by science and medical specialists.

The Hall of Health and the Museum plan to expand their activities in public health programs and service to the community through creating awareness of health issues and the prevention of disease.

#### **SCIENCE**

The highly successful Outreach Centre for Science programs continued to attract school students and collaborations with industry, leading scientific organisations and the community. The Science in the City program, held during National Science Week in association with the Australian Museum, the University of Sydney and other institutions, attracted large crowds.

Science@UNSW also runs the US Jason Project with State primary and secondary school students spending time on campus. Other outreach programs included the Siemens Science Experience, Astronomy on the Go which tours metropolitan and regional schools and the distribution of the Science@UNSW *Chaos* magazine to high schools across New South Wales. In addition, the Faculty sponsored a prize for secondary science teachers with assistance from the Science Teachers Association of New South Wales.

#### **OTHER UNIVERSITY UNITS**

Other UNSW units also expend significant effort in their community outreach activities. (*See also* Community Partnerships p 95).

## ENVIRONMENT

The Environment Management Program (EMP) Ecoliving Program achieved another lively year of self-funded activities involving the local community, councils, schools, ethnic, youth and disability support organisations and job training programs. Media exposure for Ecoliving – and by extension, promotion for UNSW – included coverage on the Channel 9 *Today Show*, *Better Homes and Gardens* (TV and magazine), *Totally Wild* and *Gardening Australia* (TV and magazine), regular appearances on Triple J radio, reportage on ABC Radio National and articles in the *Sydney Morning Herald* and *Australian* newspapers.

The Ecoliving display at Gardening Australia Live in September won the exhibition's award for Environmental Excellence. Workshops and seminars on rainwater tanks, solar housing, energy conservation, permaculture and organisational culture change were also included among the Ecoliving Program's community educational activities. 'Cool Communities' funding from the Australian Greenhouse Office was renewed for 2004, in recognition of the outstanding work of Ecoliving coordinator Cameron Little in delivering this

household-based greenhouse gas abatement program.

## UNSW UNION

2003 saw a further consolidation of the University and the University Union's community outreach programs. In addition to the long-established, and very successful Orientation Week, Artist in Residence Workshops, Shack Tutoring, Students Teaching Students and Creative Development Courses, greater emphasis was placed on programs that involved the local and business communities.

Learning the Lingo provided a social support network that brought together local and international students. Fusion Forums provided a unique volunteering opportunity for UNSW students interested in cultural issues to interact with local high school students. The 2003 Unsweetened Literary Program promoted student writing through association with the Sydney Writers Festival, and the Student Leadership Alumni Program provided ongoing opportunities for students to develop their leadership skills through interaction with the business community and international students.

## THE UNSW ART COLLECTION

The major activity during 2003 was the completion of an online database which will go live in February 2004. Information on nearly 1200 works of art will be available using a searchable interface and images will also be available where copyright permission has been granted. A major acquisition for the Art Collection was 'Globe', the Sculpture on the Mall purchased with funds from the U-Committee and the Vice-Chancellor and launched in November.

## HOME INSTRUCTION PROGRAM FOR PRE-SCHOOL YOUNGSTERS PROGRAM (HIPPIY)

Launched in 2002, the very successful activity HIPPIY program is a two-year pilot program based at La Perouse Primary School which aims to better prepare children for school, thereby improving their educational and longer-term employment prospects. The University undertook the role of auspice body and the program has been so successful that the Australian Government, under the Stronger Families and Communities Strategy, this year approved a one-year extension of the program with a grant of \$76,300.

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## INFORMATION TECHNOLOGY

The core mission of the Division of Information Services (IS) is to deliver high quality, enterprise-wide information services to, and in partnership with, the University community. This will be achieved through a value/cost relationship where the costs of IS are clearly related to the value it adds to the University; the delivery of timely and effective information services at targeted service levels and costs; operational excellence in the delivery of IT projects and services, and developing the internal capabilities to learn, innovate and exploit future opportunities.

2003 saw the first year of execution of a formalised plan for IT investment which was developed during a planning process completed in 2002. This plan identifies the need for significant investment in online services to enhance the student experience at UNSW; new systems to manage research grants and students; consolidation and advancement of the University's use of educational technology; initiatives to integrate and make more accessible the considerable information stored in the University's IT systems; and a

number of enhancements to underlying administrative systems.

Significant progress was made in many areas of the IT plan during the year. The University's interactions with students at the stage of application, admission and re-enrolment have now largely been enabled by a new, web-based online environment. Prototype databases using new end-user oriented query tools have been developed and are now being evaluated by the user community in anticipation of a more general move towards a data warehouse in 2004. Work is well advanced in selecting a new software package to manage research grants and the analysis of requirements for research student management is underway. A new holistic approach to corporate records information management is being developed.

The governance model for IT within the University was also enhanced during 2003, with the establishment of management committees to oversee the operation of, and future strategy for, administrative systems, and a cross-University infrastructure management committee.

There was also significant change in the structure of IS, with the creation of an IT services unit and an IT planning and architecture function. IS is now supported by four major teams: Enterprise IT Services (EITS), a highly client-focused, day-to-day service unit; Enterprise IT Infrastructure (EI), the centre of excellence for technology infrastructure management; Business Systems Development Services (BSDS); and the Office of the Chief IT Architect, responsible for IT strategic planning, architecture and policy development.

The development of Faculty 'Strategic Business Units' underpinned by support services, requires central service areas such as IT to demonstrate alignment to Faculty needs through their own planning processes. The IS strategic plan complements this new UNSW operating model and IS initiatives resonate well with senior Faculty staff. Nevertheless, feedback from strategic IT project steering committees indicate that IS needs to communicate more effectively, particularly with members of the academic community.

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## PUBLIC AFFAIRS AND DEVELOPMENT

In 2003, Public Affairs and Development (PAD) continued to function as the operational arm of the UNSW Alumni Association and the UNSW Foundation. PAD also undertook fundraising and development activities, in addition to coordinating a comprehensive range of events, marketing and media liaison activities.

In August 2003, Jane Bloomfield was appointed as Pro-Vice-Chancellor Institutional Advancement, signalling a name change for PAD and the expansion of the portfolio to include development, corporate and foundation relations, international advancement, communications, advancement services, alumni relations, the UNSW Alumni Association and the UNSW Foundation.

### EVENTS

UNSW Expo was the largest event in 2003 attracting approximately 40,000 visitors to the campus. This four-yearly event was held in early September to showcase the varied teaching and research activities undertaken on campus and highlight the University's achievements and strengths.

The official launch of the National Information and Communications Technology Australia (NICTA) centre was held in February at the Australian Technology Park. Speakers included Senator the Hon Richard Alston, the Hon Dr Brendan Nelson MP, the Hon Kim Yeadon MP, Mr Neville Roach, AO (Chair, NICTA) and Professor Brian Anderson, AO (CEO, NICTA).

A new event on the annual calendar was the Vice-Chancellor's 'Welcome to New Staff' reception, held in April, which provided an opportunity for more than 30 new staff and postdoctoral researchers to meet the Vice-Chancellor and other members of the University.

The annual Anniversary Dinner in July (formerly the Foundation Dinner) celebrates the founding of the University and this year attracted some 400 guests. Speakers included the Hon Justice Michael Kirby, AC CMG; Councillor Dominic Sullivan, Mayor of Randwick and Mr Alan Madden, Elder of the Gadigal People of the Eora Nation, who offered a welcome to Country.

Also in July, the Jack Beale Environmental Lecture was held in

the Clancy Auditorium with speaker Dr Klaus Töpfer, Executive Director of the United Nations Environmental Program, and UN Under-Secretary-General, Director-General of the United Nations Office at Nairobi. The lecture 'Sustainable consumption: What role for consumers? What role for producers?' attracted close to 1,000 people.

The inaugural Sydney Alumni Cocktail Reception took place in August with more than 100 alumni from around New South Wales attending to meet the Vice-Chancellor and other alumni and reconnect with the University.

Overseas alumni events this year included receptions in Shanghai and Bangkok, as well as the usual annual dinners and receptions in Hong Kong, Kuala Lumpur, Beijing and Singapore. These events provided an opportunity for UNSW academic and general staff to develop closer ties with alumni and business contacts in these cities, and for UNSW to build its reputation in the Asia-Pacific region. The annual alumni events at the University continued with the Alumni AGM and President's Reception, held in April, and the Alumni Awards

Reception in October, both attended by more than 100 guests.

The High Achievers Reception, held in October to showcase and honour talented students was attended by some 170 people, including teachers from the students' former high schools.

The Events Team is also responsible for cooperating with Faculties and Units for launches in the many fields of academic endeavour and relationship building including the launch of the 'Road to Refugee' program for the Centre for Refugee Research; the opening of the renovations to the Materials Science Building for the Faculty of Science; and the Vice-Chancellor's 'U Committee Morning Tea' which honours the U Committee's fundraising efforts for projects that would otherwise not go ahead. These included the UNSW Sports Association's Sam Cracknell Pavilion, the Solar Racing Team (Faculty of Engineering) and the announcement of a \$40,000 science prize to mark the the U Committee's 40<sup>th</sup> anniversary.

The final event for 2003 was the University Reception, held to recognise the achievements of the University community throughout the year and attended by more than 500 academic and general staff.

## **MEDIA**

A range of internal and external communications were produced for the University in 2003. Media advised the Senior Management Group on communication strategies and managed all dealings with external media. It showcased UNSW research and other achievements through the monthly *Uniken* magazine and on the UNSW website ([www.unsw.edu.au](http://www.unsw.edu.au)).

## **CORPORATE WEBSITE**

In December 2002, the UNSW website was redesigned with new content and improved navigation to offer a cleaner, more attractive and more usable site for visitors, staff and students. The site also boasts the latest in web content management technology, allowing content ownership to be distributed to the business units that create it.

The new website posted dramatic increases in usage throughout 2003, proving its worth as a springboard for Faculties and Schools, the Student Gateway and the Library, as well as a showcase for news stories, alumni, corporate facilities and special events such as UNSW Expo. From an initial 5,000 daily visitors, the site now averages more than 12,000 visitors, peaking at over 13,000 during the start of the academic year.

## **ADVERTISING**

In 2001, the Vice-Chancellor's Advisory Committee agreed to trial the placing of advertising by PAD. The trial is now in its third year and has maximised the University's purchasing power, optimised the time and effort expended and provided an enhanced source of advice for advertising opportunities and placements.

PAD continued to negotiate an approximately 15 per cent discount on all advertising placements for Faculties, Schools and Centres, continuing reduced rate structures, distress placements and free advertising, regular priority positions, no loadings for prime positions and full-colour placements at the cost of mono.

More than 1000 advertisements were placed in 2003 across 100 publications. The placement of advertisements saved UNSW more than \$300,000 and achieved maximum exposure and positioning. Bus advertising and regional television commercials were used for the first time by UNSW in 2002 and continued into 2003, with good results for the advertised services.

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## UNSW ALUMNI ASSOCIATION

In 2003, five outstanding alumni were awarded the prestigious UNSW Alumni Award for their outstanding contributions to the University and to the quality of broader community. The recipients were Mr David Gonski AO, (*BCom*'76 *LLB* '77), for services to Business and Commerce, Ms Vivi Koutsounadis-Germanos OAM (*BA* '69, *DipPsychol* '71) for services to the Community and for services to Science and Technology, Professor Jennie Brand-Miller (*BSc (Hons)* '75, *PhD* '79), Dr Robyn Ward (*MBBS* '84, *PhD* '94) and Professor Levon Khachigian (*BSc* '86, *PhD* '93).

Mr David Gonski, solicitor and Chair of Investec Wentworth Pty Limited, is a director of significant Australian companies, Chair of Arthur Boyd's Gift to the Nation, Bundanon, President of the Art Gallery of New South Wales and a member of the Prime Minister's Community Business Partnership, and is widely regarded as a leading thinker on Australian corporate law.

Ms Vivi Koutsounadis-Germanos is recognised as a welfare worker of remarkable energy and dedication to migrants, women,

children, Aborigines, the disabled and disadvantaged minorities, serving on the Ethnic Communities Council of New South Wales and the Federation of Ethnic Communities Councils of Australia for 20 years.

Professor Jennie Brand-Miller is internationally recognised for her work on diet and diabetes, particularly the glycaemic index of foods – she is Director of the University of Sydney Glycaemic Index Research Service and Chair of Glycaemic Index Ltd – her analysis and compilation of Australian Aboriginal bush foods and passionate interest in the diet of our ancestors.

Dr Robyn Ward is a leading researcher and clinician in the field of cancer management, treatment and information, establishing the St Vincents Hospital Familial Cancer Service and serving on the Pharmaceutical Benefits Advisory Committee and its Economics Subcommittee.

Professor Levon Khachigian has received many awards for his outstanding record of achievement in vascular research, especially that leading to new DNA-based drugs that block arterial narrowing after

balloon angioplasty, and the slowing of tumour growth by inhibiting angiogenesis. He also actively supports the Australian-Armenian community.

Four Alumni Scholarships were awarded in 2003 and four final year students were presented with Alumni Graduan Awards in recognition of their significant services to the community and those in need – Mr Shaun Chau, for promoting Indigenous peoples' rights and social justice issues; Mr Dean Kelly, for his volunteering and leadership; Mr David Trinh, for mentoring and helping the young and underprivileged; and Mr John Vedelago, for volunteering and fostering community outreach.

The Student Alumni Associates program was introduced in 2002 and 2003 has seen a rise in its profile among enrolled students. This program was established in order to introduce current students to the Alumni Association, as studies showed a lack of awareness about alumni links after graduation. In 2003, the Association held an O-Week alumni awareness session, three successful Welcome BBQs, a student Lecture by Professor Ian

Lowe AO, (*BSc '67*), and the first formal alumni-student link through the establishment of a UNSW Marketing Society.

In 2003 a review of the Alumni website was undertaken, with the aim of increasing the engagement of alumni with UNSW through web-based communications. Two print issues of the *Alumni News* magazine and one of *UNSW News* were produced and distributed to UNSW alumni.

Two new Chapters of the Alumni Association were launched in 2003, the Victorian Alumni Chapter,

and the Law Alumni Chapter. In addition, five local/international networks were established (USA, Honours Accounting, Marketing Society, Actuarial Studies and Commerce and Economics Alumni Leaders).

The Alumni Association Volunteers maintained their regular support services to UNSW one day per week, as well as assisting with greeting visitors to Graduation Ceremonies. The University is most grateful for their continuing contributions in 2003.

For the first time Alumni Receptions hosted by the Vice-Chancellor were held in Shanghai, Beijing, Sydney and Melbourne, and other overseas Alumni Receptions or Dinners in 2003 included Hong Kong, Kuala Lumpur, Singapore and Bangkok.

A total of \$55,016 in membership fees and donations was received from Contributing Members and donated to the University for alumni activities and to fund scholarships and awards.

## THE UNSW ALUMNI ASSOCIATION BOARD OF GOVERNORS

Dr Jessica Milner Davis  
(*BA '65, PhD '73*), President

Mr Peter Bergman  
(*BCom '63*), Vice-President

Mrs Jennifer Horder  
(*BSc '75, GradDip Public Health '01*)  
Vice-President

Dr Keith Bowling  
(*Associate STC BSc '52, PhD '55*)

Mr Darren Challis  
(*MBA '00*)

Ms Julie Choo  
(*BE '02, MCom '02*)

Ms Carole Elvin  
(*GradDip ProfArtStud '86, MFA '91, MArtEd '95*)

Dr Penny FitzGerald  
(*PhD '97*)

Mr Rod Houng-Lee  
(*BCom '80, LLB '81*)

Dato' David Koh  
(*BSc '72*)

Mr Jimmy Koh  
(*BE '64*)

Ms Tristen Langley  
(*BSc '99*)

Mr Charles McMonnies  
(*BSc '66, MSc '71*)

Mr Ray Maino  
(*BE '58*)

Mr Peter Noble  
(*LLB BCom '76*)

Mr Julian Reynolds  
(*BCom '66*)

Dr Adrienne Thompson  
(*PhD '73*)

Professor Mark Uncles

Ms Gabrielle Upton  
(*BA LLB '88*)

Mr Gary Vaughan  
(*BCom '65, MA '93*)

Mrs Linda Wilhelm  
(*BA '76, DipEd '77*)

Mr Su-Ming Wong  
(*MBA '83*)

Mr Benjamin Zipser  
(*BCom LLB '92*)

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## UNSW FOUNDATION

The University of New South Wales Foundation Limited's mission is to advance the financial and reputational capital of the University. During 2003 the UNSW Foundation raised in excess of \$5.4M. Research and scholarships were once again the two major areas of support.

Nineteen new scholarships and prizes were established in 2003 resulting from \$802,874 received in gifts or pledges to be realised in future years.

A primary area of support was for students from the country. The Bernard William Gould Scholarship was established with a gift of \$50,000 from the Gould family and will encourage students from rural Australia to undertake undergraduate study in Civil and Environmental Engineering. Similarly, the Marie Swan Memorial Scholarship, established by her son, Mr Mark Swan, will encourage students from rural NSW to undertake study in Law.

The GrainCorp Foundation committed \$24,000 to establish a scholarship for students from rural and isolated areas to undertake study

in Mechanical and Manufacturing Engineering. Dr Shelley Phillips generously donated \$50,000 to establish the Shelley Phillips Scholarship to encourage female students from rural Australia to undertake undergraduate programs at UNSW.

The Foundation also received valuable support for Indigenous students with gifts from Qantas, AMP and the Commonwealth Bank to encourage study in the Faculty of Commerce and Economics. In the Faculty of Medicine, Mrs Una and Mr Harley Wood donated \$60,000 towards the establishment of a scholarship and an emergency assistance fund for Indigenous medical students, as well as support for trial field trips for undergraduate medical students aimed at enhancing their knowledge and understanding of Indigenous culture and health issues.

Support also came from UNSW staff with Associate Professor James Douglas pledging \$100,000 to establish the Alma Douglas Scholarship to encourage students to undertake full-time study in the Bachelor of Science in Theoretical Statistics.

Other scholarships and prizes established in 2003 include the Easson Geha Scholarship, the Peter Harrison 'Lexcen' Scholarship, the Anita Borg Prize and the Murray Allen Prize for Computer Science and Engineering students.

The University received two large bequests for research during the year. The David Morris Liver Cancer Research Fund received a legacy of \$250,000 from the Estate of the Late Mr Eric Julian Caspary for experimental trials and research into liver cancer. A bequest of \$400,000 from the Estate of the Late Mr Bruce Veness Chandler has established the Bruce Veness Chandler Award for research into Food Science and Technology.

Commencing in 1998 the Scientia Appeal was, at that time, the largest capital campaign ever conducted by a tertiary educational institution in Australia. The year 2003 marked the completion of the majority of pledges with more than \$5M being received. The Scientia has now become an integral part of the Kensington campus.

Support for the University came from a variety of areas including



corporations, such as Mitsubishi Development with a commitment of \$150,000 over three years towards the establishment of the Mitsubishi Lecture Series, as well as a scholarship and a prize in surface mining. Other trusts and foundations included \$20,000 from The Myer Foundation for the Diplomacy Training Program in the Faculty of Law.

The University is always grateful for the continued support of our long-term donors and sponsors. The financial support of Mr Peter Simon, Multiplex Constructions, Novus Petroleum, Freehills, Mr James and Mrs Odette Ingram, Mr Ian Landon-Smith, St Hilliers, Mr Russell Baxter, Leighton Holdings, Gilbert + Tobin, the Adamovich Family, Baker & McKenzie, Landerer & Company

and Mr Geoff and Mrs Vicki Ainsworth has been invaluable.

The UNSW Foundation greatly appreciates the support it receives from alumni and friends and thanks all who contributed in 2003. The support of the Foundation, and in turn the University, is an investment in UNSW's future – a vibrant legacy that will serve future generations of students and staff.

## UNSW FOUNDATION BOARD OF DIRECTORS

Emeritus Professor John Niland, AC (*BCom '63 MCom, '67 HonDSc '02*), Chair

Mr Robert Barry  
(*BCom '70*)

Dr Wallace King, AM  
(*BE '66 MEngSc '68 HonDSc '02*)

Mr Julian Reynolds  
(*BCom '66*)

Mr Alexander Boyarsky  
(*BBuild '66, MBA '69*)

Ms Christine Liddy  
(*BA '73*)

Mr Peter Ritchie, AO  
(*BCom '66*)

Mr Michael Easson, AM  
(*BA '77*) (Resigned Jan 04)

Dr Ronald Lu  
(*Arch '70 HonDSc '99*)

Mr Neville Roach, AO  
(*HonDSc '01*)

Mr David Gonski, AO  
(*BCom '76, LLB '77*)

Mr Bob Mansfield, AO  
(*BCom '75*)

Ms Catherine Rossi Harris, PSM  
(*BCom '71*)

Councillor Kathryn Greiner, AO  
(*BSW '69*) (Resigned Nov 03)

Mr Robert Maple-Brown  
(*BCom '65*)

Mr Colin Ryan  
(*BCom '63*)

Dr John Hirshman, AM  
(*HonMD '98*)

Mr Peter Mason, AM  
(*BCom '69 MBA '72*)

Mr Robert Sutton  
(*BCom '63, HonDUniv '03*)

Sir William Tyree, OBE  
(*Associate, STC '49, HonDSc '86*)

Mayor Lucy Hughes-Turnbull  
(*MBA '85*)

Mr Daniel Petre  
(*BSc '81*)

Mr Albert Wong  
(*BCom '81*)

Professor Wyatt R Hume

Mr Simon Poidevin, AOM  
(*BSc '83*)

Dr John Yu, AC

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## MAJOR BENEFACTORS

The University enjoyed wide support throughout the community in 2003 and records its gratitude to the following major benefactors who contributed \$10,000 or more to the UNSW Foundation.

**AGL  
Bayer Australia Ltd**  
Centre for Sustainable Built Environment

**Mr Geoff Ainsworth  
(BA '73) and Mrs Vicki Ainsworth  
(MB BS '75)**  
University Scholars in Medicine Program

**Emeritus Professor  
Murray Allen and  
Mrs DJ Allen**  
Murray Allen Prize for Computer Science and Engineering Students

**The Ambition Group on behalf of  
the Adamovich Family  
Hostworks Ltd on behalf of the  
Adamovich Family**  
Lucinda Adamovich Scholarship

**AMP Foundation Ltd**  
Indigenous Scholarships Appeal

**Austal Ships P/L**  
Maritime Engineering Scholarship

**Mr Anthony Balint (BCom '94  
MCom '96), Mr Michael Balint and  
Mr John Balint**  
Eva and Emery Balint Scholarship

**Mr J Russell Baxter**  
Baxter Family Supplementary Postgraduate Scholarship

**The Honourable Jack Beale AO  
(ME'65, HonDSc '97)**  
Jack Beale Environment Fund

**Mr Ian Burton**  
UNSW BLUEsat

**Estate of the late Bruce Veness  
Chandler**  
Bruce Veness Chandler Food Science & Technology Research Fund

**Mr Murray Clarke (LLB BCom '78)**  
UNSW Rowing Club

**Commonwealth Bank of Australia**  
Commonwealth Bank Indigenous Scholarship

**Associate Professor  
James Douglas (HonDSc '03)**  
Alma Douglas Scholarship

**E G Property Group**  
Easson Geha Scholarship

**Freehills**  
Freehills Law Library Partnership Fund

**Gilbert + Tobin**  
Anthony Mason Chair in Law and Gilbert + Tobin Centre of Public Law

**Mrs Helen Goddard**  
Prostate Cancer Research Fund

**The Gould Family**  
Bernard William Gould Memorial Scholarship

**Peter Harrison  
(BCom '68)**  
Peter Harrison 'Lexcen' Scholarship

**Associate Professor Gernot Heiser  
(BA '95)**  
Anita Borg Prize

**Commissioner Kevin Hoffman  
(BArch '66)**  
Commissioner Hoffman Scholarship

**Dr Francis Hooper**  
Annual Appeal – Scholarships

**Hungry Jack's  
James N Kirby Foundation**  
UNSW Sunswift

**Inghams Enterprises P/L**  
Transplant Immunology Research

**Mr James Ingram AO and Mrs  
Odette Ingram**  
Ingram Fund for International Law  
and Development

**Kizzle P/L**  
UNSW Water Polo Club

**Mr Jimmy Koh (BE '64)**  
Alumni Association Singapore  
Chapter Scholarship

**Landerer & Company**  
Landerer Fellowship in Law

**Mr Ian Landon-Smith (BE '61)**  
Landon-Smith Family Scholarship

**Rosemary Laing  
(MFA '96 MCom '96)**  
COFA Building Appeal

**Miss Sue Lomasney**  
Sarah Sharkey Scholarship

**Mitsubishi Development P/L**  
Mitsubishi Lecture Series in Surface  
Mining

**Multiplex Constructions (NSW)  
P/L**  
Multiplex Chair of Engineering  
Construction Innovation

**The Myer Foundation  
W & H Webster**  
Diplomacy Training Program

**Novus Petroleum Ltd**  
Novus Petroleum Scholarships

**Ms Helen Philpotts**  
Bundilla Scholarship

**Dr Shelley Phillips**  
Shelley Phillips Scholarship

**John Hubert Plunkett Society**  
Chair in Irish Studies Endowment

**Qantas Airways Limited**  
Qantas Scholarship for Indigenous  
Students

**Rodenstock Australia P/L**  
UNSW School of Optometry  
Building Appeal

**St Hilliers Contracting P/L**  
Randwick Rugby Club / St Hilliers  
Scholarship

**The San Diego Foundation**  
David Garlick Memorial Scholarship

**The Honourable Helen Sham-Ho  
MLC**  
Helen Sham-Ho Prize for Social  
Work Studies

**The SIDA Foundation**  
SIDA - Mary White Memorial  
Scholarship

**Dr Peter Simon AM (HonDSc'03)**  
Home Telecare Fund

**South Eastern Sydney Area Health  
Service**  
Surgical Oncology Research Fund

**Mr Barry Stockbridge**  
Stockbridge Fellowship

**Mark Swan (LLB '78 BJuris '85)**  
Marie Swan Memorial Scholarship

**Sir William Tyree OBE (Associate  
STC '49, HonDSc '86) and Lady  
Tyree**  
Scientia Appeal

**Mr Dominic Vitocco  
Estate of the Late Eric Julian  
Casparly**  
David Morris Liver Cancer Research  
Fund

**Dr Ronald Ward (BE'62, PhD '95)**  
Project Action Pty Ltd Scholarship

**Mrs Una Wood**  
Una & Harley Wood Cultural Camp  
Fund  
Una & Harley Wood Scholarship for  
Indigenous Medical Students

2003

## PART THREE

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- 65 \_ UNSW SENIOR OFFICERS
- 66 \_ CODES OF CONDUCT

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## COUNCIL OF THE UNIVERSITY OF NEW SOUTH WALES

(AS AT 31 DECEMBER 2003)

### OFFICIAL MEMBERS (THREE)

(for the terms of the respective offices)

Dr John Samuel Yu,  
AC, MB BS (Hons) *Syd*, DCH *RCP&S Lond*,  
FRACP, FRACMA, Chancellor  
(four-year term)

Professor Wyatt Rory Hume,  
BSc Dent (Hons) BDS PhD DSc *Adel*,  
Vice-Chancellor and President

Professor Kevin Malcolm McConkey,  
BA (Hons) PhD *Qld*, FASSA,  
FAPS, President of the Academic Board  
(two-year term)

### PARLIAMENTARY MEMBERS (TWO)

(hold office until no longer a Member of Parliament  
or until replaced by election in Legislative Assembly  
and Legislative Council)

The Hon Mr Peter Thomas Primrose,  
BSocSci *Syd*, MLC  
(from 8 May 2003)

Mr Paul Ronald Pearce,  
MA *Syd*, Grad Dip Law *Southern Cross*, MP  
(from 27 May 2003)

### MINISTERIAL APPOINTMENTS (FOUR)

(four-year terms to 30 June 2006)

Ms Catherine Mary Rossi Harris,  
PSM, BCom *UNSW*, FAICD,  
Deputy Chancellor

Mr Peter Edward Mason, AM,  
BCom (Hons) MBA *UNSW*, FAICD

Mr John Henry Pascoe,  
AO, BA LLB (Hons) *ANU*, AICD

The Hon Ms Susan Maree Ryan,  
AO, BA *Syd*, MA *ANU*, AICD

### ELECTED MEMBERS (ELEVEN)

#### ELECTED GRADUATE MEMBERS (FOUR)

(four-year terms to 30 June 2006)

Dr Penelope Anne FitzGerald,  
BSc (Hons) *Syd*, PhD *UNSW*, MIEAust, MRACI,  
MASM, MAWWA, MAWWA (US)

Mr Geoffrey Francis Lawson,  
OAM, BOptom *UNSW*, OAA

Dr Jessica Ruth Milner Davis,  
BA (Hons) PhD *UNSW*

Ms Gabrielle Cecelia Upton,  
BA LLB *UNSW*, MBA *NY*, MAICD

**ELECTED MEMBERS OF ACADEMIC STAFF (FOUR)**

(two-year terms to 30 June 2004)

Associate Professor John Joseph Carmody,  
MD BS *Qld*, APPS, ASHM

Professor Wai Fong Chua,  
BA (Hons) PhD *Sheff*, ACA, CPA

Professor Jeremy Guy Ashcroft Davis,  
BEc *Syd*, MBA AM *Stan*, FAICD

Associate Professor Raelene Frances,  
MA *WA*, PhD *Monash*

**ELECTED MEMBER OF NON-ACADEMIC STAFF (ONE)**

(two-year term to 30 June 2004)

Mrs Beverley Anne Crane, BA DipIM-Lib *UNSW*,  
GradDipAdultEd *UTS*

**ELECTED STUDENT MEMBERS (TWO)**

(two-year terms to 30 June 2004)

Mr David Alexander Hughes  
(undergraduate)

Ms Linda Margaret Scott,  
BSc (Hons) *UNSW* (postgraduate)

**MEMBER APPOINTED BY COUNCIL (ONE)**

(four-year term to 2 August 2004)

Mr Brian Edward Suttor, BCom *UNSW*, FCA, CPA

**CHANGES IN MEMBERSHIP DURING 2003**

The following ceased to be members of Council during 2003:

The Hon Mrs Deirdre Mary Grusovin, MP

Ms Lee Rhiannon, MLC

The following became members of Council during 2003:

Mr Paul Ronald Pearce, MP

The Hon Mr Peter Thomas Primrose, MLC

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## MEMBERSHIP OF THE COMMITTEES OF COUNCIL

(AS AT 31 DECEMBER 2003)

### CHANCELLOR'S COMMITTEE

Dr John S Yu, Chancellor  
(Presiding Member)

Ms Catherine M R Harris,  
Deputy Chancellor

Professor Wyatt R Hume,  
Vice-Chancellor and President

Professor Kevin M McConkey,  
President, Academic Board

### AUDIT COMMITTEE

Mr Brian E Suttor  
(Presiding Member)

Dr Jessica R Milner Davis

Mr John H Pascoe

Mr James Anderson

### BUILDINGS AND GROUNDS COMMITTEE

Professor Jeremy G A Davis  
(Presiding Member)

Professor Wyatt R Hume,  
Vice-Chancellor and President

Professor Kevin M McConkey,  
President, Academic Board

Mrs Beverley A Crane

Mr Paul R Pearce, MP

Ms Gabrielle Morrish BArch (Hons)  
*UNSW*, RAIA

Ms Caroline A Pidcock BSc (Arch)  
*Syd*, RAIA

### FINANCE COMMITTEE

Mr Peter E Mason (Presiding  
Member)

The Hon Ms Susan M Ryan  
(Deputy Presiding Member)

Dr John S Yu, Chancellor

Ms Catherine M R Harris,  
Deputy Chancellor

Professor Wyatt R Hume, Vice-  
Chancellor and President

Professor Kevin M McConkey,  
President, Academic Board

Professor Jeremy G A Davis

### HONORARY DEGREES COMMITTEE

Dr John S Yu, Chancellor  
(Presiding Member)

Ms Catherine M R Harris,  
Deputy Chancellor

Professor Wyatt R Hume,  
Vice-Chancellor and President

Professor Kevin M McConkey,  
President, Academic Board

Mr John H Pascoe

Ms Gabrielle C Upton

Professor Peter F Alexander, BA  
*Witw*, MA *Leeds*, PhD *Camb*, FAHA

(alternate: Professor Barbara J  
Gillam, BA *Syd*, PhD *ANU*)

Professor Maria Skyllas-Kazacos,  
BSc PhD *UNSW*, FRACI, MES,  
FIEAust, CPE

(alternate Professor Jill McKeough,  
BA/LLB *UNSW*, LLM *Syd*)

### RISK MANAGEMENT COMMITTEE

The Hon Ms Susan M Ryan\*

Ms Linda M Scott

Ms Gabrielle C Upton

\*(Presiding Member elected in  
January 2004)

### STUDENT AFFAIRS COMMITTEE

Dr Penelope A FitzGerald  
(Presiding Member)

Professor Wyatt R Hume,  
Vice-Chancellor and President

Professor Kevin M McConkey,  
President, Academic Board

Professor Adrian Lee,  
Pro-Vice-Chancellor

Ms Crystal Condous,  
Registrar and Deputy Principal

Associate Professor John J Carmody

Associate Professor Raelene Frances

Mr Geoffrey F Lawson

Mr David A Hughes

Ms Linda M Scott

## COUNCIL AND COMMITTEE MEMBERS' ATTENDANCE IN 2003

In 2003, Council met 11 times, including two special meetings and one reconvened meeting.

The business of Council is normally channelled through one of its standing committees, namely the Audit Committee, the Buildings and Grounds Committee, the Finance Committee, the Honorary Degrees Committee,

the Risk Management Committee, or the Student Affairs Committee. Academic matters are referred through the Academic Board. The agenda for the Council meeting is set by the Chancellor's Committee.

During 2003, Council established a Risk Management Committee which will begin meeting in 2004.

		Possible Attendances	Actual Attendances
<b>COUNCIL</b>	Dr J S Yu	11	11
	Ms C M Rossi Harris	11	10
	Professor W R Hume	11	11
	Professor K M McConkey	11	11
	Associate Professor J J Carmody	11	10
	Professor W F Chua	11	10
	Mrs B A Crane	11	11
	Professor J G A Davis	11	11
	Dr P A FitzGerald	11	10
	Associate Professor R Frances	11	10
	The Hon Mrs D M Grusovin	2	2
	Mr D A Hughes	11	10
	Mr G F Lawson	11	4
	Mr P E Mason	11	9
	Dr J R Milner Davis	11	11
	Mr J H Pascoe	11	9
	Mr P R Pearce	7	5
	The Hon Mr P T Primrose	8	5
	Ms L Rhiannon	3	3
	The Hon Ms S M Ryan	11	9
	Ms L M Scott	11	10
	Mr B E Suttor	11	10
	Ms G C Upton	11	9



		Possible Attendances	Actual Attendances
<b>AUDIT</b>	Mr B E Suttor	5	5
<b>COMMITTEE</b>	Professor W R Hume	5	4
	Mr J H Anderson	5	5
	Mr A N McMaster	3	2
	Dr J R Milner Davis	5	5
	Mr J H Pascoe	2	1
<b>BUILDINGS</b>	Professor J G A Davis	4	4
<b>AND</b>	Professor W R Hume	4	3
<b>GROUND'S</b>	Professor K M McConkey	4	3
<b>COMMITTEE</b>	Mrs B A Crane	4	3
	The Hon Mrs D M Grusovin	1	1
	Mr P R Pearce	2	1
	Ms G Morrish	1	0
	Ms C A Pidcock	1	1
<b>CHANCELLOR'S</b>	Dr J S Yu	12	11
<b>COMMITTEE</b>	Ms C M Rossi Harris	12	10
	Professor W R Hume	12	12
	Professor K M McConkey	12	11
<b>FINANCE</b>	Mr P E Mason	8	8
<b>COMMITTEE</b>	The Hon Ms S M Ryan	8	5
	Dr J S Yu	8	7
	Ms C M Rossi Harris	8	7
	Professor W R Hume	8	7
	Professor K M McConkey	8	6
	Professor J G A Davis	8	8
<b>HONORARY</b>	Dr J S Yu	3	3
<b>DEGREES</b>	Ms C M Rossi Harris	2	2
<b>COMMITTEE</b>	Professor W R Hume	3	3
	Professor K M McConkey	3	3
	Professor P F Alexander	3	2
	Mr J H Pascoe	3	1
	Professor M Skyllas-Kazacos	3	2
	Ms G C Upton	3	2
<b>STUDENT</b>	Dr P A FitzGerald	7	7
<b>AFFAIRS</b>	Professor W R Hume	7	6
<b>COMMITTEE</b>	Professor K M McConkey	7	7
	Associate Professor J J Carmody	7	7
	Ms C Condous	7	7
	Associate Professor R Frances	7	7
	Mr D A Hughes	7	7
	Mr G F Lawson	7	4
	Professor A Lee	7	6
	Ms L M Scott	7	7

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## UNSW SENIOR OFFICERS IN 2003

### VICE-CHANCELLOR AND PRESIDENT

Professor WR Hume,  
BScDent (Hons) BDS PhD DDSc  
*Adel*, FRACDS, FACD, FICD

### DEPUTY VICE-CHANCELLOR (RESEARCH)

Professor MS Wainwright,  
BAppSc MAppSc *Adel*, PhD *McM*,  
DSc *UniSA*, CPEng, FTSE,  
FRACI, FIEAust

### DEPUTY VICE-CHANCELLOR (INTERNATIONAL AND EDUCATION)

Professor JE Ingleson,  
BA MA *WAust*, PhD *Monash*

### DEPUTY VICE-CHANCELLOR (RESOURCES)

Dr AJ Cameron,  
BSc BE *Syd*, DPhil *Oxon*, MS  
(Mgmt of Tech) *Polytech Univ NY*,  
GAICD  
(From 1 September 2003)

### PRO-VICE-CHANCELLOR (RESEARCH)

Professor EM McLachlan,  
BSc PhD DSc *Syd*, FAA

### PRO-VICE-CHANCELLOR (EDUCATION AND QUALITY IMPROVEMENT)

Professor A Lee,  
BSc PhD *Melb*, FASM

### PRO-VICE-CHANCELLOR (INSTITUTIONAL ADVANCEMENT)

Ms Jane Bloomfield,  
BA *USC* (From 16 June 2003)

### REGISTRAR AND DEPUTY PRINCIPAL

Ms C Condous,  
BCom MLib *UNSW*

### CHIEF FINANCIAL OFFICER

Mr CM Lidbury,  
BCom *UNSW*, ASA

### PRESIDENT OF THE ACADEMIC BOARD

Professor KM McConkey,  
BA PhD *Qld*, FASSA, FAPS

### DEAN, FACULTY OF ARTS AND SOCIAL SCIENCES

Professor A Hamilton,  
MA PhD *Syd*

### DEAN, FACULTY OF THE BUILT ENVIRONMENT

Professor PA Murphy,  
BA (Hons) *Syd*, PhD *Macq*, MPIA  
MIAG  
(From 10 October 2003 and was  
Acting Dean prior)

### DEAN, COLLEGE OF FINE ARTS

Professor IG Howard,  
DipArtEd *NAS*, GradDip Film/TV  
*Middlesex*, MFA *C'dia*

### DEAN, FACULTY OF COMMERCE AND ECONOMICS

Professor G Whittred,  
BCom *Qld*, MEc *Syd*, PhD *UNSW*

### DEAN, FACULTY OF ENGINEERING

Professor B Parker,  
BSc(Eng) ARSM DIC PhD *Lond*,  
CPEng, FIM, FIEAust

### DEAN, FACULTY OF LAW

Professor L Trakman,  
BCom LLB *Cape Town*, LLM SJD  
*Harv*

### DEAN, FACULTY OF MEDICINE

Professor SB Dowton,  
MBBS MD *Syd*, FACMG, FRACP

### DEAN, FACULTY OF SCIENCE

Professor DW Lincoln,  
BSc *Nott*, MA PhD *Cantab*,  
DSc *Brist*, FRSE  
(To 15 June 2003)  
Associate Professor A Bagnara  
BSc PhD *Melb*  
(Acting from 16 June 2003)

### DEAN AND DIRECTOR, AUSTRALIAN GRADUATE SCHOOL OF MANAGEMENT

Professor C Martin,  
MCom DipEd *Melb*, PhD *Minn*, FC  
(Acting to 9 October 2003)  
Professor R McLean  
BEc Stats *NE*, MBA *Columbia*  
(From 10 October 2003)

### RECTOR, UNIVERSITY COLLEGE, AUSTRALIAN DEFENCE FORCE ACADEMY

Professor R J King,  
BSc DipEd PhD *Melb*

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## CODE OF CONDUCT FOR MEMBERS OF COUNCIL

The Code of Conduct for members of Council as approved by Council on 10 April 2000 is as follows (resolution CL000/16(b)):

### CODE OF CONDUCT FOR COUNCILLORS

- a** A member of Council must act with reasonable care, skill and diligence.
- b** A member of Council must act honestly in the best interests of the University, at all times preferring the University's benefit to:
  - (i) his or her own personal advantage, whether financial or otherwise;
  - (ii) the advantage of any other person or organisation; or
  - (iii) the advantage of the group qualifying the member for election or appointment to Council.
- c** When a member of Council possesses directly or indirectly an interest which conflicts with his or her duty to the University, he or she should disclose that interest. An interest which arises solely as one which naturally follows from member-

ship of the group qualifying the member for election or appointment as a Councillor and is not otherwise special or personal to the member is not an interest giving rise to an obligation to disclose.

- d** A member of Council should not:
  - (i) disclose confidential information obtained in the course of official duties; or
  - (ii) use such information to gain directly or indirectly a financial advantage for himself or herself or for any other person or organisation.

### THE UNIVERSITY OF NEW SOUTH WALES CODE OF CONDUCT

This Code of Conduct is intended to guide UNSW staff to identify and resolve issues of ethical conduct that may arise in their employment. It is designed to guide staff in their dealings with colleagues, students, the University, and the national and international community. The Code is written as a set of general principles rather than detailed prescriptions. The Code stands

beside but does not of course exclude or replace the rights and obligations of staff under common law.

The University is a complex organisation comprising a diversity of populations which have different relationships to one another. These may be relations of power and/or of status. It is essential in such a community that all members recognise and respect not only their own rights and responsibilities but also the rights and responsibilities of other members of the community and those of the University itself.

The University recognises that many of its academic and other professional staff are also bound by codes of conduct or ethics defined by learned or professional societies or groups. Academic staff in particular have multiple allegiances: to their disciplines or profession at national and international levels (the invisible colleges), to the academic profession; to the community at large; and to the University. It is recognised that these allegiances are not always in harmony. It is an obligation of a staff member to weigh the

importance of these allegiances in each particular set of circumstances and notify an appropriate officer of the University where such conflict does or may arise.

The University recognises and protects the concept and practice of academic freedom as essential to the proper conduct of teaching, research and scholarship within the University. While academic freedom is a right, it carries with it the duty of academics to use the freedom in a manner consistent with a responsible and honest search for and dissemination of knowledge and truth. Within the ambit of academic freedom lies the traditional role of academics in making informed comment on societal mores and practice and in challenging held beliefs, policies and structures. Where such comments are offered by academics as members of the University it is expected that those commentaries will lie within their expertise. That expectation is not intended to restrict the right of any academic to freely express their opinions in their private capacity as an individual member of society.

Every member of staff of UNSW has three primary obligations:

- > a duty of care to observe standards of equity and justice in dealing with every member of the University community;
- > an obligation to the University in terms of responsible stewardship of its resources and protection of its reputation in the wider community;
- > an obligation to act appropriately when a conflict arises between a staff member's own self interest and duty to the University. Where such conflict does or may arise, the issue

should be disclosed to an appropriate officer of the University and wherever feasible the staff member play no role in decision-making that might be associated with that issue.

When a staff member, whose position or role entails supervisory or management duties, is notified or becomes aware of a conflict or potential conflict of interest, his or her duty is to:

- > inform the staff member involved of the provisions of the Code of Conduct as a basis for deciding on an appropriate way to handle the issue;
- > where appropriate, notify the matter to a more senior colleague for further attention.

With respect to their duty of care, members of staff should:

- > treat students and other staff with respect;
- > not allow personal relationships to affect professional relationships;
- > refrain from all forms of harassment;
- > give due credit to the contributions of other members of staff or students;
- > refrain from acting in any way that would unfairly harm the reputation and career prospects of other staff or students;
- > consider the desirability of intervening constructively where a colleague's behaviour is clearly in breach of this code, and be prepared to report any suspected fraud, corrupt, criminal or unethical conduct to an appropriate officer of the University;
- > consider the impact of decisions on the well-being of others;
- > respect individuals' rights to

privacy and undertake to keep personal information in confidence, including information gained through case records from outside the University.

With respect to their obligation to the University, members of staff should:

- > refrain from representing themselves as spokespersons for the University unless authorised to do so;
- > refrain from representing themselves as acting for, or on behalf of, the University when undertaking any outside work;
- > refrain from engaging in any outside work that would compromise their integrity and independence;
- > avoid improper use of the resources of the University for private gain or the gain of a third party;
- > foster collegiality among members of the University community.

With respect to conflicts of interest, staff members:

- > should take suitable measures to avoid, or appropriately deal with, any situation in which they may have, or be seen to have, a conflict of interest arising out of their relationship with another staff member or student. In particular, staff should avoid situations which may require them to supervise or assess a student with whom they have, or have had, a personal, commercial, familial or other significant relationship. Similar considerations generally apply to the supervision of other staff. Where both a supervisory role and significant relationship between staff

members co-exist, supervision must be openly seen to be of the highest professional standard and neither unfairly advantaging nor disadvantaging the supervisee;

> must take care that their financial and other interests and actions do not conflict or seem to conflict with the obligations and requirements of their University position.

2003

## PART FOUR

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## FACILITIES MANAGEMENT

### PLANNING AND POLICY

Under the new reporting line for Facilities, through the Deputy Vice-Chancellor (Resources), a framework was established to undertake an annual strategic asset management assessment process. This will parallel the budget process and will review capital, maintenance and operation expenditure on facilities and infrastructure. It will assess current liabilities and risks and develop scenarios for projects to address these issues. It will be established to receive input from the Vice-Chancellor's Academic Plan and to incorporate facilities and infrastructure change or improvement programs arising from this.

In parallel, more rigorous project process documentation and accompanying procedures have been instigated to provide greater clarity for project staff and as a means of enhancing management transparency. Project and project concept plans are being more thoroughly documented as key elements in the revised procedures. These various processes and procedures will require adjustments to staffing resources and this is being pursued as a response to the

internal review which was undertaken in the latter part of 2003.

At the end of 2003, a process was initiated to select a planning consultant to review the proposed major zone of development in the lower campus which includes the proposed Law building; the Heffron building refurbishment, the proposed Analytical Centre; the consolidation of the School of Chemical Sciences in the Heffron and Dalton Buildings; and the aggregation of the Faculty of Commerce and Economics in the Heffron and Quadrangle Buildings. This process is the prelude to an ongoing review of the Master Plan and the Campus Development Strategy and the creation of a unified master development strategy, as an output of the strategic asset management assessment process.

A high level consultant team worked on the BioHub project and late in the year moved on surveying the possibility of consolidating a site between the University and the Prince of Wales Hospital Campus. The team also investigated the potential sale of the Little Bay Campus and the Little Bay Conference Centre. Investigation

also began regarding the relocation of facilities at Little Bay for the Biological Resources Centre, sport and other activities, such as Solarch.

Support was provided in the process of developing facilities for the School of Rural Health. New facilities at Wagga Wagga Hospital were opened in refurbished former nurses quarters and planning was well advanced for new facilities at Coffs Harbour, Port Macquarie and Albury.

Support was provided to the College of Fine Arts (COFA) in pursuing development consent for the proposed redevelopment of the Western half of the Paddington campus, centred on a new museum and gallery facility, an enhanced library building and access and public space improvement.

Further support was provided to Shalom College which undertook development on its leasehold area to provide an additional 42 beds and additional seminar spaces. These were opened in 2003, complementing the quality of residential options for students at UNSW. During the year, assistance was also provided to New College in its plans to extend by one

floor and to upgrade the quality of existing facilities.

The draft energy strategy was presented to the Vice-Chancellor's Environmental Policy Advisory Committee (EPAC), part of which focuses on raising awareness in the campus community of energy conservation and UNSW obtained a SEDA award for its efforts in this important endeavour.

In pursuing better practices in the management and allocation of space and to support strategic asset management, Facilities has initiated a project to update the University's space and buildings databases. Key goals are to achieve annual monitoring of space use and entitlement, progress in dealing with backlog maintenance, and the general depreciation and other liabilities in the facilities and infrastructure assets of the University.

## **DESIGN AND CONSTRUCTION PROJECTS**

### **CONSTRUCTION**

A major milestone was the letting of a managing contract to Lipman Pty Ltd for the construction of Building L5 on the former Unisearch House site. By the end of the year demolition and excavation were complete and inground structural works were underway. This University investment project will provide appropriate quality teaching and administration space leased to NewSouth Global's Foundation Studies and English for Academic Purposes programs. It will also provide rental space for the National ICT Australia centre, a major research entity in which UNSW is a founding member. The development will result in the complete clearing of the Western Campus property for future redevelopment, except for the UNSW Regiment site. The clearing of the

Regiment site is also being pursued.

### **REFURBISHMENT**

Significant refurbishment work to improve the learning experience was undertaken during 2003 with the completion of the new teaching laboratories for the School of Biological, Earth and Environmental Sciences in the Biological Sciences Building, where the School was consolidated. Further postgraduate study space was provided for this and the School of Biotechnology and Biomolecular Sciences in the Biological Sciences and Samuels Buildings. Further improvements to the School of Physics first year teaching area were completed, incorporating extra indoor and outdoor student spaces, a new photonics teaching laboratory and a new landscaped courtyard entrance for the teaching areas and the School as a whole, with direct access from the Mall. Significant additional computer access points and workrooms were provided on Level 2 of the Library, as a further step towards making the Library a major support for student study outside their Faculties.

Extra teaching facilities were provided by refurbishing the Science Theatre which allow it to be used as a lecture theatre during Session, while maintaining its use as a venue by Campus Conferencing at other times. Ritchie Theatre in The Scientia was also brought into the Centrally Allocated Teaching Space (CATS) system during core teaching times as another option for teaching programs (this option required no construction because of the quality of the venue). Small CATS rooms in the Mathews Building were air-conditioned and the AGSM lecture theatre air-conditioning was improved. A mezzanine extension in the Willis Annexe provided improved postgraduate and academic space and concur-

rent works saw the installation of major research equipment and other laboratory improvements.

With the consolidation of the School of Biological, Earth and Environmental Sciences in the Biological Sciences Building, there was a freeing up of space in the Applied Science Building for the School of Chemical Engineering and Industrial Chemistry and for 'shunt space' to facilitate future works to refurbish the Heffron Building. The Department of Sports Medicine was established in the Wallace Wurth Building, along with a centre for surgical skills development. An area in the Samuels Building was refurbished for the School of Public Health and Community Medicine. Various minor fit-out improvements were undertaken in the Quadrangle for the Faculty of Commerce and Economics. The Dean of Science and support staff were permanently established in the Dalton Building, with an improved corridor access to the Heffron Building and a freeing up of space in the Biological Science Building to assist in the consolidation of Science staff there. A first year Science student office was established in the Webster Building.

Research efforts were enhanced by various projects during 2003. In the Wallace Wurth Building laboratories were created for the Centre for Thrombosis and Vascular Research, animal facilities and PC2 laboratories, and extensions were made to the Bioanalytical Mass Spectrometry Facility. Other Faculty of Medicine projects include a prosthetics and orthotics laboratory at Randwick, and a research fitout for hospital and University research staff at the St George Hospital Campus on a floor in the Research and Education Centre. In the Applied Science Building, four major new laboratory



fitouts and associated works are nearing completion, providing facilities for high performing research activities in the School of Chemical Engineering and Industrial Chemistry. Physical containment (of potential pathogens or genetically modified agents or PC) improvements were made in the Biological Resources areas in the Mathews Building and in a laboratory in the Civil Engineering Building.

International engagement was enhanced by the construction of extensions to the International Office with a new student 'drop in' centre and reception area. Adjustments to the Spiritual Centre in the Blockhouse assisted with Muslim devotions which involve an important cohort of UNSW students.

Interaction with the community was boosted through an additional floor and circulation improvements in the Barker Street carpark. This provides much of the parking for Scientia events and also accommodates Sydney Swans supporters' parking for home games. The parking for the L5 Building is to be accommodated within the extra parking and this allowed a storey reduction in height in the development where it abuts Houston Lane and residential properties on the other side of the Lane. The 'Globe' Sculpture in the Mall, partially funded by the U Committee, had its base strengthened against vandalism and is now finally in place as a major public art installation. The House at Pooh Corner received minor improvements for compliance requirements. 'Coffee on Campus' opened as a food outlet in the Mechanical Engineering Building adjacent to Computer Science and the new computer laboratories and the Lyons Garden. At a more mundane level, Science Theatre and Physics Theatre were provided

with new externally-accessible public toilets, for use by the campus community and the general community when attending events in these venues.

Projects to address infrastructure, statutory requirements and other purposes included the Library air-conditioning plant and control system upgrade. At the COFA campus a number of minor, but high priority fire safety, infrastructure and amenities upgrading works were undertaken. An Emergency Warning and Information System was provided in the Newton Building. A new lift provided greater accessibility and better materials handling in the Biomedical Library. Complying access ramps were completed at the Applied Science Building. The Golf House was repaired after extensive white ant damage and fitted out for the Risk Management Unit in order to accommodate the revised Senior Management team in the Chancellery.

## **FACILITIES MANAGEMENT**

### **BUILDINGS AND GROUNDS**

The six maintenance zones operating across UNSW campuses experienced a heavy demand on services throughout 2003. This is reflected in an increase in the average building maintenance cost from \$20 to \$24.38/ m<sup>2</sup>, with a Tertiary Education Facilities Management Association Benchmark of \$17.61/m<sup>2</sup>\*. The cost of maintenance of the Asset Replacement Value for UNSW is 0.93 per cent with a sector average of only 0.78 per cent. Some of the more unusual tasks include automating sportsfield lighting through Syllabus Plus (the UNSW timetabling system) and the security access control network, replacing 5.5 km of fencing and animal pens destroyed by fire at the Cowan Field Station and extending the bore-water

irrigation system to cover the entire campus.

\*Tertiary Education Facilities Management Association Benchmark Report 2002

### **CENTRALLY ALLOCATED TEACHING SPACE (CATS)**

Timetabling has been converted to Syllabus Plus a web-based information system which has streamlined all transactions – the previous paper-based system was very labour intensive. This is also being integrated with the CARDAX security access control system to allow the automation of many theatre and classroom systems, such as air-conditioning and lighting. Systems are operated in accordance with the timetable, leading to significant energy savings. Since 1998, CATS has undertaken a major program for the upgrade of lecture theatres at UNSW, with 14 major theatres refurbished to date. The roll-out of IT and AV facilities into smaller teaching venues has continued in response to a steadily increasing demand for full IT facilities in all CATS space.

### **MAIL**

Australia Post increased the cost of standard letter mailing this year from 45 cents to 50 cents, which would have added more than \$50,000 to mail expenditure. A system known as 'clean mail' was subsequently introduced to reduce mail costs. Clean mail is a strict addressing method which uses optical reading equipment and letters complying with the standard attract a five cent discount.

### **POST OFFICE**

The on-campus licensed Post Office is becoming increasingly popular with the University and surrounding community. Since opening in October 2002, it has served more

than 150,000 customers, sold nearly 100,000 stamps, posted thousands of parcels all over the world and processed more than 600 passport applications. The shop has begun to extend its range of products and services to include mobile phones and accessories, souvenirs, gifts, graduation memorabilia and film processing.

#### **GENERAL SERVICES**

Demand for these services has been very heavy, particularly in recycling, rubbish and old goods removal, outdoor cleaning (graffiti etc) and feral cat control. Paper recycling has increased by 8 per cent to 640 tonnes for 2003.

#### **UNSW TRANSPORT PROGRAM**

Without a direct rail link, the University depends on Sydney buses to move approximately 17,000 staff and students to and from UNSW each day. The provision of reliable, comfortable public transport is the goal of the UNSW Transport Program. There has been a significant improvement in bus timetabling reliability and a boost in additional services, such as customised timetables and maps. Sydney Buses now provides a comprehensive support program for all major on-campus events such as open days, concerts and functions.

Bicycle parking has been increased across campus and UNSW contributed funds to the extension of a bike path past the campus through to Bondi Junction. Ties to Area Health and Bikeast have resulted in a pilot cycling proficiency program for the UNSW community.

#### **UNSW SECURITY**

UNSW Security continues to set the benchmark for access control systems in the educational sector in Australasia. The unit's one-stop shop, the 'e-spot', introduced 'PARK IT', a

state-of-the-art parking management software and following a successful trial, it will be implemented for the 2004 roll-out of permits. Building on the unit's national profile, Security hosted the 2003 Security and Emergency Management Conference on behalf of TEFMA.

Overall in 2003 security incidents were up slightly on those recorded in 2002, however, incidents of theft were down. Laptop computers were a specific target, but strategies have been put in place to manage the risk in this area.

#### **OCCUPATIONAL HEALTH AND SAFETY**

The Risk Management Unit (RMU) identified Facilities Management (FM) as an OHS high-risk area of UNSW and an OHS Coordinator was appointed in June 2003 to coordinate and advise on OHS for the Registrar's Division, of which FM was then still a part. Since FM's transfer to the Division of the Deputy Vice-Chancellor (Resources and Infrastructure) the OHS Coordinator has continued to work closely with the FM OHS Committee, managers and staff in improving safety for staff, students and visitors.

Staff awareness and interest in OHS has increased over the past 12 months due to the Workcover Audit of UNSW and also the work of the OHS Committees and RMU. The FM OHS Committee commenced a schedule of OHS inspections to identify hazards in the workplace. An analysis of injury data showed that falls are the most common injury sustained around the University. The OHS Committee is now investigating processes to assist in eliminating slip hazards on wet or slippery surfaces and walkways. The Committee also conducted a sun protection awareness campaign for staff working in outdoor occupations.

A Hazard and Risk Register is a requirement under the New South Wales OHS Regulation 2001. Access to hazard and incident reporting forms, general OHS information and minutes of Committee meetings is now available on the OHS Committee webpage and staff members have been made aware of this via email.

In 2003, the OHS focus was on three elements of the 13 elements in Workcover's OHS Model for Self-Insurers - Risk Management, OHS Training, and Inspection and Testing.

#### **ENGINEERING OPERATIONS**

For the past five years, lifts on the Kensington Campus have been maintained by Kone and Otis under an inflexible contract. With the lift maintenance contract up for renewal, the opportunity was taken to realise economies of scale and tender all 86 lifts under the one contract. The new five-year contract with Thyssen-Krupp has resulted in an annual saving of \$160,000.

New software for electrical testing now allows Emergency and Exit lights to be tested via the web for annual Essential Services certification in 15 buildings on campus. Previously, each building had to be tested manually. Assistance was provided to the Zones to implement a new program for appliance testing of portable type 'plug in' 240-volt electrical equipment operated within Facilities Management.

The University has some 2000 electrical switchboards. To enable better control and to comply with OHS obligations, a program has commenced to lock all these boards. To date Electrical Engineering, Biological Sciences and all of the COFA Campus have been locked under the new system. The system will be progressively implemented across all buildings in 2004.

The Engineering Services

Maintenance Contract currently held by Spotless (formerly Asset Services) has seen the number of items maintained grow from 6,600 to nearly 8,700.

#### **PUBLISHING AND PRINTING**

In May 2003, Publishing and Printing was transferred to Facilities Management. During the year, Publishing processed in excess of 2,500 individual requisitions and more than 9,450 individual requisitions were processed by Printing. Publishing was responsible for the DTP, printing and binding of the UNSW Handbooks and Calendar, the design and printing of many promotional items on behalf of Schools and Faculties. Publishing produces all corporate stationery, such as business cards, letterheads, and 'with compliments' slips and all printing tasks associated with ceremonials and graduations.

Printing produced in excess of 50,000,000 A4 impressions during the year (more than 125 pallets of paper!). During 2003, Printing produced the course packs/study kits previously supplied by the defunct Library printing service (closed in December 2002). A strategic alliance between the Library, the Bookshop and Printing resulted in copies of course packs being supplied to the Library and the School at no charge. The quality of the finished product was improved dramatically and the price to the student was reduced. As Printing was able to 'print on demand', wastage was reduced to minimal levels.

#### **UNIGYM**

In May 2003, Unigym was transferred to Facilities Management. There has been a shift in customer growth at Unigym with a new emphasis on seniors, lifestyle, health

and wellbeing, Tai Chi, RPM (stationary bikes) and expansion in Pilates, yoga and staff health checks. The Sam Cracknell building is now fully functioning as the 'Home of Sport' and the headquarters for the Sports Association on campus.

Unigym monthly visits peaked in May with 46,000 visits. The average attendance through the year was slightly less than 2002's total of 475,000 visits. Unigym currently services 34 diverse customer groups apart from staff and students, including UNSW Colleges, swim school children, 87 local schools, the Sports Association, seniors, alumni, NIDA and Unisearch.

#### **ENERGY MANAGEMENT**

The University's greenhouse gas emissions from energy consumption, waste generation and transport fell in absolute terms for the first time this year, resulting in a 1.56 per cent decrease per EFTSU (Equivalent Full-time Student Unit) despite a 1.4 per cent increase in student numbers.

In July, a new contract with Ergon Energy for the supply of electricity featured expanded use of Green Power electricity on all five campuses. UNSW implemented the first joint tender by three universities – UTS, the University of Newcastle and UNSW – which resulted in better, more competitive pricing.

The Environment Management Program (EMP) worked to implement the University's Environment Policy in 2003, connecting operations, education, research and community engagement, especially through the EcoLiving Program. (*See also* Community Outreach p 49).

Achieving further emission reductions was a key EMP focus in 2003. This included major input to a new UNSW Energy Strategy and delivery of the 'UNSWitch' and 'Spot it and Stop it' resource conservation

campaigns. UNSWitch promotes turning off (un-switching) unnecessary power sources like computers, printers, lights when people leave the room and the 'Spot it and Stop it' campaign, trialled in one campus zone and to be expanded campus-wide in 2004, provides contact numbers to encourage staff and students to report dripping taps or other types of resource wastage.

A broadly-based Waste Management Strategy, coordinated by Recycled Organics manager Angus Campbell, is scheduled for completion in early 2004. Other operational initiatives included environmental awareness training for the University's maintenance contractors.

The Green Office Program extended its commitment to greening the University's laboratories (summarised in a paper presented at this year's national TechNet conference) and joined with Financial Services and Risk Management staff in developing environmental guidelines to inform University procurement. Green Office's pioneering work was acknowledged by the awarding of a Youth Ambassadorship to the coordinator, Danielle Cole, to develop an environmental curriculum for the Laos National University.

The externally-funded Recycled Organics Unit (ROU) consolidated its position as the key agency linking and resourcing government and industry in managing organic waste. 2003 saw the completion of internationally significant research on lifecycle assessment of the composting process (in collaboration with the UNSW Centre for Water and Waste Technology) and a major investigation into herbicide persistence in compost products.

The ROU played a lead role in finalising Australian Standard AS4454 for composts, mulches and soil

conditioners, established competency standards to inform industrial training and launched a national online catalogue of information resources, the RO Library ([www.rolibrary.com](http://www.rolibrary.com)). A comprehensive composting industry OHS package was developed in collaboration with the School of Safety Science.

The ROU's work with the composting industry in New South Wales and nationally throughout the year catalysed the establishment of a national industry organisation and enabled the development of strategic priorities and directions for future growth of the sector.

EMP staff provided teaching in architecture, environmental engineering, environmental science, social work, surveying, landscape architecture and general education in 2003, as well as contributing to a

postgraduate program review and the UNSW Network in Learning and Teaching.

Student projects realised through the Ecoliving Program ranged from honours-level work in membrane technology to a variety of real-world first year projects with the School of Biology, Earth and Environmental Sciences.

The postgraduate Environmental Auditing course, presented jointly with the School of Safety Science, achieved re-accreditation with the Quality Society of Australasia. Student audits of the UniGym, Library and Basser College initiated through the course provided useful environmental feedback to those organisations.

The University cohosted a SEDA cogeneration seminar in July and a repeat of this seminar

was specially provided for a World Bank delegation from Vietnam. The SEDA award to UNSW for Environmental Awareness and Education was, in part, a result of the 2002 awareness program which featured a pile of milk cartons on the Library lawn demonstrating the volume of one hour of CO<sub>2</sub> emissions at UNSW.

The Library building airconditioning and hot water systems replacement has been a major investment designed to improve energy efficiency and has resulted in a significant reduction in operating costs. A long-term comparison of electric heat pump versus gas (engined) heat pump airconditioning is being undertaken on the trial installation in the Biological Sciences Building.

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## RISK MANAGEMENT

In 2003, the University's Risk Management Unit (RMU) faced a number of demanding challenges, yet can report on a successful year with respect to outcomes. Risk management was integrated into Human Resources (HR) in March 2003 to meet the need for a cohesive approach to the management of staff at UNSW and a Senior Manager was appointed in October 2003 to oversee the function and operations as part of the HR management structure.

The RMU currently comprises the Insurance operations, Workers Compensation, and Occupational, Health, Safety and Environment sections. A primary objective of the RMU is to contribute to the mission of the University by successfully integrating RMU activities to reduce the overall cost of risk. Reduction in total cost of risk is achieved through taking actions and developing programs which reduce the frequency of losses affecting the University and, once a loss has occurred, acting proactively to reduce the impact or severity of the loss to the University.

### INSURANCE

Of the numerous external challenges over the year, none was more demanding than the nature of the global commercial insurance market. The continued downturn in the industry again meant that commercial insurance designed to meet the unique requirements of the University was difficult to obtain. The domestic and global insurance markets continued to act in a very conservative manner, resulting not only in dramatic increases in the cost of commercial insurance, but also substantial reductions in available amounts, levels and types of insurance cover. In meeting its mission, the University faces several unique risk exposures that the global insurance market was unable or unwilling to underwrite. Areas such as insurance for medical malpractice for clinical academics, medical students and allied health personnel proved particularly difficult to source and in several cases the University sought either alternative risk transfer methods or relied on contractual agreements to provide security of coverage.

In response to growing demands inherent in the procurement of commercial insurance, an Insurance

Committee was created in late 2003 to apply a strategic perspective to the sourcing and procurement of commercial insurance. The Committee oversees the long-term direction of insurance procurement in the University, including determining levels of self-insurance and examining the varying types of alternative risk financing mechanisms available in the market.

### WORKERS COMPENSATION AND REHABILITATION

UNSW is self-insured in both the New South Wales and Australian Capital Territory jurisdictions for Workers Compensation. The Workers Compensation and Rehabilitation section provides New South Wales-based University employees with claims and injury management services to minimise the effects of workplace injury and illness, to both the individual and their work area.

The section provides client support to University College at ADFA from the Kensington Campus and is also active in the Australian Capital Territory through chairmanship of the ACT Self-Insurers Group.

Because of the dynamic nature of Workers Compensation, staff actively participate in the NSW Self-Insurers Association's education seminars and meetings. In 2003, the section manager was involved in two self-insurer working parties.

#### **INJURY MANAGEMENT AUDIT**

In order for the University to maintain its status as a licensed workers compensation self-insurer, it must undergo an injury management audit by WorkCover NSW every three years, in addition to performing regular self-audits. Following changes in Workers Compensation Legislation in 1998, WorkCover separated the rehabilitation component out of the Occupational Health and Safety (OHS) Audit and created an Injury Management Audit.

The University responded to NSW WorkCover's change by increasing the customer focus of the injury management process. In mid-2003 the Return-to-Work Coordinator commenced a new appointment as OHS Coordinator, and as a result an occupational therapist with a clinical background in acute and rehabilitation settings was recruited to handle the rehabilitation and injury management role.

WorkCover conducted the first UNSW Injury Management Audit in November 2003. The report received from WorkCover confirmed preliminary feedback from the WorkCover auditors during their exit meeting indicated that UNSW had met the minimum standards required for a self-insurer to satisfy its licence condition. The Audit added value to the UNSW injury management process by streamlining UNSW procedures to correct some small areas of non-conformance identified prior to, and during, the audit.

#### **CLAIMS AND REHABILITATION PERFORMANCE**

The number of claims registered for New South Wales during 2003 decreased by 15 per cent compared to 2002. The average for all claims involving time off work in 2003 was 35.56 days, compared to 6.89 days per claim in 2002. This increase was caused by two long-term claims.

In the Australian Capital Territory, seven claims were registered for 2003, one more than in 2002. Time lost off work for all claims in 2003 was four days in total, compared to six days in 2002.

During 2003, the Return-to-Work Coordinator carried out 97 non-claim related workplace assessments in New South Wales for staff reporting injuries, potential injuries or ergonomic problems. This represents a 15 per cent increase from 2002. The Return-to-Work Coordinator also performed three home-based workplace assessments and provided three ergonomic consultations in relation to refurbishments during the year.

As a consequence of injuries occurring in 2003, 45 staff members participated in rehabilitation programs to assist them in their safe return to work.

#### **OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENT**

During 2003, the Occupational Health, Safety and Environment (OHSE) section finalised its new UNSW OHS management system (OHSMS) which contains the 13 OHS elements of the WorkCover model for self-insurers. This web-based system was communicated to staff via email and by the Vice-Chancellor to senior managers as a hard copy manual in June 2003. New OHS guidelines were developed on disposal of hazardous waste,

application for facility certification by the Gene Technology Regulator, working after hours and/or alone, and a new policy was developed for Outdoor Workers.

Continuing strategies for 2003 included ongoing training of OHS committees and representatives, electrical testing and tagging, refinement of procedural templates for implementing the OHSMS sub-elements and review of corporate risk rating systems. The UNSW OHS Policy and Strategic Planning Committee (Level 1 OHS Committee) met quarterly in 2003 and provided strategic direction on cash handling and security on campus, emergency management, monitoring of internal and external OHS audits and review of significant occurrences. OHS personnel also provided support to the Faculty and Divisional OHS Program Implementation Committees (Level 2 or combined 2/3 Committees) by attending their quarterly meetings and through the provision of advice to their Chairs and employee OHS representatives. The Committees have been working to develop their OHS Hazard and Risk Registers, OHS training needs analyses and training plans for 2004, and inspection, testing and monitoring plans through consultative processes. The Faculty and Divisional OHS committees reported in December 2003 to the Level 1 OHS Committee on their activities in relation to key performance indicators. The workplace OHS committees (Level 3) undertake the regulatory functions and report to the Level 2 and 2/3 Committees on their activities and also Faculty/Division-wide issues. The Manager OHS and Environment held two meetings with the Chairs of all Level 3 OHS Committees and OHS representatives.

During 2003, four new OHS Coordinator positions were created to support the identified high-risk areas of Engineering, Science, Medicine and the Registrar's Division and to complement the HR service delivery model, with the aim of improving service delivery and assisting in the development and implementation of the corporate OHSMS in the respective areas. Initially, two positions commenced in mid-2003 in the Faculty of Engineering and the Registrars' Division, with the remaining two positions located in the Faculty of Medicine and the Faculty of Science. The Faculty of Engineering OHS Coordinator conducted an OHS Faculty Review to determine overlaps and gaps in the current Faculty safety initiatives compared to the UNSW OHSMS. This review will prove valuable in assessing strategic OHS directions for the Faculty in 2004. The OHS Coordinator for the Registrar's Division worked in close consultation with the Division's OHS Committees and various groups of staff within the Division to assist in the development of OHS Hazard and Risk Registers and improving knowledge of risk identification and assessment procedures.

OHSE produced the University's annual report to the Gene Technology Regulator and coordinated the Regulator's spot inspections of containment facilities. The OHS Coordinator (Gene Technology/Research) liaised with other affiliated accredited organisations (using UNSW Institutional Biosafety Committee (IBC) for research approval and facility certification) and provided data for their annual reports to the Regulator.

The University commenced 2003 with a new purpose-built radiation

isotope store to replace the current small store. The Radiation Health and Safety Coordinator worked with Facilities and an external consultant to coordinate the safe relocation of low-level radiation waste from the old to the new store. The OHS section monitored the implementation of electrical equipment testing and tagging programs on a regular basis across campus and reported to the Level 1 OHS Committee. In late 2003, OHSE coordinated the response to a NSW Health request for a survey of the storage and planned use of designated biological agents across the high-risk faculties at the University.

#### **OHS TRAINING**

OHSE is one of the University's primary training providers in terms of legislative compliance and management training. In 2003, approximately 800 persons, including staff and postgraduate students, attended training conducted by OHSE staff in biosafety and infection control (nine training programs); radiation safety (nine); hazardous substances and dangerous goods (five); labelling of hazardous substances and dangerous goods (one); Facility Managers training (two); prevention of occupational overuse injury (seven); OHS awareness for staff (10); OHS consultation (nine); gene technology for researchers (six); risk management for supervisors (seven); and OHS due diligence training for Heads of Schools and senior managers (four).

In addition, staff participated in panel discussions in the University's monthly induction sessions for new staff. Various other internal units such as Security, Facilities, and the Faculty of Engineering also provided OHS-related training and arranged

for external training providers. In mid-2003, the University activated a new centralised training database for all legislative training records, including OHS training. New OHS training programs developed included a short course in hazardous substances and dangerous goods labeling and Facility Managers' training and a contribution was made to the content of the OHS module in the Supervisors' Induction Kit and monitoring of OHS segment delivery. Risk Management's OHS training program for 2004 will be framed in response to the Faculty and Divisional OHS Training Plans 2004 to be submitted in December 2003.

#### **WORKCOVER AUDIT**

The first half of the year was dominated by preparation for the WorkCover Audit conducted by external OHS auditors in June 2003, for workers compensation licensing purposes. Additionally, planning and coordinating the implementation of follow-up corrective actions on the non-compliance areas identified during the audit have required significant work. The WorkCover Audit highlighted the strengths and effectiveness of the internal OHS audit system, improvements in OHS training, increased management commitment to and allocation of resources to OHS and the comprehensiveness of the newly-documented OHS management system. The WorkCover Audit found that UNSW met the standard required of a self-insurer.

In the University's internal OHS audit program, 45 audits were conducted in the past 12 months. The Schools and divisional units are internally audited against both the UNSW corporate OHSMS (based on AS4804:2001, AS4801:2001 and AS4360:1999) and the elements of

WorkCover's OHS model for self-insurers (2001). The audits are being conducted by the OHS team, who are trained OHS auditors. The internal OHS audit process is having a positive effect on raising awareness of UNSW OHS policies and procedures and identifying OHS training and

documentation requirements at the work unit level. During 2003, a steering committee of key stakeholders coordinated by RMU, developed the UNSW Critical Incident Communication Plan, which aims to coordinate the internal response of, and communication between, all service

units to potential critical incidents. In 2004, the OHSE section will look to use new technology to build a number of online programs including an incident reporting system, OHS training program and risk identification and assessment programs to facilitate improved OHS outcomes.



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## UNIVERSITY-CONTROLLED ENTITIES

Fully-audited financial details for University-Controlled Entities are found in Volume Two of the 2003 Annual Report.

### AUSTRALIAN EDUCATION CONSULTANCY LIMITED

This entity was sold to NewSouth Global in 2003. See below.

### AGSM CONSULTING LTD

AGSM Consulting Ltd is a non-profit company owned by The University of New South Wales. The company did not operate during 2003.

### AGSM LTD

AGSM LTD is a non-profit company formed by The University of New South Wales and The University of Sydney for the joint purpose of utilising the talent, energies and resources of both Universities to produce a powerful centre of excellence for teaching and research in business. As a controlled entity, AGSM results are consolidated in the UNSW accounts.

### NEWSOUTH GLOBAL PTY LIMITED

NewSouth Global is the international education, training and consultancy arm of the University.

A wholly-owned subsidiary of UNSW, it had 197 full-time staff at December 2003 and an annual turnover of \$60M. Surpluses from NewSouth Global activities are donated to the University and used for scholarships and matching funds for the UNSW Foundation.

The Vice-Chancellor of UNSW acts as the Chair of the company and the Chief Executive Officer is the Deputy Vice-Chancellor (International), Professor John Ingleson. Other Directors during 2003 included Professor Mark Wainwright, Deputy Vice-Chancellor (Research), and the two external directors Ms Mara Moustafine and Mr Peter Bergman, a UNSW alumnus.

The business divisions comprising NewSouth Global during 2003 were the Educational Testing Centre, Foundation Studies, UNSW International Projects, the UNSW Institute of Languages and UNSW Study Abroad. The company also has a Corporate Services unit which is responsible for business development, financial management, human resources and related corporate governance issues.

NewSouth Global is responsible for the operational management of the UNSW offshore offices in Singapore, Bangkok and Hong Kong, and the Australian Institute of Languages in Hanoi. The latter is a joint initiative with the Vietnam National University, Hanoi.

In January 2003, NewSouth Global purchased the Hong-Kong based recruitment company the Australian Education Consultancy Limited (AEC) from UNSW at a nominal cost of \$1M. This enabled all of the Hong Kong operations to come under the same management, thereby allowing the development of common systems, processing and reporting.

While 2003 was another successful year for the organisation, revenue and activities were significantly affected by the SARS epidemic and the rise in the Australian dollar. This resulted in an overall decline in student enrolments in Foundation Studies and UNSWIL programs in particular. AEC income also dropped in excess of 20 per cent as a consequence of SARS and the downturn in the Hong Kong economy, though some exchange

gains were recognised through the rise in the Australian dollar.

The Educational Testing Centre has been a prime provider of educational measurement and assessment services in Australia, New Zealand and the Asia Pacific region for 35 years. During 2003, there were more than 1.4 million Australian and 260,000 international entries in the annual schools assessment programs. The Centre also completed various assessment contracts for State education authorities during the year and a diversity of data management and analysis services for UNSW and other educational bodies.

Foundation Studies comprises the University Foundation Year, HSC Unilink, Maths Skills Program and other external programs including Learn 4 Life. The core activity, University Foundation Year, is a full academic program designed to prepare international students for undergraduate studies in Australia. During 2003, 682 Foundation Students received an offer to continue on to undergraduate study at UNSW.

The UNSW Institute of Languages (UNSWIL) is one of the oldest and largest university language centres in Australia. Established in 1966, it offers a comprehensive range of language courses and services for overseas students, migrants to Australia and international clients from government and industry who require language training beyond the scope of existing university award programs. During 2003, UNSWIL had a total enrolment of 1000 students in its English for Academic Purposes, of whom 800 continued on to study at UNSW.

UNSW International Projects provides international consulting services, resources, technical assistance, training and project

management to industry, commerce and government on overseas projects. Utilising UNSW resources and expertise, including technical, economic, social, environmental and training aspects of sustainable development, projects in 2003 have included the Department of Education, Science and Training's Australian Asia Awards International Fellowship Program and AusAID Drug Information in Indonesia Short Course Training to the Ministry of People's Welfare.

UNSW Study Abroad, the leading Australian program of its type, provides opportunities for international students to gain credit for courses at their own institutions while studying on campus in Sydney. UNSW Study Abroad also conducts short courses and a Summer School for six weeks during the Northern Hemisphere summer. More than 1000 students per annum participate in the UNSW Study Abroad programs. In 2003, the division disbursed more than \$4.52M to UNSW. The University also profited by the participation of well-qualified students from prestigious US and European institutions.

#### **UNISEARCH LIMITED**

Unisearch Limited leverages the intellectual wealth of the research and consulting community centred on UNSW, to create commercial value for the University and participating researchers and to bring exciting new technologies to the marketplace.

Unisearch is dedicated to establishing and developing long-term strategic alliances and business relationships with key partners and clients in relevant business and industry sectors, governments and with other learning institutions, locally and around the world.

Established in 1959 as a controlled entity of UNSW, Unisearch operates as an independent company with a largely external board of directors. As a result of the successful implementation of a long-term strategic plan introduced in 1999, Unisearch has achieved results which are in line with its five-year plan.

Unisearch focuses on two streams of business activity, Commercialisation and Expert Opinion Services. The Commercialisation team ensures Unisearch is a recognised leader in the commercialisation of research-based technologies. Its activities include acting as an innovation centre providing advice and services to researchers from UNSW and its associated campuses, as well as an incubator nurturing pre-incorporation technologies and emerging businesses.

Expert Opinion Services provides expert consultants for industry, government and business clients, as well as the legal and insurance communities. They commercialise intellectual capital in an applied way, encouraging the collaborative research, expert consulting and specialised testing services of UNSW.

#### **ACYTE BIOTECH PTY LTD**

Acyte Biotech Pty Ltd (Acyte) has been established by Unisearch Limited to commercialise leading-edge research in the area of mammalian cell production of recombinant DNA-derived proteins. Acyte is jointly owned by UNSW, Unisearch Limited and the key researchers. The board is chaired by leading businessman, Mr Rob Barry.

The underlying research by Professor Peter Gray and Associate Professor Noelle Sunstrom and their

team at UNSW has moved into the commercialisation phase and achieved strong industry support. Acyte has negotiated collaborative research agreements with a number of leading, listed pharmaceutical groups, worth in excess of \$500,000 in the current year. This success has been followed with the company being awarded two \$250,000 Biotechnology Innovation Fund Grants.

Acyte expects to be able to offer cell expression systems to a wide variety of potential users, based on exciting breakthroughs achieved around its SuperCHO platform technology.

#### **BIOSIGNAL PTY LTD**

Biosignal was incorporated in 1999 to commercially exploit unique anti-microbial compounds that will act to inhibit bacterial processes without causing bacterial resistance. The technology has application in a broad variety of markets, from aquaculture paints to pharmaceuticals. Unisearch has assisted Biosignal to source collaborative development partners who are leaders in their fields for many market applications. These developing relationships and the funding received from these partners have enabled Biosignal to pursue its product development program to the point where the first products are now being sold under trial permit.

Biosignal has succeeded in being awarded two Biotechnology Innovation Fund Grants, which provided additional funding of \$700,000 for the development of the technology.

The company continues to work with a wide range of international groups to finalise development of the technology in a number of new products to be brought to market.

#### **QUCOR PTY LTD**

Qucor became operational during 2003 to commercialise technology emerging from the Centre for Quantum Computer Technology during the year. Using the quantum physics properties of matter, quantum computing promises massively parallel computing power, essential to address the challenges faced by the financial, biotechnology and engineering sectors in manipulating vast quantities of data.

On a shorter timescale, the work on quantum computing has produced a range of technologies with application to industry needs now. These include the ability to implant dopant atoms into transistors with atomic precision, a capability vital to the world's semiconductor industry as it develops smaller and faster computer chips.

An initial seed investment has been made by Unisearch, and Qucor is now seeking to raise its first round of external capital. In parallel, negotiations are underway with several global companies to tailor Qucor's technology to their specific product needs, and deliver product to market.

#### **THE UNIVERSITY OF NEW SOUTH WALES FOUNDATION**

*(see also p 55)*

The company was incorporated in 1988 to act as trustee for The University of New South Wales Foundation. It is a company limited by guarantee, and its objectives are to assist the University in raising funds from alumni, industry, commerce and the community. During 2003 the Foundation raised more than \$5.4M to support University projects.

#### **THE UNIVERSITY OF NEW SOUTH WALES INTERNATIONAL HOUSE LIMITED**

International House Limited was incorporated in 1964 to manage and administer residential accommodation for UNSW students and others, and it currently manages International House. The company is limited by guarantee, has no share capital, and is controlled by a Board of Directors of whom four are elected by the company, one is elected by the residents of International House and six are appointed by the University. In 2003, the College enjoyed 100 per cent occupancy during the academic year with 159 local and overseas students.

#### **UNIVERSITY OF NEW SOUTH WALES PRESS LIMITED**

UNSW Press is incorporated as a not-for-profit company, whose Board of Directors is appointed by the Council of UNSW. The Board and its Finance Committee meet regularly to review financial and performance issues. During the year, the Board assessed the success of the 1998-2003 corporate plan, and approved a new strategic plan for the period 2004-2008.

By publishing books in the UNSW name to bring scholarship and ideas to a wide audience, UNSW Press contributes significantly to the enhancement of the University's reputation nationally and internationally. During the year there was considerable review coverage and media interest in the Press's list. Additionally the company serves all sectors of the University community through its retail activities based on the Kensington campus.

In 2003, sales revenues exceeded previous years and the cash generated allowed for investment in new areas of development, together with the

acquisition of Redfern Legal Centre Publishing, not-for-profit publishers of *The Law Handbook of New South Wales* and other books of accessible legal information.

There were sales of 354 different UNSW Press books and editions, and at the end of 2003 the Press had 325 books and editions in print. The list includes scholarly books, textbooks, books of general reference and books which present ideas and debates for the wider community, across a range of arts, science and professional subjects. In 2003 UNSW Press issued 41 new titles, together with 12 reprints, and offered contracts for a total of 58 new books. New publications in 2003 included the launch of the *Construction Management* series, shorter topical books in the new *Briefings* series, Marilyn Dodkin's *Bob Carr the reluctant leader*, Roslyn Jolly's *The cruise of the Janet Nichol* and John Bloomfield's *Australia's sporting success*.

Eight UNSW Press books won, or were shortlisted for, book awards in 2003. In the New South Wales Premier's Literary Awards, Mark McKenna's *Looking for Blackfellas' Point* was named the Book of the Year, as well as winning the Douglas Stewart Prize for Non-Fiction. It was shortlisted in the Best History Book category in the 2003 Queensland Premier's Awards, and was on the short list for the Colin Roderick Award of the Foundation of Australian Literary Studies. Sylvia Lawson's *How Simone de Beauvoir died in Australia* won the Gleebooks

Prize for Literary and Cultural Criticism in the New South Wales Premier's Literary Awards.

Press Design Manager, Di Quick, was the overall winner in the 'best designed illustrated book category' of the Australian Book Design Awards, for John Riley's and David Banks' *Orchids of Australia*. The limited edition of *Orchids of Australia* was shortlisted in the Galley Club Awards for production, under the category Limited Edition Book. David Dutton's *One of Us* was shortlisted in the same Galley Club Awards under the category Short-run Digitally Printed Book.

John Long's, Michael Archer's, Timothy Flannery's and Suzanne Hand's *Prehistoric Mammals of Australia and New Guinea* was named the Best Popular Zoological Book in the 2003 Whitley Awards. The same book was shortlisted for the Eureka Science Book Prize for a book which is "outstanding in its presentation of a scientific subject or subjects and communicates to the general public in an interesting and exciting way".

Alex Bevan's and John de Laeter's *Meteorites* was on the short list of the Prize for Science Writing in the Victorian Premier's Literary Awards. Tara Brabazon's *Digital Hemlock* was shortlisted for the Western Australia Premier's Award in the non-fiction category. John O'Connor's *Australian Frontier Wars* was shortlisted for the Westminster Medal for Military Literature (UK).

UNSW Press books are sold

and supplied from local warehouses in Australia, New Zealand, Singapore, Japan, the USA, Canada and the UK. Coeditions were prepared for overseas publishers in the USA and the UK. Licensed editions of UNSW Press books were issued in Japanese and in a US mass market edition, and contracted for Korean, Japanese, Simplified Chinese, Traditional Chinese and Portuguese editions.

UNSW Press, through its sales and distribution division UNIREPS, despatched 332,000 books in 2003, an increase of 11 per cent over 2002, in the imprints of UNSW Press, of departments of UNSW and of other publishers including university presses and cognate imprints from the USA, Canada, UK, New Zealand and Australia. Newly represented in 2003 was Cavendish Publishing, together with the books arising from the Press's acquisition of Redfern Legal Centre Publishing.

UNSW Bookshop maintained its high quality service to all sectors of the University community, selling 197,000 textbooks, general books and academic books at discount, together with course packs, computer software and memorabilia. Sales revenue remained steady despite the 11 per cent fall in commencing student numbers at UNSW (excluding ADFA). Special sales increased through the Bookshop website and sales to external students, libraries, alumni and external professional groups. The Bookshop also hosted a range of cultural and scholarly events.

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## LEGAL AFFAIRS

The Higher Education Support Act 2003 was passed by the Australian Government in late 2003, replacing the Higher Education Funding Act 1988. The new legislation includes reforms to university funding, and to processes of quality assurance and accountability within the sector. The University is well placed to build upon existing quality assurance, governance and accountability processes in the implementation of these reforms.

In 2002, amendments to the University of New South Wales Act 1989 took effect, requiring adoption and implementation of Guidelines for Commercial Activities. An audit of all New South Wales universities' compliance with the requirements of

their commercial activities guidelines was conducted by the office of the Auditor-General. In response to the Auditor-General's report to Parliament in 2003, the New South Wales Government circulated additional requirements for the conduct of University Commercial Activities, and requested that all universities redraft their guidelines to incorporate the new requirements.

Revised Guidelines for Commercial Activities were approved by Council on 15 December 2003. The implementation of the revised guidelines will ensure consistency in evaluation, approval and registration of all commercial activities of the University.

In line with the increasing awareness of, and commitment to, compliance with regulatory requirements, training in compliance areas including OHS, record keeping, privacy, copyright, equity, protected disclosures and the Education Services for Overseas Students Act was introduced as part of a program of training for supervisory staff in workplace induction. This program is coordinated by UNSW Staff Development, in collaboration with relevant units.

Consistent with the University's commitment to improving corruption resistance, development of new policy and processes for the identification and management of conflicts of interests is under way.

## PUBLICATIONS

The University and its various units offer a range of publications, a selection of which is listed below, giving details of courses, research and other services. Those

who wish to obtain or consult any of these publications should contact the relevant section of the University.

The *UNSW Calendar, Summary Volume*, the *Undergraduate* and

*Post-graduate Handbooks* and certain other official publications are available also on the University's website at <http://publish.web.unsw.edu.au>

The following official publications are produced annually.

OFFICIAL PUBLICATIONS	COST	POSTAGE	OVERSEAS POSTAGE
UNSW Calendar	\$8.00	\$2.50	\$9.00
Summary Volume (ISSN1325-667X)			
UNSW Undergraduate Handbook (ISSN1445-6621)	\$19.95	\$2.50	\$9.00
UNSW Postgraduate Handbook (ISSN 1445-663X)	\$12.00	\$2.50	\$9.00

The following University publications are distributed free of charge:

**UNSW Annual Reports (ISSN 0726-8459)**

UNSW International Prospectus

UNSW Domestic Prospectus (ISSN1036-6644)

UNSW Student Guide (ISBN 0 8582 3681 8)

The University's Faculties and Divisions also produce the following publications free of charge:

PUBLICATION	FACULTY/DIVISION	FREQUENCY
BE Magazine	Built Environment	biannual
Chaos	Science	triannual
COFA	COFA	triannual
Developments	Institutional Advancement	biannual
From the Office of the Dean	Commerce and Economics	Four per annum
Focus	Institutional Advancement	Fortnightly
Law Alumni News	Law	
Materials News	School of Materials Science and Engineering	
Reach	MBT Program	annual
Question: Research @ UNSW (ISSN 1448 8299)	Research	biannual
Uniken (ISSN 0312-7877)	Institutional Advancement	Monthly – 10 issues
UNSW Engineers (ISSN 1442-8849)	Engineering	biannual

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## FREEDOM OF INFORMATION (FOI)

The University publishes an annual Statement of Affairs which includes items such as a description of the structure and functions of the University, how the University's functions affect members of the public and a description of the arrangements which exist to enable the public to participate in the formulation of policy by the University. Various kinds of documents held by the University are described and the procedures for obtaining access to documents are detailed.

At six-monthly intervals, a Summary of Affairs is published in the Government Gazette. The public also has a legally enforceable right to obtain access to these documents and to ensure that personal records held by the University are not incomplete, incorrect, out of date or misleading. Information regarding FOI is included in relevant University publications and documents. The

University's Summary of Affairs, Statement of Affairs and policy documents are available on the University website.

There was no significant increase in the number of applications received and processed in 2003 compared to 2002. During 2003, eight new applications were processed within prescribed time limits. No applications were brought forward from 2002. Three internal reviews were conducted with the original determination being upheld in each case. No external reviews were conducted. There were no major issues or problems in relation to the administration of the Act during 2003.

For further information see Table 'FOI Statistical Summary 2003'.

### PRIVACY

UNSW maintains a general policy of openness regarding the information it

holds subject to the *Freedom of Information Act 1989*, and the privacy rights of individuals set out in the *Privacy and Personal Information Protection Act 1998* (New South Wales) and the *Privacy Act 1988* (Australian Government). Where applicable, the privacy principles embodied in the legislation are being incorporated into policies, guidelines, procedural documents and practices at the University. The Privacy Management Plan, required under the New South Wales legislation, setting out a number of goals and mechanisms for achieving them, is being reviewed to incorporate issues arising from the expected commencement of the *Health Records and Information Privacy Act 2002*. During 2003, three internal reviews under Part 5 of the New South Wales legislation were conducted and one request for access under s14 was received.

## FOI STATISTICAL SUMMARY 2003

### SECTION A NUMBERS OF NEW FOI REQUESTS

FOI Requests	Personal	Other	Total
A1 New (including transferred in)	1	7	8
A2 Brought forward	0	0	0
A3 Total to be processed	1	7	8
A4 Completed	1	6	7
A5 Transferred out	0	1	1
A6 Withdrawn	0	0	0
A7 Total processed	1	7	8
A8 Unfinished (carried forward)	0	0	0

### SECTION B WHAT HAPPENED TO COMPLETED REQUESTS?

Result of FOI request	Personal	Other
B1 Granted in full	1	1
B2 Granted in part	0	1
B3 Refused	0	4
B4 Deferred	0	0
B5 Completed	1	6

### SECTION C MINISTERIAL CERTIFICATES – number issued during the period

C1 Ministerial Certificates issued	0
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### SECTION D FORMAL CONSULTATIONS

D1 Number of requests requiring formal consultations	Issued: 3	Total: 3
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### SECTION E AMENDMENT OF PERSONAL RECORDS

Result of Amendment Request	Total
E1 Result of amendment – agreed	0
E2 Result of amendment – refused	0
E3 Total	0

### SECTION F NOTATION OF PERSONAL RECORDS

F1 Number of requests for notation	0
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### SECTION G FOI REQUESTS GRANTED IN PART OR REFUSED

Basis of disallowing access – Number of times each reason cited in relation to completed requests which were granted in part or refused.

Basis of disallowing or restricting access	Personal	Other
G1 Section 19 {applic incomplete, wrongly directed}	0	1
G2 Section 22 {deposit not paid}	0	0
G3 Section 25 (1) (a1) {diversion of resources}	0	0
G4 Section 25 (1) (a) {exempt}	0	5
G5 Section 25 (1) (b), (c), (d) {otherwise available}	0	0
G6 Section 28 (1) (b) {documents not held}	0	1
G7 Section 24 (2) – deemed refused, over 21 days	0	0
G8 Section 31 (4) {released to Medical Practitioner}	0	0
G9 Totals	0	7

### SECTION H COSTS AND FEES OF REQUESTS PROCESSED

	Assessed Costs	FOI Fees Received
H1 All completed requests	\$0	\$360

### SECTION I DISCOUNTS ALLOWED

Type of Discount Allowed	Personal	Other
I1 Public interest	0	0
I2 Financial Hardship – Pensioner/Child	0	0
I3 Financial Hardship – Non-profit organisation	0	0
I4 Totals	0	0
I5 Significant correction of personal records	0	0

### SECTION J DAYS TO PROCESS

Number of completed requests by calendar days

Elapsed Time	Personal	Other
J1 0-21 days	1	6
J2 22-35 days	0	0
J3 Over 35 days	0	0
J4 Totals	1	6

### SECTION K PROCESSING TIME Number of completed requests by hours

Processing Hours	Personal	Other
K1 0-10 hrs	0	0
K2 11-20 hrs	1	5
K3 21-40 hrs	0	1
K4 Over 40 hrs	0	0
K5 Totals	1	6

### SECTION L REVIEWS AND APPEALS – number finalised

L1 Number of internal reviews finalised	3
L2 Number of ombudsman reviews finalised	0
L3 Number of Appeals to the Administrative Decisions Tribunal finalised	0

### DETAILS OF INTERNAL REVIEW RESULTS

Bases of Internal Review Grounds on which internal review requested	Personal		Other	
	Upheld	Varied	Upheld	Varied
L4 Access refused	0	0	3	0
L5 Deferred	0	0	0	0
L6 Exempt matter	0	0	0	0
L7 Unreasonable charges	0	0	0	0
L8 Charge unreasonably incurred	0	0	0	0
L9 Amendment refused	0	0	0	0
L10 Totals	0	0	3	0



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## EQUITY AND DIVERSITY

### GENDER EQUITY

A major staff equity focus for 2003 has been the implementation of the Gender Equity Project for academic staff, which builds on the research and consultations conducted through 2002. The Vice-Chancellor demonstrated his commitment to the improvement of women's representation amongst academic staff by making it a key strategic goal in the current University and Faculty planning processes. The senior level Gender Equity Strategy Committee, chaired by the Vice-Chancellor, has been consulting widely across the University on the best strategies to take the Project forward and is now driving the process of implementing these initiatives.

Central initiatives introduced in 2003 are:

- > A 'Career Advancement Fund' for women academics returning from maternity leave, which provides them with a \$10,000 grant to re-establish their research careers.
- > A Women's Promotion Workshop, to encourage and support academic women in applying for promotion.
- > The UNSW Equity Initiatives

Grants, which provide seed funding of up to \$50,000 per annum for Schools, Faculties and Centres to develop innovative local initiatives to address the under-representation of women in academic positions.

- > Five PhD Completion Scholarships of up to \$10,000 for three years, to assist staff who have faced difficulties completing their PhD because of family responsibilities, a disability, or racial/cultural background.
- > A raft of smaller initiatives, such as designated parking for pregnant staff and increased support for childcare.

The Project is also undertaking detailed work in Faculties and Schools to identify gender issues and develop appropriate local strategies. The Faculty of the Built Environment is currently integrating key recommendations from a detailed report on Gender Equity into its strategic planning process. A second pilot Gender Equity Project in the School of Public Health and Community Medicine is underway and new projects are anticipated in Science, Engineering and Medicine.

In recognition of the progress being made, the University's was one of five finalists nominated for the national 'Outstanding EEO Practices for the Advancement of Women' award, by the Equal Opportunity for Women in the Workplace Agency. The Gender Equity Project has also been put forward as an example of best-practice from high-performing organisations for the 'EEO Good Practice Online' website by the Office in Employment, Equity and Diversity (formerly the Office of the Director of Equal Employment in Public Employment).

In addition, the Project has sought to ensure that specific gender equity strategies are integrated into the mainstream areas of the University, such as Human Resources, Staff Development and key Academic Committees in the area of Research and Training. For example, in 2003 UNSW made substantial improvements in paid parental leave entitlements.

### CAREER DEVELOPMENT

Response to the Career Development Scheme, which impacts all staff including EEO target groups and which commenced in 2002 and

continued to be implemented across UNSW in 2003, has generally been very positive. Staff Development are working to integrate information from the Gender Equity Report into the mainstream Career Development Scheme and are currently running an integrated version in the School of Public Health and Community Medicine. Clauses in the new Enterprise Agreements place a legal obligation on the University to implement the Scheme and it is expected that all work units will have completed Career Development Scheme meetings with their staff by June 2004.

In addition, the General Staff Enterprise Agreement contains a clause on the broadbanding of general staff positions. Broadbanding has the objective of designing jobs to grow beyond a single level over a period of time and is part of the University's strategic approach to managing general staff and in particular to attract and retain quality staff by providing an appropriate career path, while at the same time emphasising improved productivity and flexibility.

The review of positions for the purpose of broadbanding will be finalised during 2004 and will provide opportunities for staff to develop further within their current jobs, with a significant and positive effect on general staff, including those in EEO target groups.

UNSW has also funded the WomenResearch 21 program for a further two years. This is an innovative program to support women academics at UNSW to establish their research careers and is now in its third year of operation. An evaluation of its second successful year was issued in February 2003.

#### **WORK AND FAMILY**

Further initiatives have been developed to support staff trying to

balance work and family commitments. Through the Staff Enterprise Agreements, paid maternity leave was increased from 12 weeks to 14 weeks, adoption leave was extended from two weeks to 14 weeks, and two weeks paid partner leave was introduced. In addition, 19 baby change tables were installed around the Kensington campus and a breastfeeding policy was approved.

While UNSW continued to subsidise the childcare facilities currently available to staff and students, the Childcare Advisory Committee investigated the remaining demand for places and the provision of further various types of childcare support for both staff and students. Consequently, the Vice-Chancellor made a commitment to allocate \$1M over 2003-2004 towards the establishment of new preschool childcare places and other forms of childcare. In addition, the funding for the Vice-Chancellor's Childcare Support Fund for Women Researchers (Staff) was increased from \$500 to \$1,200 per grant.

#### **TRAINING**

UNSW continued to assist staff to be properly informed of their rights and responsibilities regarding the range of their legislative requirements. EEO content was integrated into mainstream staff development and training programs, such as staff orientations, Heads of Schools workshops, and recruitment and selection training. There were also workshops on Handling Grievances at UNSW and Conflict Resolution, and a continuation of the online training in Workplace Discrimination and Harassment. The new 'A Supervisor's Guide to Workplace Induction' program was developed and piloted which outlines UNSW's legislative requirements, including those under Anti-Discrimination and EEO legislation.

The University is developing the terms of reference for a review of all staff and student complaint mechanisms, as initiated by UNSW Council. This will include a review of discrimination and unlawful harassment complaint policies and procedures. In addition, a database is being developed in order to upgrade and improve the statistical and monitoring systems for discrimination and harassment complaints.

#### **INDIGENOUS STAFF**

There has been a consultative Review during the past year of all UNSW Indigenous programs, in both education and employment. UNSW Indigenous staff, students and key community representatives were consulted during the review process. One of the recommendations of the Review was that all Indigenous programs be brought under the administration of a single Indigenous centre, managed by an Indigenous person, and guided by an Indigenous Advisory Committee consisting of community leaders, representatives of Indigenous organisations and other stakeholders.

The Review also recommended that a clear long-term plan be put in place for attracting Indigenous staff and for providing an effective support network to help retain them. Through this review, UNSW has strongly asserted its commitment to improving Indigenous education and employment opportunities.

#### **INTERNATIONAL TENSIONS**

In light of the international conflict at the start of 2003, the Vice-Chancellor emailed all staff and students stressing the diversity of UNSW's community, urging tolerance, and restating UNSW's policies against discrimination, harassment and racism. In addition,

a website of support services, advice and information was established to assist UNSW staff and students during the international tensions.

The [www.unsw hotline.unsw.edu.au](http://www.unsw hotline.unsw.edu.au) website includes hotlines for emergencies; contacts for international students, exchange students and their families; counselling services; security information and examples of acceptable and unacceptable behaviour.

The website was created through a collaboration between the Equity and Diversity Unit (EADU), EDTeC, the Vice-Chancellor's Office, International Student Services, the Exchange Office, Study Abroad, Counselling, Security, the Communications Unit, Public Affairs and Development, and the Educational Development Unit of the Faculty of Commerce and Economics.

#### **WORKPLACE ENGLISH**

The University continued to fund the Workplace English Program (WEP), which is provided free to all UNSW staff. In 2002, WEP provided training for 74 staff members (55 per cent men and 45 per cent women) from 22 different language backgrounds, 26 of whom were general staff and 48 of whom were academic staff. Group classes of two hours were provided which covered areas such as speaking/pronunciation, writing/grammar, speaking/listening and needs analysis meetings.

#### **DISABILITY**

For staff and students with disabilities, there have been ongoing improvements to make the campus more accessible, including the installation of a lift in the Biomedical Library and lift access to the computer labs on the lower ground floor of the Morven Brown Building; improvements to the access ramp of the Applied Sciences Building;

increases to the number of accessible classrooms, handrails and tactile tiles; the installation of automatic opening doors and upgrades to a number of accessible toilets.

A Review of Services to UNSW Students With Disabilities was completed in January and the EADU is developing an implementation plan to roll out in 2004.

The Review emphasised the need to build a more integrated University-wide approach to the provision of services for students with disabilities and recommended the establishment of a network of Faculty-based Disability Contact Officers. In Session 1, a UNSW Master of Policy Studies student completed a project placement with the EADU, to facilitate stakeholder consultation with administrative staff in Faculties. Interviews and a focus group were conducted to investigate the requirements of establishing the Disability Contact Officer network.

Feedback from the consultations indicated that Faculties were keen to contribute to service improvement for students with disabilities and endorsement of the Disability Contact Officer network is being sought from the Vice-Chancellor's Advisory Committee. Training, support and evaluation of the network is an integral part of implementation and EDTeC has already run an 'Accessibility and Online Learning' course for contact officers, to raise their awareness of the problems that people with disabilities have in accessing web-based resources.

#### **INITIATIVES FOR STUDENTS**

In addition to the range of existing mentoring programs to assist students from rural, Indigenous, low socio-economic and non-English speaking backgrounds at UNSW,

Counselling and the Aboriginal Education Program collaborated to begin development on a new mentoring program for first year Indigenous students. Furthermore, Law commenced a peer tutor program to assist rural and isolated students, Arts and Social Sciences established a peer group mentoring program to assist students with language difficulties, and ATAX refined its mentoring program to provide additional support for students from non-English speaking backgrounds.

Other initiatives to assist regional students included the establishment of an online transition to university program called U-CONNECT, which allows students in isolated learning situations to interact with students on campus. Arts and Social Sciences also began developing a recruitment tour of targeted regional areas in collaboration with the Aboriginal Resource and Research Centre and the Aboriginal Education Program. The Kensington Colleges have introduced admission priority categories for rural Medicine and Engineering students and made rural students a priority category at the UNSW student apartments.

New scholarships established to complement the existing range for the benefit of students from disadvantaged backgrounds included two new Law scholarships giving preference to rural and isolated students. Engineering added further industry-funded scholarships to its Rural Scholarship Program and expanded the program's reach to include rural and isolated students Australia-wide. The Faculties of Engineering and Arts and Social Sciences have also established new scholarships to assist students experiencing financial difficulty. Along with the ongoing range of services, courses and consultations

already provided to students by the Learning Centre and other learning support systems, new mechanisms were established. Law created an academic position specifically to assist students to develop their English and writing skills, and Engineering added a course in technical English and report writing to its first year program. Also, Careers and Employment ran workshops to assist students from non-English speaking backgrounds to increase their understanding of graduate attributes and workplace environments.

To further assist students from disadvantaged backgrounds, both

Counselling and the Faculty of Commerce and Economics are developing schemes to recycle Faculty computers for students. Careers and Employment continued to offer preferential access to advertised casual and part-time vacancies for students from disadvantaged backgrounds who entered UNSW via the ACCESS Scheme.

#### **EQUITY REPORTING**

As required every year, the EADU submitted annual reports to the Equal Opportunity for Women in the Workplace Agency (EOWWA) and the Office of the Director of Equal Opportunity in Public

Employment (ODEOPE). Key equity priorities for women and equity group staff were identified in those reports as well as key strategies to address the priorities.

In addition, reports on the University's student equity profile were submitted to the Department of Education, Science and Training, the UNSW Committee on Education and the Student Affairs Committee. These reports contain more comprehensive information on the range of equity and diversity activities that have taken place during the year, and copies are available upon request from the EADU.

**Table A TRENDS IN THE REPRESENTATION OF EEO GROUPS<sup>1</sup>**

EEO Group	Benchmark or target	2000	2001	2002	2003
<b>Academic Staff</b>					
Women	50%	29%	28%	28%	30%
Aboriginal people and Torres Strait Islanders	2%	0.6%	0.3%	0.4%	0.4%
People from racial, ethnic and ethno-religious minority groups		34%	32%	36%	41%
People whose language first spoken as a child was not English	19%	25%	25%	25%	25%
People with a disability		6%	7%	6%	4%
People with a disability requiring adjustment at work	7%	1.7%	1.7%	1.7%	1.3%
<b>General Staff</b>					
Women	50%	55%	55%	55%	56%
Aboriginal people and Torres Strait Islanders	2%	0.7%	0.7%	0.7%	0.7%
People from racial, ethnic and ethno-religious minority groups		29%	27%	32%	37%
People whose language first spoken as a child was not English	19%	29%	28%	30%	29%
People with a disability		7%	7%	6%	5%
People with a disability requiring adjustment at work	7%	1.4%	1.5%	1.3%	1.1%

**NOTES**

- 1 Staff numbers are as at 31 March 2003.
- 2 Excludes casual staff.
- 3 A Distribution Index of 100 indicates that the centre of the distribution of the EEO group across salary levels is equivalent to that of other staff. Values less than 100 mean that the EEO group tends to be more concentrated at lower salary levels than is the case for other staff. The more pronounced this tendency is, the lower the index will be. In some cases the index may be more than 100, indication that the EEO group is less concentrated at lower salary levels. The Distribution Index is automatically calculated by the software provided by ODEOPE.

**Table B TRENDS IN THE DISTRIBUTION OF EEO GROUPS<sup>2</sup>**

EEO Group	Benchmark or target	2000	2001	2002	2003
<b>Academic Staff</b>					
Women	100	74	74	76	76
Aboriginal people and Torres Strait Islanders	100	n/a	n/a	n/a	n/a
People from racial, ethnic and ethno-religious minority groups	100	90	92	91	85
People whose language first spoken as a child was not English	100	88	87	91	88
People with a disability	100	105	109	106	116
People with a disability requiring adjustment at work	100	104	104	101	113
<b>General Staff</b>					
Women	100	89	89	91	93
Aboriginal people and Torres Strait Islanders	100	n/a	n/a	n/a	87
People from racial, ethnic and ethno-religious minority groups	100	98	98	98	101
People whose language first spoken as a child was not English	100	89	89	89	91
People with a disability	100	101	101	100	99
People with a disability requiring adjustment at work	100	95	102	93	101

- 2 Staff numbers as at 31 March as UNSW ODEOPE Annual Report.

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## ETHNIC AFFAIRS PRIORITY STATEMENT

The University continues to recognise, respect and value the many different cultural, religious and linguistic backgrounds of its students and staff. UNSW's mission and statement of values incorporates the concepts of diversity, tolerance, multiculturalism and engagement with the community.

This report on the Ethnic Affairs Priority Statement has been prepared to fulfil UNSW's statutory obligations under the Principles of Multiculturalism Act 2000 and to provide a summary of cultural diversity initiatives conducted by UNSW during 2003.

### UNSW STUDENT AND STAFF DIVERSITY

UNSW (including University College, Australian Defence Force Academy, ADFA) is a diverse community with students and staff from 115 language and cultural groups represented here.

#### STUDENT DIVERSITY

Of the 40,956 students (headcount) in 2003, 18,994, or 46.8 per cent, spoke a language other than English (LOTE) at home (DEST definition). Of these, international

students made up 7,384 (38.9 per cent of total LOTE students). Local students made up 11,610, (60.1 per cent of total LOTE students), which more than meets the LOTE representation of 17 per cent of in the New South Wales general population (1996 Census).

The UNSW Student Equity Plan 2003 identified two priority areas for the development of strategies to enhance and/or support the University's student equity profile and recognise and respond to the diverse student population. The first aims to equip students with the skills to operate effectively in a global world, via an educational environment that promotes and supports cultural diversity. This includes embracing culturally sensitive teaching methods, assessment and review provisions, and an 'inclusive' campus experience. The second works to ensure that the student body is drawn from across our diverse community and that equity groups enjoy the same chance of success as other students.

#### STAFF DIVERSITY

Of UNSW's 6,337 staff in 2003, 3,158 (50 per cent) had completed an

EEO census during their employment. Of these, 857 staff members, or 27 per cent, indicated that their first language spoken as a child was not English.

### CULTURAL DIVERSITY

The University sees the diversity on the campus as an opportunity to enhance the cross-cultural skills of all staff and students and to promote cultural harmony, and we aim to build a respectful, but 'inclusive' approach to mainstream teaching and learning on campus. However, it is also recognised that for some students whose first language is not English, studying in English can add pressure on an already demanding study program. The University therefore provides some additional services to facilitate students' learning among those less familiar with academic English.

During 2003, UNSW implemented cultural diversity initiatives that incorporate these complementary approaches. At the same time, ongoing strategies were strengthened or expanded in response to the needs of the University community.

## CURRICULUM

The Office of the Pro-Vice-Chancellor (Education and Quality Improvement), together with the Faculties, has identified and developed cross-cultural competencies as part of the graduate competencies exercise. Cross-cultural competencies for teaching staff are being developed through staff development activities and quality teaching initiatives.

### FACULTY OF COMMERCE AND ECONOMICS

Following UNSW's operational key planning goals, the Faculty of Commerce and Economics has developed a series of strategies to foster the cultural diversity of staff and students. The Faculty's student body is highly culturally diverse with approximately 30 per cent international enrolments in the undergraduate programs and 40 per cent in the postgraduate programs. In addition, nearly 70 per cent of total enrolments speak English as a second language.

An essential graduate outcome for all programs in the Faculty is to obtain an international or global perspective on business and commerce. All courses and programs are encouraged to explicitly address this outcome in their educational and curriculum design. The multicultural profile of the student body is consciously used to provide inclusive curricula. Individual and group work incorporates a global perspective and encourages a valuing of diversity.

The Faculty also maintains a highly culturally diverse staff profile. This enhances the shared knowledge and understanding of teaching and learning in a multicultural environment. Academic staff are also encouraged, in workshops and through instructional design support, to use the diversity of their classes as a resource. Recent activities include

strategies for understanding and maximising different student approaches to learning in a multi-cultural context and sessions aimed assisting research students with their presentation skills. Activities are designed to draw out comparative differences in cultural values and approaches to case studies and examples of business processes.

Academic staff from various Schools are involved in teaching the Faculty's programs in mainland China. This exchange promotes greater understanding of the educational background and context of a large proportion of the students who study in Australia. These staff are encouraged to share their understandings and experiences with other staff.

An academic staff induction program is offered to all new staff which specifically includes discussion about the implications of the student profile for the development and delivery of curriculum. It also highlights the professional development and support mechanisms available to staff. In addition, all new tutors in the Faculty are required to attend an extensive tutor training program, an important element of which includes strategies for maximising the benefits of diversity in the classroom.

### CELEBRATION OF DIVERSITY

#### UNSW UNION

The UNSW Union has embraced the cultural diversity of the UNSW community and incorporated 'diversity' as one of the key values governing the organisation. In 2003 the Union consolidated several cultural diversity initiatives, operating out of the Student Development Department, that included the Learning the Lingo program, Mosaic Fusion Forum program and *International Cookbook*.

The Learning the Lingo program is designed as a support network for international students at UNSW. International students meet in small groups with local student volunteers, from different cultural backgrounds. Lingo creates a positive and fun experience by incorporating conversation, games and social activities and offers international students an opportunity to get to know more about Australia, mix with local students and gain confidence in speaking English. The program began in Session 2, 2001 and included more than 100 international student participants and 40 local student volunteers in 2003.

The Mosaic Fusion Forum program aims to give high school students an opportunity to talk about issues around culture and identity. In 2003, the UNSW Union worked in partnership with the St George Area Department of Education to run a six-week forum series for Moorefield Girls and Kogarah High Schools. UNSW student volunteers were recruited to facilitate and lead a series of discussion and writing workshops. At the end of the forums a publication of student work was produced which highlighted important aspects of Australian multiculturalism and identity.

The *International Cookbook* is a free Union publication, which celebrates the cultural diversity of the UNSW campus. The publication features recipes and personal stories that illustrate the different cultural backgrounds of UNSW students. A team of student volunteers worked closely with Union staff to select and edit recipes and design the *Cookbook*.

The Campus Community Program grant scheme was established to fund member events and programs with the aim of building a more harmonious campus

community. In 2003 the Union awarded funding to a diverse range of student initiatives including the Indigenous Tertiary Education Student Games, the Islamic Society's Ramadan celebrations and Anti-Poverty Week.

The Union has been successful in recruiting international and non-English speaking background students to many of its Student Development programs including the Yellow Shirt program, STS (Students Training Students), the SLAP Leadership program and the Shack Tutoring program. This year, Artsweek celebrated the diversity of the campus with an 'Infusion' theme.

The Union also sought to embrace the diversity of the UNSW campus through its student publications. In 2003 *Blitz* magazine actively encouraged contributions from international students and covered themes relevant to a multicultural campus. The 2003 and 2004 editions of the Student Diary incorporated a cultural calendar and acknowledgment of the Eora people's land by the Union President.

### **COMMUNITY PARTNERSHIPS**

UNSW is committed to developing strong links with the community by actively seeking opportunities to engage in community partnerships. Interaction with the community is regarded as essential to the achievement of UNSW's mission.

International Student Services introduced the Community Volunteer Placement Program to increase the visibility and involvement of international students in the wider community. More than 100 students volunteered for projects including the Australian Tennis Open, Randwick Council Bush Regeneration Project, CanTeen Bandana Day, Australian Volunteers International and the

Eastern Respite and Recreation Volunteers program. This program enabled international students to extend their social networks into the wider Australian community, develop new skills and gain work experience.

### **FACULTY OF ARTS AND SOCIAL SCIENCES**

The UNSW Centre for Refugee Research's 'Roads to Refuge' educational resource kit was launched in February 2003, and two 'Train the Trainer' sessions were held for Multicultural Liaison officers from the New South Wales Department of School Education in July. In Session 2, 2003, a copy of the kit was placed in every school in New South Wales.

The kit introduces students to refugees from a wide range of backgrounds and aims to demystify the refugee issue, confront myths circulating in the community and promote social harmony. It helps students understand what it means to be a refugee, where refugees come from and the important role of refugee women. The kit looks at the different stages of the refugee journey, life in refugee camps, and what it's like to arrive in Australia as a refugee. It examines the services that Australia provides for refugees and encourages students to look at what they could do in their school and community environments. There are two versions of the kit, for primary and secondary schools. Each kit contains a video, 15 coloured overhead slides, background notes, teaching suggestions and a student workbook. The kits have been trialed with junior and senior students and have received outstanding approval ratings.

Funding of \$56,000 was received from the Migration History section of the Premier's Department for the production of the kits, with additional funding of \$15,700 from

the New South Wales Department of Education which worked collaboratively with the Centre for Refugee Research on the project.

Following the success of the kits for Schools, Fairfield and Waverley Councils provided additional funding to produce a further kit for the community sector. Twenty community workers from the west of Sydney were trained to use the materials. A further collaboration with the Australian Lawyers for Human Rights group produced a booklet on *Refugee Law in Australia*, which is included in the Community Kit.

### **INFORMATION AND SUPPORT FOR STUDENTS**

#### **FACULTY OF COMMERCE AND ECONOMICS**

The Faculty continues to provide individual learning support for students through the Education Development Unit (EDU), and guides staff in the development of culturally sensitive assessment processes.

The EDU provides ongoing language support through its student services and consultations with students when they are interpreting and writing assignments. This support includes discipline-specific materials, guided assignment writing, workshops and the development of oral and presentation skills. The EDU maintains a staff of ESL-trained learning advisors to address language development within the context of Commerce education.

Peer support programs at undergraduate and postgraduate level assist in students' transition to university and acculturation into the Faculty. The Peer Assisted Support Program (PASS) is offered in undergraduate core courses and involves previously successful students assisting and mentoring



novice learners in the language and content of courses.

Twice a year, the EDU conducts orientation and transition programs for undergraduate and postgraduate students in all Commerce programs which are designed to acculturate both local and international students into the structures and learning processes of the Faculty in order to maximise their participation in their first year of study. The orientation programs specifically address the language and communication skills necessary for success in study and in participation in the disciplines and professions. Subsequent student learning workshops are conducted throughout the sessions on research, writing, spoken communication, study skills and assignments.

In addition the Faculty has an Academic Advisor to guide students in academic program choice and personal adjustment to study. This service targets the high number of international students who may not know of local practice and educational processes.

The Commerce and Economics Preparation Program for Indigenous Students (CEPP) was developed in close consultation with the UNSW Aboriginal Education Program (AEP) and the Indigenous community. It is designed to enhance access for Indigenous Australians to business and commerce education, and provide business knowledge to students undertaking the program. CEPP provides instruction in the main business areas of accounting and finance, economics, people management, business communication, marketing, business law and taxation. The program also provides ongoing and culturally appropriate support to Indigenous students and facilitates their program completion and career opportunities.

CEPP was launched in August 2002. Most of the inaugural class have successfully entered degree programs in the Faculty of Commerce and Economics and two other Australian universities. The Ryan Family Scholarship supports the Program and two additional Scholarships are offered by the Commonwealth Bank and Qantas. Moreover, AMP has provided an additional scholarship for Indigenous students to progress to postgraduate study.

#### **FACULTY OF LAW**

The Faculty of Law created an academic position specifically to deal with tutoring in English and the development of writing skills. Similarly, tutoring was made available to introduce non-English speaking background students to the Australian legal system.

ATAX developed and refined its mentoring program to provide support for non-English speaking background students. Students with language difficulties were identified, advised of the Learning Centre programs and issued with ATAX grammar skills workbooks. Information regarding the Learning Centre; UniLearn; English Language, Literacy and Numeracy Services; and English for Specific Purposes (TAFE) was included in the ATAX Student Guide. Academic support was made available for non-English speaking background students.

#### **FACULTY OF ARTS AND SOCIAL SCIENCES**

The Faculty of Arts and Social Sciences established a peer mentoring program to assist students in need of academic and social support. Due to the success of the program it was extended in Session 2, 2003 and 23 students were trained as mentors by the

Counselling Service. Students identified with language difficulties were referred by academic staff to the Learning Centre. The Faculty also established Teaching Support and Writing Workshops for postgraduate students.

#### **COUNSELLING SERVICE**

Client satisfaction surveys in 2001 and 2002 indicated that students of non-English speaking background perceived the counsellors as having a good awareness of and sensitivity to cultural difference.

In 2003, the Counselling Service focused on exploring ways to respond to information from these surveys. Counsellors continued to have cultural awareness in their psychological practice as a primary focus for professional development. The Counselling Service conducted a 'Counsellors in Education' conference in 2003, with one special presenter being a psychologist of migrant Chinese background, with expertise in counselling with cultural sensitivity.

Awareness of cultural diversity continues to be embedded as a key component into all aspects of program delivery from one-to-one intervention, to group and community outreach and training. This will be maintained through activity planning and service delivery for 2004.

The Counselling Service continues to encourage persons of LOTE background to respond to our recruitment programs in an effort to work toward reflecting the diversity of the student population in the staffing profile.

#### **THE LEARNING CENTRE**

The Learning Centre is committed to enhancing equality of access and outcomes for all students. It provides a supportive learning environment in

which the language, learning and communication skills essential for academic success are explicitly taught. The Independent Learning Centre branch provides a safe, supportive, friendly and approachable learning environment where students can access resources and attend workshops to support and enhance their educational development.

A recent survey of students participating in Learning Centre workshops indicated that they provided an opportunity to meet people of different backgrounds, develop friendships that transcend national and cultural boundaries, and learn about other cultures.

During 2003, the Centre ran programs which explicitly promote equity and access by teaching the academic skills required for successful university study. These included preparatory programs such as the Academic English and Communications Skills Program for international students, and the University Orientation and Study Skills course, which attracts a significant proportion of students from non-English speaking and less advantaged backgrounds. The academic skills component of the Indigenous Pre-Law Program, the Built Environment Preparatory Program and the Pre-Medical Program support Indigenous students preparing to study Law, the Built Environment and Medicine.

The joint peer tutoring scheme by the School of Law and the Learning Centre pairs senior Law students with First Year students, mainly from non-English speaking backgrounds, to assist them with conceptual and language-based support.

The TELL (talk, exchange, listen and learn) support program fosters an inclusive context for language development and the exchange of cultural understandings. Concurrent

English programs provide intensive language and study skills support for international students.

Conversation classes are attended by students of many different nationalities and involve a high level of cultural exchange. Pronunciation workshops similarly involve the sharing of different language experiences and backgrounds.

#### **CAREERS AND EMPLOYMENT**

Following discussions with staff from International Student Services which highlighted the need to assist international students to seek part-time employment during their studies in Australia, Careers and Employment have developed a program to orientate international students to the Australian workplace.

International students who return home after their studies with a successful Australian work experience, will have developed the global skills and outlook required in today's workplace and may have an advantage in the graduate recruitment process. Also, as increasing numbers of international students are now applying for permanent residency in Australia at the completion of their studies, programs aimed at improving the understanding of employer expectations provide international students with the knowledge and skills to compete more effectively in the Australian graduate market. A two-hour workshop was developed and piloted with a group of 12 international students. Feedback was very positive and the workshop will now be delivered each session and during Orientation Week.

Careers and Employment also recognises the need to improve the employment outcomes of UNSW international graduates. While employment outcomes for international students prior to 1998

compare favourably to those of Australian residents, this has not been surveyed since 1997. Anecdotal evidence from students returning to Asia suggests that employment outcomes since the Asian financial downturn in late 1997 may not be so positive.

The International Employment Program (IEP) was introduced in June 2000 to build relationships with international organisations and providing a service for them to advertise opportunities to UNSW students. Since 2001, there have been annual meetings with graduate recruitment personnel in targeted organisations in Hong Kong, Singapore and Kuala Lumpur, coinciding with international alumni activities and graduations in those countries.

Currently 30 organisations are advertising on the IEP website, nine have used IEP services to mail or email information to students regarding international employment, two participated in the Graduate Recruitment Program, five interviewed on campus and seven conducted Information Sessions.

The Jobs on Campus scheme is a joint initiative of Careers and Employment and Equity and Diversity, providing preferential access for casual campus work to students who entered UNSW under the ACCESS scheme. This scheme is an equity program that provides concessional entry to students who are new to higher education and who can demonstrate long-term educational disadvantage.

In the first instance, this program advises ACCESS students by email if an opportunity for 'on campus' work becomes available. Should a suitable applicant not be found, the opportunity is then placed on Jobs Online. Equity and Diversity

and Careers and Employment have encouraged Faculties and departments on campus to employ an ACCESS student where possible.

During 2003, 238 ACCESS students registered with Careers and Employment to participate in the program were offered 47 positions on campus. Feedback from units that advertised through the program has been positive in terms of advertising vacancies, the quality of student applicants and the turnaround time involved in recruiting students.

#### **INTERNATIONAL STUDENT SERVICES**

International Student Services (ISS) recognises the challenges faced by the large number of international students on campus. While offering a comprehensive range of services and programs to assist these students to settle into Sydney and University life, ISS also endeavours to increase the visibility and the involvement of international students in the University and the wider Australian community. In 2003, students participated in the Peer Mentor and Uni-buddies programs and the Community Volunteer Placement Program.

More than 100 international students participated as volunteers in various community projects in 2003. These included Daffodil Day, Native tree planting at Coogee, Australian Tennis Open, Sydney Arts Festival, Bandana Day for Canteen and the Eastern Respite and Recreation Volunteers program. Another 56 students who received training as Peer Mentors are able to offer a range of support initiatives to new students including email and face-to-face contact and support, campus tours, and staffing the 'Recovery Zone' during Orientation Week and assisting in the various ISS social events.

Through the Uni-Buddies program, senior international students continue to offer support

to University Foundation Studies students, especially those who are younger and come from countries with very few compatriots on campus. Monthly meetings provide an opportunity for Foundation Studies students to connect with the University through networks with senior students.

#### **CULTURALLY COMPETENT STAFF**

##### **ITET FELLOWSHIP**

Innovative Teaching and Education Technology Fellowships (ITET) are awarded to UNSW staff each year and in 2003, a cross-disciplinary team of six ITET Fellows developed a workshop which aims to enhance participants' awareness of issues of cultural diversity on campus and to explore strategies for dealing with diversity in the classroom.

Initially the workshop was presented to a group of ITET Fellows and following its success was presented at the ITET Symposium in December. The workshop will be included in the UNSW Network in Learning and Teaching Program (UNILT) in 2004, making it available to all university staff.

##### **STAFF DEVELOPMENT**

The Staff Development Unit provides training for academic and general staff in cultural diversity. The development of intercultural sensitivity skills for staff in teaching and curriculum development and forging overseas alliances has been identified as a key goal.

In order to incorporate cultural diversity in staff development, cultural competencies and issues are to be addressed during the developmental phase of all Staff Development courses and activities and equity and diversity principles are embedded into its training programs and other activities.

Appropriate courses incorporate a specific equity and diversity module and Staff Development program presenters and resources reflect equity and diversity principles.

Staff Development Unit programs include the development of cultural competencies as part of the workshop program for Postgraduate Supervisors. Due to the diversity of the student population at UNSW, supervisors must be aware of the differences between gender and culture and how this may impact on the supervisor/student relationship.

Programs are also included on the integration of cultural awareness within the management and supervisory development and customer service programs for general staff; the incorporation of modules on managing diversity in all supervisor and management development programs; career development through the 'learn@lunch' series, which includes workshops on cultural diversity; and embedding cultural diversity in frontline management modules.

#### **GRADUATE CERTIFICATE IN UNIVERSITY LEARNING AND TEACHING**

The Graduate Certificate in University Learning and Teaching focuses on improving teaching practice at UNSW in order to enhance the learning and educational experience of our students. The program aims to encourage the development of reflective practitioners by supporting participants to review and critically reflect on their own teaching and learning experiences and the context around them, the experiences of their students and colleagues, and on research into learning and teaching in higher education.

In 2003, 41 staff were actively involved in the program, comprising 24 women and 17 men, 33 academic and eight general staff.

This program works to raise awareness of student diversity, and how to teach in a way that is inclusive of it. Diversity is included as a session in the workshops and in the resources, and within two of program courses, Foundations of University Learning and Teaching and Student Learning in Higher Education, diversity forms a component in the curriculum.

Efforts are made to integrate diversity into all aspects of the program as a key area in understanding effective learning and teaching. For example, a focus on small group teaching issues will include students from different backgrounds who may have different experiences of small group learning.

#### **WORKPLACE ENGLISH PROGRAM**

The Workplace English Program (WEP) has been providing language

and communication skills for UNSW staff since 1991. The program is funded by the University, providing a teacher/coordinator for three days per week, who offers a supportive learning environment in the form of group classes and one-to-one consultations, to any member of staff – academic or general, full-time or casual. The teacher also provides guidance and support in the use of self-access materials in the two independent learning centres run by the Institute of Languages.

In 2003, 55 academic staff and 36 general staff from 23 different language backgrounds participated in the program, totalling 91 participants.

Workplace-oriented, self-access materials are being developed for use in the Independent Learning Centre to meet the diverse needs of staff, including general staff who find it

difficult to attend group classes because of the nature of their work (usually time constraints), or academic staff who have specific needs that can't be met all year round in group classes (such as research report writing). Such self-study is supervised by the teacher and backed up by one-to-one consultations.

The program is also being publicised more widely through the distribution of information at orientation days, departmental human resource managers and Technet. This has been successful – most visiting fellows now make contact within a week or two of their arrival in Australia. Also, an increased number of general staff are becoming aware of the program, and thanks to the support and interest of their managers, are attending classes.

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## HUMAN RESOURCES AND INDUSTRIAL RELATIONS

To contribute to the mission of the University, a major goal of Human Resources (HR) is to minimise the risk of staff management issues. To achieve this, HR implemented a number of strategic initiatives designed to further support, inform and train UNSW's managers to ensure they have effective and relevant people-management skills. HR works in close partnership with key clients to improve the management and development of the University's staff, and to foster a positive and flexible work environment.

### HR SERVICE DELIVERY MODEL

With the successful placement of HR consultants in each Faculty, HR implemented the second phase of the HR Service Delivery Model aimed at better meeting client needs through the delivery of improved recruitment services. The recruitment function was delineated into two main services: **Strategic Recruitment Services**, responsible for the delivery of a high level recruitment service for all UNSW senior appointments and **Operational Recruitment Services**, aimed at providing recruitment advice and assistance to key clients. In addition, recruitment processes

relating to the advertisement of positions and processing of applications were streamlined and electronic self-help recruitment and selection information modules for managers and staff were introduced.

### WORKFORCE PROFILING

The *2003 University of New South Wales Workforce Profile Report* analysed a range of staffing and employment indicators for academic and general staff at the University for a five-year period from 1998 to 2002. This Report provides a comprehensive profile of the staffing characteristics of the University workforce and identifies emerging longitudinal staffing trends, essential to the effective strategic planning process in a large and complex organisation such as UNSW.

### NEW POLICY DEVELOPMENT

Human Resources has been instrumental in the development and review of policies in line with legislative requirements and contemporary management practices.

Human Resources has been involved in the introduction of further family friendly policies and initiatives to support female academic staff. In June 2003, the University established the *Career Advancement Fund* to assist

female academics to reestablish their careers, after returning from maternity leave with each female academic able to access a grant of up to \$10,000 for this purpose.

The University is committed to providing flexible workplace arrangements and other family-friendly employment practices. The UNSW Breastfeeding Policy Statement is designed to accommodate the needs of female staff members who may be returning to work while they continue to breastfeed, within the context of the needs of the University and individual work units. During the year, the University also revised and updated its Workplace Bullying policy to underline the standard of behaviour expected of all UNSW staff and to reinforce that workplace bullying will not be accepted.

As an equal opportunity employer, the University's 'Reasonable Adjustment Guidelines for Managers of Staff and Potential Staff with Disabilities' highlights the commitment to consider each employee and make reasonable adjustments to facilitate the work of employees with disabilities to

contribute as full members of their work teams and to enjoy the same employment rights as other staff.

The University is committed to meeting its Occupational, Health and Safety (OHS) obligations by providing a workplace that is safe and without risk to the health and safety of staff, students and visitors to the University. The inclusion of OHS requirements in position description statements of responsibility ensures that all senior managers, managers, supervisors are accountable for OHS compliance.

#### TRAINING AND INFORMATION SESSIONS

To ensure that UNSW's managers and supervisors have a clear understanding of how to effectively manage staff within legislative and policy compliance frameworks, HR delivered in excess of 125 training sessions which ranged from effective management of employees to performance issues, recruitment and selection, OHS compliance and HR database compliance. Faculty-targeted training sessions were also provided.

Following the finalisation of enterprise bargaining, mid-2003 saw a significant increase in the number of information briefing sessions required by Faculty and Divisional managers on industrial relations matters such as 'broadbanding' and the Career Development Scheme. Broadbanding

has the objective of designing jobs to grow beyond a single level over a period of time. It is part of the University's strategic approach to managing general staff and in particular to attract and retain quality staff by providing an appropriate career path, while at the same time emphasising improved productivity and flexibility. Monthly management information briefing sessions were also provided for Deans, Heads of School, managers and supervisors.

The electronic delivery of the latest human resource, industrial relations and OHS legislation and policy information to Faculty and Divisional staff and supervisors has continued to be successfully utilised.

#### FINALISATION OF THE 2003 ENTERPRISE AGREEMENTS

HR, and Industrial Relations in particular, were heavily involved in negotiating the terms of the new *UNSW (Academic Staff) Enterprise Agreement 2003* and the *UNSW (General Staff) Enterprise Agreement 2003* which were finalised in mid-2003. A range of innovative workplace practices and flexible remuneration options were developed in the fourth round of enterprise bargaining for University staff. The University has set the benchmark for other tertiary institutions with this round of enterprise bargaining and is targeted

by the higher education sector for advice on these matters.

In addition to the salary increases negotiated for academic staff, an academic loading of \$3,000 is payable per annum to all academic staff (pro-rata for fractional staff) as an innovative means of attracting and rewarding quality academic staff to UNSW.

The University is committed to a fair level and distribution of academic workloads, a transparent process of work allocation and providing the opportunity for academic staff to be consulted about these issues. The University will undertake a pilot study of academic workloads in one School in each Faculty in 2004, to benchmark hours worked by academic staff.

The Career Development Scheme is now formally recognised in the Academic Staff and General Staff Enterprise Agreements. The University is committed to providing all employees, including fixed-term staff, with the opportunity to be involved in the planning process within their work unit and to develop personal skills that complement their work unit's goals.

The *UNSW (General Staff) Enterprise Agreement 2003* saw the introduction of broadbanding of general staff positions across two or more classification levels and a collapsed incremental range with fewer incremental steps.

**Table 1 TOTAL NUMBER OF UNSW STAFF (Headcount as at 31 December)**

Staff Type	1998	1999	2000	2001	2002	2003
Academic Staff	1,437	1,434	1,471	1,503	1,572	1,586
Academic Research Staff		173	217	238	309	343
<b>Academic/Research Total</b>	<b>1,437</b>	<b>1,607</b>	<b>1,688</b>	<b>1,741</b>	<b>1,881</b>	<b>1,929</b>
General Staff (Level 1-9)	2,527	2,641	2,566	2,601	2,760	2,720
General Staff (Level 10-14)	73	75	74	81	95	108
<b>General Staff Total</b>	<b>2,600</b>	<b>2,716</b>	<b>2,640</b>	<b>2,682</b>	<b>2,855</b>	<b>2,828</b>
Language Teaching Staff	64	68	60	57	61	74
<b>Sub-Total</b>	<b>4,101</b>	<b>4,391</b>	<b>4,388</b>	<b>4,480</b>	<b>4,797</b>	<b>4,831</b>
Casual Staff			1,849	2,004	2,098	2,230
<b>TOTAL (inc Casual Staff)</b>	<b>4,101</b>	<b>4,391</b>	<b>6,237</b>	<b>6,484</b>	<b>6,895</b>	<b>7,061</b>

**Table 2.1 TOTAL NUMBER OF UNSW STAFF BY GENDER (Headcount as at 31 December)**

YEAR	GENDER	STAFF TYPES					TOTAL
		Academic	Academic Research	General (Level 1-9)	General (Level 10-14)	Language Teaching	
1998	Women	359		1,377	22	50	1,808
	Men	1,078		1,150	51	14	2,293
	<b>Total</b>	<b>1,437</b>	<b>0</b>	<b>2,527</b>	<b>73</b>	<b>64</b>	<b>4,101</b>
1999	Women	363	53	1,466	22	52	1,956
	Men	1,071	120	1,175	53	16	2,435
	<b>Total</b>	<b>1,434</b>	<b>173</b>	<b>2,641</b>	<b>75</b>	<b>68</b>	<b>4,391</b>
2000	Women	374	73	1,445	23	48	1,963
	Men	1,097	144	1,121	51	12	2,425
	<b>Total</b>	<b>1,471</b>	<b>217</b>	<b>2,566</b>	<b>74</b>	<b>60</b>	<b>4,388</b>
2001	Women	412	81	1,505	23	46	2,067
	Men	1,091	157	1,096	58	11	2,413
	<b>Total</b>	<b>1,503</b>	<b>238</b>	<b>2,601</b>	<b>81</b>	<b>57</b>	<b>4,480</b>
2002	Women	443	114	1,581	36	47	2,221
	Men	1,129	195	1,179	59	14	2,576
	<b>Total</b>	<b>1,572</b>	<b>309</b>	<b>2,760</b>	<b>95</b>	<b>61</b>	<b>4,797</b>
2003	Women	455	134	1,567	39	55	2,250
	Men	1,131	209	1,153	69	19	2,581
	<b>Total</b>	<b>1,586</b>	<b>343</b>	<b>2,720</b>	<b>108</b>	<b>74</b>	<b>4,831</b>

**Table 2.2 TOTAL PECENTAGE OF UNSW STAFF BY GENDER (as at 31 December)**

YEAR	GENDER	STAFF TYPES					TOTAL	
		Academic	Academic Research	General (Level 1-9)	General (Level 10-14)	Language Teaching		
1998	Women	25.0%		54.5%	30.1%	78.1%	44.1%	100%
	Men	75.0%		45.5%	69.9%	21.9%	55.9%	
1999	Women	25.3%	30.6%	55.5%	29.3%	76.5%	44.5%	100%
	Men	74.7%	69.4%	44.5%	70.7%	23.5%	55.5%	
2000	Women	25.4%	33.6%	56.3%	31.1%	80.0%	44.7%	100%
	Men	74.6%	66.4%	43.7%	68.9%	20.0%	55.3%	
2001	Women	27.4%	34.0%	57.9%	28.4%	80.7%	46.1%	100%
	Men	72.6%	66.0%	42.1%	71.6%	19.3%	53.9%	
2002	Women	28.2%	36.9%	57.3%	37.9%	77.0%	46.3%	100%
	Men	71.8%	63.1%	42.7%	62.1%	23.0%	53.7%	
2003	Women	28.7%	39.1%	57.6%	36.1%	74.3%	46.6%	100%
	Men	71.3%	60.9%	42.4%	63.9%	25.7%	53.4%	

**Table 3 TOTAL NUMBER OF UNSW ADJUNCT, CONJOINT AND VISITING APPOINTMENTS (as at 31 December)**

Staff Type	1998	1999	2000	2001	2002	2003
Adjuncts	140	165	184	167	147	163
Conjoints	430	489	520	696	820	1,019
Visitors	371	442	500	443	437	489
<b>TOTAL</b>	<b>941</b>	<b>1,096</b>	<b>1,204</b>	<b>1,306</b>	<b>1,404</b>	<b>1,671</b>

**Table 4 TOTAL NUMBER OF UNSW ACADEMIC STAFF SUCCESSFULLY PROMOTED (as at 31 December)**

Staff Type	1998	1999	2000	2001	2002	2003
Lecturer	8	3	5	14	0	9
Senior Lecturer	28	28	45	35	30	22
Assoc Professor	24	25	33	24	21	28
Professor	12	10	12	12	9	14
<b>TOTAL</b>	<b>72</b>	<b>66</b>	<b>95</b>	<b>85</b>	<b>60</b>	<b>73</b>

**Table 5 TOTAL NUMBER OF UNSW SSP APPLICATIONS (as at 31 December)**

SSP Applications	2000	2001	2002	2003
Number of Staff	122	128	112	91
Percentage of Staff	7.2%	7.4%	6.0%	5.7%

**EXPLANATORY NOTES**

- 1 Statistics are reported as headcount (actual number of staff) and, as such, will contrast with other UNSW staff statistics required to be reported to agencies such as the Department of Education Services and Training (DEST) and the Equal Opportunity for Women in the Workplace Agency (EOWA). Different to our internal headcount method, these agencies require staff numbers to be reported in full-time equivalent (FTE) consistent with predetermined formulas resulting in differing staff numbers.
- 2 Headcount statistics are an 'end of year snapshot' measure of UNSW staffing numbers as at 31 December each year. Note that only those UNSW staff who are identified as being employed under one of the UNSW Enterprise Agreements are counted (ie statistics do not include those staff who are covered by the enterprise agreement of a UNSW commercial entity).
- 3 Casual staff headcount statistics are reported in Table 1 only (ie casual staff are not reported in the other tables above). Table 1 casual headcount statistics are also a 'snapshot measure' at the peak hire period for UNSW casual staff (Pay 11). Also note that casual staff were not recorded prior to 2000.
- 4 Academic and academic research staff headcount statistics include UNSW, ADFA and AGSM full-time, part-time, fixedterm and continuing Levels A-E academic staff and Levels A-E academic research staff. Note that academic research staff are a subset of academic staff as identified in the UNSW Academic Staff Enterprise Agreement. Also note that the 1998 academic headcount data do not include academic research staff numbers as the research staff classifications in 1998 included both academic and general staff with research responsibilities.
- 5 General staff headcount statistics include UNSW, ADFA, Institute of Languages general staff, and those AGSM general staff employed by UNSW, who are full-time, part-time, fixed-term and continuing 35 hour and 38 hour per week Level 1-9 general staff, Level 7-9 (converted to Level 1-9 equivalents) general research staff and Level 10-14 general staff.
- 6 Visiting, conjoint and adjunct headcount statistics include all categories of visiting (Honorary Associate to Visiting Senior Research Fellow), conjoint (Conjoint Associate Lecturer to Conjoint Professor) and adjunct (Adjunct Associate Lecturer to Adjunct Professor to Adjunct Research Fellow) staff. Note that these categories of staff are defined as honorary or non-paid staff.
- 7 Special Studies Program headcount data include Levels A-E academic staff and Levels A-E academic research staff who have taken Special Studies Program Overseas (SSP) and Special Studies Program within Australia (SSA) leave.



2003

## PART FIVE

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## FINANCE

### FINANCIAL REPORT

The Financial Report for the year ended 31 December 2003 has been prepared in accordance with Section 41B of the Public Finance and Audit Act 1983 and the Guidelines for the Preparation of Annual Financial Reports for the 2003 Reporting Period by Australian Higher Education Institutions issued by the Department of Education, Science and Training (DEST). The NSW Auditor General has furnished a qualified audit opinion on the Report in terms of Section 41C(1B) and 1(C) of that Act. Both the Report and the opinion are shown on pages 117 and 118 of this Annual Report.

The consolidated financial report has been prepared for the University and its controlled entities on an accrual basis in accordance with the policies disclosed in the Report.

### CONSOLIDATED RESULTS FOR 2003

The consolidated operating result for the year ended 31 December 2003 was a surplus of \$16.6M (\$53.6M in 2002). Table 1 shows the break up of the consolidated operating result in terms of movements in University cash and non-cash assets, and assets of controlled entities.

TABLE 1: CONSOLIDATED OPERATING RESULT – Consolidated columns

Consolidated Operating result \$M		2003 \$M	2002 \$M	2001 \$M	2000 \$M
	OPERATING REVENUE (i)	838.5	834.9	763.3	715.1
	Operating Expenditure (i)	(821.2)	(782.1)	(718.8)	(649.6)
		17.3	52.8	44.4	65.6
	Outside equity and tax	(0.7)	0.8	0.2	(1.1)
	<b>Operating Result</b>	<b>16.6</b>	<b>53.6</b>	<b>44.7</b>	<b>64.4</b>
	<i>Represented by</i>				
	Changes in the University's:				
	Unrestricted funds (ii)	19.6	18.4	30.8	11.3
	Restricted funds (iii)	(2.0)	0.4	5.4	6.5
	Prepaid and unexpended grants	3.8	1.4	1.0	5.2
	<b>Fund balances (ii)</b>	<b>21.4</b>	<b>20.2</b>	<b>37.1</b>	<b>22.9</b>
	<b>Property, plant and equip (iv)</b>	<b>(4.7)</b>	<b>22.5</b>	<b>(8.5)</b>	<b>26.9</b>
	Operating results of controlled entities	(0.0)	11.0	16.1	14.6
	<b>Operating Result</b>	<b>16.6</b>	<b>53.6</b>	<b>44.7</b>	<b>64.4</b>
(i) excludes deferred superannuation	43.4	63.8	84.2	(57.8)	
(ii) excludes transfer from/(to) reserves	10.7	9.8		2.9	
(iii) includes research, endowment and beneficial funds					
(iv) excludes changes in the asset revaluation reserve					

The results for each of the entities within the UNSW group are summarised in Table 2.

**TABLE 2: 2003 RESULTS OF ENTITIES IN THE UNSW GROUP**

	Revenue	Expenses	Operating result after tax	Accumulated funds
	\$'000	\$'000	\$'000	\$'000
University	739,291	722,666	16,625	953,439
Deferred employee benefits for superannuation	43,374	43,374	0	0
	782,665	766,040	16,625	953,439
AGSM Ltd	46,800	44,447	1,577	9,247
UNSW International House Ltd	1,614	1,378	237	2,970
UNSW Press Ltd	14,631	14,571	61	1,109
Unisearch Ltd	14,818	16,699	(1,881)	5,832
NewSouth Global Ltd	58,666	57,267	1,286	15,225
UNSW Foundation Ltd as trustee for the UNSW Foundation	9,120	3,428	5,691	34,751
Biosignal Pty Ltd	747	1,149	(269)	(598)
Acyte Biotech Pty Ltd	927	961	(23)	45
Qucor Pty Ltd	30	83	(53)	(53)
Inter-group eliminations	(48,137)	(41,464)	(6,674)	(13,203)
	881,882	864,560	16,576	1,008,762

(i) Excludes outside equity interests in operating result, \$0.633M, and accumulated funds, \$4.28M.

During the year Reserves increased by \$91.9M due to:

- \$91.2M net increase in property, plant and equipment arising from revaluations;
- \$9.1M increase in the market value of long term investments, ie unrealised gains; and,
- \$8.4M net transfer to accumulated funds (ie decrease in reserves) following the sale of property that had been revalued in the prior year.

By the end of 2003 UNSW's liability for NSW State emerging cost superannuation schemes had increased to \$352.6M, a \$43.4M, or 14.0 per cent, increase on the previous year. Movements in the liability over the last five years have been:

	2003 \$'000	2002 \$'000	2001 \$'000	2000 \$'000	1999 \$'000
Liability at 31 December	352,584	309,210	245,434	161,273	219,107
Change in liability from previous year	43,374	63,776	84,161	(57,834)	(35,040)

Under the accounting treatment that is required to be adopted, the increment in the liability in 2003 equally increases University and Consolidated revenues and expenses by \$43.4M (\$63.8M in 2002). In comparison, because the liability decreased in 1999 and 2000 revenue and expenses in those years were reduced by the amounts shown above. On the Statement of Financial Position, the University's liability for NSW State emerging cost superannuation schemes is included in the Provision for Staff Superannuation and is offset by recognising the Government as a debtor in Receivables. In order to avoid misleading comparisons between years, throughout the analysis and commentary that follows, *Deferred Government Superannuation Contributions* and *Deferred Employee Benefits for State Superannuation* have been excluded from revenue and expenses.

After excluding *Deferred Government Superannuation Contributions*, revenue increased by \$3.6M, or 0.4 per cent, over the year from \$834.9M to \$838.5M, due to the following movements:

**increase/(decrease)**

• HECS and PELS	\$8.9M
• Prior period error	\$8.3M
• Investment income	\$8.2M
• Commonwealth Government financial assistance	\$5.1M
• Fees for courses	\$3.1M
• Consultancy and contract research	(\$2.6M)
• Donations, bequests, scholarships and other income	(\$4.3M)
• Other fees and charges	(\$23.1M)

Revenue includes \$8.3M for a prior period error. The University identified an unreconciled amount, whereby the balance of cash at bank was \$8.3M more than the balance recorded in the general ledger. Investigations by the University indicate that the error relates to a prior period, but have not identified its cause or nature. In the 2003 Financial Report, the University has recognised \$8.353M as revenue and cash to adjust for the unreconciled amount in the bank account.

As a percentage of total revenue Commonwealth Government financial assistance marginally increased from 38.4 per cent in 2002 to 38.9 per cent in 2003. When taken together with HECS, PELS and NSW governments the percentage is 51.2 per cent in 2003, compared to 49.7 per cent in 2002.

After excluding *Deferred Employee Benefits for State Superannuation*, expenses rose by \$39.1M over the previous year, or 5.0 per cent. Movements were:

**increase/(decrease)**

• Employee benefits	\$30.1M
• Contract services	\$9.4M
• Depreciation and amortisation	\$8.7M
• Scholarships and awards	\$6.6M
• Writedown of investments in unlisted companies	\$7.8M
• Bad and doubtful debts	\$2.7M
• Consumables, overheads, other, travel, etc	(\$26.2M)

Net cash from operating activities, investment activities and Government increased by \$30.3M, compared with a \$28.4M increase in the previous year. Payments for Property, Plant and Equipment in 2003 were \$56.8M, compared to \$71.6M in 2002.

Assets have increased by \$159.7M and liabilities have increased by \$42.4M, with the result that by the end of 2003 net assets had increased by \$117.3M or 10.6 per cent. Changes in assets and liabilities included:

**ASSETS:**

- Overall cash and investments increased by \$61.4M, which included \$9.1M in unrealised gains in long term investments;
- The value of land and buildings, net of depreciation, increased by \$77.6M, which included a net increase of \$83.5M due to revaluations. The value of plant and equipment, net of depreciation, decreased by \$3.1M;
- Deferred Government Superannuation Contributions increased by \$43.4M. Other receivables increased by \$1.3M and other assets (including inventories) decreased by \$20.9M;

**LIABILITIES:**

- Provisions for long service leave, annual leave, workers compensation and Professorial Superannuation increased by \$7.7M. Provisions for Deferred Employee Benefits for State Superannuation increased by \$43.4M;
- Accrued expenses and sundry creditors decreased by \$2.0M and \$7.9M, respectively; and,
- Income in advance decreased by \$0.5M and other liabilities decreased by \$1.7M.

## UNIVERSITY (ONLY) RESULTS FOR 2003

The University's 2003 Budget was approved by the Council of the University on 16 December 2002. The 2004 Budget was approved by Council on 15 December 2003. Tables 3, 4 and 5 compare the actual results for the University (excluding controlled entities) with the estimated statement of financial performance, statement of financial position and statement of cash flows as shown in UNSW Budgets.

The operating result for 2003 was \$12.9M less than budget. This included an unbudgeted revenue of \$8.4M for a prior period error, \$7.8M write down of investments in unlisted companies and \$3.4M increase over budget in bad and doubtful debts.

**TABLE 3: STATEMENT OF FINANCIAL PERFORMANCE FOR YEAR ENDED 31 DECEMBER 2003 – University columns**

2002 Actual \$'000		2003 Actual \$'000	2003 Budget \$'000	2004 Budget \$'000
	Commonwealth financial assistance:			
205,817	HEFA	205,445	206,679	210,344
34,947	HEFA and ARC research	37,901	37,055	40,586
48,573	Other Commonwealth grants	46,362	50,262	49,008
6,712	NSW Government financial assistance	7,787	4,949	5,794
75,991	Higher Education Contribution Scheme	81,050	77,239	82,179
10,507	PELS and BOTPLS	14,316	–	17,034
204,024(i)	Fees and charges	209,502(i)	218,902	219,426
70,943	Consultancy and contract research (incl C'wlth)	74,024	64,929	76,041
29,691	Other revenue	34,850	28,537	48,848
–	Prior period error	8,353	–	–
14,281	Investment Income	19,701	11,618	15,060
701,486		739,291	700,170	764,320
63,776	Deferred Gov't superannuation contributions	43,374	–	–
765,262	REVENUE	782,665	700,170	764,320
380,608	Employee benefits	409,807	389,283	409,588
39,831	Depreciation and amortisation	48,355	45,506	47,556
20,907	Buildings, grounds, insurance and software	16,838	19,373	21,280
34,686	Scholarships and Awards	37,842	33,715	37,338
48,529	Contract Services	56,692	48,562	54,888
22,858	Travel and entertainment	23,624	21,400	23,919
108,198	Consumables and other expenses	115,389	106,966	125,816
1,843	Student fee discounts	2,540	–	–
1,344	Bad and doubtful debts	3,742	312	335
–	Write down of investment – unlisted companies	7,837	–	–
–	Strategic and contingent expenditure	–	5,500	25,300
658,804		722,666	670,617	746,020
63,776	Deferred Employee Benefits for Superannuation	43,374	–	–
722,580	EXPENSES	766,040	670,617	746,020
42,682	NET OPERATING RESULT	16,625	29,553	18,300
874,432	Accumulated Funds at 1 January	926,134	926,134(ii)	953,439(ii)
9,020	Transfer from/(to) Reserves	10,680	–	–
926,134	Accumulated Funds at 31 December	953,439	955,687	971,739(ii)

(i) Includes \$24.2M (\$21.3M in 2002) in recoveries of costs paid on behalf of associated and external organisations.

(ii) Adjusted to reflect the actual balance at the end of 2003.

After excluding Deferred Government Superannuation Contributions and Deferred Employee Benefits for State Superannuation revenue increased by \$39.1M over budget and expenses were \$52.0M more than budget. At the end of 2003 net assets were \$81.5M greater than budget. This increase can be attributed to the revaluation of land, buildings and rare books. The net increase in the asset revaluation reserve during the year was \$80.5M.

At \$624.3M, actual total liabilities exceeded the budget by \$70.5M. Just under 69 per cent of this increase, \$48.4M, is due to increase in provisions for deferred employee entitlements, of which \$41.1M is for provisions for Deferred Employee Benefits for State Superannuation

**TABLE 4: STATEMENT OF FINANCIAL POSITION FOR YEAR ENDED 31 DECEMBER 2003 – University columns**

2002 Actual \$'000		2003 Actual \$'000	2003 Budget \$'000	2004 Budget \$'000
<b>366,936</b>	Cash and Investments	<b>442,718</b>	404,080	<b>350,364(i)</b>
<b>80,497</b>	Receivables and other	<b>71,608</b>	55,000	<b>73,500</b>
<b>738</b>	Inventories	<b>637</b>	902	<b>902</b>
<b>832,598</b>	Property, Plant and Equipment	<b>908,411</b>	854,806	<b>1,004,976(i)</b>
<b>306,652</b>	Deferred Gov't Superannuation Contributions	<b>350,026</b>	306,652	<b>350,026(i)</b>
<b>1,587,421</b>	<b>TOTAL ASSETS</b>	<b>1,773,400</b>	1,621,440	<b>1,779,768</b>
	Commonwealth grants received in advance			
<b>22,473</b>	Accounts payable	<b>21,265</b>	27,236	<b>28,080</b>
	Provisions			
<b>316,032</b>	State superannuation	<b>357,151</b>	316,030	<b>357,151(i)</b>
<b>117,236</b>	Other	<b>126,584</b>	119,325	<b>131,354(i)</b>
<b>99,334</b>	Others	<b>119,303</b>	91,230	<b>87,408</b>
<b>555,075</b>	<b>TOTAL LIABILITIES</b>	<b>624,303</b>	553,821	<b>603,993</b>
<b>1,032,346</b>	<b>NET ASSETS</b>	<b>1,149,097</b>	1,067,619	<b>1,175,775</b>
<b>926,134</b>	Accumulated Funds	<b>953,439</b>	955,687	<b>971,739(i)</b>
	Reserves:			
<b>105,498</b>	Asset Revaluation	<b>186,043</b>	105,498	<b>186,043(i)</b>
<b>714</b>	Investment Revaluation	<b>9,615</b>	6,434	<b>17,993(i)</b>
<b>1,032,346</b>	<b>TOTAL EQUITY</b>	<b>1,149,097</b>	1,067,619	<b>1,175,775</b>

(i) Adjusted to reflect the actual balance at the end of 2003.

The net cash from operating and investing was \$11.8M above budget. Payments for property, plant and equipment in 2003 were \$29.1M less than the budget estimate.

**TABLE 5: STATEMENT OF CASH FLOW FOR YEAR ENDED 31 DECEMBER – University columns**

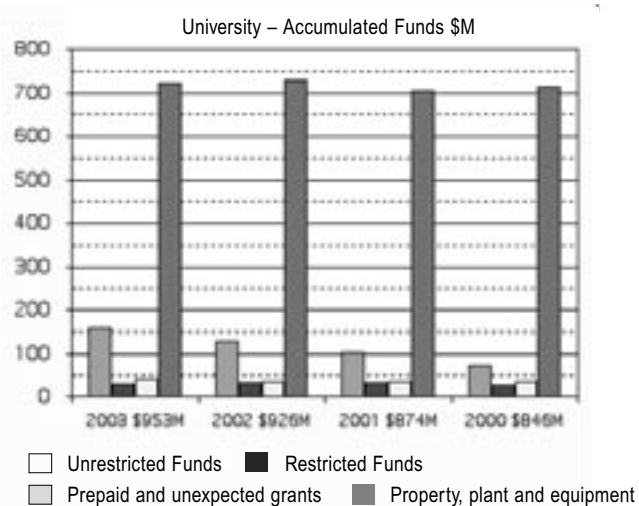
2002 Actual \$'000		2003 Actual \$'000	2003 Budget \$'000	2004 Budget \$'000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Inflows:				
320,637	Commonwealth Gov't financial assistance	325,746	293,995	299,938
6,712	NSW Government and Statutory Authorities	7,787	4,949	5,794
75,991	Higher Education Contribution Scheme	81,050	77,239	82,179
209,576	Other Operating Revenue	280,001	312,369	361,350
8,578	Interest	10,772	11,618	15,060
Outflows:				
(531,870)	Operating Expenses	(593,131)	(613,571)	(696,671)
89,624	Net Cash Provided or (Used) by Operating Activities	112,225	86,599	67,650
<b>CASH FROM INVESTING ACTIVITIES</b>				
Inflows:				
999	Proceeds from Sale of Property, Plant and Equipment	18,545	17,130	–
Outflows:				
(64,892)	Payments for Purchase of property, plant and equipment	(55,708)	(84,844)	(144,121)
(63,893)		(37,163)	(67,714)	(144,121)
(6,886)	Net cash flows on investments	(38,626)	5,720	8,378
(70,779)	Net cash provided/(used) by investing activities	(75,789)	(61,994)	(135,743)
18,845	Net Increase/(Decrease) in Cash Held	36,436	24,605	(68,093)
162,855	Cash at Beginning of Reporting Period	181,700	181,700	218,136(i)
181,700	Cash at End of Reporting Period	218,136	206,305	150,043(i)

(i) Adjusted to reflect cash at the end of 2003.

#### ACCUMULATED FUNDS OF THE UNIVERSITY

The University's accumulated funds (ie excluding controlled entities) increased by \$27.3M over the year from \$926.1M to \$953.4M, see Table 6. Of this increase, fund balances (cash assets) increased by \$32.0M and property, plant and equipment (after excluding revaluations) decreased by \$4.7M. The increase in fund balances was comprised of: a \$3.7M increase in Commonwealth grants in advance or unexpended; a \$2.0M decrease in restricted funds; and, a \$30.3M increase in unrestricted funds.

**TABLE 6: ACCUMULATED FUNDS – University columns**



	2003 \$M	2002 \$M	2001 \$M	2000 \$M
Unrestricted funds	159.3	129.0	101.6	70.8
Restricted funds (i)	30.8	32.8	32.4	27.1
Prepaid and unexpended grants	40.9	37.2	35.8	34.8
Fund balances	231.0	199.0	169.8	132.7
Property, plant and equipment (ii)	722.4	727.1	704.6	713.1
<b>Accumulated Funds</b>	<b>953.4</b>	<b>926.1</b>	<b>874.4</b>	<b>845.8</b>

(i) includes research, endowment and beneficial funds. Does not include endowment and beneficial funds held by UNSW in trusts which under accounting standards are included in 'other liabilities' on the statement of financial position.

(ii) excl asset revaluation reserve

## INVESTMENT MANAGEMENT AND PERFORMANCE

The University's investment activities are regulated by the University of New South Wales Act 1989.

During 2003 the University's investments were divided between the following three investment Pools:

Pool L, a long-term investment fund with an investment horizon of more than two years managed by seven external fund managers;

Pool S, the University's short-term working capital with an investment horizon of less than two years managed internally by UNSW's Treasury and Investment Services; and

Pool P, investments in special projects and property (generally residential) managed internally by UNSW's Treasury and Investment Services.

In accordance with the Annual Reports (Statutory Bodies) regulations the performance of Pools L and S are measured in Table 7 against Treasury Corporation Facilities. It is not appropriate for Pool P's performance to be measured in this way as it is a project fund and its investment criteria and horizon differ markedly from any of the Treasury Corporation facilities.

**TABLE 7: INVESTMENT PERFORMANCE – University columns**

Fund Manager	Return <sup>(i)</sup> for 12 months to 31/12/2003 Per cent	Treasury Corporation Facility Performance for 12 months to 31/12/2003 Per cent	Return <sup>(i)</sup> for 12 months to 31/12/2002 Per cent	Treasury Corporation Facility Performance for 12 months to 31/12/2002 Per cent
Pool L External	13.40	5.36	(2.77)	(5.36)
Pool S UNSW	5.96	4.60	5.51	5.11

(i) The returns in Table 7 reflect the change in market value of investments between the beginning and end of the year and, therefore, include unrealised capital gains and losses.

Throughout most of 2003 bond returns were low as a result of rising interest rates and international equity returns were affected by the rise in the Australian dollar. Nevertheless UNSW's investments performed well, both in an absolute and relative sense.

Pool L returned 13.40 per cent after all fees which was 8.04 per cent better than the benchmark Treasury Corporation facility. Contribution to this high return and high level of out performance were UNSW's international equities, which were fully hedged against currency movements, high returns from international high-yield fixed interest, an increased allocation to equities and a lower maturity in UNSW's fixed interest portfolio.

Pool S returned 5.96 per cent after all fees, which is 1.36 per cent better than the benchmark mix of Treasury Corporation facilities. Anticipating rising interest rates, UNSW limited its exposure to long-dated securities.



A better indication of the performance of Pools L and S is achieved by comparing their performance to that of similar funds or indices.

The return of 13.40 per cent for Pool L is better than the best performance of an Australian growth fund, 12.1 per cent <sup>(ii)</sup> for a much riskier fund than Pool L, and much better than either median return for balanced funds of 7.3 per cent <sup>(ii)</sup> or the median return for conservative growth funds of 5.53 per cent <sup>(iii)</sup>.

The return of 5.96 per cent for Pool S is significantly better than the gross return from bank bills of 4.90 per cent, the gross return from bonds of 3.05 per cent or Pool S's benchmark (a weighted index of bills and bonds) of 4.53 per cent.

(ii) Source – Mercer survey of balanced funds

(iii) Source – Intech survey of conservative growth funds

Table 8 shows realised and unrealised investment income for 2003.

**TABLE 8: INVESTMENT INCOME – University columns**

	2003 \$'000	2002 \$'000	Variation \$'000
Short to Medium-Term Fund	10,823	8,535	2,288
Long Term Investment Fund	16,693	6,278	10,415
Unlisted companies	(518)	–	(518)
	<b>26,998</b>	<b>14,813</b>	<b>12,185</b>
Investment income attributable to CRC's trusts and external organisations	(7,297)	(532)	(6,765)
<b>Investment income included in Operating Revenue</b>	<b>19,701</b>	<b>14,281</b>	<b>5,420</b>
Custodial Fees and Investment Management Fees	(717)	(924)	207
Movement in investment revaluation reserve	8,901	(4,199)	13,100
<b>Total</b>	<b>27,885</b>	<b>9,158</b>	<b>18,727</b>

## MAJOR UNIVERSITY ASSETS

Note 11 of the financial statements, shows by asset class the value of the University's property, plant and equipment at 31 December 2003. During 2003 the University acquired the following major assets (other than buildings and land holdings):

**TABLE 9: DESCRIPTION OF EQUIPMENT**

	Purchase Price \$
Mass Spectrometer	775,845
Sirion Microscope	641,265
ABI Prism 3730 Capillary DNA Analyser	560,250
5 Axis Milling Machine	550,000
Sun Fire V480 Server	450,000
LCQ DECA XP ION Trap System	409,000
Protein Crystallography Detector System	304,098
Fujifilm Imaging System	296,920
BD LSR ii Dual Laser	295,000
Edwards Auto 500 High Vacuum RF Sputtering and Thermal Evaporation System	208,948
Five-Chamber PECVD Cluster tool	200,183
Array (High Precision CCD Scanner)	145,000
Maching Centre - HAAS Vertical VF-3 with standard equipment.	139,800
Single Coda CX1 System with a 3D Scanner Unit	124,859
IFS 66/S FT IR Spectrometer package.	120,000
Laser System - Diabolo 1000 with Noise Eater option.	115,495
<b>Total purchases over \$100,000</b>	<b>5,336,663</b>

## UNIVERSITY ACCOUNT PAYMENT PERFORMANCE

TABLE 10:

	March \$'000	June \$'000	Sept \$'000	Dec \$'000
<b>2002</b>				
Current (ie within due date)	2,577	1,649	1,990	157
Less than 30 days overdue	901	3,338	615	6,636
Between 30 and 60 days overdue	46	230	559	1,900
Between 60 and 90 days overdue	70	34	219	253
More than 90 days overdue	5	19	19	116
	<b>3,599</b>	<b>5,270</b>	<b>3,402</b>	<b>9,062</b>
<b>2003</b>				
Current (ie within due date)	2,432	2,252	2,063	496
Less than 30 days overdue	2,916	1,192	1,267	6,748
Between 30 and 60 days overdue	304	837	474	388
Between 60 and 90 days overdue	21	408	256	110
More than 90 days overdue	20	261	845	218
	<b>5,693</b>	<b>4,950</b>	<b>4,905</b>	<b>7,960</b>

No interest was paid due to late payments during 2002 and 2003.

TABLE 11: SUPPLIER INVOICES PAID ON TIME WITHIN EACH QUARTER

	Target per cent	Total accounts paid on time Actual per cent	\$	Total amount paid \$
<b>2002</b>				
January – March	70	70	44,662,312	95,668,989
April – June	70	70	80,799,313	143,765,935
July – September	70	72	62,750,647	121,192,037
October – December	70	72	48,003,985	114,838,276
<b>2003</b>				
January – March	70	70	37,293,771	104,752,330
April – June	70	70	33,407,662	100,866,221
July – September	70	62	26,547,015	110,679,298
October – December	70	62	49,959,228	133,353,375

NOTES:

1. No interest has been charged for any late payments.
2. Actual per cent of accounts paid on time is based on the number of transactions processed. However, when expressed in monetary terms, the per cent of accounts paid on time differs because of a large dramatic effect of a small number of transactions that may have been delayed for various reasons.
3. The reimbursements to employees and students have payment terms of an immediate nature. Claims are submitted to Accounts Payable after they have been incurred. The invoice date used is the date the claim is prepared rather than the receipt date of the claim which does not accurately represent payment performance.
4. Invoices received by Accounts Payable from suppliers or UNSW budget units usually exceed the payment terms due to either goods not received, payment delayed due to goods not received in a satisfactory condition or invoices not received from suppliers in a timely manner.

## CONSULTANTS

Under Schedule 1 of the Annual Reports (Statutory Bodies) regulation UNSW's Annual Report is not required to contain information on consultants. For this voluntary disclosure to be consistent with similar information provided by other Statutory Bodies, UNSW has applied the definition of a consultant as outlined in the *Guidelines for the engagement and use of consultants* issued by the Public Employment Office.

For individual consultancies costing less than \$30,000 the University paid during 2003 a total of \$1.92M to 4 consultancies. Consultancies costing more than \$30,000 were as follows:

<b>Name of consultant</b>	<b>Area of consultancy</b>	<b>\$</b>
CRI Project Management Pty Ltd	Property development	1,555,701
EG Property Consulting	Property development	170,000
Asean Focus Group Pty Ltd	Economic assessment	98,986
Van Eyk Research Ltd	Investment advice	50,000
Watson Wyatt Aust Pty Ltd	Investment advice	<u>45,000</u>
		<b>1,919,687</b>

## MATTERS RAISED BY THE NSW AUDITOR-GENERAL IN MANAGEMENT LETTER

The following information summarises major issues raised by the NSW Auditor-General in the Management Letter for the year ended 31 December 2002 and the actions undertaken by University management.

<b>Area of Identified Deficiency</b>	<b>Action</b>
1. Land and Building Valuations	The University's PeopleSoft asset system does not adequately record transactions for assets where there are changes in remaining useful lives, revaluations and differing depreciation rates for individual assets in the same class. From 2003 the University is using Excel to record and depreciate its land and building assets and believes that this will address the issues raised. During 2003 the University revised its depreciation policy for buildings. Buildings and infrastructure assets were revalued in 2003.

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2003 FINANCIAL REPORT

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GPO BOX 12  
SYDNEY NSW 2001

## INDEPENDENT AUDIT REPORT

### UNIVERSITY OF NEW SOUTH WALES

To Members of the New South Wales Parliament

#### Qualified Audit Opinion

In my opinion, except for the effects of such adjustments, if any, as might have been required had the limitation discussed in the qualification paragraph not existed, the financial report of the University of New South Wales:

- (a) presents fairly the University of New South Wales' and the consolidated entity's financial position as at 31 December 2003; and their financial performance and cash flows for the year ended on that date, in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and
- (b) complies with:
  - i. section 41B of the *Public Finance and Audit Act 1983* (the Act), and
  - ii. the Guidelines for the Preparation of Annual Financial Statements for the 2003 reporting period by Australian Higher Education Institutions, issued pursuant to the *Higher Education Funding Act 1988*.

My opinion should be read in conjunction with the rest of this report.

#### Qualification

As disclosed in Note 2.1, the University has recognised \$8.353 million as revenue and cash to adjust a prior period error. Whilst the University has performed significant work investigating this error, it has been unable to identify its cause or nature. Accordingly, I have been unable to obtain all the information and explanations I require to form an opinion on this transaction.

#### The Council's Role

The financial report of the University of New South Wales and the consolidated entity is the responsibility of the Council. It consists of the statements of financial position, the statements of financial performance, the statements of cash flows and the accompanying notes. The consolidated entity comprises the University of New South Wales and the entities controlled at the year's end, or during the financial year.

#### The Auditor's Role and the Audit Scope

As required by the Act, I carried out an independent audit to enable me to express an opinion on the financial report. My audit provides *reasonable assurance* to Members of the New South Wales Parliament that the financial report is free of *material misstatement*.

My audit accorded with Australian Auditing and Assurance Standards and statutory requirements, and I:

- evaluated the accounting policies and significant accounting estimates used by the Council in preparing the financial report, and
- examined a sample of the evidence that supports the amounts and other disclosures in the financial report.

An audit does not guarantee that every amount and disclosure in the financial report is error free. The terms 'reasonable assurance' and 'material' recognise that an audit does not examine all evidence and transactions. However, the audit procedures used should identify errors or omissions significant enough to adversely affect decisions made by users of the financial report or indicate that members of the Council had failed in their reporting obligations.

My opinion does not provide assurance:

- about the future viability of the University of New South Wales or its controlled entities,
- that they have carried out their activities effectively, efficiently and economically, or
- about the effectiveness of their internal controls.

#### Audit Independence

The Audit Office complies with all applicable independence requirements of Australian professional ethical pronouncements. The Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General, and
- mandating the Auditor-General as auditor of public sector agencies but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office are not compromised in their role by the possibility of losing clients or income.



R J Sendt  
Auditor-General

SYDNEY  
27 July 2004

### STATEMENT BY MEMBERS OF COUNCIL

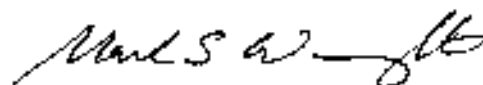
Pursuant to Section 41C (1B) and 1(C) of the *Public Finance and Audit Act 1983* (as amended) we state that:

1. The financial report exhibits a true and fair view of the financial position and transactions of the University at 31 December 2003; and,
2. The financial report for the year ended 31 December 2003 has been prepared in accordance with:
  - (a) the provisions of the *Public Finance and Audit Act 1983* and the Commonwealth Department of Education, Science and Training's Guidelines for the Preparation of Annual Financial Statements for the 2003 Reporting Period by Australian Higher Education Institutions; and,
  - (b) Australian Accounting Standards, Consensus views of the Urgent Issues Group and other mandatory professional reporting requirements.

Signed in accordance with a resolution of Council.



Mr John Pascoe  
Deputy Chancellor

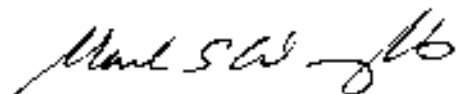


Professor Mark Wainwright  
Vice-Chancellor

### STATEMENT BY THE VICE-CHANCELLOR

As required by the Commonwealth Department of Education, Science and Training's Guidelines for the Preparation of Annual Financial Statements for the 2003 Reporting Period by Australian Higher Education Institutions, I certify that:

1. There are reasonable grounds to believe that the University will be able to pay its debts as and when they fall due; and,
2. To the best of my knowledge and belief the amount of Commonwealth financial assistance expended by the University during the year ended 31 December 2003 was for the purposes for which it was provided.



Professor Mark Wainwright  
Vice-Chancellor



**UNIVERSITY OF NEW SOUTH WALES**  
**STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2003**

	Notes	Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Revenue from ordinary activities	2	881,882	898,692	782,665	765,262
Expenses from ordinary activities	3	864,560	845,858	766,040	722,580
<b>Operating result from ordinary activities before income tax expense</b>		<b>17,322</b>	52,834	<b>16,625</b>	42,682
Income tax related to ordinary activities	5	113	130	–	–
<b>Operating result after related income tax</b>		<b>17,209</b>	52,704	<b>16,625</b>	42,682
Net operating result attributable to outside equity interests		(633)	937	–	–
<b>Net operating result attributed to parent entity</b>		<b>16,576</b>	53,641	<b>16,625</b>	42,682
Increase / (decrease) in assets and investment revaluation reserves attributed to parent entity	15	100,279	(110,443)	100,126	(110,338)
<b>Total changes in equity other than those resulting from transactions with owners as owners</b>		<b>116,855</b>	(56,802)	<b>116,751</b>	(67,656)

The accompanying notes form part of the financial report

UNIVERSITY OF NEW SOUTH WALES  
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2003

	Notes	Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Current Assets</b>					
Cash assets		51,504	46,038	31,036	12,054
Inventories		1,996	2,277	637	738
Receivables	8.1	104,853	103,804	97,764	95,007
Other financial assets	9	202,493	177,654	187,100	169,646
Other	10	24,236	42,610	24,447	36,701
<b>Total Current Assets</b>		<b>385,082</b>	<b>372,383</b>	<b>340,984</b>	<b>314,146</b>
<b>Non-Current Assets</b>					
Receivables	8.1	298,229	254,589	298,229	254,589
Other financial assets	9	221,387	190,317	224,582	185,236
Property, plant and equipment	11	916,251	841,721	908,411	832,598
Other	10	5,847	8,135	1,194	852
<b>Total Non-Current Assets</b>		<b>1,441,714</b>	<b>1,294,762</b>	<b>1,432,416</b>	<b>1,273,275</b>
<b>Total Assets</b>		<b>1,826,796</b>	<b>1,667,145</b>	<b>1,773,400</b>	<b>1,587,421</b>
<b>Current Liabilities</b>					
Accounts payable	12	29,723	39,625	21,265	22,473
Provisions	13	100,067	89,260	96,910	86,636
Other	14	85,341	84,130	116,138	95,919
<b>Total Current Liabilities</b>		<b>215,131</b>	<b>213,015</b>	<b>234,313</b>	<b>205,028</b>
<b>Non-Current Liabilities</b>					
Provisions	13	387,752	347,505	386,825	346,632
Other	14	817	817	3,165	3,415
<b>Total Non-Current Liabilities</b>		<b>388,569</b>	<b>348,322</b>	<b>389,990</b>	<b>350,047</b>
<b>Total Liabilities</b>		<b>603,700</b>	<b>561,337</b>	<b>624,303</b>	<b>555,075</b>
<b>Net Assets</b>		<b>1,223,096</b>	<b>1,105,808</b>	<b>1,149,097</b>	<b>1,032,346</b>
<b>Equity</b>					
Reserves	15	210,051	118,151	195,658	106,212
Outside equity interest	21	4,283	3,850	–	–
Accumulated funds	16	1,008,762	983,807	953,439	926,134
<b>Total Equity</b>		<b>1,223,096</b>	<b>1,105,808</b>	<b>1,149,097</b>	<b>1,032,346</b>

The accompanying notes form part of the financial report.

**UNIVERSITY OF NEW SOUTH WALES  
STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2003**

	Notes	Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Cash Flows From Operating Activities</b>					
<b>Inflows:</b>					
Financial Assistance					
Commonwealth Government		<b>325,746</b>	320,637	<b>325,746</b>	320,637
NSW Government		<b>8,338</b>	7,363	<b>7,787</b>	6,712
Higher Education Contribution Scheme					
Student payments		<b>18,705</b>	17,882	<b>18,705</b>	17,882
Higher Education Trust Fund		<b>62,345</b>	58,109	<b>62,345</b>	58,109
Other operating revenue		<b>381,805</b>	344,120	<b>280,001</b>	209,576
Interest received		<b>13,319</b>	11,378	<b>10,772</b>	8,578
<b>Outflows:</b>					
Salary and wages (including scholarships, stipends, long service leave and prepaid leave)		<b>(449,155)</b>	(382,893)	<b>(393,485)</b>	(346,024)
Other operating expenses		<b>(261,156)</b>	(265,877)	<b>(199,646)</b>	(185,846)
<b>Net cash provided/(used) by operating activities</b>	<b>24(b)</b>	<b>99,947</b>	110,719	<b>112,225</b>	89,624
<b>Cash Flows From Investing Activities</b>					
<b>Inflows:</b>					
Proceeds from sale of other financial assets		<b>817,535</b>	646,534	<b>817,535</b>	645,494
Proceeds from sale of property, plant and equipment	<b>4</b>	<b>18,549</b>	3,604	<b>18,545</b>	999
<b>Outflows:</b>					
Payments for purchase of other financial assets		<b>(848,906)</b>	(660,925)	<b>(856,161)</b>	(652,380)
Payments for purchase of property, plant and equipment		<b>(56,820)</b>	(71,565)	<b>(55,708)</b>	(64,892)
<b>Net cash provided/(used) in investing activities</b>		<b>(69,642)</b>	(82,352)	<b>(75,789)</b>	(70,779)
<b>Net increase/(decrease) in cash held</b>		<b>30,305</b>	28,367	<b>36,436</b>	18,845
<b>Cash at beginning of reporting period</b>		<b>223,692</b>	195,325	<b>181,700</b>	162,855
<b>Cash at end of reporting period</b>	<b>24(a)</b>	<b>253,997</b>	223,692	<b>218,136</b>	181,700

The accompanying notes form part of the financial report

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## NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2003

NOTE	TITLE	NOTE	TITLE
1	Significant accounting policies	9	Other financial assets
2	Revenue	10	Other assets
2.1	Prior period error	11	Property, plant and equipment
2.2	Commonwealth Government Financial Assistance (including Superannuation contributions from the Commonwealth, but excluding HECS, PELS, and BOTPLS)	12	Payables – current
2.3	NSW Government Financial Assistance	13	Provisions
2.4	Fees and charges	14	Other liabilities
2.5	Investment income	15	Reserves
2.6	Royalties, trademarks and licenses	16	Accumulated funds
2.7	Consultancy and contract research	17	Expenditure and leasing commitments
2.8	Other revenue	18	Superannuation plans (University only)
3	Expenses	19	Contingent liabilities
3.1	Employee benefits	20	Controlled entities
3.2	Depreciation and amortisation	21	Outside equity interests
3.3	Buildings and grounds	22	Disaggregation information for the consolidated entity
3.4	Other expenses	23	Financial instruments
4	Disposal of property, plant and equipment	24	Notes to the statement of cash flows
5	Income tax	25.1	Acquittal of Commonwealth Government financial assistance – Teaching and Learning
6	Remuneration of responsible persons and executives	25.2	Acquittal of Commonwealth Government financial assistance – Australian Research Council
7	Remuneration of auditors	25.3	Acquittal of Commonwealth Government financial assistance – DEST Research
8.1	Receivables	25.4	Summary of unspent financial assistance
8.2	Provision for doubtful debts		

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2003**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant policies that have been adopted in the preparation of this financial report are:

**1(A) BASIS OF PREPARATION**

The financial report is a general purpose financial report prepared in accordance with the requirements of: the Public Finance and Audit Act 1983 and regulations; and the Guidelines for the Preparation of Annual Financial Reports for the 2003 Reporting Period by Australian Higher Education Institutions issued by the Department of Education, Science and Training (DEST) and is drawn up in accordance with applicable Australian Statutory Reporting guidelines and other mandatory professional reporting requirements.

The financial report is prepared on an accrual basis and the policies have, except where a change is noted, been applied consistently throughout the period.

The measurement base applied is historical cost accounting except to the extent that investments are valued at market value and certain non-current assets have been revalued as disclosed elsewhere in the notes. Market/existing use values of assets (except investments) and liabilities, where they differ significantly from the historical cost basis, are shown separately in the notes.

Variations to comparative figures may occur due to rounding. Where necessary, comparative information is reclassified to achieve consistency in disclosure with current financial year amounts and other disclosures. Where additional information is provided due to changes in disclosure requirements, comparative figures may not be available.

**1(B) PRINCIPLES OF CONSOLIDATION**

The financial report includes the accounts of the parent entity, the University of New South Wales and the accounts of the consolidated entity comprising the University and the entities it controlled at the end of, or during, the financial year (see note 20).

The accounting policies adopted in preparing the financial report are consistently applied by entities in the consolidated entity except as otherwise indicated. The balances and effects of transactions between controlled entities are eliminated.

Outside equity interests and results of entities that are controlled by the University are shown as a separate item.

Separate financial reports are also prepared by the University's controlled entities and are audited by the Auditor-General of New South Wales.

**1(C) INCOME TAX**

The University is exempt from income tax under Commonwealth income taxation legislation. Within the consolidated entity, however, there are entities which are not exempt from this legislation. For these entities, the consolidated entity adopts the liability method of tax-effect accounting whereby the income tax expense for the period is based on the profit from ordinary activities, adjusted for any permanent differences between taxable and accounting income.

Timing differences which arise due to different accounting periods in which items of revenue and expense are included in the determination of accounting profit and taxable income are recognised as either a provision for deferred income tax or as a future income tax benefit at the rate of income tax applicable to the period in which the benefit will be received or the liability will become payable.

Future income tax benefits, including tax losses, are not recognised unless realisation of the benefit is virtually certain.

The recognition of income tax benefits is based on the assumption that adverse changes will not occur in income taxation legislation and the consolidated entity will derive sufficient future assessable income so the benefits may be realised and comply with the conditions of deductibility imposed by the law.

#### **1(D) REVENUE RECOGNITION**

##### **Operating Revenue**

Financial assistance provided by the Government under the Higher Education Funding Act is recognised in the year in which it is received.

Grant revenue not received under the Higher Education Funding Act is recognised in the year to which the Grant applies.

The Postgraduate Education Loans Scheme (PELS) provides an interest-free loan facility with income contingent repayment arrangements similar to the Higher Education Contribution Scheme (HECS) for eligible students enrolled in fee-paying postgraduate non-research courses. PELS enables eligible students to obtain a loan from the Commonwealth Government to pay all or part of their tuition fees incurred from 1 January 2002 onwards. Section 98G of the Act allows the Commonwealth to make advance payments to institutions. Under the PELS payment arrangements, the Commonwealth makes two payments per year to institutions following the receipt of a 'claim for payment', which itemises the institution's expected costs for PELS for each of the two specified periods.

##### **Student fees**

Student fees are recognised as debtors following the census date for each session.

##### **Sale of goods and services**

Sales revenue comprises revenue earned (net of returns, discounts and allowances) from the supply of products to entities outside the consolidated entity. Sales revenue is recognised when the control of goods passes to the customer.

##### **Fees and charges for services**

Revenue from rendering services is recognised in the period in which the service is provided, having regard to the stage of completion of the service.

##### **Investment income**

Interest income is recognised as it accrues. Dividend income is recognised as it is received.

##### **Gains on sale of property, plant and equipment**

The gross proceeds of asset sales not originally purchased for the intention of resale are included as revenue at the date an unconditional contract of sale is signed.

##### **Other revenue**

Represents miscellaneous income and other grant income not derived from core business.

#### **1(E) TRUSTS AND OTHER LIABILITIES**

Revenue and expenses in respect of Trusts, Cooperative Research Centres and investments held on behalf of associated entities are recognised under Other Liabilities.

#### **1(F) FOREIGN CURRENCY**

Transactions denominated in a foreign currency are converted at the exchange rate at the date of the transaction. Foreign currency receivables and payables at balance date are translated at exchange rates at balance date. Exchange gains and losses, whether realised or unrealised, are brought to account in determining the operating result from ordinary activities as they arise.

Exchange gains and losses and costs arising on forward foreign exchange contracts entered into as hedges of specific commitments are deferred and included in the determination of the amounts at which the transactions are brought to account. All exchange gains and losses and costs relating to other hedge transactions are brought to

account in the statement of financial performance in the same period as the exchange differences on the items covered by the hedge transactions.

#### **1(G) RECEIVABLES**

##### **Sundry and student debtors**

Sundry and student debtors are carried at amounts due, with sundry debtors settled within 30 days and student debtors settled in accordance with the credit terms published in the University of New South Wales calendar. The collectability of debts is assessed at balance date and specific provision is made for any doubtful accounts.

##### **Provision for doubtful debts**

The provision for doubtful debts is assessed based on aged sundry debtors and past experience of the enrolment status of private and sponsored students.

#### **1(H) POLICY ON FINANCIAL ASSETS**

Market values of fixed interest financial assets are calculated by the application of the relevant valuation formulae. Unit Trusts are valued by reference to Redemption Unit Prices. Ordinary shares in Listed Companies are valued by reference to closing sale prices.

Financial assets other than shares in unlisted companies which form part of the University financial assets portfolio, are re-valued every year at 31 December. All realised and unrealised income on short-term financial assets is recognised in the Statement of Financial Performance. Unrealised income on long term investments is brought to account through the Financial Assets Revaluation Reserve.

Investments in unlisted companies are carried at the lower of cost or recoverable amount.

Long term investments are investments that have a maturity date in excess of one year or where the University plans to hold the investments for more than one year.

#### **1(I) INVENTORIES**

Inventories are carried at the lower of cost and net realisable value.

#### **1(J) PROPERTY, PLANT AND EQUIPMENT**

##### **Acquisitions**

Assets with a useful life of more than 12 months and a cost of acquisition in excess of \$5,000 are capitalised at cost. Cost is the purchase price plus costs associated with installation, where assets are purchased, or all planning and construction costs associated with constructed assets. Costs incurred on plant and equipment which do not meet the criteria for capitalisation and are not a component of a complex asset, are expensed as incurred.

The cost of constructed buildings, plant and equipment includes the cost of materials, direct labour and a proportion of overheads and other incidentals directly attributable to the asset's construction.

##### **Complex assets**

Major items of plant and equipment comprising a number of components that have different useful lives are accounted for as separate assets. The components may be replaced during the useful life of the complex asset.

##### **Subsequent additional costs**

Costs incurred on property, plant and equipment subsequent to initial acquisition are capitalised when it is probable that future economic benefits in excess of the originally assessed performance of the asset will flow to the consolidated entity in future years. Where these costs represent separate components of a complex asset, they are accounted for as separate assets and are separately depreciated over their useful lives.

##### **Valuation**

Land, Infrastructure assets, Buildings, Works of Art and Rare Books are recognised at fair value. Where

available, fair value is determined having regard to the highest and best use of the asset on the basis of current market selling prices for the same or similar assets. Where the market selling price is not available, the asset's fair value is measured as its market buying price, ie the replacement cost of the asset's remaining future economic benefits.

Buildings, Infrastructure assets, Residential Property held for teaching, research and other University purposes are valued at written down replacement cost.

Land (zoned for educational special purposes), and Other Residential Property and Student Accommodation assets are valued at current market value.

All other assets which have relatively short useful lives, including the following, are measured at cost which equates to fair value:

- Computer Equipment;
- Computer Software;
- Motor Vehicles;
- Office Equipment;
- Other Equipment; and
- Library Holdings (other than rare books).

Assets acquired since valuation are valued at cost.

### **Revaluations**

Building, Land and Infrastructure assets, Works of Art, and the rare book component of Library Holdings are re-valued every five years or more frequently if considered necessary to ensure that the carrying amount of each asset in the class does not differ materially from its fair value at balance date.

Student Accommodation and Residential Property and their associated infrastructure assets are valued as at 31 December each year.

Individual assets within each class may be re-valued where they become surplus to the University's needs.

### **Valuations**

1997 valuations: In accordance with the University's asset policy, the animal breeding facility at Little Bay was valued by Egan National Valuers (NSW) Pty Ltd, as at 9 April 1997, on the basis that it is being held for limited continued use and the service potential would not be replaced if the University was deprived of it.

2000 valuations: McWilliams and Associates Pty Ltd valued Works of Art as at December 2000. Land assets and approximately one-third of the building and associated infrastructure assets were valued as at 31 December 2000 by the New South Wales State Valuation Office.

2001 valuations: The New South Wales State Valuation Office valued a portion of the Buildings, Student Accommodation and Residential Property and associated infrastructure assets as at 31 December 2001.

2002 valuations: A portion of Student Accommodation and Residential Property was valued by Egan National Valuers (NSW) as at 31 December 2002. HP Consultants Pty Ltd valued Student Accommodation and Residential Property assets not valued by Egan National Valuers (NSW) at 31 December 2002 and all building and associated infrastructure assets not valued in 2000 and 2001 as at 31 December 2002.

2003 valuations: A portion of Student Accommodation and Residential Property was valued by Egan National Valuers (NSW) as at 31 December 2003. The remainder of this asset class and Building and Land assets were valued by HP Consultants Pty Ltd as at 31 December 2003. Valuation of the University's rare and valuable book collection was undertaken in 2003 by Neil Boness, Rare Book and Special Collections Librarian, University of Sydney.



### **Disposal of assets**

The gain or loss on disposal of assets is calculated as the difference between the carrying amount of the asset at the time of disposal and the proceeds on disposal and is included in the results in the year of disposal.

### **Depreciation**

Property, Plant and Equipment, including Buildings but excluding freehold Land, Student Accommodation and Residential Property, Works of Art and Rare Books are depreciated/amortised, on a straight line basis, over the estimated useful life of the asset. Additions are depreciated from the date of acquisition.

Depreciation expense is based on the Capital Cost of items and is calculated, on the straight line basis, at the following rates per annum:

	<b>Controlled Entities</b>	<b>University</b>
Buildings	2 per cent	useful life
Computer Equipment	20 per cent to 33 per cent	33.3 per cent
NewSouth Solutions Software	–	20 per cent
Motor Vehicles	20 per cent to 30 per cent	6 per cent
Office Equipment	10 per cent	20 per cent
Other Equipment	10 per cent	10 per cent
Library Holdings	20 per cent	20 per cent

### **Amortisation of Patents**

Patents are amortised over their economic life, which averages 15 years.

#### **1(K) OPERATING LEASES**

The University leases certain property and equipment by way of operating leases. Payments for these leases, where by the lessors effectively retain substantially all the risks and benefits of ownership of the leased items, are charged to the statement of financial performance in the periods in which they are incurred.

#### **1(L) EMPLOYEE ENTITLEMENTS**

##### **Annual Leave**

Provision is made for the University's liability for annual leave arising from services rendered by employees to balance date. Annual leave benefits are measured at the amounts expected to be paid when the liability is settled, plus related on-costs.

##### **Long Service Leave**

The University's Provision for Long Service Leave liability was assessed by officers of the University, as at 31 December 2003. The University calculated its 2003 liability based on the advice received from the Higher Education sector, and taking account of the leave profile of staff with five or more years of service with the University.

##### **Staff Superannuation**

The University contributes to the following superannuation schemes:

- Schemes managed by the State Authorities Superannuation Trustee Corporation (STC)
  - the State Superannuation Scheme (SSS);
  - the State Authorities Superannuation Scheme (SASS); and
  - the State Authorities Non-Contributory Superannuation Scheme (SANCS).

The STC Actuary completed the assessment of the Gross Superannuation Liabilities for the schemes for the year ended 31 December 2003.

The 2003 assessment of SASS, SANCS and SSS is based on the full requirements of AAS25 – Financial Reporting by Superannuation Plans. This requires that a “market determined risk adjusted discount rate” be applied as the valuation interest rate in the calculation of the value of accrued benefits.

In order to satisfy the AAS25 requirements the assumptions of the NSW Government Actuary were as follows:

	2003/04 per cent	2004/05 per cent	2005/06 and thereafter per cent
Rate of investment return	7.0	7.0	7.0
Rate of salary increase*	4.0	4.0	4.0
Rate of increase in CPI	2.5	2.5	2.5

\* A promotional scale applies.

- The University of New South Wales Professorial Superannuation Non-contributory Scheme.  
The accumulated liability, based on a formula provided by the actuary, at 31 December 2003, is \$26,875,000 (\$26,235,000 in 2002), and is fully provided for.

The assumptions were as follows:

	Year 1 per cent	Year 2 per cent	Year 3 per cent	Year 4 per cent	Year 5 onwards per cent
Liabilities for current members until pensions commence:					
Investment earnings (Net of income tax)	8.0	8.0	8.0	8.0	8.0
General salary inflation	5.0	5.0	5.0	5.0	5.0
Liabilities for current members after pensions commence and for current pensioners:					
Investment earnings (Net of income tax)	9.0	9.0	9.0	9.0	9.0
Pension indexation	5.0	5.0	5.0	5.0	5.0

- UniSuper

The University also contributes to UniSuper (formerly Superannuation Scheme for Australian Universities (SSAU)) for academic staff appointed since 1 March 1988 and all other staff from 1 July 1991. UniSuper is a fully funded scheme.

On 16 May, 2003, Towers Perrin completed the latest actuarial assessment as at 31 December 2003. The University is not liable for any deficiency in assets of the scheme.

The following figures only relate to members who are in the Defined Benefit Plan as at 30 June 2003.

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Net market value of UniSuper Assets	118,648	109,690	118,648	109,690
UniSuper accrued benefits	112,508	117,925	112,508	117,925
Excess/(deficiency) of assets	6,140	(8,235)	6,140	(8,235)

- Other Superannuation Schemes

The University and its controlled entities also contribute to the following superannuation schemes, which are fully funded.

- Commonwealth Superannuation Scheme
- University of New South Wales Special Purposes Superannuation Scheme (a Scheme restricted to short-term staff employed on special purpose funds).

### Workers' Compensation

The University has been granted a license under Division 5 of Part 7 of the *Workers' Compensation Act, 1987*. In accordance with the license the University has the following bank guarantees:

- \$5,070,000 with ANZ Banking Group in favour of WorkCover New South Wales; and,
- \$768,000 with ANZ Banking Group in favour of ACT WorkCover.

Workers' compensation matters are managed through two funds, one to record the University's workers' compensation

activities in New South Wales (known as the NSW Fund) and one to record the University's workers' compensation activities in the Australian Capital Territory (known as the ACT Fund).

As a self-insurer the University sets a notional annual premium, which is charged on in-service salaries. Costs of workers' compensation claims, claims administration expenses and actuarially assessed increases/decreases in the provision for outstanding claims liability are met from the notional premium. The University contributes to the WorkCover authorities for its general fund, dust and diseases fund, insurers guarantee fund, and disaster insurance premiums.

It is also a requirement of the licence that the University maintain a provision for each fund in respect of outstanding claims liability as at 31 December each year.

#### **1(M) FINANCIAL INSTRUMENTS**

Financial Instruments are defined as any contract that gives rise to both a financial asset of the University and a financial liability or equity instrument of another entity. For the University these include cash, receivables, accrued income, sundry advances, payments in advance, loans to members of staff, investment interest receivable, investments, sundry creditors, prepaid income, Commonwealth grants received in advance, employee entitlements and other liabilities.

In accordance with AAS33 "Presentation and Disclosure of Financial Instruments" information is disclosed in Note 24, in respect of the interest rate risk and credit risk of financial instruments. All such amounts are carried in the accounts at net fair value unless otherwise stated. The specific accounting policy for each class of financial instrument is stated hereunder.

Classes of instruments recorded at cost comprise:

- Cash
- Term deposits
- Receivables
- Accrued income
- Sundry advances
- Payments in advance
- Interest receivable on financial assets
- Commonwealth financial assistance paid in advance
- Sundry creditors
- Prepaid income
- Other liabilities

Classes of instruments recorded at market value comprise:

- Government and semi-government securities
- Listed shares
- Other securities
- Liquids (Bank Bills, Floating Rate Notes, NCD's, etc)

#### **Cash**

- Cash is cash at bank.

#### **Sundry debtors, sundry creditors and payments in advance**

- Sundry debtors, carried at amount due, are generally settled within 30 days from date of invoice. A provision is raised for any doubtful debts based on a review of all outstanding amounts at balance date. Bad debts are written off in the period in which they are identified.
- Sundry creditors, including accruals not yet billed, are recognised when the University becomes obliged to make future payments as a result of a purchase of goods or services. Sundry creditors are generally settled within 30 days of date of receipt of invoice.
- Payments in advance are recognised when payments are made for goods and services to be delivered

after the balance date.

#### **Accrued and prepaid income**

- At year end the University recognised over-expended and under-expended balances for all contractual agreements with external organisations (other than for Commonwealth Government grants) as accrued and prepaid income respectively.

#### **Financial assets**

- The University has brought its financial assets to account at market value except shares in unlisted companies as detailed in Note 9.

#### **1(N) GOODS AND SERVICES TAX**

Revenues, expenses, property, plant, and equipment are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Receivables and payables are stated with GST included.

The net GST recoverable from, or payable to, the ATO is included as a current asset or liability in the Statement of Financial Position.

Cash flows are included in the statement of cash flows on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

#### **1(O) RESPONSIBLE PERSONS AND EXECUTIVES**

For the University responsible persons are members of the University Council.

For controlled entities, responsible persons are the directors of those entities.

For the University, executives are the Vice-Chancellor and any person in a senior line position reporting to the Vice-Chancellor whose remuneration for the year ended 31 December 2003 was \$100,000 or more.

For controlled entities, executives are the Chief Executive Officers of those entities and any person in a senior line position reporting to the Chief Executive Officer whose remuneration for the year ended 31 December 2003 was \$100,000 or more.

#### **1(P) MEDICAL MALPRACTICE INSURANCE**

Under a letter of agreement between the NSW Department of Health and the Universities of Newcastle, New South Wales and Sydney, clinical academic staff of the Universities are indemnified whilst working in the public health system. The letter of agreement requires universities to meet the first \$255,000 for each and every claim up to a maximum of \$1.02M in one year, and is effective until 30 September 2004.

The University does not have commercial insurance coverage for medical malpractice for its students.

## 2 REVENUE

	Notes	Consolidated		University	
		2003	2002	2003	2002
		\$'000	\$'000	\$'000	\$'000
Commonwealth Government financial assistance	2.2	325,746	320,637	325,746	320,637
NSW Government financial assistance	2.3	8,338	7,363	7,787	6,712
Higher Education Contribution Scheme					
Student contributions	25.1	18,705	17,882	18,705	17,882
Commonwealth payments	25.1	62,345	58,109	62,345	58,109
Post Graduate Educational Loan Scheme	25.1	14,025	10,307	14,025	10,307
BOTPLS	25.1	291	200	291	200
Fees and charges	2.4	300,814	320,818	209,502	204,024
Investment income	2.5	26,028	17,844	19,701	14,281
Royalties, trademarks and licenses	2.6	1,391	1,976	–	–
Consultancy and contract research	2.7	38,217	40,813	37,986	39,643
Other revenue	2.8	34,255	38,967	34,850	29,691
Prior period error	2.1	8,353	–	8,353	–
<b>Revenue from ordinary activities before deferred items</b>		<b>838,508</b>	<b>834,916</b>	<b>739,291</b>	<b>701,486</b>
<b>Deferred items :</b>					
Deferred Government superannuation contributions	18	43,374	63,776	43,374	63,776
<b>Total revenue from ordinary activities</b>		<b>881,882</b>	<b>898,692</b>	<b>782,665</b>	<b>765,262</b>

### 2.1 PRIOR PERIOD ERROR

The University identified an unreconciled amount, whereby the balance of cash at the bank was \$8.353M more than the balance recorded in the general ledger. Investigations by the University indicated that the error relates to a prior period, but have not identified its cause or nature.

In the 2003 financial report the University has recognised \$8.353M as revenue and cash to adjust for the unreconciled amount in the bank account.

### 2.2 COMMONWEALTH GOVERNMENT FINANCIAL ASSISTANCE (INCLUDING SUPERANNUATION CONTRIBUTIONS FROM THE COMMONWEALTH, BUT EXCLUDING HECS, PELS AND BOTPLS)

	Notes	Consolidated		University	
		2003	2002	2003	2002
		\$'000	\$'000	\$'000	\$'000
<b>Teaching and Learning:</b>					
Operating, including superannuation but excluding HECS, PELS and BOTPLS	25.1	122,044	123,321	122,044	123,321
Teaching hospitals	25.1	805	786	805	786
<b>ARC:</b>					
Discovery – projects (large grants)	25.2	15,183	13,160	15,183	13,160
Linkage – projects	25.2	5,411	6,850	5,411	6,850
Discovery – research fellowships	25.2	950	2,049	950	2,049
Discovery – federation fellowships	25.2	1,140	626	1,140	626
Discovery – indigenous researchers development	25.2	10	–	10	–
Linkage – infrastructure – equipment and facilities	25.2	965	1,351	965	1,351
Linkage – international researcher exchange	25.2	344	289	344	289
Linkage – centres of excellence (key centres)	25.2	5,332	2,592	5,332	2,592

## 2.2 (continued)

	Notes	Consolidated		University	
		2003	2002	2003	2002
		\$'000	\$'000	\$'000	\$'000
<b>DEST:</b>					
Institutional grants scheme	25.3	25,414	25,461	25,414	25,461
Research infrastructure	25.3	13,580	12,145	13,580	12,145
Research training scheme	25.3	41,689	40,399	41,689	40,399
Systemic infrastructure initiative	25.3	1,913	3,705	1,913	3,705
Australian postgraduate awards – pre 2002 funding	25.3	2,596	2,643	2,596	2,643
Australian postgraduate awards – post 2002 funding	25.3	4,409	4,006	4,409	4,006
International postgraduate research scholarships	25.3	1,561	1,381	1,561	1,381
		<b>243,346</b>	240,764	<b>243,346</b>	240,764
<b>Other Commonwealth Government</b>					
Department of Defence		36,110	37,287	36,110	37,287
Australian Taxation Office		2,550	2,779	2,550	2,779
		<b>38,660</b>	40,066	<b>38,660</b>	40,066
<b>Other Commonwealth Government – Research</b>					
Defence		262	20	262	20
Employment and training		3,013	502	3,013	502
Environment, sports and territories		626	178	626	178
Foreign affairs		100	472	100	472
Human services and health		29,835	27,209	29,835	27,209
Health and ageing		373	–	373	–
Industrial relations		–	8	–	8
Industry, technology and regional development		28	1,134	28	1,134
Primary industries and energy		268	709	268	709
Social security		535	571	535	571
Transport and communications		31	26	31	26
Administrative services		–	13	–	13
Industry, tourism and resources		320	–	320	–
Communication, information, technology, arts		367	–	367	–
Veteran affairs		280	458	280	458
Total other Commonwealth Government – research		<b>36,038</b>	31,300	<b>36,038</b>	31,300
<b>Other Commonwealth Government – Special Purpose</b>					
Foreign affairs		7,702	8,507	7,702	8,507
<b>Total Commonwealth Government financial assistance</b>		<b>325,746</b>	320,637	<b>325,746</b>	320,637

### 2.3 NSW GOVERNMENT FINANCIAL ASSISTANCE

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Research financial assistance	8,338	7,050	7,787	6,695
Other financial assistance	–	313	–	17
<b>Total NSW Government financial assistance</b>	<b>8,338</b>	<b>7,363</b>	<b>7,787</b>	<b>6,712</b>

### 2.4 FEES AND CHARGES

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Continuing education	15,235	12,890	4,661	4,145
Fee-paying overseas students	151,819	145,567	118,634	115,905
Fee-paying domestic postgraduate students	31,020	39,226	13,735	15,449
Fee-paying domestic undergraduate students	6,716	5,255	6,716	6,155
Domestic students undertaking non-award courses	6,035	4,808	4,977	3,968
Other consultancy fees	8,981	13,543	–	–
Charges for student accommodation	12,472	11,189	8,085	6,660
Educational measurement and testing	22,694	24,069	5,606	7,254
International aid projects management	1,691	8,075	–	–
Late fees	109	130	109	130
Library fees	157	545	271	545
Non-library fines	30	22	30	22
Parking fees	1,210	1,221	1,210	1,221
Photocopying	1,045	1,257	1,158	1,252
Publication sales	1,839	1,577	1,574	1,314
Rental charges	2,447	3,275	3,230	2,471
Miscellaneous sales	17,250	20,989	5,232	5,658
Other services	16,387	16,948	10,091	10,550
Cost recoveries (i)	3,677	10,232	24,183	21,325
<b>Total</b>	<b>300,814</b>	<b>320,818</b>	<b>209,502</b>	<b>204,024</b>

(i) The University recovers costs paid on behalf of controlled entities, associated organisations and external entities.

## 2.5 INVESTMENT INCOME

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Interest	13,359	11,069	10,823	8,535
Dividends	12,777	6,057	12,777	6,057
Net gains on sales of investments	3,479	1,250	3,398	221
	<b>29,615</b>	18,376	<b>26,998</b>	14,813
Income attributable to CRCs, trusts and external organisations	(3,587)	(532)	(7,297)	(532)
<b>Investment income included in revenue from ordinary activities</b>	<b>26,028</b>	17,844	<b>19,701</b>	14,281

## 2.6 ROYALTIES, TRADEMARKS AND LICENSES

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Royalties	576	948	–	–
Licence fees	672	1,028	–	–
Other	143	–	–	–
<b>Total</b>	<b>1,391</b>	1,976	–	–

## 2.7 CONSULTANCY AND CONTRACT RESEARCH

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Commonwealth organisations and business enterprises	1,544	2,613	1,197	1,418
Local government	339	272	339	272
Donations and bequests for research:				
– Unisearch Ltd Group	–	–	426	805
– The University of New South Wales Foundation Ltd	–	–	2,412	4,264
– Other	199	86	199	86
Non-Commonwealth research financial assistance	2,582	1,844	2,582	1,844
Australian industry	9,528	9,644	9,234	8,976
Overseas organisations	18,920	17,578	18,564	16,582
Other organisations	5,105	8,776	3,033	5,396
<b>Total</b>	<b>38,217</b>	40,813	<b>37,986</b>	39,643



## 2.8 OTHER REVENUE

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Donations and bequests	7,762	13,484	4,506	7,184
Contract revenue (other than consultancy and contract research)	206	–	–	–
Miscellaneous income (i)	5,710	18,171	9,001	10,839
Net foreign exchange gain	–	60	–	–
Other external grant income	11,029	2,401	11,023	2,401
Refund from ATO franking credit	837	1,199	837	1,199
Scholarships and prizes	8,711	3,652	9,483	8,068
<b>Total</b>	<b>34,255</b>	<b>38,967</b>	<b>34,850</b>	<b>29,691</b>

(i) Consolidated miscellaneous income includes a reversal of a \$5.772M overstatement of revenue in 2002.

## 3 EXPENSES

	Notes	Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Employee benefits	3.1	460,751	430,640	409,807	380,608
Depreciation and amortisation	3.2	50,752	42,089	48,355	39,831
Buildings and grounds	3.3	12,498	17,983	11,225	17,051
Net losses from sale of property, plant and equipment	4	4,220	5,413	4,220	5,091
Bad and doubtful debts	8.2	3,950	1,202	3,742	1,344
Scholarships and awards		37,862	31,283	37,842	34,686
Consumables		59,942	60,359	61,469	56,440
Contract services (including consultants)		72,485	63,083	56,692	48,529
Travel and entertainment		26,721	27,556	23,624	22,858
Overheads – postage and telephones		9,260	10,454	6,850	7,846
Writedown on investments – unlisted companies	9	7,837	–	7,837	–
Student fee discounts		2,540	1,843	2,540	1,843
Insurance		2,787	2,700	2,787	2,700
Computer software		2,858	1,156	2,826	1,156
Other	3.4	66,723	86,321	42,850	38,821
<b>Expenses from ordinary activities before deferred items</b>		<b>821,186</b>	<b>782,082</b>	<b>722,666</b>	<b>658,804</b>
<b>Deferred items :</b>					
Deferred employee benefits for superannuation	3.1	43,374	63,776	43,374	63,776
<b>Total expenses from ordinary activities</b>		<b>864,560</b>	<b>845,858</b>	<b>766,040</b>	<b>722,580</b>

### 3.1 EMPLOYEE BENEFITS

	Notes	Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Academic (i)</b>					
Salaries		170,557	152,141	160,489	142,128
Contributions to superannuation and pension schemes:					
• Emerging cost		5,815	5,670	5,815	5,671
• Funded		14,455	15,041	13,195	13,654
Payroll tax		10,667	13,106	9,998	12,429
Workers' compensation		930	922	930	790
Long service leave expense		7,551	10,554	7,365	10,390
Annual leave		1,286	1,362	1,293	1,362
Salary service charge		22	–	–	–
Academic employment benefits before deferred items		211,283	198,796	199,085	186,424
<b>Non-academic (ii)</b>					
Salaries		184,759	181,434	154,053	148,867
Contributions to superannuation and pension schemes:					
• Deferred employee benefits for superannuation		517	–	–	–
• Emerging cost		3,193	5,712	3,193	5,957
• Funded		26,729	21,029	23,679	18,182
Payroll tax		11,844	10,414	9,607	8,571
Workers' compensation		809	1,002	809	707
Long service leave expense		9,876	4,448	9,335	4,106
Annual leave		10,447	7,805	10,046	7,794
Salary service charge		1,017	–	–	–
Other expenses		277	–	–	–
Non-academic employee benefits before deferred items		249,468	231,844	210,722	194,184
<b>Total employee benefits before deferred items</b>		<b>460,751</b>	<b>430,640</b>	<b>409,807</b>	<b>380,608</b>
<b>Deferred items:</b>					
Employee benefits for state superannuation – academic		12,132	31,240	12,132	31,240
Employee benefits for state superannuation – non-academic		31,242	32,536	31,242	32,536
	18	43,374	63,776	43,374	63,776
<b>Total employees benefits</b>		<b>504,125</b>	<b>494,416</b>	<b>453,181</b>	<b>444,384</b>

(i) Academic staff are paid under the Academic Staff Enterprise Agreement and include teaching staff, sessional teaching staff, guest lecturers and academic research staff.

(ii) Non-academic staff are paid under the University of New South Wales General Staff Enterprise Agreement and include general and administrative staff, professional and technical staff, examination supervisors and casual general staff.

### 3.2 DEPRECIATION AND AMORTISATION

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Buildings	23,785	12,214	22,953	11,488
Computer equipment	4,136	4,957	3,970	4,561
Motor vehicles	348	333	296	290
Computer software	7,554	7,457	7,456	7,457
Other equipment	8,921	8,367	7,801	7,474
Library holdings	6,008	8,761	5,879	8,561
<b>Total</b>	<b>50,752</b>	<b>42,089</b>	<b>48,355</b>	<b>39,831</b>

### 3.3 BUILDINGS AND GROUNDS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Maintenance service contracts	1,253	2,036	1,253	2,036
Maintenance buildings and grounds	7,236	11,325	7,114	11,300
Maintenance furniture, machinery and equipment	1,777	2,185	1,707	1,838
Maintenance other	2,232	2,437	1,151	1,877
<b>Total</b>	<b>12,498</b>	<b>17,983</b>	<b>11,225</b>	<b>17,051</b>

### 3.4 OTHER EXPENSES

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Administration costs	32	6,155	–	–
Advertising	4,255	4,513	3,292	3,070
Catering expenses	2,218	–	–	–
Commission to agents	1,668	2,051	–	–
Cost of books sold	5,041	6,869	–	–
Development project costs – other aid	–	5,799	–	–
Energy and utilities	4,583	4,811	4,258	4,335
Fringe Benefits Tax (FBT)	1,317	1,702	1,236	1,409
Fees and charges	2,752	2,781	2,068	2,661
Freight and carriage	318	–	–	–
Hire and rental	7,194	3,778	4,061	3,602
Inventors and collaborators	823	2,413	–	–
Licence	336	–	–	–
Motor vehicle expenses	771	654	668	584
Net foreign exchange loss	840	71	–	–

### 3.4 OTHER EXPENSES (continued))

	Notes	Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Non-capitalised equipment		22,404	19,533	21,999	19,013
Operating lease rental expenses		3,475	1,793	2,856	1,025
Residential		1,130	1,049	–	–
Student accomodation overseas		–	877	–	–
Audit fee	7	430	387	273	248
Other (i)		7,136	21,085	2,139	2,874
<b>Total</b>		<b>66,723</b>	<b>86,321</b>	<b>42,850</b>	<b>38,821</b>

(i) Other consolidated expenses include costs associated with English Tuition Foundation Year \$1.131M, international aid projects \$0.571M, patent expense \$0.309M, staff training \$0.134M and student health cover \$0.118M (2002: livestock costs \$2.874M, preparation of course material \$2.153M, legal fees \$1.752M, contributions and grants \$1.748M, management fees \$1.743M).

### 4 DISPOSAL OF PROPERTY, PLANT AND EQUIPMENT

		Consolidated		University	
		2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Carrying amount of assets disposed of	11	22,769	9,017	22,765	6,090
Profit/(loss) on disposal		(4,220)	(5,413)	(4,220)	(5,091)
<b>Proceeds on disposal</b>		<b>18,549</b>	<b>3,604</b>	<b>18,545</b>	<b>999</b>

### 5 INCOME TAX

	Consolidated	
	2003 \$'000	2002 \$'000
The prima facie tax on profit on ordinary activities differs from the income tax provided in the financial report and is reconciled as follows:		
Profit from ordinary activities before income tax	17,322	52,834
Prima facie tax payable	5,197	15,850
Foreign tax rate differential		(108)
Tax effect of permanent differences		
Non-deductible expenditure	9	9
Non-recognition of 2003 FITB not virtually certain	1	3
Less exempt income	(5,094)	(15,589)
Less deductible capital expenditure	–	(3)
Less recoupment of prior year losses not previously brought to account	–	(32)
<b>Income tax expense relating to ordinary activities</b>	<b>113</b>	<b>130</b>

## 6 REMUNERATION OF RESPONSIBLE PERSONS AND EXECUTIVES

### 6.1 RESPONSIBLE PERSONS

#### (a) List of names

University Council members	2003	2002	Controlled Entities Directors	2003	2002
Dr John Samuel Yu	✓	✓	Mr Taufique Ahmed	✓	✓
Ms Catherine Mary Rossi Harris	✓	✓	Ms Patty Akopiantz (from 13 May 2002)	✓	✓
Professor Wyatt R Hume (from 1 July 2002)	✓	✓	Mr Tee Chian Ang (to 13 March 2003)	✓	✓
Associate Professor John Joseph Carmody	✓	✓	Ms Susan Armstrong	✓	✓
Professor Wai Fong Chua	✓	✓	Mr Robert Hugh Barry	✓	✓
Mrs Beverley Anne Crane	✓	✓	Dr John P Beale	✓	✓
Professor Jeremy Guy Ashcroft Davis	✓	✓	Mr Peter Ward Bergman (from 13 February 2003)	✓	–
Dr Penelope Anne FitzGerald	✓	✓	Mr Edwin J Blackadder (to 31 May 2003)	✓	✓
Dr Raelene Frances	✓	✓	Mr Alex Boysarsky (from 11 February 2002)	✓	✓
Mr David Alexander Hughes	✓	✓	Mr Warren Bradey	✓	✓
Mr Geoffrey Francis Lawson (from 1 July 2002)	✓	✓	Dr Anne Brewster (from 23 May 2002)	✓	✓
Mr Peter Edward Mason	✓	✓	Professor Gavin Brown	✓	✓
Professor Kevin Malcolm McConkey	✓	✓	Professor Kenneth Buckle	✓	✓
Dr Jessica Ruth Milner Davis	✓	✓	Dr Alec Cameron (from 4 December 2003)	✓	–
Mr John Henry Pascoe	✓	✓	Mr Robert Neale Cartwright	✓	✓
Mr Paul Pearce (from 27 May 2003)	✓	–	Professor Robert Clark (from 19 December 2003)	✓	–
The Hon Mr Peter Primrose (from 8 May 2003)	✓	–	Ms Crystal Condous	✓	✓
The Hon Ms Susan Maree Ryan	✓	✓	Mr John Jeffrey Cowan	✓	✓
Ms Linda Margaret Scott	✓	✓	Professor Jeremy Guy Ashcroft Davis	–	✓
Mr Brian Edward Suttor	✓	✓	Dr Robin Derricourt	✓	✓
Ms Gabrielle Cecelia Upton (from 1 July 2002)	✓	✓	Associate Professor TM Devinney (from 1 June 2002)	✓	✓
Mr James Harold Anderson (ceased 30 June 2002)	–	✓	Professor Bruce Dowton	✓	✓
The Hon Mrs Deirdre Mary Grusovin (ceased 22 February 2003)	✓	✓	Associate Professor Andrew Dzurak (from 19 December 2003)	✓	–
Mrs Jolyn Margaret Karaolis (ceased 30 June 2002)	–	✓	Mr Michael Easson	✓	✓
Professor John Rodney Niland (ceased 30 June 2002)	–	✓	Professor Kenneth John Eltis	✓	✓
Ms Lee Rhiannon (ceased 14 April 2003)	✓	✓	Professor Christopher Joseph Dalzell Fell (to 31 August 2003)	✓	✓
			Mr Oliver Freeman (to 22 May 2003)	✓	✓
			Dr David N Ford	–	✓
			Mr Christopher Gilbert (to 1 September 2002)	–	✓
			Mr David Gonski	✓	✓
			Mr Maxwell James Gosling (to 30 June 2003)	✓	✓
			Mr Michael Edward Grace (to 30 June 2003)	✓	✓
			Professor Peter Philip Gray	✓	✓
			Ms Kathryn Greiner (to 17 September 2003)	✓	✓

## 6.1 RESPONSIBLE PERSONS (continued)

<b>Controlled Entities Directors (continued)</b>	<b>2003</b>	<b>2002</b>	<b>Controlled Entities Directors (continued)</b>	<b>2003</b>	<b>2002</b>
Mr David Harrington	✓	✓	Mr Peter David Ritchie	✓	✓
Ms Catherine Mary Rossi Harris			Mr Anthony Ritossa (from 19 August 2003)	✓	–
Ms Beverley Hoskinson-Green (to 17 November 2003)	✓	✓	Mr Neville Roach	✓	✓
Mr John Hirshman			Mr James Robertson (1 September 2002 to 31 December 2002)	–	✓
Mr David Martin Hoare	✓	✓	Mr Colin Francis Ryan	✓	✓
Professor Wyatt R Hume			Dr John Michael Schubert	✓	✓
Associate Professor Jill Hunter	✓	✓	Professor Arun Kumar Sharma	✓	✓
Mr Michael James Hurtchinson	–	✓	Dr Richard Sharp	✓	✓
Professor John Edward Ingleson	✓	✓	Ms Ann C Sherry (from 2 April 2002)	✓	✓
Mr Donald Matthew Jenner (from 13 March 2003)	✓	–	Professor Peter Steinberg	✓	✓
Dr John S Keniry	✓	✓	Mr Ian Stevens	✓	✓
Mr Wallace King	✓	✓	Associate Professor Noelle-Ann Sunstrom	✓	✓
Professor Staffan Kjelleberg	✓	✓	Dr Colin Sutton (from 12 December 2003)	✓	–
Ms Christine Margaret Liddy	✓	✓	Mr Robert Clive Sutton	✓	✓
Mr Ronald Y C Lu	✓	✓	Emeritus Professor Edward Owen Paul Thompson	✓	✓
Professor Kevin Malcolm McConkey	✓	✓	Mr Henry Tsang (to 30 June 2003)	✓	✓
Mr Donald McDonald (to August 2002)	–	✓	Ms Lucy Turnbull	✓	✓
Mr John McFarlane	✓	✓	Ms Gillian DM Turner	✓	✓
Mr Bill Mackerill (from 23 May 2002)	✓	✓	Mr Leo Edward Tutt	✓	✓
Mr Robert Mansfield	✓	✓	Sir Alfred William Tyree	✓	✓
Mr Robert Lee Maple-Brown	✓	✓	Professor Michael R Vitale	–	✓
Mr Peter Edward Mason	✓	✓	Professor Mark Sebastian Wainwright	✓	✓
Professor Carrick Martin (8 January 2003 to 13 October 2003)	✓	–	Mr Jonathon West (7 February 2002 to 31 December 2002)	–	✓
Mr Robert McLean (from 13 October 2003)	✓	–	Mr Robert Michael Whyte (to 8 February 2002)	–	✓
Ms Mara Moustafine (from 13 February 2003)	✓	–	Dr Robyn Williams	✓	✓
Mr Ian Napier (to 8 February 2002)	–	✓	Mr John Wolfraad (from 17 July 2003)	✓	–
Professor John Rodney Niland	✓	✓	Mr Albert Yue Ling Wong	✓	✓
Mr Michael Oredsson	✓	✓	Mr Su-Ming Wong (to 22 October 2003)	✓	✓
Mr Daniel Petre	✓	✓	Mr Robert Wood (18 September 2003 to 31 December 2003)	✓	–
Mr Simon Poidevin	✓	✓	Ms Helen Wright	–	✓
Ms Ann Maree Quinlan	✓	✓	Dr John Samuel Yu	✓	✓
Mr John Boyd Reid	–	✓	Ms Carla Maria Zampatti	✓	✓
Mr Julian Mark Reynolds	✓	✓			

**(b) Remuneration of responsible persons, earning \$100,000 or more** (see note 1(o))

	Consolidated		University	
	2003 number of responsible persons	2002 number of responsible persons	2003 number of Council members	2002 number of Council members
\$100,000 to \$109,999	-	2	-	-
\$110,000 to \$119,999	3	1	-	-
\$120,000 to \$129,999	-	1	-	1
\$130,000 to \$139,999	1	-	1	-
\$140,000 to \$149,999	1	2	-	-
\$150,000 to \$159,999	-	1	-	-
\$160,000 to \$169,999	2	1	-	-
\$170,000 to \$179,999	-	1	-	-
\$180,000 to \$189,999	1	1	-	1
\$190,000 to \$199,999	2	3	2	1
\$210,000 to \$219,999	-	2	-	1
\$220,000 to \$229,999	1	-	1	-
\$230,000 to \$239,999	-	1	-	-
\$270,000 to \$279,999	1	1	-	-
\$280,000 to \$289,999	-	2	-	-
\$290,000 to \$299,999	2	1	-	1
\$300,000 to \$309,999	1	-	-	-
\$340,000 to \$349,999	-	1	-	1
\$450,000 to \$459,999	1	-	-	-
\$750,000 to \$759,999	1	-	1	-
	17	21	5	6

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Total remuneration paid or payable to responsible persons	4,357	4,187	1,704	1,358

**(c) Retirement benefits of responsible persons (Council members and Directors)**

Responsible persons who are employees of the consolidated entity are paid out their recreation and long service leave entitlements on retirement along with any superannuation benefits. During 2003, no responsible persons retired and no retirement benefits were paid. Council members who are not employees of the University receive no payment on retirement.

6.2 EXECUTIVES (I)

(a) Remuneration of executives earning \$100,000 or more

	Consolidated		University	
	2003 number of executives	2002 number of executives	2003 number of executives	2002 number of executives
\$100,000 to \$109,999	2	-	-	-
\$110,000 to \$119,999	1	3	1	1
\$120,000 to \$129,999	-	2	-	-
\$130,000 to \$139,999	-	1	-	-
\$140,000 to \$149,999	2	3	1	1
\$150,000 to \$159,999	5	4	3	3
\$160,000 to \$169,999	2	2	2	-
\$170,000 to \$179,999	-	2	-	2
\$180,000 to \$189,999	2	6	1	3
\$190,000 to \$199,999	3	3	2	1
\$200,000 to \$209,999	3	4	2	3
\$210,000 to \$219,999	1	1	1	1
\$230,000 to \$239,999	-	1	-	1
\$240,000 to \$249,999	1	-	1	-
\$260,000 to \$269,999	1	-	1	-
\$270,000 to \$279,999	2	2	1	1
\$280,000 to \$289,999	-	2	-	1
\$290,000 to \$299,999	2	1	2	1
\$300,000 to \$309,999	1	-	1	-
\$340,000 to \$349,999	-	1	-	1
\$450,000 to \$459,999	1	-	1	-
\$750,000 to \$759,999	1	-	1	-
	30	38	21	20

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Total remuneration paid or payable to executives	6,671	7,062	5,136	3,954

(i) See note 1(o) for definition of executive. In addition to the 20 University staff reporting directly to the Vice-Chancellor that are defined as executives, there are a further 654 academic staff earning in excess \$100,000 (with total earnings of \$85,725,000) and 96 general staff earning in excess of \$100,000 (with total earnings of \$12,266,000) who do not report directly to the Vice-Chancellor.

(b) Retirement benefit of executives

During 2003, an executive member of staff retired who received entitlements totalling \$298,000, in addition to any salary paid and any superannuation benefits that may have been received during the year.



## 7 REMUNERATION OF AUDITORS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Auditing the financial report	393	375	253	236
Other services	37	12	20	12
<b>Total</b>	<b>430</b>	<b>387</b>	<b>273</b>	<b>248</b>

## 8.1 RECEIVABLES

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Current</b>				
Sundry debtors	43,960	46,781	36,771	36,359
Student debtors	19,163	12,926	19,163	12,927
Short term deposits	255	250	–	–
Provision for doubtful debts (see note 8.2)	(10,329)	(8,226)	(9,974)	(6,352)
Deferred income – government contributions for superannuation	51,804	52,073	51,804	52,073
	<b>104,853</b>	<b>103,804</b>	<b>97,764</b>	<b>95,007</b>
<b>Non-current</b>				
Deferred income – government contributions for superannuation	298,222	254,579	298,222	254,579
Loans to members of staff (i)	7	10	7	10
	<b>298,229</b>	<b>254,589</b>	<b>298,229</b>	<b>254,589</b>
<b>Total receivables</b>	<b>403,082</b>	<b>358,393</b>	<b>395,993</b>	<b>349,596</b>

## 8.2 PROVISION FOR DOUBTFUL DEBTS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Opening balance	8,226	11,708	6,352	10,360
Bad debts written off	(1,847)	(4,684)	(120)	(5,352)
Contribution from operations	3,950	1,202	3,742	1,344
Closing balance	<b>10,329</b>	<b>8,226</b>	<b>9,974</b>	<b>6,352</b>

(i) Loans were made to members of the University staff at the WB and LB Robinson University College at Broken Hill as a consequence of the closure of the college and the relocation of the staff to Sydney. The terms of these loans, which were to assist in the purchase of accommodation in Sydney, were determined by the process of conciliation and arbitration in the State Industrial Commission.

## 9 OTHER FINANCIAL ASSETS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Current</b>				
Other fixed interest securities	125,228	35,065	125,228	35,065
Term deposits	18,398	101,870	5,173	101,870
Liquids (bank bills, floating rate notes, NCDs, etc)	58,867	40,719	56,699	32,711
<b>Total Current Assets</b>	<b>202,493</b>	<b>177,654</b>	<b>187,100</b>	<b>169,646</b>
<b>Non-current (i)</b>				
Unlisted companies (ii)	4,151	9,080	14,314	19,242
Unlisted trusts:				
Domestic equities	87,589	59,451	86,206	58,217
Domestic fixed interest	32,120	61,671	27,235	54,595
International equities	57,557	41,647	57,557	41,647
International fixed interest	–	11,361	–	11,361
Unincorporated venture investment	700	–	–	–
Liquids (bank bills, floating rate notes, NCDs, etc)	39,270	6,572	39,270	174
Other	–	535	–	–
<b>Total non-current investments</b>	<b>221,387</b>	<b>190,317</b>	<b>224,582</b>	<b>185,236</b>
<b>Total investment portfolio</b>	<b>423,880</b>	<b>367,971</b>	<b>411,682</b>	<b>354,882</b>

(i) As a result of the revaluation of other financial assets, a net increment of \$8.901M (decrement of \$4.199M in 2002) has been transferred to the University's investment revaluation reserve (\$9.053M on consolidation) – see note 15(b).

(ii) The consolidated entity and the University have investments in the following companies and ventures:

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Pacific Solar Pty Ltd (iii) – UNSW valuation as at 31 December 2003	119	5,706	119	5,706
Infotelco Pty Ltd (iii) – UNSW valuation as at 31 December 2003	11	100	11	100
Smart Internet Technology CRC Pty Ltd (iii) – UNSW valuation as at 31 December 2003	1	–	1	–
Unisearch Ltd (subordinated loan) – At cost	–	–	10,000	10,000
IDP Education Australia Ltd – At cost	10	10	10	10
Access Australia CMC Pty Ltd – At cost	–	586	–	586
AARnet Pty Ltd – At cost	1	1	1	1
NSG (Thailand) Limited – At cost	88	88	–	–
B.Tech Avn Ltd – At cost	22	22	22	22
UNSW Press Ltd (loan) – At cost	–	–	250	250
U21 Equity Ltd – At cost	3,899	2,567	3,899	2,567
Acyte, Biosignal and Quacor – At cost	–	–	1	–
<b>Total</b>	<b>4,151</b>	<b>9,080</b>	<b>14,314</b>	<b>19,242</b>

(iii) The writedown in the carrying values in unlisted companies of \$7.837M has been charged as expenses in the year – see note 3.

## 10 OTHER ASSETS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Current</b>				
Sundry advances	1,221	1,075	1,206	814
Accrued income	16,023	34,157	17,519	29,299
Payments in advance	6,771	7,197	5,601	6,518
Investment interest receivable	221	181	121	70
	<b>24,236</b>	<b>42,610</b>	<b>24,447</b>	<b>36,701</b>
<b>Non-current</b>				
Patents (i)	4,515	3,844	–	–
Other	1,332	4,291	1,194	852
	<b>5,847</b>	<b>8,135</b>	<b>1,194</b>	<b>852</b>
<b>Total Other Assets</b>	<b>30,083</b>	<b>50,745</b>	<b>25,641</b>	<b>37,553</b>
(i) Patents (ii)				
Opening balance	3,844	3,172	–	–
Patent costs capitalised	1,253	1,248	–	–
Patents written off/down	(582)	(576)	–	–
Closing balance	4,515	3,844	–	–

(ii) Patents are amortised over their economic life, which averages 15 years.

## 11 PROPERTY, PLANT AND EQUIPMENT

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Land</b>				
Valuations – 2000	–	132,090	–	132,090
Valuations – 2003	234,010	–	234,010	–
Value	<b>234,010</b>	<b>132,090</b>	<b>234,010</b>	<b>132,090</b>
<b>Buildings</b>				
Cost	35,766	5,789	32,118	2,202
Valuations – 1997	1,350	1,350	1,350	1,350
Valuations – 2000	–	391,140	–	391,140
Valuations – 2001	–	186,014	–	186,014
Valuations – 2002	–	411,785	–	411,785
Valuations – 2003	1,071,806	–	1,071,806	–
Accumulated depreciation	(656,623)	(502,401)	(654,369)	(500,979)
Written down value	<b>452,299</b>	<b>493,677</b>	<b>450,905</b>	<b>491,512</b>
<b>Buildings – work in progress</b>				
Construction costs	8,538	6,259	8,498	6,249
Total work in progress	<b>8,538</b>	<b>6,259</b>	<b>8,498</b>	<b>6,249</b>
<b>Student accommodation and residential property</b>				
Valuations – 2002	–	111,360	–	111,360
Valuations – 2003	126,158	–	126,158	–
Value	<b>126,158</b>	<b>111,360</b>	<b>126,158</b>	<b>111,360</b>

11 PROPERTY, PLANT AND EQUIPMENT (continued)

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Computer equipment</b>				
Cost	24,707	23,049	23,097	19,288
Valuations – initial	–	2,259	–	2,259
Accumulated depreciation	(19,351)	(18,910)	(18,431)	(16,132)
Written down value	5,356	6,398	4,666	5,415
<b>Computer software – NewSouth Solutions</b>				
Cost	37,440	37,034	37,034	37,034
Accumulated depreciation	(29,789)	(22,014)	(29,470)	(22,014)
Written down value	7,651	15,020	7,564	15,020
<b>Motor vehicles</b>				
Cost	6,312	7,235	5,883	6,382
Valuations – initial	–	106	–	106
Accumulated depreciation	(1,663)	(2,290)	(1,433)	(1,790)
Written down value	4,649	5,051	4,450	4,698
<b>Other equipment</b>				
Cost	97,952	74,868	89,872	64,443
Valuations – initial	–	22,746	–	22,746
Accumulated depreciation	(51,164)	(52,157)	(47,726)	(46,575)
Written down value	46,788	45,457	42,146	40,614
<b>Works of art</b>				
Cost	40	45	–	4
Valuations – 2000	3,153	2,876	3,153	2,876
Written down value	3,193	2,921	3,153	2,880
<b>Library holdings</b>				
Cost	74,319	70,789	71,712	69,485
Valuations – rare and valuable books 1998	–	2,280	–	2,280
Valuations – rare and valuable books 2003	10,034	–	10,034	–
Accumulated depreciation	(56,742)	(49,582)	(54,883)	(49,005)
Written down value	27,611	23,487	26,863	22,760
<b>Total property, plant and equipment</b>				
Cost	285,074	225,068	268,214	205,087
Valuations – initial	–	25,111	–	25,111
Valuations – 1997	1,350	1,350	1,350	1,350
Valuations – 1998	–	2,280	–	2,280
Valuations – 2000	3,153	526,106	3,153	526,106
Valuations – 2001	–	186,014	–	186,014
Valuations – 2002	–	523,145	–	523,145
Valuations – 2003	1,442,008	–	1,442,008	–
Accumulated depreciation	(815,334)	(647,354)	(806,314)	(636,495)
Written down value	916,251	841,721	908,411	832,598

## 11A MOVEMENT IN ASSETS, SUMMARISED BY CLASS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Land</b>				
Opening balance	132,090	132,090	132,090	132,090
Adjustments	(7,390)	–	(7,390)	–
Adjustments due to revaluations	109,310	–	109,310	–
Closing balance	234,010	132,090	234,010	132,090
<b>Buildings</b>				
Opening balance	493,677	595,796	491,512	594,882
Transfer from work in progress	32,118	31,406	32,118	31,406
Adjustments	(7,650)	3,509	(7,654)	3,544
Purchases	57	2,022	–	–
Depreciation	(23,785)	(12,214)	(22,953)	(11,488)
Disposals	(1,294)	(2,517)	(1,294)	(2,507)
Adjustments due to revaluations	(40,824)	(124,325)	(40,824)	(124,325)
Closing balance	452,299	493,677	450,905	491,512
<b>Work in progress</b>				
Opening balance	6,259	1,181	6,249	1,181
Transfers to buildings	(32,118)	(31,406)	(32,118)	(31,406)
Additions	34,397	36,484	34,367	36,474
Closing balance	8,538	6,259	8,498	6,249
<b>Student accommodation and residential property</b>				
Opening balance	111,360	84,539	111,360	84,539
Purchases	2,435	8,635	2,435	8,635
Disposals	(17,479)	–	(17,479)	–
Adjustments due to revaluations	29,842	18,186	29,842	18,186
Closing balance	126,158	111,360	126,158	111,360
<b>Computer equipment and peripherals</b>				
Opening balance	6,398	7,969	5,415	7,347
Adjustments	(179)	830	6	–
Transfers	22	–	22	–
Purchases	3,438	3,452	3,380	2,951
Depreciation	(4,136)	(4,957)	(3,970)	(4,561)
Disposals	(187)	(896)	(187)	(322)
Closing balance	5,356	6,398	4,666	5,415
<b>Computer software – NewSouth Solutions</b>				
Opening balance	15,020	22,477	15,020	22,477
Adjustments	185	–	–	–
Depreciation	(7,554)	(7,457)	(7,456)	(7,457)
Closing balance	7,651	15,020	7,564	15,020

11A MOVEMENT IN ASSETS, SUMMARISED BY CLASS (continued)

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Motor vehicles</b>				
Opening balance	5,051	4,787	4,698	4,646
Adjustments	(168)	453	–	–
Purchases	1,213	2,895	1,147	2,798
Depreciation	(348)	(333)	(296)	(290)
Disposals	(1,099)	(2,751)	(1,099)	(2,456)
Closing balance	4,649	5,051	4,450	4,698
<b>Other equipment</b>				
Opening balance	45,457	41,868	40,614	39,410
Adjustments	246	1,529	81	–
Purchases	12,731	13,252	11,980	9,478
Depreciation	(8,914)	(8,367)	(7,801)	(7,474)
Disposals	(2,710)	(2,848)	(2,706)	(800)
Transfer	(22)	23	(22)	–
Closing balance	46,788	45,457	42,146	40,614
<b>Works of art</b>				
Opening balance	2,921	2,921	2,880	2,881
Adjustments	99	–	100	–
Purchases	173	4	173	4
Disposals	–	(4)	–	(5)
Closing balance	3,193	2,921	3,153	2,880
<b>Library holdings</b>				
Opening balance	23,487	27,450	22,760	26,769
Purchases	2,378	4,821	2,228	4,552
Depreciation	(6,008)	(8,761)	(5,879)	(8,561)
Adjustments due to revaluations	7,754	(23)	7,754	–
Closing balance	27,611	23,487	26,863	22,760
<b>Total property, plant and equipment</b>				
Opening balance	841,721	921,078	832,598	916,222
Adjustments (i)	(14,857)	6,322	(14,857)	3,544
Purchases and additions	56,820	71,565	55,708	64,892
Depreciation	(50,746)	(42,089)	(48,355)	(39,831)
Disposals	(22,769)	(9,016)	(22,765)	(6,090)
Adjustments due to revaluations (ii)	106,082	(106,139)	106,082	(106,139)
Closing balance	916,251	841,721	908,411	832,598

(i) The consolidated net adjustments figure of \$14.857M is the result of the value of Land and Building assets being overstated by \$15.040M in previous years (Land \$7.390M and Buildings \$7.650M), and adjustments of other plant and equipment of \$0.183M. See also note 15(b) asset revaluation reserve.

(ii) The adjustment due to revaluations, \$106.082M net, has been reflected in the asset revaluation reserve (note 15(b)) and arises from an increment of Land (\$109.310M), an increment of student accommodation and residential property (\$29.842M), an increment of Library Holdings (\$7.754M), and a decrement of Building assets of \$40.824M.

## 12 PAYABLES – CURRENT

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Sundry creditors	12,216	20,149	10,015	14,394
Accrued expenses other	16,765	18,790	11,250	8,079
Accrued expenses payroll	742	686	–	–
<b>Total</b>	<b>29,723</b>	<b>39,625</b>	<b>21,265</b>	<b>22,473</b>

## 13 PROVISIONS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Current</b>				
Provision for annual leave	27,577	27,134	25,639	25,334
Provision for staff superannuation	57,092	51,873	57,088	51,873
Provision for redundancies	104	286	–	–
Provision for long service leave	12,808	8,759	11,697	8,313
Provision for workers' compensation	2,486	1,116	2,486	1,116
Provision for taxation	–	92	–	–
	<b>100,067</b>	<b>89,260</b>	<b>96,910</b>	<b>86,636</b>
<b>Non-current</b>				
Provision for staff superannuation	326,938	290,394	326,938	290,394
Provision for long service leave	57,764	53,942	56,837	53,069
Provision for workers' compensation	3,050	3,169	3,050	3,169
	<b>387,752</b>	<b>347,505</b>	<b>386,825</b>	<b>346,632</b>
	<b>487,819</b>	<b>436,765</b>	<b>483,735</b>	<b>433,268</b>
<b>Provision for annual leave</b>				
Opening balance of provision	27,134	21,657	25,334	20,456
Add contributions from operations	11,733	15,180	11,339	14,511
Less payments during year	(11,290)	(9,703)	(11,034)	(9,633)
Closing balance of provision	27,577	27,134	25,639	25,334
<b>Provision for staff superannuation</b>				
Opening balance of provision	342,267	274,909	342,267	274,909
Add contributions from operations	10,536	20,832	10,187	20,832
Less payments during year	(12,147)	(17,250)	(11,802)	(17,250)
	340,656	278,491	340,652	278,491
Plus deferred income – government contributions for superannuation	43,374	63,776	43,374	63,776
Closing balance of provision	384,030	342,267	384,026	342,267

### 13 PROVISIONS (continued)

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Provision for redundancies</b>				
Opening balance of provision	286	–	–	–
Add contributions from operations	104	286	–	–
Less payments during year	(286)	–	–	–
Closing balance of provision	104	286	–	–
<b>Provision for long service leave</b>				
Opening balance of provision	62,701	54,427	61,382	53,377
Add contributions from operations	17,427	12,630	16,700	12,383
Less payments during year	(9,556)	(8,292)	(9,548)	(8,313)
Plus deferred income from Commonwealth Government (University College, ADFA)	–	3,936	–	3,935
Closing balance of provision	70,572	62,701	68,534	61,382
<b>Provision for workers' compensation (i)</b>				
Opening balance of provision	4,285	4,615	4,285	4,615
Add contributions from operations	3,144	1,430	3,144	1,430
Less payments during year	(1,081)	(1,116)	(1,081)	(1,116)
Less operating expenses	(812)	(644)	(812)	(644)
Closing balance of provision	5,536	4,285	5,536	4,285
<b>Provision for taxation</b>				
Opening balance of provision	92	40	–	–
Adjustment	(87)	–	–	–
Add contributions from operations	–	130	–	–
Less payments during year	(5)	(78)	–	–
Closing balance of provision	–	92	–	–

(i) It is a requirement of the license that the University maintain a provision for each fund in respect of outstanding claims liability as at 31 December each year. The following table shows the UNSW and ACT funds.

	University only			
	UNSW Fund	ACT Fund	Fund Total 2003	Fund Total 2002
Opening balance of provision	3,900	385	4,285	4,615
Add contributions from operations	3,112	32	3,144	1,430
Less payments during year	(998)	(83)	(1,081)	(1,116)
Less operating expenses	(773)	(39)	(812)	(644)
Closing balance of provision	5,241	295	5,536	4,285



## 14 OTHER LIABILITIES

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Current</b>				
Income in advance	56,474	56,938	42,138	37,664
Trusts (i)	6,119	6,652	6,112	6,652
UNSW Foundation Ltd	–	–	32,647	25,167
Other	22,748	20,540	35,241	26,436
<b>Total</b>	<b>85,341</b>	<b>84,130</b>	<b>116,138</b>	<b>95,919</b>
<b>Non-current</b>				
Unisearch prepaid rent	–	–	3,165	3,415
Other	817	817	–	–
<b>Total</b>	<b>817</b>	<b>817</b>	<b>3,165</b>	<b>3,415</b>
<b>(i) Trusts</b>				
Opening balance	6,652	6,295	6,652	6,295
Investment income	348	532	348	532
Other revenue	17	1,419	10	1,419
Expenditure	(898)	(1,594)	(898)	(1,594)
Liability as at 31 December 2003	6,119	6,652	6,112	6,652
Assets and liabilities of trusts for which the University is a trustee:				
Current asset investments	6,119	6,652	6,112	6,652
Current liabilities	6,119	6,652	6,112	6,652

## 15 RESERVES

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>(a) Reserves comprise</b>				
Asset revaluation reserves	198,901	116,054	186,043	105,498
Investment revaluation reserves	10,059	1,006	9,615	714
General reserves	950	950	–	–
Other reserves	141	141	–	–
<b>Total reserves</b>	<b>210,051</b>	<b>118,151</b>	<b>195,658</b>	<b>106,212</b>
<b>(b) Movements in reserves</b>				
<b>Asset revaluation reserves</b>				
Opening balance	116,054	222,193	105,498	211,637
Write down of buildings	–	(77,375)	–	(77,375)
Adjustment	(14,857)	–	(14,857)	–
Revaluation of land	109,310	–	109,310	–
Revaluation of buildings	(40,824)	(46,950)	(40,824)	(46,950)
Revaluation of student accommodation and residential	29,843	18,186	29,842	18,186
Revaluation of library holdings	7,754	–	7,754	–
Transfer from/(to) other reserves and revaluation (i)	(8,379)	–	(10,680)	–
Closing balance	198,901	116,054	186,043	105,498
<b>Investment revaluation reserves</b>				
Opening balance	1,006	15,073	714	13,932
Surplus/(loss) on revaluation of investments	9,053	(4,304)	8,901	(4,199)
Transfer to accumulated funds	–	(9,763)	–	(9,019)
Closing balance	10,059	1,006	9,615	714

(i) Represents \$10.680M in revaluation gains from 2002 that were realised in 2003 following the sale of Pindari, and transferred to accumulated funds. On consolidation, the net transfer is \$8.379M.

## 16 ACCUMULATED FUNDS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Balance at beginning of the year	983,807	920,403	926,134	874,433
Operating results from ordinary activities	16,576	53,641	16,625	42,682
Transfer from revaluation reserves	8,379	9,763	10,680	9,019
Balance at the end of the year	<b>1,008,762</b>	<b>983,807</b>	<b>953,439</b>	<b>926,134</b>

## 17 EXPENDITURE AND LEASING COMMITMENTS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>17.1 EXPENDITURE COMMITMENTS</b>				
Building works	36,526	8,413	32,926	8,413
Plant and equipment	3,751	2,666	3,589	2,099
Other expenditure	1,560	1,383	1,560	1,383
Implementation of eProcurement	–	982	–	982
	<b>41,837</b>	<b>13,444</b>	<b>38,075</b>	<b>12,877</b>
GST payable (i)	4,184	1,344	3,808	1,288
	<b>46,021</b>	<b>14,788</b>	<b>41,883</b>	<b>14,165</b>
<b>Payable</b>				
Not later than 1 year	46,021	14,788	41,883	14,165
Later than 1 year but no later than 5 years	–	–	–	–
Later than 5 years	–	–	–	–
<b>Total</b>	<b>46,021</b>	<b>14,788</b>	<b>41,883</b>	<b>14,165</b>

### 17.2 OPERATING LEASE COMMITMENTS

	Consolidated		University	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
Non-cancelable operating leases contracted for but not capitalised in the financial statements	5,264	7,390	1,736	2,051
GST payable (i)	527	739	174	205
	<b>5,791</b>	<b>8,129</b>	<b>1,910</b>	<b>2,256</b>
<b>Payable</b>				
Not later than 1 year	2,063	3,031	913	1,018
Later than 1 year but no later than 5 years	3,728	5,098	997	1,238
Later than 5 years	36,697	–	–	–
<b>Total</b>	<b>42,488</b>	<b>8,129</b>	<b>1,910</b>	<b>2,256</b>

(i) GST is recoverable from the ATO on all capital expenditure incurred.

## 18 SUPERANNUATION PLANS (UNIVERSITY ONLY)

University of New South Wales summary of 2003 increase/(decrease) in the superannuation (asset)/liability

	NSW State Superannuation Scheme \$'000	State Authorities Superannuation Scheme \$'000	State Authorities Non-Contributory Superannuation Scheme \$'000	Professional Superannuation Non-Contributory Scheme \$'000	2003 Total \$'000	2002 Total \$'000
Opening balance of provision	306,575	2,635	6,822	26,235	342,267	274,909
Contributions from operations	7,450	3,138	(1,424)	1,023	10,187	20,832
Payments during year	(7,450)	(3,138)	(831)	(383)	(11,802)	(17,250)
	306,575	2,635	4,567	26,875	340,652	278,491
Deferred income due from Commonwealth/State Governments	41,661	1,713	–	–	43,374	63,776
Closing balance of provision (i)	348,236	4,348	4,567	26,875	384,026	342,267
(i) Current liabilities	40,291	–	–	16,259	56,550	51,873
Non-current liabilities	307,945	4,348	4,567	10,616	327,476	290,394
	348,236	4,348	4,567	26,875	384,026	342,267

## 19 CONTINGENT LIABILITIES

- (i) As at 31 December 2003 outstanding Staff Housing Scheme loan guarantees provided by the University pursuant to an agreement with the Commonwealth Bank of Australia total \$188,000 (\$208,000 in 2002).
- (ii) AGSM has a bank guarantee with ANZ Banking Group in favour of Harina Company Limited for lease premises, \$694,000.
- (iii) Claims against the consolidated entity and the University in the normal course of activities. Based on advice received these claims are not expected to have a material effect.
- (iv) The University has been granted a license under Division 5 of Part 7 of the Workers' Compensation Act, 1987. In accordance with the license the University has the following bank guarantees:
  - \$5,070,000 with ANZ Banking Group in favour of WorkCover New South Wales; and,
  - \$768,000 with Westpac Banking Corporation in favour of ACT WorkCover.
- (v) The University has been advised of a potential issue by some members of the University of New South Wales Professorial Superannuation Scheme. The University is seeking advice on this issue. At this stage the financial impact, if any, is not able to be quantified.
- (vi) There is a potential issue in regard to the amount of research income reported in prior years' Higher Education Research Data Collections to the Department of Education, Science and Training (DEST). This information has been used by DEST to calculate grants paid to the University under the following schemes: Research Quantum; Institutional Grants Scheme; and Research Training Scheme. The resolution of this matter is at an early stage and the financial impact, if any, has not been determined, however it is not expected to exceed, \$1.7M.

## 20 CONTROLLED ENTITIES

The University of New South Wales controls a number of entities, which support the aims and objectives of the University. Each of the controlled entities produce financial accounts relative to their operation and are subject to audit.

Name of Entity	Country of incorporation	Ownership interest	
		2003 per cent	2002 per cent
Parent Entity – UNSW	N/A		
<b>Controlled entities</b>			
AGSM Ltd – AGSM Consulting Ltd	Australia	66.67	66.67
University of New South Wales International House Ltd	Australia	100	100
University of New South Wales Press Ltd	Australia	100	100
Unisearch Ltd Group – Cystemix Pty Ltd	Australia	100	100
NewSouth Enterprises Pty Ltd Group – NewSouth Global Pty Ltd – UNSW (Singapore) Pte Ltd – UNSW (Hong Kong) Ltd – Australian Education Consultancy Ltd	Australia    Hong Kong	100	100
The University of New South Wales Foundation Ltd – as Trustee for the University of New South Wales Foundation – as Trustee for the New South Wales Minerals Industry / University of New South Wales Education Trust	Australia	100	100
Qucor Pty Ltd (i) (ii)	Australia	60	–
Biosignal Pty Ltd (iii)	Australia	66.67	66.67
Acyte Biotech Pty Ltd (iii)	Australia	66.67	66.67

(i) Qucom Pty Ltd changed its name to Qucor Pty Ltd on 1 October 2003

(ii) Ownership split:

30.00 per cent University of New South Wales

30.00 per cent University of Unisearch Ltd Group

40.00 per cent held for the benefit of the Original Researchers by University of New South Wales

(iii) Ownership split:

33.33 per cent University of New South Wales

33.33 per cent Unisearch Ltd Group

33.33 per cent Original Researchers

## 21 OUTSIDE EQUITY INTERESTS

	Consolidated	
	2003 \$'000	2002 \$'000
Outside equity interests in controlled entities comprise:		
Issued capital	1	1
Accumulated funds	4,282	3,649
Reserves	–	200
<b>Total</b>	<b>4,283</b>	<b>3,850</b>

## 22 DISAGGREGATION INFORMATION FOR THE CONSOLIDATED ENTITY

	Revenue		Results (i)		Assets	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>Industry</b>						
Higher education	852,433	865,417	19,029	51,898	1,800,482	1,637,842
Consultancy – Unisearch Ltd Group	14,818	19,010	(1,881)	504	22,655	25,644
Publishing – UNSW Press Ltd	14,631	14,265	61	302	3,659	3,659
<b>Total</b>	<b>881,882</b>	<b>898,692</b>	<b>17,209</b>	<b>52,704</b>	<b>1,826,796</b>	<b>1,667,145</b>
<b>Geographical</b>						
Australia	876,643	896,935	17,501	51,936	1,823,661	1,665,687
Asia	5,239	1,757	(292)	768	3,136	1,458
<b>Total</b>	<b>881,882</b>	<b>898,692</b>	<b>17,209</b>	<b>52,704</b>	<b>1,826,796</b>	<b>1,667,145</b>

(i) Net operating results before outside equity interests and transfers to and from reserves

## 23 FINANCIAL INSTRUMENTS

UNSW's accounting policies and terms and conditions for each class of financial assets, financial liability and equity instrument are:

Sector	Accounting policies	Terms and conditions
Cash	Recorded at cost. At balance date cash is carried at nominal values and reconciled to monies on hand and independent bank statements.	Opening and closing of bank accounts is carried out under the authority of the Vice-Chancellor. Monies on deposit attract interest in accordance with arrangements with banks.
Receivables	At balance date, receivables are recognised and carried at cost. Provision for doubtful debts is made when collection of the full outstanding amounts is no longer probable. Bad debts are written off in accordance with ruling procedures. No interest is earned on debtors.	Payment terms are thirty (30) days net.
Investments	Represented by three investments pools, Short to Medium term (Pool S), Long Term (Pool L) and Unlisted Companies and Intellectual Property (Pool P). Investments in Pools S and L are recorded at market value. The value of the investments reflects decreases/increases in domestic and international markets and is stated at net fair value. Investments in Pool P are recorded at cost, market value or valuation.	Investments in Pool S are generally able to be redeemed within three business day's notice. Investments in Pool L are generally able to be redeemed at exit price within thirty business days notice. Assets of Pool S and Pool L are held in custody by National Bank Custodial services. Investment instructions are forwarded for implementation to NBCS under the signatures of two (2) appointed investment attorneys.

## 23 FINANCIAL INSTRUMENTS (continued)

Consolidated

The following table details the economic entity's exposure to interest rate risk as at the 31 December 2003:

2003	Average Interest Rate per cent	Variable Interest Rate \$'000	Fixed Interest Rate Maturity			Non Interest Bearing \$'000	Total
			Less than 1 Year \$'000	1 to 5 Years \$'000	More than 5 Years \$'000		
<b>Financial assets</b>							
Cash	4.60	51,504					51,504
Receivables						53,049	53,049
Accrued income						16,023	16,023
Sundry advances						7,992	7,992
Investment interest receivable	4.80		221				221
Unlisted shares						4,151	4,151
Unlisted trusts	13.40			177,266			177,266
Other securities	5.96		125,228				125,228
Term deposits	5.96		18,398				18,398
Liquids	5.96		58,867	39,270			98,137
Other				6,554			6,554
Government contributions for superannuation						350,026	350,026
<b>Total financial assets</b>		<b>51,504</b>	<b>202,714</b>	<b>223,090</b>	<b>-</b>	<b>431,241</b>	<b>908,549</b>
<b>Financial liabilities</b>							
Sundry creditors						29,723	29,723
Employee entitlements						444,445	444,445
Other						86,158	86,158
Government contributions for superannuation						43,374	43,374
<b>Total financial liabilities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>603,700</b>	<b>603,700</b>
<b>Net financial assets/(liabilities)</b>		<b>51,504</b>	<b>202,714</b>	<b>223,090</b>	<b>-</b>	<b>(172,459)</b>	<b>304,849</b>

## 23 FINANCIAL INSTRUMENTS (continued)

Consolidated

The following table details the economic entity's exposure to interest rate risk as at the 31 December 2002:

	Average Interest Rate per cent	Variable Interest Rate \$'000	Fixed Interest Rate Maturity			Non Interest Bearing \$'000	Total
			Less than 1 Year \$'000	1 to 5 Years \$'000	More than 5 Years \$'000		
<b>Financial assets</b>							
Cash	4.36	46,038					46,038
Receivables						51,491	51,491
Accrued income						34,157	34,157
Sundry advances						8,272	8,272
Investment interest receivable	4.09		181				181
Unlisted shares						9,080	9,080
Unlisted trusts	(2.8)			174,130			174,130
Other securities	5.5		35,065	535			35,600
Term deposits	5.5		101,870			250	102,120
Liquids	5.5		40,719	6,572			47,291
Other				8,135			8,135
Government contributions for superannuation						306,652	306,652
<b>Total financial assets</b>		<b>46,038</b>	<b>177,835</b>	<b>189,372</b>	<b>-</b>	<b>409,902</b>	<b>823,147</b>
<b>Financial liabilities</b>							
Sundry creditors						38,939	38,939
Employee entitlements						373,583	373,583
Other						85,039	85,039
Government contributions for superannuation						63,776	63,776
<b>Total financial liabilities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>561,337</b>	<b>561,337</b>
<b>Net financial assets/(liabilities)</b>		<b>46,038</b>	<b>177,835</b>	<b>189,372</b>	<b>-</b>	<b>(151,435)</b>	<b>261,810</b>



## 24 NOTES TO THE STATEMENT OF CASH FLOWS

	Consolidated			University		
	End of reporting period	Beginning of reporting period	Movement	End of reporting period	Beginning of reporting period	Movement
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>a) Cash at beginning and end of reporting period</b>						
Cash	51,504	46,038	5,466	31,036	12,054	18,982
Short term deposits	202,493	177,654	24,839	187,100	169,646	17,454
	<b>253,997</b>	<b>223,692</b>	<b>30,305</b>	<b>218,136</b>	<b>181,700</b>	<b>36,436</b>

### b) Net cash provided or used by operating activities

Net Cash provided or used by operating activities is reconciled to operating results as follows:

	Consolidated		University	
	2003	2002	2003	2002
	\$'000	\$'000	\$'000	\$'000
Operating result after tax	17,209	52,704	16,625	42,682
Depreciation	50,752	42,089	48,355	39,831
Provision for doubtful debts	3,950	1,202	3,742	1,344
Loss on disposal of property, plant and equipment	4,220	5,413	4,220	5,091
Writedown of investments – unlisted companies	7,837	–	7,837	–
Net foreign exchange loss	840	71	–	–
Net foreign exchange gain	–	(60)	–	–
Gains on sales of investments	(3,479)	(1,250)	(3,398)	(221)
<b>Changes in assets and liabilities:</b>				
(Increase)/decrease in receivables	(1,318)	(7,472)	(3,026)	(9,724)
(Increase)/decrease in accrued interest receivables	(40)	309	(51)	43
(Increase)/decrease in accrued income	18,134	(14,807)	11,780	(12,880)
(Increase)/decrease in inventories	281	145	101	164
(Increase)/decrease in sundry advances	(146)	1,108	(392)	556
(Increase)/decrease in payments in advance	426	(5,628)	917	(6,020)
(Increase)/decrease in deferred superannuation	(43,374)	(63,776)	(43,374)	(63,776)
(Increase)/decrease in other assets	2,288	(4,357)	(342)	(263)
(Increase)/decrease in loans to members of staff	3	3	3	3
Increase/(decrease) in sundry creditors and accrued expenses	(9,902)	3,416	(1,208)	(4,035)
Increase/(decrease) in prepaid income	(464)	16,170	4,474	5,985
Increase/(decrease) in other liabilities	1,675	4,322	15,495	10,933
Increase/(decrease) in provisions	51,054	81,117	50,467	79,911
<b>Net cash provided by operating activities</b>	<b>99,947</b>	<b>110,719</b>	<b>112,225</b>	<b>89,624</b>

**25 ACQUITTAL OF COMMONWEALTH GOVERNMENT FINANCIAL ASSISTANCE**

**25.1 TEACHING AND LEARNING (UNIVERSITY ONLY)**

	Operating Financial Assistance		Capital Development Pool		HECS		PELS		Teaching hospitals		BOTPLS	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000
<b>A. Financial assistance in advance (paid in previous reporting period for current reporting period)</b>	9,634	9,243	-	-	4,915	4,639	-	-	64	63	-	-
<b>B. Plus Financial assistance received during reporting period</b>	110,039	111,641	12,005	11,680	62,345	58,109	19,012	7,344	805	786	291	200
<b>C. Plus Contributions actually received from students</b>	-	-	-	-	18,705	17,882	-	-	-	-	-	-
<b>D. Less Financial assistance in advance (received in the reporting period for the next reporting period)</b>	(9,649)	(9,634)	-	-	(5,021)	(4,915)	-	-	(64)	(64)	-	-
<b>Total from DEST A+B+C-D</b>	110,024	111,250	12,005	11,680	80,944	75,715	19,012	7,344	805	785	291	200
Accrual adjustments												
Prior year adjustment	2,748	(219)	-	-	-	-	(2,963)	-	-	-	-	-
Future adjustment from trust fund	-	-	-	-	-	-	-	-	-	-	-	-
Other	(3,086)	-	-	-	-	-	(2,024)	2,963	-	-	-	-
<b>Revenue attributed to reporting period</b>	109,686	111,031	12,005	11,680	80,944	75,715	14,025	10,307	805	785	291	200
Plus Surplus/(deficit) prior year	-	-	-	-	-	-	-	-	-	-	-	-
<b>Funds available for reporting period</b>	109,686	111,031	12,005	11,680	80,944	75,715	14,025	10,307	805	785	291	200
Less Expenses for current period	(109,686)	(111,031)	(12,005)	(11,680)	(80,944)	(75,715)	(14,025)	(10,307)	(805)	(785)	(291)	(200)
<b>Surplus/(deficit) for reporting period</b>	-	-	-	-	-	-	-	-	-	-	-	-

25 ACQUITTAL OF COMMONWEALTH GOVERNMENT FINANCIAL ASSISTANCE (continued)

25.2 AUSTRALIAN RESEARCH COUNCIL (UNIVERSITY ONLY)

	Discovery – Projects (Large Grants)		Linkage – Projects		Discovery – Research – Fellowships		Discovery – Federation – Fellowships		Linkage – Infrastructure Equipment & Facilities		Linkage – International Researcher Exchange		Linkage – Special Research Initiatives		Linkage – Centres of Excellence		Discovery – Indigenous Researchers Development	
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	
A. Financial assistance in advance (paid in previous reporting period for current reporting period)	810	-	356	-	80	-	47	-	-	-	8	-	5	-	26	-	-	
B. Plus Financial assistance received during reporting period	15,183	13,160	5,411	6,850	950	2,049	1,140	626	965	1,351	344	289	-	5,332	2,592	10	-	
C. Less Financial assistance in advance (received in reporting period for next reporting period)	-	(810)	-	(356)	-	(80)	-	(47)	-	-	-	(8)	-	(5)	-	(27)	-	
Total from ARC A+B-C	15,993	12,350	5,767	6,494	1,030	1,969	1,187	579	965	1,351	352	281	5	5,358	2,565	10	-	
Accrual Adjustments. specify specify specify	18	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		324		(377)		68												
Revenue attributed to reporting period	16,011	12,674	5,767	6,117	1,030	2,037	1,187	579	965	1,351	352	281	5	5,358	2,565	10	-	
Plus Surplus/(deficit) prior year	4,591	4,720	1,331	1,138	1,597	1,335	(9)	-	457	454	171	222	(5)	17	171	-	-	
Funds available for reporting period	20,602	17,394	7,098	7,255	2,627	3,372	1,178	579	1,422	1,805	523	503	-	5,375	2,736	10	-	
Less Expenses for current period	(14,738)	(12,803)	(6,608)	(5,924)	(1,380)	(1,775)	(771)	(588)	(711)	(1,348)	(250)	(332)	-	(4,524)	(2,719)	-	-	
Surplus/(deficit) for reporting period	5,864	4,591	490	1,331	1,247	1,597	407	(9)	711	457	273	171	-	851	17	10	-	

## 25 ACQUITTAL OF COMMONWEALTH GOVERNMENT FINANCIAL ASSISTANCE (continued)

### 25.3 DEST RESEARCH (UNIVERSITY ONLY)

	Institutional Grants Scheme		Research Infrastructure		Research Training Scheme		Systemic Infrastructure Initiative		Australian Postgraduate Awards (Pre 2002 Funding Component)		Australian Postgraduate Awards (2002 Onwards Funding Component)		International Postgraduate Research Scholarships		Small Research		
	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000	2002 \$'000	2003 \$'000
<b>A. Financial assistance in advance (paid in previous reporting period for current reporting period)</b>	2,035	2,034	1,075	961	3,329	3,219	156	308	-	-	-	-	-	-	-	-	-
<b>B. Plus Financial assistance received during reporting period</b>	25,414	25,461	13,580	12,145	41,689	40,399	1,913	3,705	2,596	2,643	4,409	4,006	1,561	1,381	-	-	-
<b>C. Less Financial assistance in advance (received in reporting period for the next reporting period)</b>	(1,961)	(2,035)	(1,192)	(1,075)	(3,330)	(3,329)	(121)	(156)	-	-	-	-	-	-	-	-	-
<b>Total from DEST A+B+C</b>	25,488	25,460	13,463	12,031	41,688	40,289	1,948	3,857	2,596	2,643	4,409	4,006	1,561	1,381	-	-	-
Accrual Adjustments; specify specify	-	-	-	-	-	-	-	-	-	-	-	-	-	(2)	-	-	-
<b>Revenue attributed to reporting period</b>	25,488	25,460	13,463	12,031	41,688	40,289	1,948	3,857	2,596	2,643	4,409	4,006	1,561	1,379	-	-	-
<i>Plus Surplus/(deficit) prior year</i>	-	-	2,999	1,448	-	-	585	-	669	2,525	2,156	-	-	-	3,069	3,069	-
<b>Funds available for reporting period</b>	25,488	25,460	16,462	13,479	41,688	40,289	2,533	3,857	3,265	5,168	6,565	4,006	1,561	1,379	3,069	3,069	-
<i>Less Expenses for current period</i>	(25,488)	(25,460)	(12,901)	(10,480)	(41,688)	(40,289)	(2,532)	(3,272)	(2,798)	(4,499)	(3,895)	(1,850)	(1,561)	(1,379)	-	-	-
<b>Surplus/(deficit) for reporting period</b>	-	-	3,561	2,999	-	-	1	585	467	669	2,670	2,156	-	-	3,069	3,069	-

## 25 ACQUITTAL OF COMMONWEALTH GOVERNMENT FINANCIAL ASSISTANCE (continued)

### 25.4 SUMMARY OF UNSPENT FINANCIAL ASSISTANCE

Category of financial assistance	Amount of unspent financial assistance at 31 December 2003	Amount of unspent financial assistance that it is more likely will be approved by the Commonwealth for carry forward	Amount of unspent financial assistance that it is more likely will be recovered by the Commonwealth
	2003 \$'000	2003 \$'000	2003 \$'000
<b>Teaching and learning:</b>			
Operating, excluding HECS, PELS and BOTPLS	–	–	–
Teaching Hospitals	–	–	–
Capital Development Pool	–	–	–
HECS	–	–	–
PELS	–	–	–
BOTPLS	–	–	–
<b>ARC:</b>			
Discovery – Projects	5,864	5,864	–
Discovery – Research Fellowships	1,247	1,247	–
Discovery – Federation Fellowships	407	407	–
Discovery – Indigenous	10	10	–
Linkage – Infrastructure	711	711	–
Linkage – International Research Exchange	273	273	–
Linkage – Projects	490	490	–
Linkage – Centres	851	851	–
<b>DEST Research:</b>			
Institutional Grants Scheme	–	–	–
Research Infrastructure	3,561	3,561	–
Research Training Scheme	–	–	–
Systemic Infrastructure Initiative	1	1	–
Australian Postgraduate Awards – Pre 2002 Funding Component	467	467	–
Australian Postgraduate Awards – 2002 Onward Funding Component	2,670	2,670	–
International Postgraduate Research Scholarships	–	–	–
Small Research	3,069	3,069	–
	<b>19,621</b>	<b>19,621</b>	–
Higher education innovation program	–	–	–
	<b>19,621</b>	<b>19,621</b>	–

END OF FINANCIAL REPORT