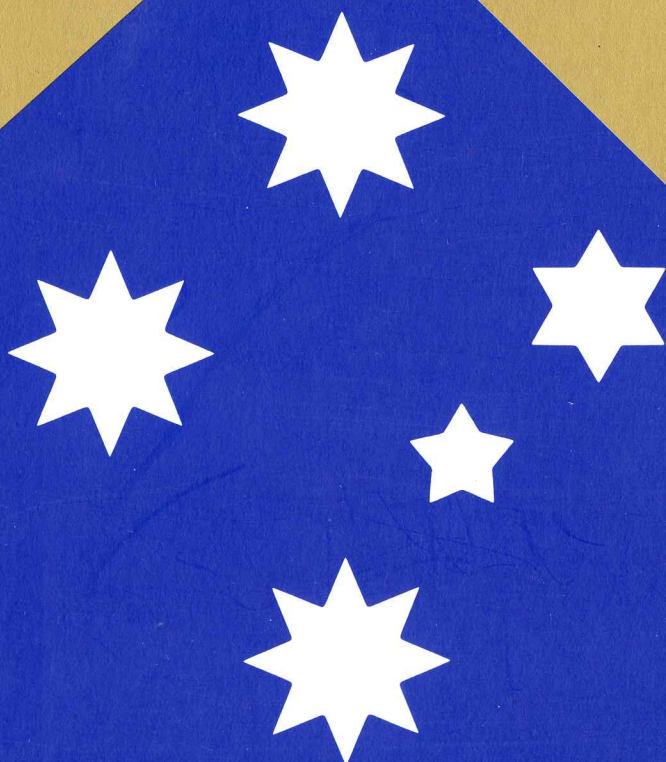


M O N A S H

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U N I V E R S I T Y

**Annual Report 1996**



MEMO

FACULTY OF ARTS  
- 3 APR 1997  
DEAN'S OFFICE



**To** Vice-Chancellor  
Deputy Vice-Chancellors  
General Manager  
Deans  
Faculty Administrators

**From** Tony Calder  
University Secretariat

**Date** 2 April 1997

**Subject** 1996 Annual Report of the University to Parliament

The 1996 Annual Report of the University has been approved by Council and was lodged with the Minister for Education on Thursday 27 March. A copy of the Annual Report is attached for your information. Please note that an embargo on the general distribution of the report exists until the report is tabled in Parliament. This is expected to occur during the winter session of Parliament.

Due to the long timeline between the completion of the Annual Report and its availability for general distribution, special requests for copies to support grant applications etc should be directed to Ms Olwen Cornelius of myself at the following addresses:

	Ms Olwen Cornelius	Mr Tony Calder
<i>ext. nos.</i>	52010	59004
<i>email</i>	Olwen.Cornelius@adm.monash.edu.au	Anthony.Calder@adm.monash.edu.au

Tony Calder  
University Secretariat



M O N A S H U N I V E R S I T Y

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AUSTRALIA

## Annual Report 1996

*For and on behalf of the Council*

A handwritten signature in black ink, appearing to read 'D W Rogers', with a horizontal line underneath it.

*D W Rogers  
Chancellor*

Monash University  
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## Vice-Chancellor's statement

Monash University vigorously pursued its goals of excellence in teaching, research and community service in 1996. Australia's largest, and, by many measures most diverse university, maintains a reputation for engagement and leadership in local, national and international affairs.

Early in 1996, Monash announced the appointment of Professor David Robinson, at that time vice-chancellor and president of the University of South Australia, to succeed Professor M I Logan AC as vice-chancellor and president from 1 January 1997. By the end of 1996 Professor Logan had served as chief executive for ten years, overseeing a period of rapid expansion in the size and influence of the university. The Council expressed its deep appreciation to Professor Logan for his great contributions in the development of the university as an international university, and also to deputy vice-chancellor Professor R J Pargetter and pro vice-chancellor L West, who were retiring from their senior executive positions. Earlier in the year Council thanked and congratulated deputy vice-chancellor J L C Chipman, who left to become vice-chancellor of the University of Central Queensland. Professors J E Maloney and A W Lindsay were appointed to take up positions as deputy vice-chancellor (international and public affairs) and deputy vice-chancellor (academic and planning) respectively, during 1997.

The consolidation of the disparate merged parts of the university was continued, such as in the formation of the Monash University College of Art and Design, and the restructuring of the Faculty of Business and Economics, while at the same time encouraging new areas of development activity, such as innovative teaching technologies based on the new Berwick campus, and participation in the formation of GREEN Inc., for the nurturing of business and industry in the Gippsland region.

Facilities development continued apace, with major building, renovation, refurbishment or site renewal occurring on all six campuses. Monash is proud to provide access to the finest quality teaching, research, union, sports and cultural facilities to students and staff of the university, and to the community.

During 1996, the Council commenced a review of its own role and functioning, consistent with the findings of the Review of Higher Education Management, chaired by Mr David Hoare, and anticipating the establishment of a Committee of Review of University Councils by the Victorian Government. The Vice-Chancellor's Office produced volume two of *Directions for the Future*, being a wide-ranging statement on strategies for the future for all Faculties, Computer Centre, Library, Distance Education and Open Learning. Detailed plans for future development of the university will draw on material in both volumes of 'Directions'.

During the year, Monash restructured Open Learning Australia to reduce its equity share and to facilitate the participation of other partner universities in this vital enterprise. The growing convergence of open, distance and traditional teaching and learning modes into "flexible delivery" demonstrates the importance of the open learning initiative, led by Monash.

International activities continued to expand and new procedures of review and quality assurance of off-shore courses were introduced, incorporating framework principles of the Global Alliance for Transnational Education (GATE).

Monash continued to conduct reviews of its own structural arrangements, research, teaching and management, in order to stimulate progressive reforms. Important reviews during 1996 included those of the Professional Development Centre, the Computing and Telecommunications Infrastructure, the internal audit, and the Sub-faculty of Nursing.



## **Vice-Chancellor's statement**

Planning and funding issues became more prominent with the Budget statements of the new Australian government and revisions of arrangements in higher education announced by the Minister for Employment, Education, Training and Youth Affairs. The cessation of supplementation for salary increases for staff will particularly affect Australian universities in the coming years. Monash has taken steps through a voluntary early retirement scheme and a further voluntary retirement scheme known as the 'Monash package' to meet the financial challenges.

Monash continues with strong achievements in teaching and research. The generous Logan post-doctoral fellowships were introduced during 1996, to nurture some outstanding scholars selected from a very wide field. Substantial investments were made in physical infrastructure for research, including a high performance computing facility.

The turbulent situation with health care networks in the State began to settle, and with it, the plans for Monash teaching hospital developments in the east, south and south-east of Melbourne.

Monash is identified by excellence in traditional university roles and by particular characteristics of engagement, innovation, progressiveness, goal-orientation and devolution. Increasingly, these qualities will be globally directed and become the international trade mark of Monash.

P. LeP. Darvall  
Deputy Vice-Chancellor

February 1997

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 Guideline 9.1.3 (i) (a)

## Establishment

Monash University was established under an act of the Victorian Parliament on 30 May 1958. A body politic and corporate under the name 'Monash University', it has

perpetual succession, a common seal and is capable in law of suing and being sued.

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## Guideline 9.1.3 (i) (b)

## Objectives, functions, powers and duties

The objectives of the university, as stated in section 5 of division 1 of the *Monash University Act* are:

- ◆ to provide facilities for study and education and to give instruction and training to all such branches of learning as may from time to time be prescribed by the statutes, including, without limiting the generality of the foregoing, pure science, applied science and technology, engineering, agriculture, veterinary science, medicine, law, arts, letters, education and commerce;
- ◆ to aid by research and other means the advancement of knowledge and its practical application to primary industry and commerce;
- ◆ to confer after examination the several degrees of bachelor, master and doctor and such other degrees and diplomas as are prescribed by the statutes; and
- ◆ to provide facilities for university education throughout Victoria by the affiliation of existing

institutions, organisations or bodies to the university, by the creation of new educational institutions, organisations or bodies to be affiliated to the university, by the establishment of tutorial classes, correspondence classes, university extension classes and vacation classes and by such other means as the Council deems appropriate.

The governing authority of the university is the Council, the constitution of which is set out in division 2 of the Act. *The Monash University (Chisholm and Gippsland) Act* 1990 came into force on 1 July 1990 and substituted in division 2 of the Act a new constitution of Council which came into effect on 1 July 1991. The Council is advised by its subordinate standing committees, other boards and committees, the vice-chancellor and senior officers of the university.

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## Guideline 9.1.3 (i) (c)

## Services

The university provides post-secondary education and study facilities primarily to the Victorian community on campuses at Clayton, Caulfield, Frankston, Gippsland, Berwick and Parkville. Faculties of the university, Arts, Business and Economics, Computing and Information Technology, Education, Engineering, Law, Medicine, Science and the Victorian College of Pharmacy, each provide undergraduate and postgraduate degrees and diplomas.

In addition to these faculties there are centres which express the research interests of staff members and provide specialised nuclei for postgraduate and some undergraduate study. Many of these act as a focus for interdisciplinary research. The work of the university is expanded and supported by affiliated institutions which cooperate in various ways with teaching and research programs at Monash.

Guideline 9.1.3 (i) (d) (i)

## Administrative structure

### Membership of Council 1996

From 1 January 1996 to 31 December 1996 the following members constituted the University Council.

#### Appointed by the Governor in Council

##### ■ *Members of Parliament of Victoria*

Andrew Ronald Brideson MLC (from 4 June 1996)

James Vincent Chester Guest MA *Oxon.* MBA *Melb.*  
Barrister-at-Law of Lincoln's Inn, Barrister-at-Law  
(Vic) MLC (to 5 March 1996)

Peter Ronald Hall BA DipEd MLC

Hong Lim BA(Hons) *Tas.* JP MP (from 4 June 1996)

Gerard Marshall Vaughan BE(Hons) MEngSc PhD  
DipEd SCV ARMIT ARACI MP (to 5 March 1996)

##### ■ *Representing industrial, commercial, educational and community interests*

Jennifer Ann Chandler BBus V.I.C. AFMI  
(to 29 May 1996)

Hugh Alexander Grayson CChem FRACI FAICD FAIM  
FMTC

Maria Gwendolene Keys BA *Syd.* MACS

Geoffrey Alistair Knights MA PhD *Cantab.*

William Austin Krickler AM BSc(Hons) BE(Hons) *Syd.*  
MBA NSW FAIM FAICD FIEAust

Sally McManamny RN BEd *LaT.* FRCNA

Joan Melville McPhee MCom *Melb.* ACTT

Paul Henry Ramler DipBus HonMBA *C.I.T.* ACIT  
AFAIM

#### Elected by the graduates of the university

Anthony Henry May BEc LLB

Kay Christine Lesley Patterson BA(Hons) *Syd.* PhD  
DipEd MAPsS

#### Elected by the professors

Brian Wilson Cherry MA PhD *Cantab.* FTS FPRI FIEAust  
FICorrT

Phyllis Tharenou CertEd BA(Hons) MPsych PhD *Qld.*

Terry Rosyln Threadgold MA *Syd.*

#### Elected by teaching staff other than professors

John Robert Arkinstall BSc PhD *Adel.*

Frank Robert Burden BSc PhD *Lond.*

Jennifer Strauss BA(Hons) *Melb.* PhD

Richard Lewis Whyte BA DipEd MEd *Melb.* TPTC

#### Ex officio

##### ■ *Chancellor*

David William Rogers LLB *Melb.*

##### ■ *Vice-Chancellor and President*

Malcolm Ian Logan AC BA PhD DipEd *Syd.* FASSA  
(to 31 December 1996)

#### Appointed by the Minister for Education

Geoffrey James Spring BA *Qld* MEd James Cook  
(to 1 May 1996)

Francis Charles Peck BComm *Melb.* BEd *LaT.* ACAE  
FACE (from 2 May 1996)

#### Co-opted members

Clive Keith Coogan AM MSc *Syd.* PhD *Brist.* FAIP FRSA  
FTS (to 30 June 1996)

G Douglas W Curlewis BA *Syd.* MBA *Melb.*

June Margaret Hearn MA PhD *Melb.*

John Charles Hutchinson ED DipMechEng FIEAust  
FAIMM

Mary Lou Jelbart

Jan Eric Kolm AO EngChem *Prague Tech. Uni.* HonDSc  
*Melb.* FRACI FAIM FTS

Dorothy Ruth Pizzey AM BA BEd *Melb.* FACE

Kenneth James Russell FCA FCIS FCIM FAICD FCPA

#### Deans of faculties

Michael Louis Brisk BE PhD *Syd.* FIEAust FICHEM  
CPEng (from 1 July 1996)

Colin Burton Chapman BPharm *Vic.I.C.* BVSc PhD  
*Melb.* MPS (to 30 June 1996)

Marian Quartly BA *Adel.* PhD (to 30 June 1996)

Richard Thomas White BSc BEd *Melb.* PhD FASSA  
(from 1 July 1996)

#### Elected by non-academic staff

John Charles Blyth BAppSc *Melb.* MIREE TVOCP

Margaret Ellen James MA DipEd *Melb.* PhD *LaT.*

Paul Kenneth Rodan BA(Hons) *W. Aust.* MA *Qld* PhD

#### Elected by the students in the university

Joshua Beggs GradDipBusMan

Adrian John Fox BCom (InfoSys)(Hons)

Sean Wayne Stratton

#### Membership of the Audit Committee

Mr D. W. Rogers – Chair

Mr H. A. Grayson

Mr K. Russell

Professor M. I. Logan

Mr P. B. Wade

Professor C. G. Peirson

Mr R. G. Connell – Secretary

Guideline 9.1.3 (i) (d) (ii)

## Senior officers

### Visitor

His Excellency The Hon. Richard Elgin McGarvie,  
LLB(Hons) BCom HonLLD *Melb.*  
Governor of Victoria

### Chancellor

David William Rogers LLB *Melb.*

### Deputy chancellors

Geoffrey Alistair Knights MA PhD *Cantab.*  
Paul Henry Ramler DipBus HonMBus *C.I.T.* ACIT  
AFAIM

### Vice-Chancellor and President

Malcolm Ian Logan AC BA PhD DipEd Syd. FASSA  
(to 31 December 1996)

### Deputy Vice-Chancellor

Robert John Pargetter BSc MA *Melb.* PhD *LaT.* DipEd  
(to 31 December 1996)

### Deputy Vice-Chancellor

John Lauchlan Carter Chipman MA(Hons) LLB *Melb.*  
DPhil *Oxon.* DipEd (Tertiary) *N.E.* (to 31 July 1996)

### Deputy Vice-Chancellor

Peter LePoer Darvall BCE(Hons) *Melb.* MS *Ohio State*  
MSE MA PhD *Prin.* DipEd FIEAust FTS

### Pro Vice-Chancellor (International Programs and Development)

Leo Henry Thomas West BSc PhD  
(to 31 December 1996)

### Pro Vice-Chancellor

Peter Charles Chandler BCom *Melb.* MA(Mkt) *Lanc.*  
MAIE

### Pro Vice-Chancellor and Dean of the Faculty of Business and Economics

John Anthony Rickard BSc PhD *Lond.* FIMA

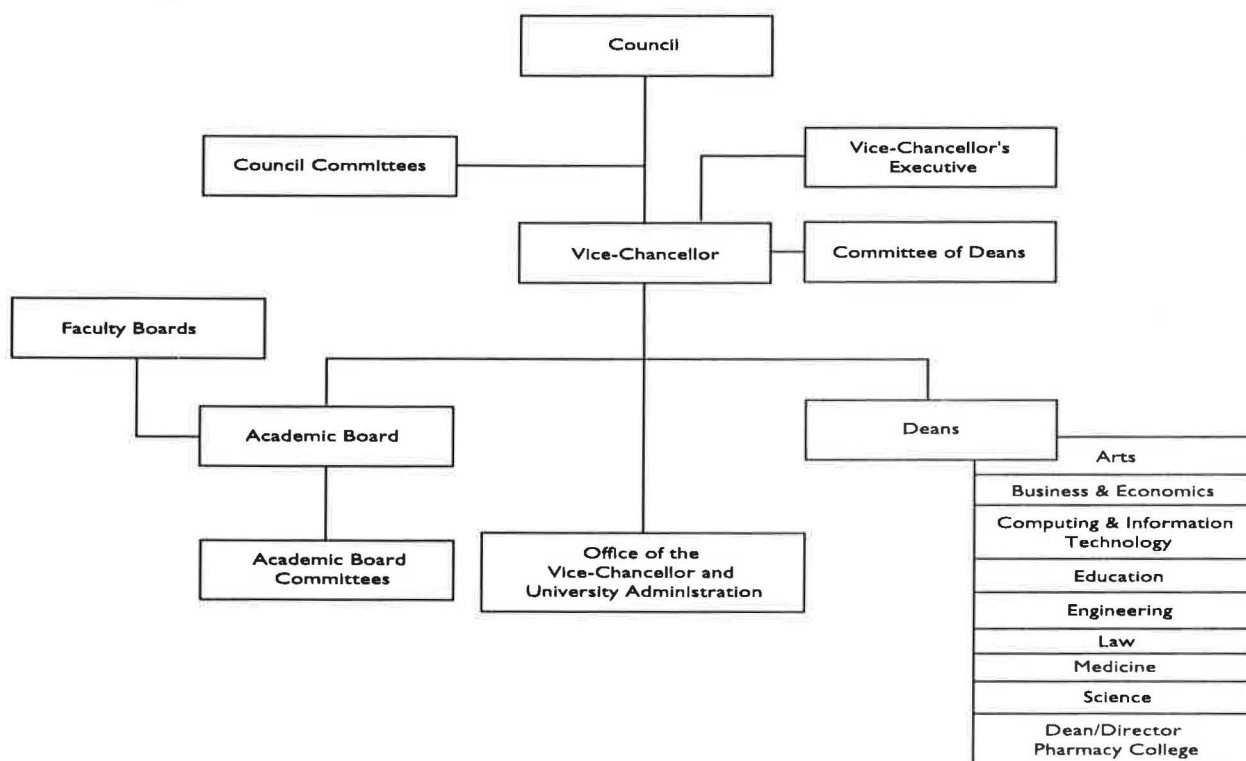
### General Manager

Peter Brian Wade BCom(Hons) MA *Melb.* FCPA

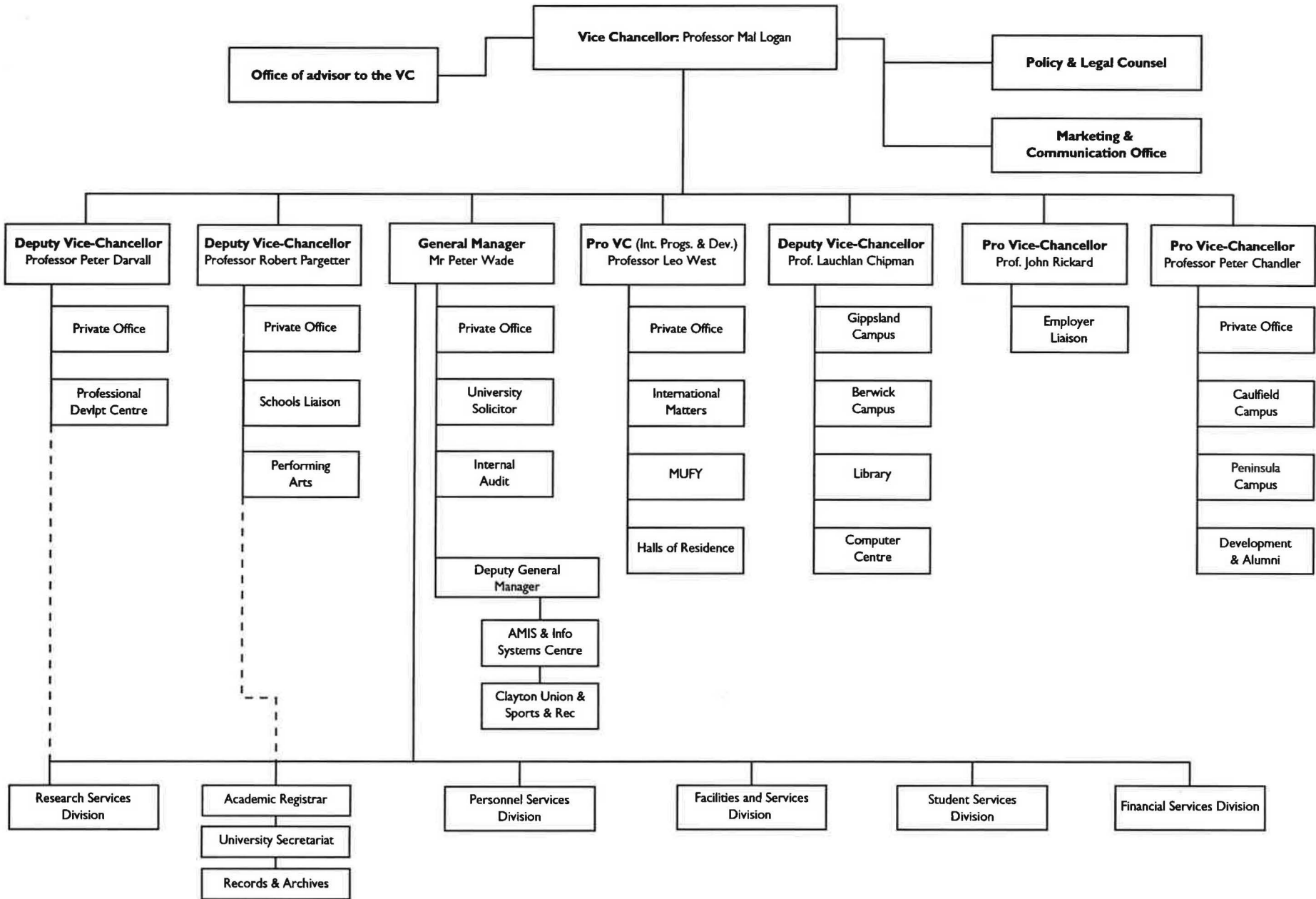
Guideline 9.1.3 (i) (d) (iii)

## Organisation charts

### Overall governance and management



Administrative structure (as at 30/6/96)



## Guideline 9.1.3 (ii) (a)

## Major financial and performance statistics

The financial statements comprise a separate section of the report. The table below sets out a summary of the

financial results for 1996 with comparative results for the preceding four financial years.

Year	Surplus (Deficit) \$000	Revenue \$000	Expenses \$000	Assets \$000	Liabilities \$000	Equity \$000
1996	27,273	576,493	549,220	925,227	227,952	697,275
1995	51,750	552,788	501,038	892,733	223,193	669,540
1994	25,770	509,835	484,065	953,566	220,163	733,403
1993	22,613	452,734	430,121	918,298	215,952	702,346
1992	13,180	406,262	393,082	769,753	100,400	669,353

## Guideline 9.1.3 (ii) (c)

## Operational objectives and achievements

Monash is a large and comprehensive university committed to the highest quality outcomes in teaching, learning, research and a wide range of professional and community activities. Through the continued utilisation of on-going review programs for all levels of the university, the continuing refinement of the university's education, research and community service policies and acknowledgment of the need to monitor and evaluate the planning and conduct of educational programs in a period of continuing change, the university has demonstrated in 1996 that it is sensitive to the needs of the community, industry, the education sector and its major clients, the current and future generations of Australians seeking the benefits of higher education.

### Goals

- ◆ To contribute to the social, cultural, scientific and economic development of Australia through achievements in teaching, research and community service that are at the highest international standards.
- ◆ To provide an international environment that encourages demonstrable excellence in teaching, scholarship and research, with achievements that are comparable to those of the best of similarly oriented, comprehensive universities elsewhere in the world.

### Educational objectives

Monash University seeks to equip its graduates with:

- ◆ the knowledge, competence, skills and attitudes that will enable them to operate in their chosen fields at a level at least equal to the best of their peers in Australia or overseas;

- ◆ a broad and critical understanding of knowledge in order to encourage and enable a continuing professional approach to work, community responsibilities and personal development;
- ◆ intellectual and cultural curiosity as a preparation for life-long learning;
- ◆ other skills and attributes, for example, computing skills, problem solving and interpersonal skills;
- ◆ an understanding of different cultures, both within Australia and overseas, that enriches experience and challenges assumptions.

### Education policy

From this statement of the university's education objectives, the education policy was drawn. The policy comprises several 'stand-alone' policies which together detail the principles and procedures governing the planning and conduct of the educational programs at the university. This policy was developed to support the idea that, while the detailed planning of curricula and the development of teaching and assessment procedures must take place in the faculties, departments and other academic units, to speak of a 'Monash degree' or a 'Monash education' the university must ensure that courses conform to clear principles and to its particular mission.

### Research objectives

Monash University will support research and scholarship in all its departments, units and centres that is demonstrably of high quality when judged using measures appropriate for the discipline and the nature of the work. Accordingly, the university will seek to:

## **Operational objectives and achievements**

- ◆ advance and apply knowledge across all academic disciplines;
- ◆ maintain a vigorous postgraduate program in which new scholars and researchers learn the principles of fine scholarship and research;
- ◆ collaborate nationally and internationally in the pursuit and application of knowledge.

## **Research policy**

The research policy consists of three sets of guidelines establishing the broad parameters for the conduct, development and funding of research and the role and responsibilities of research centres on Monash campuses. The policy was developed with a clear recognition that it is the academic staff and research students that produce the research and that they are subject to a variety of pressures and influences. The research policy is intended as a statement of the research objectives of the university and an identification of the staff development and support strategies implemented by the university intended to ensure that staff have the best possible opportunity to conduct research at a high level.

## **Community service objectives**

Monash University is effectively a concentration of high level knowledge and expertise supported by the Australian community. It will therefore seek to:

- ◆ promote educational, academic and cultural values in the general community;
- ◆ encourage the broader community to accept the university as an academic, educational and general resource;
- ◆ seek cooperative and joint endeavours with schools and other providers of education and training, business and industry, arts and cultural organisations and other suitable organisations in the broader community;
- ◆ respond to community felt needs and meet the obligations placed on the university by the broader community;
- ◆ establish and support avenues for community service by staff and students of the university;
- ◆ provide opportunities and procedures for input from business, industry, professional groups and the community generally into the ongoing development of the teaching, research and other aspects of the university's mission;
- ◆ accept the role as an intellectual leader within a national and international context;
- ◆ consolidate the disparate collection of research and teaching facilities in close proximity to the Clayton campus into a more coherent whole so that the metropolitan and national impact will be strengthened and the regional role enhanced;

- ◆ provide, for staff and students, a rich cultural environment which is consciously spread into the local communities around the campuses and
- ◆ facilitate the development of appropriate alumni organisations in the major countries from which Monash draws its international students and within Australia, strengthen the work of the existing alumni program;

The university also acknowledges in this statement its responsibility in helping to develop international relations, particularly in the Asia-Pacific region, and in providing opportunities to disadvantaged students and to Aboriginal people who seek to study or work at the university.

## **Community service policy**

The Community service policy demonstrates the university's commitment to community service by detailing an extensive and comprehensive list of community service objectives, a detailed and devolved management plan and a statement on standards for community service.

## **Quality and excellence**

All Monash policies must be at once broad enough to embrace and encourage the differences that are the strength of Monash University, and specific enough to provide a coherent framework allowing ready articulation of what specifically is meant by a 'Monash course'. The policies mentioned above codify areas of good practice throughout the university, with the aim of encouraging high quality outcomes throughout the institution.

Monash continued in 1996 its pursuit of academic excellence in teaching, research and community service by adherence to philosophies and policies based on commitment to academic values of a high order, on effort, on service to the public, on openness, on access, equity and internationalisation. The university set and monitored its standards through the use of internal and external reference points, the use of internally standardised procedures, and as noted above, in the policies developed. It had an active Academic Board and subjected itself to the scrutiny of peers; it monitored local and international acceptance of its graduates and of its research outcomes; it recruited staff of high quality from within Australia and overseas.

The staff and students of Monash were aware that current achievement is the base from which improvement takes place. The university remained committed to continual improvement during 1996 and looks forward to an increasingly successful future.

# Major initiatives

## Alternative modes of delivery

Monash University's role as a national and international provider of distance education and open learning programs continued to expand. The Monash University Distance Education Centre's role is to contribute to the further development of Monash University as a major national and international provider of distance education and open learning programs and as a major research and development centre in these fields.

The university continued to increase the range of its subjects and courses available for study in either open learning or distance education mode, and hence to increase the number of students studying off-campus. Nearly seventy award courses were offered in 1996 by distance education. Fifteen award courses were also able to be completed by open learning or by a combination of open learning with distance education or on-campus study. The availability of Monash distance education and open learning courses offshore also continued to expand.

Quality assurance procedures for all aspects of the university's operation of distance education and open learning programs were documented during the year to assist in maintaining the quality of these programs.

## Berwick campus

In 1995, 120 students commenced studies in double award programs at Berwick, accommodated in the Casey Institute of TAFE premises. However, it was in March 1996 that the Berwick campus of the university began full operations with the opening of the first building on the university site in Clyde Road Berwick. The building was completed at a cost of \$11 million (\$9 million on buildings and \$2 million for the latest in teaching technology) and was designed by Woods Bagot Architects.

A range of new courses were introduced at Berwick in 1996, with the focus of programs being on double courses (either double degrees or double awards involving concurrent studies undertaken at Casey Institute of TAFE and university studies) and on programs unique to the Berwick campus. A Tourism degree, involving studies in the business and cultural aspects of tourism together with language studies, and the Gippsland-based Bachelor of Business degree were introduced at Berwick, both as part of a range of double courses.

In addition to the three double award courses introduced in 1995 (Communication/Information Technology, Communication/Marketing and Communication/Professional Writing and Editing), the following courses were introduced at Berwick in 1996:

### Double awards:

- ◆ Bachelor of Tourism/Associate Diploma of Business (Marketing)
- ◆ Bachelor of Tourism/Diploma in Hospitality (Management)

### Double degrees:

- ◆ Bachelor of Business/Bachelor of Tourism
- ◆ Bachelor of Business/Bachelor of Communication
- ◆ Bachelor of Communication/Bachelor of Tourism

New double award programs involving Casey Institute of TAFE studies in Hospitality Management, Information Technology and Marketing with the Bachelor of Business degree and Environmental Studies and Materials Engineering with a Bachelor of Science degree were approved in 1996 for introduction in 1997.

A further 360 students commenced studies at Berwick in 1996, with 12 general staff and approximately 30 academics (most of whom taught part-time at Berwick and part-time on other campuses of the university) relocated to provide teaching, library, technical and administrative support. While much of the teaching was in traditional face-to-face lecture and tutorial mode, many subjects involved the use of Powerpoint presentations, computer software, videos and teleteaching (where a lecturer can present a live interactive lecture to groups simultaneously at the home campus and at a remote campus). All students were encouraged to use the internet and email in their studies and an electronic library reserve (in addition to traditional types of library resources) was provided for students.

The first full year of operations was very successful, with students forming a number of clubs and societies, producing two editions of a campus literary magazine, reading their original works at the local hotel and preparing a campus dramatic production. The year culminated in a Campus Ball for students and staff. An even more successful year is planned for 1997, with student numbers increasing to about 750.

## Schools Drama Festival

*A joint initiative between the Performing Arts Precinct and the Centre For Drama and Theatre Studies*

With the aim of furthering Monash's involvement with the community and its schools, the university piloted, with great success, a Schools Drama Festival in 1996. Sixteen secondary schools registered to participate in the festival which saw students in Years 9 and 10 present 25 minute drama pieces in a week long festival.

Students were encouraged to take responsibility for all facets of the presentations, including scripting, directing, set building, lighting design and board operation. Three adjudicators considered the pieces under the criteria of creative conception, effectiveness of presentation and quality of performance. Winners from each round presented their production at the final on the Saturday, where first and second places were awarded a cash prize for use in developing the schools' drama program while all students involved in the festival received a certificate of participation.

The new Drama Theatre in the Performing Arts Centre proved an ideal venue for the festival. Directing and



performing theatre in the round proved a challenge which students met with imagination and innovation.

### Enhancement Studies program

The number of students applying to participate in the program again increased. Over 740 of Victoria's very brightest Year 12 students from 158 schools applied to participate in the program. Students complete a first year Monash University subject by attending classes at selected host schools or by studying via distance education. Classes are conducted by university staff and by approved school staff.

The program aims to assist schools to maximise the learning experience of very able Year 12 students. The program also enables the university to establish and develop important links with these students and their schools. The program is recognised by the Victorian Board of Studies and VTAC and successful students are able to count the university study as their sixth VCE study and have this study included on their VCE Statement of Results and in the calculation of their Tertiary Entrance Rank.

The students continued to achieve outstanding results with 43% of students achieving a distinction or high distinction in semester two. The subjects available in 1996 were: accounting, Australian history/politics, biology, chemistry, computer programming, English literature, Japanese, mathematics, music, philosophy, physics and psychology.

### VCE science satellite television series

Six 30 minute, prerecorded television programs for VCE science students were produced by the university and telecast via the Department of Education's satellite television network (SOFNet). The series comprised two biology, chemistry and mathematics programs.

The series aimed to increase the community's access to university resources by providing Victorian schools with a useful teaching resource using state of the art technology. The series also aimed to demonstrate the usefulness of these disciplines in the community, the career options available and demonstrated the quality of the teaching and resources available at the university.

Teachers' notes and feedback forms were provided to the approximately 200 schools which registered for each pair of programs. The feedback from the schools was extremely positive with many schools, especially country schools, expressing their appreciation for the university's efforts.

### Interactive satellite television programs for gifted students

During 1996, fifteen interactive television programs were broadcast to gifted students in secondary and primary schools throughout Victoria via the Department of Edu-

cation's satellite network. Five series of three, fortnightly 50 minute programs were beamed directly into classrooms around the state. The 1996 series included philosophy, mathematics and history programs for gifted students in Years 8 to 10, and arts/humanities and science/geography programs for gifted students in upper primary. The programs were presented by university staff and students. During the interactive sections of the programs, school students made the most of the opportunity to ask the presenters questions and to share their ideas by telephone and fax. Many schools registered for these programs and the feedback from the teachers and students at the schools was very positive. The university will be broadcasting twelve programs for gifted students in 1997.

### Monash Teaching Fellowships

1996 saw the second group of Monash Teaching Fellows take up their positions at the university. From nearly 80 applications, 7 experienced and well qualified VCE teachers were selected to spend up to a year at Monash teaching first-year students, undertaking a research project that related to their teaching discipline at the senior secondary and first-year university level and investigating issues of concern regarding school-to-university transition. The 1996 Monash Teaching Fellows took up their positions in the Departments of English, Accounting and Finance, Economics, Ecology and Evolutionary Biology and Mathematics and the Gippsland Schools of Computing and Information Technology and Humanities and Social Sciences.

Applications were called during 1996 from VCE teachers interested in teaching at the university for semester one in 1997. Applications were considered by departments and the management committee. After conducting interviews, nine teachers were awarded fellowships for 1997.

The program aims to enhance the quality of first-year teaching within the university, to provide fellows with professional development within their particular discipline and to identify ways of improving the transition of students between secondary and tertiary education particularly in the study of their discipline. A further aim is to establish closer links between secondary schools and academic departments.

### Open Learning Tutorial Assistance (OLTA) program

In response to students' needs, the scope of the tutorial program was expanded in 1996 to offer Open Learning students a wider choice of support options. These options included three 3 hour subject seminars in study periods 1, 2 and 3 for accounting, management, marketing and psychology. General study skill sessions were also offered, including reading and note taking skill development, writing skill development and Internet training and assistance with finding an individual tutor was provided.

The program attracted just over 270 students in Victoria and was supported by the students' fees and the

remainder of the grant provided by the former Department of Employment, Education and Training.

## Student mentoring and tutoring programs

New arrangements were in place for 1996 whereby senior undergraduate and postgraduate students were involved in pilot mentoring programs and undergraduate students were involved in pilot student tutoring programs in ways which would advantage them, new students to the university and secondary and primary school students. These kinds of programs mimic the very interesting and successful programs that are currently operating in Britain and the United States and have been carefully considered by Monash. Pilot programs are subject to independent evaluations by the university.

One pilot program involved mentoring of students new to the university. Various departments and schools in the Faculties of Arts, Business and Economics, Computing and Information Technology, Education, Engineering and Science were involved in programs whereby senior undergraduate and postgraduate students acted as mentors for first year students who expressed interest in having a mentor. These programs aimed to ease the transition from school to university for the first year students involved. Mentors received professional training and some remuneration and they liaised closely with key personnel in departments and faculties.

A second type of program involved student tutoring in pilot schools. Work was undertaken in the Monash University Departments of English and History, the

Peninsula and Gippsland Schools of Education, the Faculty of Education and the Faculty of Medicine to implement student tutoring programs in 1996. These programs involved undergraduate students going into primary and secondary schools as resources for teachers and students. Such a program had already been operating very successfully in the Faculty of Engineering for some years. Each student tutor worked on a project developed jointly by teaching staff in schools and university coordinators.

The programs became part of assessable components of the students' load and extended and enhanced partnerships between schools and the university.

## Monash Academic in Residence program

The Monash Academic in Residence program involves Monash academics going into secondary schools for one or two days a week for a four-week period. The program aims to further strengthen the links between the secondary and tertiary sectors. There is no charge to schools. In addition to sharing their expertise and enjoying a range of teaching experiences, academics have opportunities to talk to school students about the transition from school to university. Teaching programs are worked out by school staff and Monash academics.

In 1996 nineteen Monash academics were matched to schools in terms three and four. A number of schools expressed interest in having a Monash academic in residence in 1997.

# Operational reports – faculties

## Faculty of Arts

The Faculty of Arts, which earlier developed a strategic plan for the period 1995 – 1997, continued to implement its vision and goals in relation to teaching, research and community service. In the graduate studies area, the university's Education Committee approved a new Graduate Studies Policy enabling the faculty to review the structure and mix of its graduate course offerings. Rationalisation of courses and subjects at the graduate level continued.

In the undergraduate studies area, the faculty developed and had approved several new double degree initiatives for commencement in 1997 – at the Peninsula campus a new Arts (Social Sciences)/Applied Science four year degree and a four year Arts/Education degree to be offered at both the Peninsula and Clayton campuses. A new double degree in music and law was offered for the first time in 1996 at the Clayton campus. The dean also instituted a review of the course and subject offerings at the Gippsland campus. One of the results of that review was an agreement to integrate and standardise the degree regulations for the Bachelor of Arts degree across all campuses. In 1996, the faculty also agreed to investigate the introduction of a common core of two first year subjects, for possible implementation in 1998.

The faculty was successful in gaining a large grant of \$250,000 (from funds received by the university as an outcome of the 1995 Federal Government Quality Review) for a collaborative research initiative – *Metropolis and Region in Australia*.

The faculty developed a long term strategy for moving away from the traditional on-campus mode of course delivery in the graduate area to enable the greater use of technology in its delivery of courses.

The faculty moved steadily towards developing clearer reporting lines and delegations between the School of Humanities and Social Sciences at Gippsland and the Monash University College of Art and Design at Caulfield.

## Monash University College of Art and Design

In 1996, the Monash University College of Art and Design was formally established by the university. This development formalised the college's position in the university and provided it with the degree of autonomy necessary for it to meet its commitment to establish and implement a long term vision for art and design in the university. The college began the development of a strategic planning process to re-focus itself and to develop new academic courses.

Student demand continued to be high. In 1996, there were more than 1,500 applicants for 60 places in graphic design, more than 300 applicants for 47 places in industrial design and more than 600 interviews for 65 places in fine art. The college's graduands were successful in winning prestigious awards such as the 1996 Elizabeth Greenshields Foundation Award (Montreal, Canada), and the Walker Ceramics National Award. Graphic design students won a number of categories in the 1996 Australian Packaging Awards including the Amcor Fibre Packaging Award, the Canmaker's Institute of Australia Award, the Containers Packaging Award, the Kaal Australia Award, the Thomas Frame Award and the Visy Board Award. They also won the Agfa-Gevaert Award in the 1996 National Print Awards, and one student won the Citation for Innovation in Design. Caroline Durre, a graduate student, won the 1996 SANTOS Whyalla Art Prize and her entry became part of the South Australian Country Arts Trust.

The college received support from patrons in industry and the community through sponsorship of annual awards for student achievements. These included the FHA Design Award of Excellence, the National Gallery of Victoria Trustees Award, the Fasham Award for Achievement, and the Lucato Peace Prize.

College staff continue to exhibit actively throughout the year. A selection of exhibitions included: *Sculpture 1977 – 1994* by Geoffrey Bartlett at the Australian Galleries, Sydney; *Works on paper* by Euan Heng at the Greenhill Galleries, Perth; *Light and Form, Computer compositions* by John Hopkins at the McClelland Gallery; *relics 1995* by Les Kossatz at the Lyall Burton Gallery; *Old Saints and New Icons "Down Under"* by Andrew Sibley at the Adelaide Festival 1996; *The Gatherers and the Night City* by Wendy Stavrianos at the Lyall Burton Gallery; *Blueblockers and role-playing in the land of RGB* by Sarah Stubbs aka Jones at West Space; and *Equestrian Themes* by Joe Szirer at Distelfink Gallery. Andrew Sibley was a finalist in the Doug Moran National Portrait Prize 1996, and Mark Edgoose won the \$20,000 Deacons Graham and James/Arts 21 Award.

## Faculty of Business and Economics

In 1996, the Faculty of Business and Economics had the dual objectives of carrying out its commitment to the diversity of courses, profile and activities created by the merger of its antecedent parts, and acting upon the necessity, reinforced by the views of Education Committee and Academic Board, that it review its portfolio of academic courses and effect some significant rationalisation of these.

Fundamental to the implementation of these objectives was the need to restructure the faculty and to set in place the many other changes that would flow from such a restructure. Council, at meeting 8/96, approved the structure that the dean and the Faculty Board had recommended and the faculty moved immediately to the implementation of the new structure, which is three-

dimensional, comprising six single-discipline multi-campus departments, a school on each campus, and centres (including units and similar entities). Faculty Board is to be restructured in 1997 to reflect the changed faculty structure, and budgetary allocations are to be made to departments and centres on the basis of teaching load and research quantum.

In accordance with its goal of maintaining diversity, the faculty enrolled students in its new executive certificate courses for the first time, and considerably extended its graduate course offerings, in both on campus and off campus modes. It introduced undergraduate and graduate courses in electronic commerce, offered by the Gippsland School of Business and Electronic Commerce, and it contributed to the university's planning for a new campus in Malaysia. It extended its offerings of undergraduate courses on the metropolitan campuses, particularly in double degrees, refined and extended its schools liaison program and introduced at the Peninsula campus a fast-track program for students who wished to enrol in summer semester subjects in order to complete their courses more quickly. The faculty increased its enrolments of masters by research and PhD students, and initiated an induction and development program for these students. It also continued to offer several courses to overseas students, through twinning arrangements, distance education facilities and on-campus Australian teaching.

In line with its review objectives, the faculty's Graduate and Undergraduate Studies Committees completed the development of performance indicators for the faculty's courses and existing course regulations, dating back to the antecedent organisations, were reviewed and updated. The faculty also established timetables for reviewing the undergraduate and graduate courses during 1997 and cooperated in the university's review of subjects, as a result of which it was able to bring its considerable subject offerings up to date. The faculty completed the development of several academic policies, including a Graduate Studies Policy, and policies/guidelines for assessment and for boards of examiners, as well as proposing new unsatisfactory progress guidelines to Academic Board. As part of the university's focus on transition support for new students, the faculty introduced a pilot student mentoring program on the Clayton campus which will be extended to all the faculty's campuses in 1997.

The faculty developed and implemented an information strategy for student services, and generally improved the quality of its student services provisions. It established a resource-based learning committee to assist it in its continued development of subject offerings in the maximum range of modes, and to oversee a project, jointly funded by the university and the faculty, for the development of multimedia offerings of several subjects. It participated in the university's development of scholarships for exceptional undergraduate students and it continued to refine its contractual arrangements with overseas organisations for teaching and exchange purposes.

During 1996, the faculty commenced a review of its business processes and their effectiveness, through the use of Internet technologies with the aim of lowering operational costs and improving all internal and external communications, customer interface and management of information exchange.

Consistent with these commitments, the faculty aims to provide high-quality information services for prospective and current students, agents and intermediaries, and customers who support students and sponsor courses; prompt and cost-effective handling of enquiries and applications; flexible and adaptable organisational processes and structures; cost-effective delivery of quality educational products and continuous assessment of the faculty's performance against key results areas.

The major strategy to achieve these objectives has been the development of an intranet prototype that uses Internet technologies to service the Faculties internal needs. Parallel developments have occurred on the Internet and World Wide Web. The Intranet Business Plan to be phased in over the next few years provides detailed information about project objectives, the technical and human infrastructure requirements and priorities in establishing and exploiting the faculty intranet.

## Faculty of Computing and Information Technology

The primary objective for the faculty in 1996 was to continue growth in research activities, publications and higher degree by research students and to improve international links with other institutions, whilst maintaining the current high standards and continued innovative development in teaching programs.

Research activities continued to grow on each campus of the faculty and research student load increased from 130 EFTSU in 1995 to 143 EFTSU in 1996. Strong growth was reflected in the quality and number of publications by staff and research students of the faculty. The major difficulty faced by the faculty in increasing research funding was the competitive environment for an area new to universities.

Considerable effort in 1996 was made by the faculty to improve its international institutional links. To this end the faculty hosted a visit from Professor Roy Newton of Staffordshire University to discuss the possibility of developing long term relationships. 1996 saw the successful introduction of a joint masters degree in computing with the King Mongkut's Institute of Technology North Bangkok and saw the faculty strengthen its relationships with off-shore providers of education including the Asia Pacific Institute of Technology in Malaysia and with TMC Centre for Advanced Seminars in Singapore.

In its continued dedication to improving the quality and diversity of the course offerings, the faculty introduced a number of new courses at graduate certificate, graduate diploma and masters degree level. The faculty recognises the continuing needs of professional comput-

ing practitioners and therefore, in 1996, it organised its graduate programs so that professionals could obtain credit for continued learning.

A major aspect of the faculty's activities throughout the year was the focus on improving the quality of first year teaching. To this end, a project, which commenced in 1995 with the Faculty of Education to improve pass rates in first year programming through improved teaching, continued with a series of specifically designed seminars for staff teaching first year programming. While there has been some improvement in pass rates for first year programming, many students continue to struggle with the fundamental underlying concepts.

The faculty was saddened in 1996 by the early retirement through ill health of the founding dean of the faculty, Emeritus Professor C J Bellamy, who had been dean of the faculty since 1990, an office he carried out with integrity, dedication and enthusiasm. He oversaw the creation of a strong vibrant faculty bringing together the traditions of both the former College of Advanced Education sector and the traditional research base of the university. The faculty grew substantially under his management, increasing markedly its research profile and funding base. The faculty was pleased that Professor John Rosenberg, a graduate of Monash University, and currently head of the Basser Department of Computer Science at the University of Sydney was appointed as dean of the faculty in late 1996. Professor Rosenberg will take up his appointment in July 1997.

Once again the faculty achieved significant growth in teaching computing to students of the university: total teaching load grew from 2865.9 EFTSU in 1995 to 3052.63 in 1996 and it was pleasing to see that the growth in teaching load was not confined to international students alone. As in previous years, the faculty also saw continued increasing numbers of international students seeking to undertake computing courses and an increased level of interest in courses offered in summer semester mode.

During the year the faculty filled chairs in Librarianship Archives and Records and in Digital Systems.

## Faculty of Education

The faculty's operational objectives continued to be pre-service training of teachers for the early childhood, primary and secondary levels of education; in-service training of school teachers and other professionals such as nurse educators, industry trainers, and TAFE and university teachers; research training; research into a broad spectrum of educational questions; development and implementation of improvements in teaching; and fostering of public debate on important issues in education.

All three of the faculty's schools were active in pre-service training of teachers: primary and early childhood at the Peninsula School, secondary at the School of Graduate Studies (at Clayton), and primary and secondary at the Gippsland School. The pre-service courses for secondary teachers at Gippsland were taught by distance education, and attracted enrolments from interstate and

overseas. Among the students who completed the Diploma of Education (Primary) at the Peninsula School were eight from Canada. Evaluations by students indicated that the courses were regarded as highly effective.

The faculty is a major provider of in-service training to teachers and other professionals involved in education. The Master of Educational Studies degree provided students, who were mostly practising and experienced teachers, with up-to-date information on learning, counselling, behaviour modification, advanced teaching methods, curriculum, educational technology, computers, history, philosophy and administration. For those who wanted more focussed studies, there were postgraduate degrees and diplomas in Special Education, Educational Psychology, Educational Administration, Teaching English as a Second Language, and School Librarianship.

Although the number of research students remained high (199 doctoral students), it declined slightly from its peak in 1994–95. The same trend was experienced by other universities in Victoria. School teachers' willingness to commit time and money to postgraduate coursework degrees, the major form of in-service training in the State, might also be about to fall.

Research output was again high. The Centre for the Economics of Education and Training, which the faculty shares with the Faculty of Business and Economics and the Australian Council for Educational Research, was particularly productive.

The faculty continued to be active in community matters. Special mention is made of the program Children Working With Wood, in which Mr Robert Greaves provides children in hospitals, schools, agricultural shows and other venues with creative opportunities, and of the 'gourmet professional development' programs that Associate Professor Tony Taylor has promoted in Gippsland.

## **Faculty of Engineering**

The faculty's objectives for 1996 were to develop further the initiatives introduced in the previous year, namely:

(i) *to continue to improve the quality of student intake.* Despite potentially adverse funding implications, student entry standards were maintained (in fact there were small increases at all campuses in the 1996 'clearly-in TERs' versus 1995), resulting in a 3.9% shortfall against plan;

(ii) *to promote further growth in research activity at all three campuses on which the faculty operates.* Faculty research income for 1996 increased 3% on the 1995 figure, and there was a 50% increase in research student numbers at the Caulfield campus;

(iii) *to continue the trend towards reduced reliance on government funds.* The faculty's external earning increased by 5.6% on the previous year, and international student fee income rose by 2.9%. However, significant reductions in income from Australian fee-paying postgraduate students, and non-award students, saw the overall percentage of funds from non-government sources fall from 52.8% to 52.5%;

(iv) *to pursue the major activity of re-structuring the undergraduate course and the ways in which it will be taught.* The structure of a new faculty-wide common first level course to be introduced in 1998 was developed and task forces drafted new individual subject syllabus details. These subjects, incorporating several paradigm shifts in content and teaching approaches, closely mirror several of the recommendations arising from the Review of Engineering Education in Australia, completed in 1996, which seeks to change the culture of engineering education, despite having been drafted well before the review findings were fully documented. In addition the faculty embarked on a preliminary program to use modern information technologies in the delivery of the new subjects.

## **Research highlights**

The Advanced Network Systems Performance and Applications Group (ANSPAG, a node of the CRC for Research Data Networks) in the Department of Electrical and Computer Systems Engineering won the Best Communication Application award at the Interop '96 international conference. The 'McIver' interactive video teaching system continued to receive high praise from many sources.

Professor Ray Jarvis received a prestigious personal ARC fellowship for his leading edge research in robotics.

The faculty won the award of a major new research centre in aircraft structural mechanics in the Department of Mechanical Engineering with initial funding for at least four years.

## **Faculty of Law**

The Monash Law Faculty is established as one of the leading law schools in Australia. The faculty plans to maintain its current size, approximately 1985 undergraduate and 244 graduate students, and to seek to capitalise on its established quality and its reputation as an outstanding professional faculty. The faculty aspires to maintain and enhance its reputation for excellence in legal research and undergraduate and graduate legal education.

The Higher Education Budget Statement of 9 August 1996 marked the clear beginning of a new period for tertiary education in this country. The nature of the new environment will be intensely competitive, with careful planning and keen appreciation of commercial considerations a clear pre-requisite for long term strengths. The faculty produced a document *Future Directions – 1997/2001* to provide a reference point and structure for the process of planning for this new environment. It is intended to use the early months of 1997 to develop and outline plans for many of the key areas of faculty activity.

### **■ The undergraduate teaching program**

The faculty seeks to provide undergraduate teaching of the highest quality across the range of the discipline of law. This teaching recognises the value of the study of law as a method of providing a broad liberal education, and meets the faculty's obligation to prepare students for legal practice. The obligation on the faculty to prepare students for practice is an obligation not merely to prepare

students for the practice of law as it is presently carried out, but to provide them with the intellectual skills necessary to enable them to educate and adapt themselves to the demands of practice as those demands will change throughout the course of their careers. The teaching obligation of the faculty extends to providing a suitable education for those students who may pursue careers not as practitioners, but also, as academics, members or employees of law reform agencies, business men and women and members of the public service.

The faculty is able to provide both high quality education across the range of compulsory subjects, and also a wide spectrum of elective subjects. The undergraduate core curriculum comprises seven year long compulsory subjects (legal process, contract, torts, property, criminal law and procedure, constitutional law and administrative law) and moot court together with five elective subjects fulfilling the requirements of the Council of Legal Education for admission to practice (civil procedure, company law, equity and trusts, evidence and the lawyer). In addition students have the opportunity of selecting from a wide range of elective subjects. Normally around 30 elective subjects are offered each year, teaching taking place both during the standard academic year and over the summer.

A particular feature of the Monash programme is the blending throughout of theory and practice. The faculty runs a highly successful clinical education programme in conjunction with the Monash-Oakleigh and Springvale Legal Services. The clinical program gives students the opportunity of dealing with real clients and their problems in a law office context, but under the supervision of qualified practitioners who are members of the teaching staff. The programme was the first of its kind in Australia and it has acquired a national and international reputation. Other areas of the undergraduate course also involve a substantial practical component.

In 1996 the faculty concluded a four year review of all aspects of the curriculum. The final report of the committee was divided into five parts. Part 1 dealt with introductory matters. Part 2 dealt with the core curriculum comprising the seven year long compulsory subjects and moot court together with the five elective subjects fulfilling the requirements of the Council of Legal Education for admission to practice. Part 3 dealt with the honours program and introduced important new changes. Part 4 dealt with the undergraduate elective program, and involved a rewriting of the aims and objectives of each subject together with consideration of a variety of other issues including assessment, prerequisites and corequisites and structures for on-going monitoring of subjects. Part 5 dealt with the doctoral program. All of the recommendations of the Curriculum Review Committee were accepted by Faculty Board and by the university.

#### ■ *The graduate teaching program*

Postgraduate and continuing education in law will become more crucial in the coming decades. It is likely that it will continue to become more common for legal practitioners to hold an LLM, and to enrol in various

postgraduate courses beyond that stage for the purpose of updating knowledge and in order to learn of new and developing areas. For the convenience of our students, the majority of whom are members of the legal profession, LLM subjects are generally taught in the city.

In 1996 a total of 26 subjects were on offer, including the following new subjects: European union law; international aspects of intellectual property; electronic banking law; superannuation law and practice; commercial alternative dispute resolution; commercial leases and modern criminal justice.

The faculty maintained and attempted to strengthen its close relations with the profession and the community via a number of continuing and new initiatives. Those initiatives included the continuation of The Monash University Law School Foundation lecture series, aimed at the legal and business communities, the Lucinda Lecture Series, focusing on the on-going process of constitutional review, and the introduction of annual meetings between the faculty's Admissions Committee and Year 11 and 12 teaching program coordinators from local schools.

## Faculty of Medicine

Throughout 1996, the faculty continued to monitor and refine the content of the medical course, and to review the management of delivery of the curriculum as the Health Care Networks developed their health service plans. The faculty is committed to a seamless integration of medical education with the delivery of health care, and consequently has taken every opportunity to become involved with the Health Care Networks in the development of their plans. The faculty was also very pleased to be able to work closely with the State Government in the development of documentation and the evaluation of tenders for the construction of the new hospital in the La Trobe Valley. Monash has a very strong commitment to the Valley, as indicated by the fact that it is contributing \$3.5 million towards the cost of constructing educational facilities in the new hospital to ensure its status as a major regional teaching hospital.

The faculty continued to explore ways in which Monash University could assume responsibility for ambulance officer training. Several proposals were considered by the State Government Task Force, and it is likely that, in 1997, Monash will establish an Ambulance Studies Centre, delivering courses which will lead to ambulance officer qualifications and to a bachelor degree in paramedical science. Very good relationships were developed between the existing Ambulance Officer Training Centre and the faculty, with involvement of several faculty staff in the management of the centre and the academic oversight of its courses. The faculty also worked, through 1996, to develop a new 4-year bachelor degree course in radiography and diagnostic imaging. This course, which will broaden the base of academic offerings of the faculty in another area of health care, and link departments like Physics in the Faculty of Science closely with this broader base, will be offered from 1998.

The science teaching responsibilities of the faculty continued to be developed and were well received, contributing to an increase in demand for courses offered by the Faculty of Science. Among these courses, the designated entry biomedical stream remained popular.

Research activities maintained their high standing in the academic community as evidenced by the success in obtaining peer-reviewed research grant funding from National bodies such as the NH&MRC and ARC. The individual departments of the faculty also attract grants and contract research from industry, as well as from many smaller charitable organisations and trust funds.

### **Subfaculty of Nursing**

During 1996 a single School of Nursing was established, in place of the former Subfaculty of Nursing, comprising the School of Health Sciences at Gippsland and the Caroline Chisholm School of Nursing at Peninsula, under a single head of Nursing located primarily at Gippsland. The establishment of the new school reaffirmed the commitment of Monash to nursing in general, and to the La Trobe region in particular. Both campuses of the school will deliver a common curriculum, but with site-specific options available to students. The Centre for Graduate Studies in Clinical Nursing will remain as an independent Centre of the faculty located at Monash Medical Centre, and will develop and maintain close links with the newly formed school.

Throughout the year, both schools and the centre consolidated their range of course offerings and increased the number of postgraduate enrolments and associated research activities. For the first time, enrolments were accepted into the PhD and masters by research programs offered by the school and honours students were accepted via the distance education mode. A number of workshops, seminars and short (continuing education) courses were conducted by the schools and the centre over the course of the year and were well attended by members of the profession.

Demand for undergraduate nursing courses remained high with the majority of places in courses being filled. The Honours degree of the Bachelor of Nursing which commenced on-campus part-time mode in 1995 was also offered by distance education part-time mode in 1996 from Gippsland. The first students will graduate in 1997 following successful completion of their honours thesis in 1996. Nursing enrolled its first PhD students at the beginning of the year, with both students being supervised by Dr Gurpal Sandhu in association with supervisors in the Faculty of Medicine. A number of masters students began work on their theses with a view to writing-up their research in 1997.

Staff across both schools were generally active in research, the research activity for nursing gaining momentum through its research students and internal funding for selected research projects.

International activities continued, with visitors being welcomed from academic institutions in China, Hong Kong, Thailand, Singapore, Japan, the Philippines, USA

and the UK. Staff from the schools were involved in teaching and conference presentations in: Hong Kong, China, Singapore, New Zealand, Brunei, United Kingdom, Thailand and Japan.

## **Faculty of Science**

The operational objectives of the Faculty of Science were focussed on the maintenance of the highest intellectual and ethical standards in its work, attracting the most intellectually able students and staff and sustaining and enhancing the faculty's national and international reputation.

The newly appointed dean of the faculty, Professor Ronald Davies, took up the position in April. Professor Davies, who had previously been head of Department of Biological Sciences at the University of Calgary, immediately initiated a planning process which involved the submission of departmental five year plans by July. These went through several stages of refinement and were the subject of discussion at a faculty planning seminar in November. A consolidated faculty plan resulted from the exercise and will form the basis for decision-making for the next several years.

Through the office of its Manager, Resources and Planning, the faculty improved the range of data available to assist managers in both the faculty office and departments. Enhanced reporting covered areas such as income and expenditure, age profiles, staffing levels and various aspects of student load data.

The faculty successfully negotiated with the director, Facilities and Services to undertake a major renovation and extension to the buildings in the science precinct. After a comprehensive tour of each department, a priority list was compiled and a commitment of over \$4 million made by the university to carry out these alterations. The first stage of renovations was commenced in late 1996 (psychology teaching laboratory and workshop extension) and the next stage will be undertaken in 1997 with overall completion due by the end of 1998.

During 1996, the faculty's academic activities on the Peninsula campus were placed under the administrative control of the School of Applied Science (Gippsland). The faculty also resolved to proceed with a merger of the Department of Ecology and Evolutionary Biology and the Department of Genetics and Developmental Biology.

The calibre of undergraduate student intake, as measured by tertiary entrance rank (TER), improved in most courses on that of the previous year, notably in the BSc (70.15 to 73.45), the BSc(Biomedical) (88.6 to 93.3) and the double degrees with Arts (81.7 to 89.9) and Engineering (79.25 to 86.95).

At postgraduate level, the faculty was offered 20 Australian Postgraduate Research Awards, 31 Monash Research Fund awards and 4 Overseas Postgraduate Research Scholarships. Of these award-winners, 25 were from outside Monash. The faculty also secured two (of a university total of five) of the newly-created Logan Research Fellowships, awarded to Dr Paul Bons (Earth Sciences) and Dr Andrei Nikulin (Physics).

The faculty completed the approval processes in 1996 for four new double degrees/awards to be available from 1997. At Clayton, the Bachelor of Science/Bachelor of Education seeks to produce quality science teachers and, given current projections for Victoria, will offer its graduates excellent employment opportunities. The Bachelor of Arts/Bachelor of Applied Science, will be offered at the Peninsula campus and represents the faculty's effort to provide a distinctive academic program, in collaboration with the faculty of Arts, to students in the Mornington Peninsula region. The School of Applied Science (Gippsland) secured approval for two innovative programs to be taught in conjunction with the Casey Institute of TAFE: the Bachelor of Applied Science/Diploma in Environmental Management and the Bachelor of Applied Science/Diploma of Applied Science (Materials Engineering). Along with four other proposals passed through the faculty in 1995, this makes a total of eight new double degree/award programs being available from 1997.

In an effort to attract even better students to its elite Bachelor of Science (Science Scholar) program, the faculty cooperated with the office of the deputy vice-chancellor, Professor Pargetter, in the creation of up to 40 scholarships for students admitted to this course.

Two new professors were appointed during 1996: Professor Margaret Clayton as the new head of the Department of Ecology and Evolutionary Biology and Professor Grahame Coleman as the new head of the Caulfield/Peninsula section of the Department of Psychology.

## **Victorian College of Pharmacy**

The major operational objectives of the Victorian College of Pharmacy are the provision of pharmacy education at both the undergraduate and graduate levels, the conduct of high quality research in the broad field of the pharmaceutical sciences, and the involvement of staff and stu-

dents in a wide variety of activities both within Monash University and in the wider community.

Performance against these objectives during 1996 was highlighted by several events which took place during the year.

Approval to extend the present three-year Bachelor of Pharmacy course to four years, beginning in 1997, was given by the Council of Monash University. Council also approved the introduction, in 1998, of a combined Bachelor of Pharmacy and Bachelor of Commerce, and a Master of Computational Chemistry to be conducted via the Internet.

New regulations were made by Council during the year to redesignate the college's Honours degree of Bachelor of Pharmacy and the Master of Pharmacy degree to the Honours and Masters degrees of Pharmaceutical Sciences respectively to distinguish graduates of these largely research oriented degrees from graduates in pharmacy, most of whom later become registered pharmacists.

A contract to provide a continuing education training program for medical representatives was awarded to the Victorian College of Pharmacy by the Australian Pharmaceutical Manufacturers Association. This training will be provided to an estimated 400 medical representatives each year and it is proposed that it will eventually become a postgraduate certificate award course.

The first major additions to buildings in the Parkville campus since 1971 were close to completion at the end of 1996, with further refurbishment planned for 1997.

Professor Mark von Itzstein was appointed the Chair of Medicinal Chemistry and head of the Department of Medicinal Chemistry. His appointment capped off a particularly successful period in his career with the announcement early in 1996 that he was one of the four joint winners of the highly prestigious Australia Prize. Professor Colin Raper retired at the end of 1996 after a distinguished career, most of it at the Victorian College of Pharmacy. The Council of Monash University awarded him the title of Emeritus Professor upon his retirement.

# **Operational report – administration**

## **CASMAC**

The past few years have seen sweeping changes to the way in which technology is used in both administration and teaching in universities.

Monash is committed to understanding, applying and developing new technologies that support the delivery of higher education.

The major information systems development project of the CASMAC specification – 'Core Australian Specification for Management and Administrative Computing' – being undertaken by the UniPower consortium of nineteen universities, including Monash University, produced three application modules by the end

of 1996, viz human resources, physical resources and research and consultancy. The major Monash focus has been on the development of the finance application, which is scheduled to be accepted from the software supplier in the first quarter of 1997 and implemented at Monash after a period of parallel running.

## **Quality and excellence**

The Student Services Division participated in a major benchmarking exercise with six other large Australian universities. The project was facilitated by consultants Ernst & Young and covered four administrative processes: enrolments, examinations, results processing and graduations. The results of the project were contained in



a report which provided the participating universities with detailed process maps, costings and the characteristics of best practice. The report will be used by the university as input to the Student Services Division's continuous improvement program.

## **Language and Learning Services**

Following an extensive review in 1996, and consistent with the university's commitment to Student Services, increased resources were allocated to the Language and Learning Services Unit to enable the unit to offer services to students on all campuses and to provide for language and learning resource centres on the major metropolitan campuses.

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### **Guideline 9.1.3 (ii) (d)**

## **Major changes or factors which have affected the achievement of operational objectives**

Monash University's emphasis on quality, innovation and internationalisation requires efficient and professional financial and resource management.

To help achieve its objectives, the university has an open budgeting system, including comprehensive budget

presentation, which complements strategic planning. The university's resource management ensures that all resources are maximised and offered on a stable basis, and that the budgetary system allows for flexibility and planning that reflect the university's academic values. To address reductions in Commonwealth funding announced in 1996 the university is in the process of implementing a range of measures including the development and implementation of its longterm strategy for development and fundraising. It is anticipated that the work of this area will position Monash well for the future.

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### **Guideline 9.1.3 (i) (e) & 9.1.3 (iv) (j)**

## **Personnel and equity issues**

The university experienced some industrial disruption as a result of the NTEU's national campaign to protest proposed funding cuts to the higher education sector. A 24-hour strike on 30 May 1996 and a stop-work meeting on 7 August 1996 resulted in 3,403 staff hours lost. However, no other time was lost through industrial disputation during 1996.

The Monash University Enterprise Agreement 1995 was certified in the Australian Industrial Relations Commission on 29 February 1996 and a 2% salary increase was payable for all university staff from 7 February 1996.

Implementation of the Agreement occurred throughout 1996.

The Higher Education (Non Continuing Contract Employment) Interim Award 1996 was handed down on 9 December 1996 and imposed new obligations on the university regarding the renewal and non-renewal of fixed-term contracts of employment for staff. Notice was required to be provided by 17 December 1996 for all staff whose contracts expired on or before 31 December 1996, and this contributed significantly to the university's pre-Christmas workload prior to the commencement of annual closedown on 20 December 1996.

## Staff numbers 1995 and 1996\*

	1996			1995		
	<i>F/T&amp;FFT</i>	<i>Casual</i>	<i>Total</i>	<i>F/T&amp;FFT</i>	<i>Casual</i>	<i>Total</i>
<b>Academic staff</b>						
Female	770	61	831	736	104	840
Male	1480	79	1559	1478	126	1604
Total	2250	140	2390	2214	230	2444
<b>General staff</b>						
Female	1508	167	1675	1528	119	1647
Male	1041	86	1127	1073	56	1129
Total	2549	253	2802	2601	175	2776
<b>Total staff</b>						
Female	2278	228	2506	2265	224	2489
Male	2521	165	2686	2550	182	2732
Total	4799	393	5192	4815	406	5221

\*All staff numbers are measured in full-time equivalence.

### Equal Opportunity Unit

Monash University supports a comprehensive range of equal opportunity programs, based on the principles established by state and federal legislation and enshrined in the university's equal opportunity policy, approved by Council in 1995. The policy covers both education and employment.

This policy is supplemented by a series of additional policies and guidelines on related issues such as: gender representation on decision-making bodies; ensuring equal opportunity in the selection and promotion of staff and in the provision of accommodation; encouraging applications from women for senior positions; and assisting students and staff with family responsibilities. The application of equal opportunity principles in staff selection is included in the regular staff training program.

### Aboriginal education and student equity

The Aboriginal and Torres Strait Islander Education Strategy and Equity Plan 1996-98 was circulated to key decision-makers. The plan covers three major Aboriginal education programs on the Clayton and Gippsland campuses, together with detailed strategies to ensure appropriate and successful representation of people from the target groups in the student population. The Monash Equity Plan covers all five target groups recommended

by the Department of Employment, Education, Training and Youth Affairs: socio-economically disadvantaged people, people from non-English speaking backgrounds, people with disabilities, people from rural and isolated areas and women in non-traditional areas and in higher degrees by research. A further group, 'people who have been absent from the education system for a significant period' was added.

### Aboriginal and Torres Strait Islander Career Development and Employment Strategy

Action taken in the implementation of the university's contract with Department of Employment, Education, Training & Youth Affairs began with briefings for management and the development of promotional material. Consultation with Koori communities, CES offices and employer networks provided a pool of potential employees under the strategy. By the end of 1996, Aboriginal people had been appointed to two full-time and one casual position and arrangements made for several potential placements in 1997.

### Affirmative Action program

The Affirmative Action Agency assessed the University's Affirmative Action Report for 1995 in the top thirty-five percent of the sector. Highlights of the program in 1996 included further intakes into the Senior Women

## Major works

Advancement Scheme and the Women and Leadership Program and continued development of faculty-specific initiatives. The success of these schemes has led to a further allocation of funding in 1997. A review of child care structures led to the adoption of a policy on 'Work, Study and Family Responsibilities' and the establishment of a new advisory committee. The major part of the research required for an evaluation of the Affirmative Action program was completed, prior to the production of a report in 1997.

### Disability Support Program

A review of multi-campus programs and services offered under the Monash University Disability Support Program revealed that the majority of those planned were completed or maintained during 1996. Innovations included the multi-campus library users needs analysis and the opening of adaptive equipment resource rooms

in two branch libraries. Students with learning disabilities were assisted in the LDX program and by a seminar on transition issues for parents and teachers. Other students benefited from the provision of notetakers, adaptive equipment or alternative arrangements for assessment.

### Discrimination and harassment grievance procedures

The Equal Opportunity Unit continued to provide a confidential advisory and complaint-resolution service for individual staff and students. The Unit also conducted two training programs for staff willing to be appointed as Advisers under the procedures. The program included an overview of law and policy, counselling skills, problem-solving and conciliation. Training was also provided for officers of student organisations and tutors in the halls of residence, in order to encourage prompt and fair resolution of problems.

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## Guideline 9.1.3 (ii) (h)

# Major works

Monash University comprises six campuses, each of which has its own distinctive focus. The university encourages the individual strengths of each campus, as they contribute to the university's diversity and distribution of offerings and programs. Consistent with the university's commitment to develop the strengths of its multi-campus system and to provide the highest quality facilities to both the local and university communities, major capital works undertaken during 1996, placing a high premium on the aesthetic character of each campus, are listed below.

### Clayton campus

Union building extensions incorporated major extensions to the south side of the building and a new western wing. \$8.5m worth of improvements included a new bar and bistro, new Union and administration offices, and additional commercial tenancies. Improvements included additional egress points from the upper floors and function rooms located in the main building. Construction commenced in December 1995 and are due for completion in February 1997.

Manton Room refurbishments and extensions were undertaken on the ground floor level of the Menzies building. Construction incorporated state of the art seminar facilities including a 60 seat lecture theatre, three 25 seat seminar rooms and a teleconference facility for use by both the university and outside organisations. Construction commenced in August 1996 with completion in February 1997 at a cost of \$850,000.

The development of the Sports and Recreation Centre extensions commenced in November 1995 and through a staged handover will be completed in February 1997 at a construction cost of \$9.5m. The development incorpo-

rates an additional 25 metre swimming pool with variable floor, improvements to the sauna, spa and steam rooms and new pool administration offices and main entry reception desk. A new central control area has been constructed with a new bookings/enquiries desk, sports medicine facilities, open plan cafeteria and sports shop. An indoor double stadium has also been constructed at the south end of the development incorporating a new weight training gymnasium, aerobics centre and modern amenities.

### Caulfield campus

The second stage of the Syme building saw the construction of a seven storey building offering both office accommodation for the Mount Eliza Business School and the Syme Business School and general teaching space. On the lower levels three lecture theatres were created along with two case study lecture theatres, computer laboratory and student resource centre. Construction commenced in January 1995 and was completed during September 1996 at a cost of \$12.2m.

The Link building is being constructed between the Tower building and Building N with work commencing during September 1996 and completion anticipated for early July 1997. Construction incorporates additional office facilities for the Student Union including an extension to the existing student lounge, a 135 seat lecture theatre and one 30 seat seminar room supported by toilets and breakout areas.

### Peninsula campus

Twelve student units were constructed on a site adjacent to the Peninsula campus at a cost of \$1.5m. The self contained units, incorporate four bedrooms, full cooking

and washing facilities and are fully furnished. Construction commenced in November 1995 and was completed in July 1996.

### Gippsland campus

Construction of the \$3.25m Central Animal Services facilities commenced in December 1995 and was completed in December 1996 providing accommodation and centralisation for the Animal Services department. The 60 hectare property adjoining the campus proper will accommodate approximately 600 sheep, with breeding facilities for guinea pigs, rabbits and cats. A raised slatted floor shearing shed includes modern handling equipment and provision for minor surgical procedures. The administration block includes offices, meeting room and laboratories with a caretaker's residence which will enable constant surveillance of the valuable stock.

### Parkville campus

Extensions and alterations to the Sissions Building commenced in May 1996 and was completed in February 1997 at the cost of \$1.95m. Work included the construction of a new entry building at the Royal Parade entrance incorporating seminar and function rooms, which will greatly improve the teaching facilities at the campus and provide a versatile and accessible conference centre close to the Melbourne central business district.

## Report under the *Building Act* (1993)

Monash University's Facilities and Services Division is responsible for all buildings, grounds and service infrastructure of all six campuses.

New buildings and existing building refurbishment are managed by the Projects and Planning Branch and major maintenance by Works and Services Branch of the division.

Set out below are the responses to questions raised under Guideline 5: Reporting to Parliament.

i (a) The university, by engaging independent buildings surveyors, ensures that all works requiring building approval have certified plans. On completion a Certificate of Occupancy is issued in compliance with the *Building Act* 1993.

i (b) Works such as building maintenance, replacement of equipment, civil works, landscaping and such are the type of projects which are exempt from the ten year liability.

ii (a) The university completed four new buildings and eight major building refurbishment projects in 1996.

ii (b) Six of the eight major refurbishment projects were not subject to having plans certified, however, the plans were prepared so as to comply with the current Building and Occupational Health, Safety and Environment codes.

iii All buildings are continually inspected by in-house staff on all campuses. Their reports on the conditions of the buildings form the basis of a list of maintenance works. The works are listed in order of priority and attended to as funding becomes available.

iv (a) The majority of the university buildings conform with current building standards. The remainder conform to varying degrees.

iv (b) Four buildings are currently being upgraded to conform with current standards. The remainder are scheduled for review and will be upgraded as funding becomes available.

iv (c) There are no buildings on university campuses that do not conform to building standards to the degree that they would be subject to an order or notice to cease to occupy.

v The university requires all building practitioners engaged on projects on all campuses to show evidence of registration and that they maintain the registered status for the course of their contract.

vi There were no cases where registered building practitioners became deregistered while engaged by the university in 1996.

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### Guideline 9.1.3 (iv) (f)

## Major research and development activities

### Research administration

Following a review of the Vice-Chancellor's Office by the vice-chancellor designate, from 1 January 1997 the deputy vice-chancellor, rather than the general manager, will have line responsibility for the Research Services Division.

For six months from September 1996 the Director Research Services, Dr Stokes was appointed special adviser to the Australian Research Council. Dr Stokes was seconded to the Department of Employment, Educa-

tion, Training & Youth Affairs four days per week during this period.

### Summary

This section covers research grant income received, publications produced and research training activity. During 1996 Monash researchers submitted 1829 applications to 264 separate granting bodies and schemes. Some 485 applications for support were successful, with funding of \$31,425,081 being awarded. Research higher degree enrolment was 2574 of whom 1576 were doctoral candi-

## Major research and development activities

dates. Approximately 1300 postgraduate students received stipend awards in 1996. The university's continuing commitment to using its own resources to support postgraduate research training is indicated by the number of Monash postgraduate scholarships awarded—101 compared with 123 Australian postgraduate awards (with stipend). Approximately 220 doctoral candidates completed their dissertation during the year.

### Research grants outcomes

The major sources of research income continued to be the programs of the Australian Research Council and the National Health and Medical Research Council. In summary, Monash received:

- ◆ 44 new National Health and Medical Research Council Project grants, one program grant, and 6 equipment grants from 112 applications. Monash achieved a 43.1% success rate which is considerably higher than the national success rate of 33.47%.
- ◆ 48 new ARC Large Grants from 214 applications, totalling \$2,562,500. As a result, Monash slightly decreased its share of Large Grants national funding compared to 1995. Based on this performance, Monash was allocated \$1,882,200 by the ARC for distribution under the Small Grants Scheme.

The share of the total amount awarded to Monash by NH&MRC for new and continuing projects decreased from 10.3% for 1996 to 9.7% for 1997. Its national ranking was third for new grants awarded. The university continues to rank fifth in ARC funding.

### Australian Research Council (ARC)

#### ■ Large Grants

Monash University was awarded 48 new ARC Large Grants out of 214 applications totalling \$2,562,500. The success rate of Monash applications was 22.4% compared with the national average of 21.2%. (In 1995 ARC Large Grants results 51 Large Grants were awarded out of 201 applications, 25.4% success rate). This therefore represented a slight decrease in the number and rate of success for ARC Large Grant applications.

#### ■ Small Grants

Monash was allocated \$1,882,200 by the ARC for distribution under the Small Grants Scheme, an increase of 48% on 1995. The allocation enabled support to be provided for 161 research projects.

#### ■ Fellowships

Monash was awarded 1 Senior Research Fellowship out of 4 applications.

#### ■ Special Investigator Awards

Professor Alan Bond (Faculty of Science) was awarded one of only 9 special investigator awards valued at \$200,000 each year for three years.

#### ■ Postgraduate Awards (Industry)

Out of a total of 205 awards made in 1996 for work to commence in 1997, Monash University received 10 awards, which compares favourably with previous years.

#### ■ Infrastructure Block Grants

Monash University was awarded \$5,126,701 in the ARC Infrastructure Block Grant scheme. The Monash University Library was allocated \$766,200 to be distributed amongst the library's branches. The Committee of Associate Deans (Research) allocated \$218,701 of the funds centrally to support infrastructure programs within faculties. The remaining \$4,141,800 was distributed to faculties based on the proportion of National Competitive Grant funds awarded.

#### ■ Research Infrastructure (Equipment and Facilities) Program

A total of \$20,974,000 was awarded by the Commonwealth to 87 projects under the Research Infrastructure (Equipment and Facilities) Program.

Monash University was awarded \$1,026,000 for 1997 for eight projects to be administered by this university. Six additional projects, in which Monash is to participate, were also funded.

#### ■ Collaborative Grants

In October 1996 the ARC announced 201 initial Collaborative Research Grants worth \$14 million. Monash University was awarded 11 of these grants (from 22 applications, 50% success rate compared with the national average of 47.4%) totalling \$722,841.

Collaborative Grants were awarded to researchers in the faculties of Science (Earth Sciences (3 grants), Chemistry and Ecology and Evolutionary Biology), Arts (Social Work and Human Services (2 grants)), Medicine (Pharmacology (2 grants)), Engineering (Mechanical Engineering), and the Victorian College of Pharmacy.

### National Health and Medical Research Council (NH&MRC)

#### ■ Project, Program and Equipment Grants

Monash was awarded 44 new project grants from 102 applications, 6 new equipment grants, and one program grant. Monash achieved a 43.1% success rate for the project grants which is considerably higher than the national success rate of 33.47%.

Monash University attracted \$3.19M for new projects (9.9% of total), and \$5.19M for continuing projects (9.5% of total). The share of the total amount awarded by NH&MRC to Monash for new and continuing projects fell from 10.3% for 1996 to 9.7% for 1997. Nationally, the average amount awarded for new projects was \$67K. The average allocation for new Monash projects was \$77K.

Monash was awarded \$1,666,000 for 6 NH&MRC Equipment Grants.

Professor David De Kretser, Institute of Reproduction and Development was awarded a program grant for five years with funding of \$1,001,468 for each year.

Monash was also awarded one R Douglas Wright Award, and two C J Martin Awards.

### Monash Research Fund

In 1996, the university provided from its own resources nearly \$2.7 million through the Monash Research Fund.

Some \$1 million was provided in direct support of research projects and to position researchers to obtain funds from external sources. Funds were also applied to promote collaborative use of major equipment and facilities, to assist academics to travel to undertake research, and to present the results at international conferences.

#### ■ *Research publications*

In 1996 Monash University collected data on 7350 research publications which were produced by Monash staff in 1995. These publications were collected under 16 categories. Monash reported 5093 research publications under 10 categories of publication types and across twelve broad fields of research to the Federal Department of Employment Education, Training and Youth Affairs as part of the 1995 financial and publications research data collection.

#### ■ *External reviews: Publications*

In 1996, the Department of Employment, Education, Training & Youth Affairs contracted KPMG Management Consultants to undertake an audit of 1994 Research publications data from 11 universities. This audit found an unacceptable error rate in the returns of the 11 institutions and concluded that there was no reason to expect that the 1995 data would be any more accurate. As a result KPMG recommended that the 1995 publications data should be re-collected using revised specifications. Monash University has undertaken to re-examine its 1995 publications return and re-collect some data as recommended by KPMG and directed by DEETYA. As a consequence the data reported here may be revised.

### **Logan Research Fellowships**

In 1996 Monash University established the Logan Research Fellowships to build on its research reputation, and to mark the retirement in December of vice-chancellor Professor M I Logan. The purpose of the Fellowships was to expand Monash's research efforts and ensure that the university continued to lead the way in research development and scholarship. The university has committed more than \$2 million to the fellowships, to attract up to 30 world-class postdoctoral researchers to Monash over the next six years.

Five inaugural Logan Research Fellowships were awarded in 1996. The awardees, and their departments, were:

- ◆ Dr Julian Savulescu – Centre for Human Bioethics
- ◆ Dr John Drago – Department of Anatomy
- ◆ Dr Sander van der Kaars – Department of Geography and Environmental Science
- ◆ Dr Paul Bons – Department of Earth Sciences
- ◆ Dr Andrei Nikulin – Department of Physics

### **Postgraduate research scholarships and awards**

A total of 788 applications were received for the 1995–6 selection round for Monash Graduate Scholarships (MGS), Australian Postgraduate Awards (APA), Silver Jubilee, James McNeill and Overseas Postgraduate

Research Scholarships (OPRS). Over 30% of applicants applied from outside Victoria and 22% of all applications were submitted from overseas addresses. Some 224 research stipend awards, 101 MGS and 123 APA, were available with 7 of these offers made mid year. Monash was allocated a quota of 20 OPRS awards for 1996.

Objective assessment and ranking of applicants is achieved through the university's now well established H1 Equivalence procedures for non-standard H1 applications. For 1996 offers, 240 applicants were considered for H1 Equivalence. Only 50% were favourably assessed by the panels.

Eight academic staff received Australian Postgraduate Awards (Industry) for 1996.

Expenditure in 1996 on the MGS, APA and OPRS awards was in the order of \$11.5m, an increase of approximately \$1m over the previous year. The stipend gap between the university's own awards and the APA's continues to contract.

Non-APA/MGS postgraduate stipend scholarship funding continued to increase in 1996, reaching \$5m, an increase of approximately \$1.3m over the 1995 figure. Three hundred (300) of the 515 non-APA/MGS awards are departmental awards, largely in the science, medicine & technology disciplines. Approximately 1,300 postgraduate students were in receipt of stipend awards in 1996.

Additionally, the university continued to support individual academic departments through an annual grant scheme of \$130,000, allocated on the basis of the number of scholarship holders in each unit.

Three postgraduate grant-in-aid programs – the Conference, Overseas Travel and Publication awards have a combined budgetary allocation of \$185,000, and hence play a very significant role in raising the profile of Monash's postgraduate research efforts both nationally and internationally.

Consolidated postgraduate scholarship and award expenditure in 1996 was \$19.5m, \$2.85m more than in the previous year. A further \$1.2m was spent on undergraduate scholarships.

### **Candidature and examinations**

Total research higher degree enrolment at Monash was 2,574 in 1996, of whom 1,576 were doctoral candidates. During 1996, 374 new doctoral candidates commenced their candidature. Approximately 220 candidates submitted their thesis, representing a 27% increase since 1994 and a 60% increase in the last four years. Four fifths of candidates fulfilled the requirements of the degree without further examination. A marked change in the gender submission rates has occurred in the last 18 months, with the male to female submission rates ratio falling from 2: 1 to 1.4: 1.

### **Postgraduate Centre**

The university's Postgraduate Centre, opened in the second half of 1994, continued to greatly enhance the study environment and facilities available to postgraduate students. Study facilities range from open plan areas of 4–8

desks to shared office space. The 400 registered users have 24 hour card access and may use the 35 computers housed in the three laboratories located on each of the centre's three floors.

The two discussion rooms were popular venues for coursework masters candidates, while the lounge was a focus for a range of other activities. These included the

well attended fortnightly seminar series run by the Arts Graduate School and regular workshops in thesis writing, editing, English conversation and oral presentation skills. Computer training was provided every Friday and email and newsletters kept students informed on a range of issues.

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### Guideline 9.1.3 (i) (f)

## Freedom of information

In 1996 the university received seven requests under the *Freedom of Information Act* 1982. Of these:

- ◆ three were granted access in full;
- ◆ one was granted access in full, and the universities advice that no further documents existed was confirmed after the applicant complained to the Ombudsman;
- ◆ one proceeded to the Administrative Appeals Tribunal after a deemed refusal of access but was withdrawn by the applicant when access was granted in full;
- ◆ two requests have proceeded to the Administrative Appeals Tribunal for resolution in 1997.

Two other requests for access to documents were handled outside the bounds of the *Freedom of Information Act* 1982.

The university is largely funded by Government, and maintains a high level of administrative contact with a number of Commonwealth and State Government agencies that have considerable influence on policy for which the university may be adjudged accountable. These include the Commonwealth Department of Employment, Education, Training & Youth Affairs, the Australian Research Council and the National Health and Medical Research Council.

Most vital records relating to institutional policy and administration are maintained by departments within central administration. The principal records series (listed below) are rich sources of information about all aspects of university affairs. University Council and Academic Board agendas and minutes, which are the most accessible records series reflecting policy and procedures, have long been available in near complete form in the Main Library and may be consulted without notice during normal library hours (generally 9.00 am to 6.00 pm Monday to Friday during term). The principal records series available are as follows:

- ◆ University Council minutes 1958 –
- ◆ Academic Board minutes 1960 –
- ◆ Student files 1961 –
- ◆ Student record cards 1961–1990
- ◆ Committee of Deans minutes 1962 –
- ◆ Administrative correspondence 1962 –
- ◆ Staff files 1962 –

- ◆ Monash accounting and reporting system (MARS) 1978 –
- ◆ Integrated staff information system (ISIS) 1981 –
- ◆ Monash University student information system (MUSIS) 1982 –
- ◆ Accounts receivable input and enquiry system (ARIES) 1983 –

The university has provided statements as required under Part II of the *Freedom of Information Act* 1982. These statements may be inspected at the libraries of each campus and at Records Administration, Room G31, Administration Building 3a, Monash University, Clayton campus. The university archives section (located in Building 3d) also has a reading room available for inspection of archived records. The university administration office hours are normally from 9 am to 1 pm and 2 pm to 5 pm Monday to Friday.

Monash produces a wide range of publications covering all aspects of the university's teaching and learning and research activities. The Monash University faculty handbooks, published in thirteen volumes, provide a thorough guide to the university's academic programs with details on degree requirements, courses and subjects.

The handbooks are supported by a range of publications which provide information on specific aspects of the universities key functions. These include the annual *Monash University Undergraduate Courses 1997*, *Monash University Postgraduate Courses 1997*, a guide to the university for international students, and various publications on research and research outcomes. The university also produced 800 brochures, booklets and presentation kits describing the activities and expertise of faculties, departments and research centres.

The university's Public Affairs Unit produces a range of regular publications which are distributed throughout the university, to the media, secondary schools, the business sector and to opinion leaders throughout the community. These include *Montage*, a monthly journal of university life and research; *Etcetera*, a weekly news sheet chronicling each week's events across all campuses; *Mosaic*, the university's magazine for alumni; *Business Victoria*, a business journal of business and opinion from Monash academics; *Monash Update*, a quarterly maga-

zine produced for senior secondary school careers teachers reporting on important university issues; *VoiCE*, a quarterly magazine for VCE students; and *Eureka*, a publication highlighting the university's major research achievements.

A wide range of the university's publications including the faculty handbooks are available on-line on the World Wide Web through the Monash Homepage (reached via the URL code <http://www.monash.edu.au/>).

General guides to the university's activities and services are also available in print and video formats. The university maintains various mailing and subscription lists for publications. Requests for inclusion on these lists should be directed to the Office of Marketing and Communication

Preliminary enquiries with regard to freedom of information access may be made by telephone to the FOI manager. All requests for access to university records under the *Freedom of Information Act 1982* must be made

in writing, addressed to the FOI manager and accompanied by the \$20 application fee prescribed by the Act.

Requests for access should contain sufficient detail to enable specific documents required to be identified. Applicants will be notified in writing of the decision on a request as soon as possible but at least within forty-five days of the application being received. If access is granted the applicant will be advised at this time of the arrangements for gaining access to the requested documents.

Charges for access will be in accordance with the Freedom of Information (Access Charges) Regulations 1983. The charges will cover time spent searching for documents and the cost of providing access.

The Freedom of Information manager is

Ms Janice Newham  
Manager, University Secretariat  
Monash University  
Wellington Road  
Clayton Vic. 3168  
Telephone 9905 9002

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### Guideline 9.1.3 (ii) (e) & 9.1.3 (ii) (f)

## Consultants

The university engaged a wide range of consultants to provide information for a variety of research projects encompassing many fields of endeavour, including management, administrative, organisational, and scientific

activities. Below is the listing of the consultants used by the university and the fees paid for their services during the year ended 31 December 1996.

<i>Name</i>	\$
A E U Victorian Branch	68,100.00
B Manser Pty Ltd	54,112.00
Broadgun Software	63,197.00
Caval Ltd	51,028.68
Consulting M I	94,365.00
Cordiner King & Co Pty Ltd	107,799.15
Daratech Pty Ltd	346,447.96
Education Services Inc	52,000.00
Equus Computer Services Pty Ltd	52,920.00
Fabmel Pty Ltd	75,316.50
Fundraising Management Consult.	76,950.00
Graham Clifton Investment Pty Ltd	60,500.00
Oxley International Pty Ltd	77,600.00
Price Waterhouse Centre	88,492.00
RC Bray & Associates Pty Ltd	55,790.00



## Other relevant information

Name	\$
Sinclair Knight Merz	97,761.00
Vic Roads	95,231.59
VSTA Education Services Inc	126,324.00
World Geoscience	250,000.00
Sub-total (accounts >\$50,000)	1,893,934.88
3,608 consultancies at <\$50,000	4,236,303.24
Total consultants fees	6,130,238.12

## Alumni relations

In 1996 the university accelerated the strengthening of its links with the alumni by enabling all graduating students to enjoy one year's free membership of Monash Alumni Association Incorporated. Twenty five direct mail campaigns were undertaken to promote this initiative. As a result of this new approach, membership was boosted from 10,500 to almost 20,000.

Monash Alumni Association delivered an increased range of products and services, most notably the use of facilities at a prestigious club in Melbourne CBD, a corporate box at the MCG and new travel concessions with QANTAS. In addition, a vigorous program of events was promoted in the association's quarterly newsletter, *Synergy*, and in the university's alumni magazine, *Mosaic*.

Some 1,000 alumni participated in Melbourne-based events ranging from the inaugural Golf Day to private viewings at the National Gallery of Victoria. Victorian regional events took place in Bendigo and Shepparton. Internationally, senior university executives were present at seven functions in the major centres of Tokyo, Hong Kong, Singapore, Kuala Lumpur and Jakarta. Overseas groups in major centres provided programs for their members, with new activity in Osaka and Israel.

The sharp focus on programs for young alumni with opportunity for involvement by current students was maintained through the alumni *Gearing for Success* program. As part of this, the mentor scheme was broadened

with more faculty-alumni interaction. This included for the first time the planning and production of career and alumni contact directories, a project undertaken by student clubs and societies. At the other end of the spectrum, three alumni received the Distinguished Alumni Awards at a presentation ceremony, followed by a concert given by Melbourne Symphony. Each of the three recipients was an outstanding role model to young people, being leaders in their profession, as well as significant community contributors.

Over 4,000 expressions of interest and requests for information from individual alumni were handled in the year under review. These ranged from requests for university publications to information about special interest groups and activities. In addition 100 requests received from various areas of the university and alumni special interest groups were fulfilled. These were for statistical profiles, mailing lists and customised mailings derived from the alumni database.

The Alumni Home Page, launched on the World Wide Web in 1995, (<http://www.monash.edu.au/alumni/>) was maintained and down-loaded at intervals for those without direct access to the Web. The Home Page includes *inter alia* news from Monash, dates of upcoming alumni events, the alumni business directory, membership registration form and Distinguished Alumni Award nomination form.

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### Guideline 9.1.3 (ii) (i)

## Other relevant information

Further information on the following topics is available. Initial inquiries should be directed to:

Manager, University Secretariat  
Monash University  
Wellington Road  
Clayton, Vic. 3168  
Telephone 9905. 9002

- ◆ *Guideline 9.1.3 (iv) (a)* – Pecuniary Interest Statement.
- ◆ *Guideline 9.1.3 (iv) (b)* – Shares held by senior officers as nominee.
- ◆ *Guideline 9.1.3 (iv) (c)* – Publications produced by the university.
- ◆ *Guideline 9.1.3 (iv) (d)* – Details of prices, fees, charges, rates and levies.

- ◆ *Guideline 9.1.3 (iv) (e)* – External reviews of the university.
- ◆ *Guideline 9.1.3 (iv) (f)* – Research details - additional faculty specific information is available.
- ◆ *Guideline 9.1.3 (iv) (g)* – Overseas visits undertaken.
- ◆ *Guideline 9.1.3 (iv) (h)* – Marketing and public relations matters.
- ◆ *Guideline 9.1.3 (iv) (i)* – Occupational health and safety matters.
- ◆ *Guideline 9.1.3 (iv) (j)* – Industrial Relations, refer page 18 of the Report of Operations. Details of time lost through industrial accidents is available on request.
- ◆ *Guideline 9.1.3 (iv) (k)* – There are no major external committees sponsored by the university.

Guideline 9.1.3 (ii) (j)

## Compliance index

Compliance index to Disclosure Requirements 1995/96  
The Annual Report of the entity is prepared in accordance with the *Financial Management Act 1994* and

the Directions of the Minister for Finance. This index has been prepared to facilitate identification of compliance with statutory disclosure requirements.

<i>Clause</i>	<i>Disclosure</i>	<i>Page</i>
<b>Report of Operations</b>		
<i>Charter and purpose</i>		
9.1.3 (i) (a)	Manner of establishment and Relevant Minister	3
9.1.3 (i) (b)	Objectives, functions, powers and duties	3
9.1.3 (i) (c)	Services provided and persons or sections of community served	3
<i>Management and structure</i>		
9.1.3 (i) (d) (i)	Names of governing board members, Audit Committee & Chief Executive	4
9.1.3 (i) (d) (ii)	Names of senior office holders and brief description of each office	5
9.1.3 (i) (d) (iii)	Chart setting out organisational structure	5
<i>Financial and other information</i>		
9.1.3 (i) (e)	Workforce data and application of merit & equity principles	18
9.1.3 (i) (f)	Application and operation of FOI Act 1982	24
9.1.3 (ii) (a)	Summary of financial results with previous four year comparatives	7
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# Monash University – 1996 Financial Statements

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**VICTORIAN  
AUDITOR-  
GENERAL'S  
OFFICE**

*Auditing in the  
Public Interest*

## AUDITOR-GENERAL'S REPORT

### Audit Scope

The accompanying financial statements of Monash University for the year ended 31 December 1996, comprising balance sheet, revenue and expense statement, consolidated statement of changes in equity, statement of cash flows and notes to the financial statements have been audited. The financial statements include the consolidated accounts of the economic entity, comprising Monash University and its controlled entities as disclosed in note 2 to the financial statements. The members of the University's Council are responsible for the preparation and presentation of the financial statements and the information they contain. An independent audit of the financial statements has been carried out in order to express an opinion on them as required by the *Audit Act* 1994.

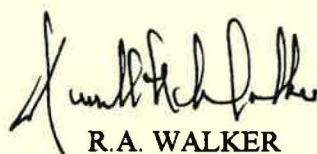
The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and comply with the requirements of the *Financial Management Act* 1994, so as to present a view which is consistent with my understanding of the financial position and the results of operations and cash flows of Monash University and the economic entity.

The audit opinion expressed on the financial statements has been formed on the above basis.

### Audit Opinion

In my opinion, the financial statements present fairly the financial position of the Monash University and the economic entity as at 31 December 1996 and the results of their operations and their cash flows for the year ended on that date in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and comply with the requirements of the *Financial Management Act* 1994.

MELBOURNE  
18/3/1997

  
R.A. WALKER  
Acting Auditor-General

**MONASH UNIVERSITY**  
**ACCOUNTS FOR THE YEAR 1996**

**Statement by Principal Accounting Officer**

**In my opinion:**

- (a) the financial statements of Monash University present fairly the financial transactions of the University during the financial year ended 31 December 1996 and the financial position of its operations for the year ended on that date, and
- (b) the financial statements of the body have been prepared in accordance with The Financial Management Act 1994.

In addition, I am not aware at the date of signing these statements of any circumstances which would render any particulars included in the statements to be misleading or inaccurate.



**J E MATTHEWS**  
*Principal Accounting Officer*

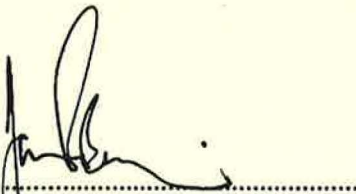
**10 March 1997**

**Statement by the Vice-Chancellor and the General Manager**

**In our opinion:**

- (a) the financial statements of Monash University present fairly the financial transactions of the University during the financial year ended 31 December 1996, and the financial position of its operations for the year ended on that date, and
- (b) the financial statements of the body have been prepared in accordance with The Financial Management Act 1994.

In addition, we are not aware at the date of signing these statements of any circumstances which would render any particulars included in the statements to be misleading or inaccurate.



**PROFESSOR D. A. ROBINSON**  
*Vice-Chancellor*

**10 March 1997**



**P. B. WADE**  
*General Manager*

**10 March 1997**



**Monash University – 1996 Financial Statements**

**MONASH UNIVERSITY**  
**BALANCE SHEET AS AT 31 DECEMBER 1996**

<u>1995</u>		<u>1996</u>			<u>1996</u>	
Monash University \$000	Consolidated \$000			Notes	Monash University \$000	Consolidated \$000
<b>Current Assets</b>						
596	8,710	Cash			12,353	14,233
13,928	13,017	Receivables		4	13,469	13,470
-	-	Loans		5(a)	400	406
47,704	80,834	Investments		6(a)	31,043	61,448
2,673	2,933	Inventories		3	2,468	2,723
4,599	5,004	Payments in Advance			11,227	11,722
<u>69,500</u>	<u>110,498</u>	<b>Total Current Assets</b>			<u>70,960</u>	<u>104,002</u>
<b>Non-Current Assets</b>						
430	413	Loans		5(b)	970	594
67,198	203,090	Investments		6(b)	72,023	218,737
564,251	578,385	Property, Equipment and Library Books		1(a)v)	588,482	601,297
-	284	Leasehold Improvements		1(a)vi)	-	569
-	44	Payments in Advance			-	28
-	19	Other			-	-
<u>631,879</u>	<u>782,235</u>	<b>Total Non-Current Assets</b>			<u>661,475</u>	<u>821,225</u>
<u>701,379</u>	<u>892,733</u>	<b>Total Assets</b>			<u>732,435</u>	<u>925,227</u>
<b>Current Liabilities</b>						
4,659	5,225	Bank Overdraft			115	115
8,304	12,658	Creditors			5,691	9,554
2,062	2,406	Borrowings		8(a)	2,076	2,387
-	716	Prepaid Rental			-	715
18,265	23,568	Accrued Liabilities		7	20,099	22,314
3,691	5,089	Student Fees Paid in Advance			4,345	5,918
23,591	27,519	Government Grants Received in Advance			25,260	25,260
-	-	Other Amounts Received in Advance		10	800	800
-	-	Other Amounts Payable		9(a)	-	1,688
54,393	55,294	Provision for Long Service Leave and Accumulated Recreation Leave		1(b)i)	52,178	53,209
<u>114,965</u>	<u>132,475</u>	<b>Total Current Liabilities</b>			<u>110,564</u>	<u>121,960</u>
<b>Non-Current Liabilities</b>						
18,931	23,101	Borrowings		8(b)	27,042	31,070
-	7,515	Prepaid Rental			-	6,799
-	51,056	Other Amounts Payable		9(b)	-	55,488
8,872	9,046	Provision for Long Service Leave		1(b)ii)	12,320	12,635
<u>27,803</u>	<u>90,718</u>	<b>Total Non-Current Liabilities</b>			<u>39,362</u>	<u>105,992</u>
<u>142,768</u>	<u>223,193</u>	<b>Total Liabilities</b>			<u>149,926</u>	<u>227,952</u>
<u>558,611</u>	<u>669,540</u>	<b>Net Assets</b>			<u>582,509</u>	<u>697,275</u>
<b>Equity</b>						
105,242	142,986	Capital		1(c)v)	108,029	147,425
403,085	403,762	Reserves		1(d)iii)	403,085	403,748
50,284	122,792	Retained Surplus			71,395	146,102
<u>558,611</u>	<u>669,540</u>	<b>Total Equity</b>			<u>582,509</u>	<u>697,275</u>

The accompanying Notes form part of these financial statements.

MONASH UNIVERSITY

REVENUE AND EXPENSE STATEMENT FOR THE YEAR ENDED 31 DECEMBER 1996

1995				1996	
Monash University \$000	Consolidated \$000		Notes	Monash University \$000	Consolidated \$000
<b>Operating Revenue</b>					
247,816	253,241	Commonwealth Government Grants	11	254,735	258,535
53,800	53,800	Higher Education Contribution Scheme	12	55,993	55,993
8,651	8,651	State Government Grants	13	5,254	5,254
34,549	34,577	Other Research Grants and Contracts		39,936	39,936
228	228	Scholarships and Prizes		151	151
11,030	11,283	Donations and Bequests		7,962	7,982
9,415	18,032	Investment Income	6(d)	9,966	19,413
55,307	85,254	Fees and Charges	14	65,064	98,636
75,453	87,722	Other Revenue	15	80,880	90,593
<b>496,249</b>	<b>552,788</b>			<b>619,941</b>	<b>676,493</b>
<b>Less:</b>					
<b>Operating Expenses</b>					
286,296	295,542	Academic Activities	16(a)	304,952	316,594
18,978	19,167	Libraries	16(b)	20,310	20,455
20,075	22,017	Other Academic Support Services	16(c)	24,542	26,297
23,622	25,236	Student Services	16(d)	25,840	27,758
3,957	3,957	Public Services	16(e)	3,486	3,486
19,087	19,561	Buildings and Grounds	16(f)	21,787	22,150
83,906	123,567	Administration and Other General Services	16(g)	95,126	132,480
(1,024)	(8,009)	Provision for Diminution in Value of Investments		-	-
<b>454,897</b>	<b>501,038</b>			<b>496,043</b>	<b>549,220</b>
41,352	51,750	<b>Surplus for the year ended 31 December 1996 before abnormal items</b>		23,898	27,273
<b>Less:</b>					
Abnormal expense items:					
30,000	-	Contribution to Monash University Foundation	2(e)	-	-
250	-	Loan Account - Monash - ANZ Centre for International Briefing Pty Ltd, forgiven		-	-
<b>11,102</b>	<b>51,750</b>	<b>Surplus for the year ended 31 December 1996 after abnormal items</b>		<b>23,898</b>	<b>27,273</b>
-	(269)	Accumulated Deficit at 1 January 1995 (Sir John Monash Business Centre Pty Ltd)		-	-
49,189	80,602	Retained Surplus at 1 January 1996		50,284	122,792
<b>Less:</b>					
8,391	8,411	Prior period adjustment - Employee Entitlements	1(b)	-	-
<b>Add:</b>					
54,560	55,496	Contributed Capital, transferred to Retained Surplus, as at 1 January 1995		-	-
<b>106,460</b>	<b>179,168</b>	<b>Funds Available for Appropriation</b>		<b>74,182</b>	<b>150,065</b>
<b>Less:</b>					
Transfers to Reserves:					
1,361	1,361	Transfer to Funds held in Perpetuity		2,438	3,690
3,107	3,107	Transfer to Funds held for Restricted Purposes		349	349
51,708	51,908	Transfer to General Reserve		-	(76)
<b>50,284</b>	<b>122,792</b>	<b>Retained Surplus at 31 December 1996</b>		<b>71,395</b>	<b>146,102</b>

The accompanying Notes form part of these financial statements.

**MONASH UNIVERSITY**  
**CONSOLIDATED STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 31 DECEMBER 1996**

Notes	Capital and Crown Equity \$000	Funds Held for Restricted Purposes \$000	Funds Held in Perpetuity \$000	General Reserve \$000	Asset Revaluation Reserve \$000	Retained Surplus \$000	1996 Total \$000	1995 Total \$000
Balance at 1 January 1996	83,412	14,970	44,604	51,908	351,854	122,792	669,540	733,404
Balance at 1 January 1995 (Sir John Monash Business Centre Pty Ltd)								(269)
Premium arising on consolidation of controlled entity Sir John Monash Business Centre Pty Ltd								260
Prior Period Adjustment - Employee Entitlements								(8,411)
Surplus for the period						27,273	27,273	51,750
Transfer from Retained Surplus to:								
Funds Held in Perpetuity			3,690			(3,690)		
Funds held for Restricted Purposes		349				(349)		
General Reserve				(76)		76		
Asset Revaluation Reserve:								
Equipment Revalued					62		62	
Land and Buildings Revalued								(107,194)
Additional Share Capital Issued by Open Learning Agency of Australia Pty Ltd	400						400	
<b>Balance at 31 December 1996</b>	<b>83,812</b>	<b>15,319</b>	<b>48,294</b>	<b>51,832</b>	<b>351,916</b>	<b>146,102</b>	<b>697,275</b>	<b>669,540</b>

The accompanying Notes form part of these financial statements.

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

1. STATEMENT OF ACCOUNTING POLICIES

The accounts have been prepared using an accrual basis of accounting in accordance with the accounting standards issued by the Australian accounting bodies except where stated otherwise, and with the disclosure requirements of the Financial Management Act 1994.

(a) Non-Current Assets

i) Depreciation on equipment, buildings and library books is included in the Revenue and Expense Statement as an expense item. Depreciation is computed on the straight line method over the estimated useful life of the assets. As from 1 January 1996 depreciation on buildings completed during the year is calculated from the date of completion of the building.

ii) Equipment

The non-current item "Equipment", shown in the Balance Sheet, consists of the following:

<u>1995</u>	
<u>Monash</u> <u>University</u> <u>\$000</u>	<u>Consolidated</u> <u>\$000</u>
108,662	123,286
-	1,803
<u>(74,039)</u>	<u>(84,393)</u>
<u>34,623</u>	<u>40,696</u>

Equipment:  
 At Cost  
 Under Finance Lease  
 Provision for Depreciation/Amortisation  
**Net Value at 31 December 1996**

<u>1996</u>	
<u>Monash</u> <u>University</u> <u>\$000</u>	<u>Consolidated</u> <u>\$000</u>
119,092	134,405
-	1,463
<u>(83,051)</u>	<u>(95,150)</u>
<u>36,041</u>	<u>40,718</u>

iii) Library Books

The valuation basis adopted is that recommended by the Department of Finance, Victoria i.e. capitalising and then depreciating the past and current cost of the collection. The valuation is based on the following:

- (i) Text books having a useful life of 5 years;
- (ii) Reference/Research collection items having a useful life of 50 years.

The non-current item "Library Books", shown in the Balance Sheet, consists of the following:

<u>1995</u>	
<u>Monash</u> <u>University</u> <u>\$000</u>	<u>Consolidated</u> <u>\$000</u>
81,520	81,582
<u>(17,346)</u>	<u>(17,347)</u>
<u>64,174</u>	<u>64,235</u>

Library Books at Cost  
 Provision for Depreciation  
**Net Value at 31 December 1996**

<u>1996</u>	
<u>Monash</u> <u>University</u> <u>\$000</u>	<u>Consolidated</u> <u>\$000</u>
88,996	89,134
<u>(19,629)</u>	<u>(19,629)</u>
<u>69,367</u>	<u>69,505</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

(a) Non-Current Assets (continued)

iv) Property

The total value of land and buildings was established by formal valuation by the Valuer-General of Victoria as at 31 December 1995.

The total value of land and buildings shown in the balance sheet is made up as follows:

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
56,534	58,734	Land at valuation by the Valuer-General of Victoria as at 31 December 1995	55,834	58,034
408,920	414,720	Buildings at valuation by the Valuer-General of Victoria as at 31 December 1995	408,920	414,720
-	-	Land, at cost	257	257
-	-	Buildings, at cost	30,183	30,668
-	-	Provision for Depreciation	(12,120)	(12,605)
<u>465,454</u>	<u>473,454</u>	<b>Net Value at 31 December 1996</b>	<u>483,074</u>	<u>491,074</u>
<u>564,251</u>	<u>578,385</u>		<u>588,482</u>	<u>601,297</u>

v) Total Property, Equipment and Library Books

vi) Leasehold Improvements

The non-current item "Leasehold Improvements", shown in the Balance Sheet, consists of the following:

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
-	500	Leasehold Improvements at Cost	-	826
-	(216)	Provision for Depreciation	-	(257)
<u>-</u>	<u>284</u>	<b>Net Value at 31 December 1996</b>	<u>-</u>	<u>569</u>

(b) Provision for Long Service Leave and Recreation Leave

Long service leave and annual leave employee entitlements have been calculated and recorded in the accounts on an individual liability basis. In prior years, long service leave liability for staff with 4 years or more eligible service was brought to account. With effect from 1995, Accounting Standard AAS 30 requires measurement of long service leave at estimated present value. In accordance with Accounting Standard AAS 30, with effect from 1995, salary on-costs have been included in the calculation of leave provisions and the initial adjustment amounting to \$8.4M arising out of the adoption of the standard was recorded in the Revenue and Expense Statement as an adjustment against the Retained Surplus at 1 January 1995.

The total provision shown in the Balance Sheet is made up as follows:

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
		<b>i) Current</b>		
30,144	30,237	Provision for Long Service Leave	28,740	28,855
24,249	25,057	Provision for Recreation Leave	23,438	24,354
<u>54,393</u>	<u>55,294</u>		<u>52,178</u>	<u>53,209</u>
		<b>ii) Non-Current</b>		
8,872	9,046	Provision for Long Service Leave	12,320	12,635
<u>8,872</u>	<u>9,046</u>		<u>12,320</u>	<u>12,635</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

(c) Capital

The movements in Capital and Reserves are recorded in the Consolidated Statement of Changes in Equity.

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		<b>i) Funds Held for Restricted Purposes:</b>		
		Unexpended Private and Indirect Government Research Grants restricted to expenditure on research only.	15,319	15,319
14,970	14,970			
		<b>ii) Funds Held in Perpetuity:</b>		
		Specified Bequests and Donations	9,608	9,802
7,170	7,357	Monash University Foundation	-	38,492
-	37,247		9,608	48,294
7,170	44,604			
		<b>iii) Contributed Capital :</b>		
		Commonwealth Government and State Grant contributions to Capital Works and Land	83,102	83,102
83,102	83,102	Other	-	450
-	50		83,102	83,552
83,102	83,152			
		<b>iv) Other</b>		
		Premium arising on consolidation of controlled entity Sir John Monash Business Centre Pty Ltd	-	260
-	260		108,029	147,425
105,242	142,986	<b>v) Total Capital</b>		

(d) Reserves:

51,708	51,908	<b>i) General Reserve</b>	51,708	51,832
351,377	351,854	<b>ii) Fixed Assets Revaluation Reserve</b>	351,377	351,916
403,085	403,762	<b>iii) Total Reserves</b>	403,085	403,748

(e) Interest in Cooperative Research Centres

The University has an interest in eleven Cooperative Research Centres. The University has provided equity to the Cooperative Research Centres through cash contributions and the provision of research resources ("in-kind" support). The value of the "in-kind" support has been established using Commonwealth Government guidelines. The value of the University's investment has been adjusted to reflect the University's interest in the estimated net tangible assets of the Cooperative Research Centres. Details of the valuation of the investment are shown at Note 6 (c).

2. PRINCIPLES OF CONSOLIDATION

The accounts have been consolidated on the basis of the University's controlling and beneficial interest in the following associated entities:

Montech Pty Ltd, and controlled entity Montech Medical Developments Pty Ltd;  
 Monash I.V.F. Pty Ltd;  
 Monash Ultrasound Trust;  
 Monash I.V.F. Pathology Services Trust;  
 Monash University Foundation;  
 Open Learning Agency of Australia Pty Ltd  
 Monash Merchandising Unit Trust;  
 Monash International Pty Ltd, and controlled entity Monash Language Centre Pty Ltd;  
 Monash Mt Eliza Graduate School of Business and Government Limited;  
 Sir John Monash Business Centre Pty Ltd

**MONASH UNIVERSITY**

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996**

**2. PRINCIPLES OF CONSOLIDATION** *(continued)*

**Further Details:**

**(a) Montech Pty Ltd, and controlled entity Montech Medical Developments Pty Ltd**

The principal activities of the company were the marketing and promotion of commercially viable projects predominantly developed at Monash University.

At 31 December 1996, the University owned 100% of the shares in the company.

The consolidated operating loss of the company for the year was \$77,918 (1995 \$1,059,010 loss).

The total consolidated assets of the company at 31 December 1996 amounted to \$56,800,074 (1995 \$56,149,756).

The total consolidated liabilities of the company at 31 December 1996 amounted to \$56,607,212 (1995 \$55,878,976).

**(b) Monash I.V.F. Pty Ltd**

The principal activity of the company remained unchanged during the year and was the provision of infertility medical services,

At 31 December 1996, the University owned 100% of the shares in the company.

The operating profit of the company for the year was \$325,590 (1995 \$41,612 loss). No income tax expense was charged, or benefit recognised.

The total assets of the company at 31 December 1996 amounted to \$2,285,323 (1995 \$1,693,767).

The total liabilities of the company at 31 December 1996 amounted to \$1,472,186 (1995 \$1,206,220).

**(c) Monash Ultrasound Trust**

Monash Ultrasound Trust is a trust settled on the University by Monash I.V.F. Pty Ltd in 1988. The University is the sole beneficiary of the trust and received no contributions from the trust in 1996 (1995 \$Nil).

**(d) Monash I.V.F. Pathology Services Trust**

Monash I.V.F. Pathology Services Trust is a trust settled on the University by Monash I.V.F. Pty Ltd in 1988. The University is the sole beneficiary of the trust and received no contributions from the trust in 1996 (1995 \$Nil).

**(e) Monash University Foundation**

Monash University Foundation is a trust created by the University in 1983. The University is the sole beneficiary of the trust and received contributions of \$7,871,000 from the Foundation in 1996 (1995 \$6,325,000).

The surplus of the trust for the year before abnormal items was \$1,116,052 (1995 \$3,237,557).

The total assets of the trust at 31 December 1996 amounted to \$110,312,446 (1995 \$109,654,322).

The total liabilities of the trust at 31 December 1996 amounted to \$7,813,766 (1995 \$8,271,694).

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

2. PRINCIPLES OF CONSOLIDATION *(continued)*

(f) Open Learning Agency of Australia Pty Ltd

The principal activity of the company during the year was to act as a broker between universities, Institutes of TAFE, and Open Learning students.

In 1996 the University Council approved a reconstruction of the company as a result of which:

- (i) at 31 December 1996 the University owned 71.4% of the shares,
- (ii) in January 1997 Monash University became a minority shareholder.

The operating profit of the company for the year was \$1,952,114 (1995 \$920,441).

The total assets of the company at 31 December 1996 amounted to \$11,738,664 (1995 \$12,084,261).

The total liabilities of the company at 31 December 1996 amounted to \$5,305,570 (1995 \$8,803,281).

(g) Monash Merchandising Unit Trust

Monash Merchandising Unit Trust is a trust settled on the University by Monash Merchandising Company Pty Ltd in 1992.

The primary object of the trust is to control the sale of merchandise with the Monash University logo.

The trust first traded in January 1993. The trust ceased trading in 1996. At 31 December 1996 the University owned 66.7% of the units in the Trust.

The operating loss for the Trust for the year was \$22,953 (1995 \$6,427 profit).

The total assets of the trust at 31 December 1996 amounted to \$108,448 (1995 \$159,209).

The total liabilities of the trust at 31 December 1996 amounted to \$5,140 (1995 \$32,948).

(h) Monash International Pty Ltd, and controlled entity Monash Language Centre Pty Ltd

The company was incorporated on 2 May 1994.

The principal activity of the company was the provision of services to Monash University in relation to international students.

At 31 December 1996, the University owned 100% of the shares in the company.

The operating profit of the company for the year was \$313,000 (1995 \$378,000). No income tax expense was charged.

The total assets of the company at 31 December 1996 amounted to \$5,424,000 (1995 \$6,025,000).

The total liabilities of the company at 31 December 1996 amounted to \$4,179,000 (1995 \$5,110,000).

(i) Monash Mt Eliza Graduate School of Business and Government Limited

With effect from 1 August 1994 the Monash Mt Eliza Business School was established.

The principal activities of the company were those of providing management development and training programs and postgraduate courses in management.

At 31 December 1996, the University owned 100% of the shares in the company.

The operating profit of the company for the year after charging income tax expense and including extraordinary items was \$12,012 (1995 \$175,000).

The total assets of the company at 31 December 1996 amounted to \$13,741,000. (1995 \$14,055,000)

The total liabilities of the company at 31 December 1996 amounted to \$7,633,000. (1995 \$8,005,000)



MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

2. PRINCIPLES OF CONSOLIDATION (continued)

(j) Sir John Monash Business Centre Pty Ltd

The Sir John Monash Business Centre Pty Ltd was incorporated on 16 July 1990.

In the 1994 year the University owned 50% of the shares in the company, and the balance was owned by the Council of Adult Education. Monash University purchased the shares held by the Council of Adult Education in 1995. The premium amounting to \$260,000 arising on consolidation of this controlled entity is recorded under Capital in the balance sheet (see Note 1(c)iv).

The principal activities of the company during the year were the provision of training, consulting services, conference facilities, adult education and related services.

The operating loss of the company for the year was \$249,377 (1995 \$12,935 profit).

The total assets of the company at 31 December 1996 amounted to \$547,879. (1995 \$917,465)

The total liabilities of the company at 31 December 1996 amounted to \$453,040. (1995 \$573,249)

3. INVENTORIES

Only materials which are purchased and controlled centrally have been reported in the Balance Sheet. Materials purchased by the University for departmental use and held under the control of individual departments are treated as expended at the time of purchase.

Perpetual stock records were maintained for centrally controlled stock.

Stock-takes of centrally controlled stock were completed at 31 December 1996 and valuations at cost were as follows:

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
1,288	1,288	Trading Bookshop	1,247	1,247
496	496	Union and Sports & Recreation	420	420
365	365	Central Building Maintenance Store	367	367
6	6	Halls of Residence	6	6
384	501	Central Stationery Store	315	442
134	277	Other Academic Services	113	241
<u>2,673</u>	<u>2,933</u>		<u>2,468</u>	<u>2,723</u>

4. ACCOUNTS RECEIVABLE

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
5,298	7,486	Trade Debtors (see below)	6,115	8,180
686	686	Student Loan Debtors (see below)	624	624
1,263	-	Monash International Pty Ltd	1,731	-
153	-	Monash I.V.F. Pty Ltd	201	-
-	-	Monash Merchandising Pty Ltd	-	-
89	-	Monash Mt Eliza Graduate School of Business & Government Ltd	201	-
-	-	Monash University Foundation	250	-
926	-	Montech Pty Ltd	18	-
1,889	-	Opening Learning Agency of Australia Pty Ltd	1,219	-
3,624	4,845	Other Amounts Receivable	3,110	4,666
<u>13,928</u>	<u>13,017</u>		<u>13,469</u>	<u>13,470</u>
5,634	7,907	Trade Debtors	6,433	8,585
(336)	(421)	Provision for Doubtful Debts	(318)	(405)
<u>5,298</u>	<u>7,486</u>	Net at 31 December 1996	<u>6,115</u>	<u>8,180</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

4. ACCOUNTS RECEIVABLE (continued)

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
778	778	Student Loan Debtors	678	678
(92)	(92)	Provision for Doubtful Debts	(54)	(54)
<u>686</u>	<u>686</u>	Net at 31 December 1996	<u>624</u>	<u>624</u>

5. LOANS RECEIVABLE

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		a) Current		
		Loans Unsecured:		
		Monash Student Association	300	300
		Student Guild, Caulfield Campus	100	100
		Other Loans	-	6
			<u>400</u>	<u>406</u>
		b) Non-Current		
		Loans Unsecured:		
430	-	Loan to Sir John Monash Business Centre Pty Ltd	430	-
-	413	Other Loans	540	594
<u>430</u>	<u>413</u>		<u>970</u>	<u>594</u>

6. INVESTMENTS

Investments in Managed Funds are included in the accounts on the basis of statements from the Investment Advisers.

Unrealised market value adjustments are reflected in the consolidated statement of revenue and expenditure.

The value of land and buildings held for investment purposes by the Monash University Foundation has been advised by an independent valuer as at 31 December 1996.

1995		Notes	1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		a) Current		
		<b>Managed Funds:</b>		
45,986	45,986	Westpac Investment Management Pty Ltd, at cost	28,165	28,165
		<b>Monash University Foundation:</b>		
-	22,129	Discount Securities, at cost	-	17,262
-	1,062	Other Deposits on Term and Call	-	3
-	<u>23,191</u>		-	<u>17,265</u>
		<b>Other:</b>		
1,718	9,622	Other Deposits on Term and Call	2,878	16,018
-	2,035	R & D Syndicated Investment Bank Deposits	-	-
<u>1,718</u>	<u>11,657</u>		<u>2,878</u>	<u>16,018</u>
<u>47,704</u>	<u>80,834</u>	Total Current Investments	<u>31,043</u>	<u>61,448</u>

Monash University – 1996 Financial Statements

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

6. INVESTMENTS (continued)

1995			1996	
Monash University \$000	Consolidated \$000	Notes	Monash University \$000	Consolidated \$000
b) Non-Current				
<b>Managed Funds:</b>				
54,767	54,767	22(b)	60,427	60,427
		National Australia Financial Management, at cost (Market value 31 December 1995 - \$58,214,416) (Market value 31 December 1996 - \$63,366,662)		
<u>54,767</u>	<u>54,767</u>		<u>60,427</u>	<u>60,427</u>
<b>Monash University Foundation:</b>				
-	63,706		-	70,697
		Managed Investments at market value		
-	22,400		-	22,000
		Property at valuation by independent valuer as at 31 December 1996		
<u>-</u>	<u>86,106</u>		<u>-</u>	<u>92,697</u>
<b>Common Fund:</b>				
8,491	8,491		9,118	9,118
		Westpac Investment Management Pty Ltd, at cost (Market value 31 December 1995 - \$9,102,857) (Market value 31 December 1996 - \$9,883,979)		
<u>8,491</u>	<u>8,491</u>		<u>9,118</u>	<u>9,118</u>
<b>Other:</b>				
500	-		500	-
		500,000 Ordinary Shares in Monash International Pty Ltd, at cost		
250	-		250	-
		250,100 Ordinary Shares in Monash IVF Pty Ltd, at cost		
100	-		100	-
		100,000 Units in Monash Merchandising Unit Trust, at cost		
235	-		235	-
		235,000 Ordinary Shares in Montech Pty Ltd, at cost		
200	-		1,000	-
		1,000,000 Ordinary Shares in Open Learning Agency of Australia Pty Ltd, at cost		
340	-	2(j)	340	-
		600,000 Ordinary Shares in Sir John Monash Business Centre Pty Ltd, at cost		
2,198	2,198		-	-
		Fixed interest Securities, at cost		
-	50,533	9(b)	-	55,488
		R & D Syndicated Investment Bank Deposits		
-	170		-	173
		Semi-government Securities, at cost		
-	2		-	-
		Other Securities, at cost		
117	823		53	834
		Other Investments		
<u>3,940</u>	<u>53,726</u>		<u>2,478</u>	<u>56,495</u>
<u>67,198</u>	<u>203,090</u>		<u>72,023</u>	<u>218,737</u>
<b>Total Non-Current Investments</b>				
c) The Investment in Cooperative Research Centres (CRC's) has been calculated as follows:				
2,179	2,179	1(e)	2,967	2,967
		Cash Contributions made		
13,788	13,788	1(e)	20,724	20,724
		"In Kind" Contributions		
<u>15,967</u>	<u>15,967</u>		<u>23,691</u>	<u>23,691</u>
<b>Less:</b>				
(12,261)	(12,261)		(17,531)	(17,531)
		Losses of the CRC's, incurred to 30 June 1996		
(3,706)	(3,706)		(6,160)	(6,160)
		Less: Diminution in Value of Investment in CRC's.		
<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
		Investment in CRC's at cost less diminution in value (Note 6(b))		

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

6. INVESTMENTS (continued)

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
		d) Investment Income		
602	1,459	Dividends	573	573
5,764	10,166	Interest	5,504	6,822
3,049	2,569	Realised Profit/(Loss)	3,889	9,279
-	3,838	Unrealised Profit/(Loss)	-	2,739
<u>9,415</u>	<u>18,032</u>	Total Investment Income	<u>9,966</u>	<u>19,413</u>

7. ACCRUED LIABILITIES

1995			Notes	1996	
Monash University	Consolidated			Monash University	Consolidated
\$000	\$000			\$000	\$000
10,217	13,046	Accrued Charges		10,643	12,476
3,034	3,147	Group Tax		4,177	4,380
22	-	Monash Merchandising Pty Ltd		-	-
-	2,035	Montech Pty Ltd - R & D Syndicated Deposits	6(a)	-	-
-	-	Sir John Monash Business Centre Pty Ltd.		12	-
4,992	5,340	Other		5,267	5,458
<u>18,265</u>	<u>23,568</u>	Total Accrued Liabilities		<u>20,099</u>	<u>22,314</u>

8. BORROWINGS

1995			1996	
Monash University	Consolidated		Monash University	Consolidated
\$000	\$000		\$000	\$000
		a) Current		
-	344	Finance Lease Liability	-	311
62	62	Loans from Banks secured by mortgage against the revenues of the University - Repayable 0 - 1 year	69	69
2,000	2,000	Loans from Treasury Corporation of Victoria:		
-	-	Repayable 15 June 1996	-	-
-	-	Repayable 15 September 1997	2,007	2,007
<u>2,062</u>	<u>2,406</u>	Total Current Loans	<u>2,076</u>	<u>2,387</u>
		b) Non - Current		
-	669	Finance Lease Liability	-	528
2,007	2,007	Loans from Treasury Corporation of Victoria secured by guarantee:		
-	-	Repayable 15 September 1997	-	-
15,850	15,850	Loan from Bank - Commercial Bills		
-	-	Repayable 1-2 years	7,850	7,850
-	-	Repayable 2-5 years	13,300	13,300
-	-	Repayable over 5 years	5,000	5,000
69	69	Loans from Banks secured by mortgage against the revenues of the University:		
159	159	Repayable 1-2 years	76	76
68	68	Repayable 2-5 years	97	97
-	-	Repayable over 5 years	53	53
-	-	Other Loans, secured against land and buildings:		
-	-	Repayable 2-5 years	-	3,500
-	262	Other Loans, unsecured:		
778	4,017	Repayable 1-2 years	-	-
		Repayable 2-5 years	666	666
<u>18,931</u>	<u>23,101</u>	Total Non-Current Loans	<u>27,042</u>	<u>31,070</u>

# Monash University – 1996 Financial Statements

## MONASH UNIVERSITY

### NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

#### 8. BORROWINGS (continued)

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		c) Interest Expense		
		Attributable to:		
511	511	Treasury Corporation of Victoria Loans	381	381
1,201	1,563	Loans from Banks and Other Sources	1,531	1,918
-	146	Finance Charges from Finance Leases	-	99
<u>1,712</u>	<u>2,220</u>	Total Interest Expense	<u>1,912</u>	<u>2,398</u>

#### 9. OTHER AMOUNTS PAYABLE

1995			Notes	1996	
Monash University \$000	Consolidated \$000			Monash University \$000	Consolidated \$000
		a) Current			
-	-	Other		-	1,688
<u>-</u>	<u>-</u>			<u>-</u>	<u>1,688</u>
		b) Non - Current			
-	50,533	Montech Pty Ltd - R & D Syndicated Deposits	6(b)	-	55,488
-	523	Other		-	-
<u>-</u>	<u>51,056</u>			<u>-</u>	<u>55,488</u>

#### 10. OTHER AMOUNTS RECEIVED IN ADVANCE

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		Amounts received for sale of shares in Open Learning Agency of Australia Pty Ltd transferred from Monash University to other Universities in 1997.		
-	-		800	800
<u>-</u>	<u>-</u>		<u>800</u>	<u>800</u>

#### 11. COMMONWEALTH GOVERNMENT GRANTS

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		Pursuant to the Higher Education Funding Act 1988:		
220,818	226,243	Operating Purposes	227,456	231,256
		Special Research Assistance:		
6,234	6,234	Large Research Grants	7,104	7,104
1,797	1,797	Small Research Grants	1,796	1,796
223	223	Collaborative Research Grants	676	676
3,423	3,423	Research infrastructure grants	6,667	6,667
610	610	Special Research and Key Centres	406	406
1,076	1,076	Research fellowships	1,185	1,185
73	73	International Research Fellowships	33	33
4,258	4,258	Australian postgraduate awards	5,404	5,404
559	559	Australian postgraduate awards (Industry)	535	535
710	710	Overseas Postgraduate Research Scholarships	845	845
491	491	Teaching Hospitals	500	500
7,544	7,544	Capital - Berwick Project	2,128	2,128
<u>247,816</u>	<u>253,241</u>		<u>254,735</u>	<u>258,535</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

12. HIGHER EDUCATION CONTRIBUTION SCHEME

Higher Education Contribution Scheme revenue was collected by the University as follows during the reporting period:

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
45,840	45,840	Received from Higher Education Trust Fund	47,138	47,138
7,960	7,960	Received from Students	8,855	8,855
<u>53,800</u>	<u>53,800</u>		<u>55,993</u>	<u>55,993</u>

13. STATE GOVERNMENT GRANTS

State Government grants for the following purposes were received by the University during the reporting period:

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
5,443	5,443	Student Funded Places	4,807	4,807
360	360	Victorian Education Foundation	60	60
2,848	2,848	Earmarked Grants	387	387
<u>8,651</u>	<u>8,651</u>		<u>5,254</u>	<u>5,254</u>

14. FEES AND CHARGES

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
42,891	46,101	Full Fee Paying Overseas Students	48,054	52,389
7,307	12,238	Fees-Approved Post Graduate Award Students	7,857	14,027
5,109	26,915	Other	9,153	32,220
<u>55,307</u>	<u>85,254</u>		<u>65,064</u>	<u>98,636</u>

15. OTHER REVENUE

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
6,325	-	Monash University Foundation	7,871	-
13,987	14,135	Business Type Activities	18,442	18,442
25,851	25,851	Academic Activities	25,390	25,390
6,472	6,472	Student Amenities Fees	5,998	5,998
7,136	7,136	Student Resident Fees - Halls of Residence	6,778	6,778
4,826	5,261	Rentals & Hirings	4,481	4,939
5,208	5,242	Short Course Fees	5,593	5,593
2,499	2,912	Proceeds from Disposal of Fixed Assets	3,175	3,794
3,149	20,713	Other Income	3,152	19,659
<u>75,453</u>	<u>87,722</u>		<u>80,880</u>	<u>90,593</u>

**Monash University – 1996 Financial Statements**

**MONASH UNIVERSITY**

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996**

**16. EXPENDITURE BY FUNCTION**

<u>1995</u>			<u>1996</u>	
Monash University \$000	Consolidated \$000	Notes	Monash University \$000	Consolidated \$000
<b>a) Academic Activities</b>				
128,402	129,862		141,214	142,944
28,064	28,139	17	30,053	30,358
38,311	39,171		40,904	42,266
8,403	8,738	17	8,720	8,951
<u>203,180</u>	<u>205,910</u>		<u>220,891</u>	<u>224,519</u>
4,141	4,141		7,325	7,325
8,850	8,850		6,848	6,848
70,125	76,641		69,888	77,902
<u>286,296</u>	<u>295,542</u>		<u>304,952</u>	<u>316,594</u>
<b>b) Libraries</b>				
18	18		-	-
4	4	17	-	-
9,988	10,049		10,386	10,451
2,226	2,234	17	2,400	2,405
<u>12,236</u>	<u>12,305</u>		<u>12,786</u>	<u>12,856</u>
207	207		319	319
885	885		695	695
2,205	2,205		2,284	2,284
3,445	3,565		4,226	4,301
<u>18,978</u>	<u>19,167</u>		<u>20,310</u>	<u>20,455</u>
<b>c) Other Academic Support Services</b>				
2,559	2,559		2,081	2,081
559	559	17	456	456
6,275	6,947		7,917	8,689
1,376	1,463	17	1,751	1,851
<u>10,769</u>	<u>11,528</u>		<u>12,205</u>	<u>13,077</u>
2,139	2,139		3,688	3,688
403	403		315	315
6,764	7,947		8,334	9,217
<u>20,075</u>	<u>22,017</u>		<u>24,542</u>	<u>26,297</u>
<b>d) Student Services</b>				
9,206	9,366		10,717	10,995
1,760	1,788	17	2,049	2,085
<u>10,966</u>	<u>11,154</u>		<u>12,766</u>	<u>13,080</u>
199	199		246	246
891	891		698	698
11,566	12,992		12,130	13,734
<u>23,622</u>	<u>25,236</u>		<u>25,840</u>	<u>27,758</u>
<b>e) Public Services</b>				
826	826		514	514
142	142	17	69	69
<u>968</u>	<u>968</u>		<u>583</u>	<u>583</u>
(29)	(29)		58	58
82	82		64	64
2,936	2,936		2,781	2,781
<u>3,957</u>	<u>3,957</u>		<u>3,486</u>	<u>3,486</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

16. EXPENDITURE BY FUNCTION (continued)

1995			1996	
Monash University \$000	Consolidated \$000	Notes	Monash University \$000	Consolidated \$000
<b>f) Buildings and Grounds</b>				
5,855	5,955		6,459	6,519
1,359	1,390		1,362	1,376
<u>7,214</u>	<u>7,345</u>		<u>7,821</u>	<u>7,895</u>
139	139		225	225
150	150		119	119
<u>11,584</u>	<u>11,927</u>		<u>13,622</u>	<u>13,911</u>
<u>19,087</u>	<u>19,561</u>		<u>21,787</u>	<u>22,150</u>
<b>g) Administration and Other General Services</b>				
1,458	1,458		1,176	1,176
375	375		382	382
30,033	37,766	17	30,275	38,268
<u>7,415</u>	<u>8,822</u>		<u>9,071</u>	<u>10,389</u>
<u>39,281</u>	<u>48,421</u>	17	<u>40,904</u>	<u>50,215</u>
788	3,178		2,002	4,449
4,197	4,197		3,381	3,547
-	22		-	-
112	213		126	252
1,712	2,220		1,912	2,398
71	158		194	215
3,028	3,598		3,025	3,434
-	1,216		-	1,149
948	1,030	1(b)	2,044	2,128
108	193	1(b)	(769)	(673)
83	43		56	55
<u>33,578</u>	<u>59,078</u>		<u>42,251</u>	<u>65,311</u>
<u>83,906</u>	<u>123,567</u>		<u>95,126</u>	<u>132,480</u>

17. SALARY RELATED EXPENSES

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
31,844	32,931		34,527	35,716
15,743	16,499		16,612	17,300
1,981	2,073		2,111	2,230
<u>2,115</u>	<u>2,151</u>		<u>3,063</u>	<u>3,076</u>
<u>51,683</u>	<u>53,654</u>		<u>56,313</u>	<u>58,322</u>



MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

18. ACQUITTAL OF COMMONWEALTH GRANTS

(a) Amounts received pursuant to the Higher Education Act 1988 and amounts expended:

1995 Monash University \$000		1996 Monash University \$000
	<b>Operating Purposes</b>	
	Amount received in previous period:	
16,920	Advance payment received in previous period	17,628
-	Carry-over from previous period	-
<u>16,920</u>	Sub-total received in previous period	<u>17,628</u>
221,526	Grant received in the reporting period	226,700
	Less amount attributable to future period:	
(17,628)	Advance payment received in respect of next period	(16,872)
-	Under-expenditure in the reporting period	-
<u>(17,628)</u>	Sub-total amount attributable to future period	<u>(16,872)</u>
<u>220,818</u>	<b>Amount expended in the reporting period</b>	<u>227,456</u>
	<b>Large Research Grants</b>	
	Amount received in previous period:	
295	Advance payment received in previous period	541
588	Carry-over from previous period	1,061
<u>883</u>	Sub-total received in previous period	<u>1,602</u>
6,480	Grant received in the reporting period	6,906
	Less amount attributable to future period:	
(541)	Advance payment received in respect of next period	(343)
(1,061)	Under-expenditure in the reporting period	(1,262)
<u>(1,602)</u>	Sub-total amount attributable to future period	<u>(1,605)</u>
<u>5,761</u>	<b>Amount expended in the reporting period</b>	<u>6,903</u>
	<b>Small Research Grants</b>	
	Amount received in previous period:	
-	Advance payment received in previous period	-
-	Carry-over from previous period	382
<u>-</u>	Sub-total received in previous period	<u>382</u>
1,797	Grant received in the reporting period	1,796
	Less amount attributable to future period:	
-	Advance payment received in respect of next period	-
(382)	Under-expenditure in the reporting period	(381)
<u>(382)</u>	Sub-total amount attributable to future period	<u>(381)</u>
<u>1,415</u>	<b>Amount expended in the reporting period</b>	<u>1,797</u>
	<b>Collaborative Research Grants</b>	
	Amount received in previous period:	
-	Advance payment received in previous period	-
-	Carry-over from previous period	131
<u>-</u>	Sub-total received in previous period	<u>131</u>
223	Grant received in the reporting period	1,250
	Less amount attributable to future period:	
-	Advance payment received in respect of next period	(574)
(131)	Under-expenditure in the reporting period	(308)
<u>(131)</u>	Sub-total amount attributable to future period	<u>(882)</u>
<u>92</u>	<b>Amount expended in the reporting period</b>	<u>499</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

18. ACQUITTAL OF COMMONWEALTH GRANTS (continued)

(a) Amounts received pursuant to the Higher Education Act 1988  
and amounts expended: (continued)

1995 Monash University \$000		1996 Monash University \$000
	<b>Research Infrastructure Grants</b>	
	Amount received in previous period:	
	Advance payment received in previous period	140
182	Carry-over from previous period	1,608
<u>182</u>	Sub-total received in previous period	<u>1,748</u>
3,381	Grant received in the reporting period	7,386
	Less amount attributable to future period:	
(140)	Advance payment received in respect of next period	(859)
(1,608)	Under-expenditure in the reporting period	(3,085)
<u>(1,748)</u>	Sub-total amount attributable to future period	<u>(3,944)</u>
<u>1,815</u>	<b>Amount expended in the reporting period</b>	<u>5,190</u>
	<b>Special Research and Key Centres</b>	
	Amount received in previous period:	
49	Advance payment received in previous period	32
<u>49</u>	Carry-over from previous period	72
593	Sub-total received in previous period	<u>104</u>
	Grant received in the reporting period	385
	Less amount attributable to future period:	
(32)	Advance payment received in respect of next period	(11)
(72)	Under-expenditure in the reporting period	(59)
<u>(104)</u>	Sub-total amount attributable to future period	<u>(70)</u>
<u>538</u>	<b>Amount expended in the reporting period</b>	<u>419</u>
	<b>Research Fellowships</b>	
	Amount received in previous period:	
71	Advance payment received in previous period	91
64	Carry-over from previous period	53
<u>135</u>	Sub-total received in previous period	<u>144</u>
1,096	Grant received in the reporting period	1,170
	Less amount attributable to future period:	
(91)	Advance payment received in respect of next period	(76)
(53)	Under-expenditure in the reporting period	(36)
<u>(144)</u>	Sub-total amount attributable to future period	<u>(112)</u>
<u>1,087</u>	<b>Amount expended in the reporting period</b>	<u>1,202</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

18. ACQUITTAL OF COMMONWEALTH GRANTS *(continued)*

(a) Amounts received pursuant to the Higher Education Act 1988 and amounts expended: *(continued)*

1995 Monash University \$000		1996 Monash University \$000
	<b>International Research Fellowships</b>	
	Amount received in previous period:	
-	Advance payment received in previous period	34
-	Carry-over from previous period	7
-	Sub-total received in previous period	41
107	Grant received in the reporting period	(1)
	Less amount attributable to future period:	
(34)	Advance payment received in respect of next period	-
(7)	Under-expenditure in the reporting period	(5)
(41)	Sub-total amount attributable to future period	(5)
<u>66</u>	<b>Amount expended in the reporting period</b>	<u>35</u>
	<b>Australian Postgraduate Awards</b>	
	Amount received in previous period:	
410	Advance payment received in previous period	434
-	Carry-over from previous period	(69)
410	Sub-total received in previous period	365
4,282	Grant received in the reporting period	5,435
	Less amount attributable to future period:	
(434)	Advance payment received in respect of next period	(465)
69	Under-expenditure in the reporting period	(131)
(365)	Sub-total amount attributable to future period	(596)
<u>4,327</u>	<b>Amount expended in the reporting period</b>	<u>5,204</u>
	<b>Australian Postgraduate Awards (Industry)</b>	
	Amount received in previous period:	
27	Advance payment received in previous period	38
-	Carry-over from previous period	95
27	Sub-total received in previous period	133
570	Grant received in the reporting period	529
	Less amount attributable to future period:	
(38)	Advance payment received in respect of next period	(32)
(95)	Under-expenditure in the reporting period	(17)
(133)	Sub-total amount attributable to future period	(49)
<u>464</u>	<b>Amount expended in the reporting period</b>	<u>613</u>
	<b>Overseas Postgraduate Research Scholarships</b>	
	Amount received in previous period:	
-	Advance payment received in previous period	-
-	Carry-over from previous period	-
-	Sub-total received in previous period	-
710	Grant received in the reporting period	922
	Less amount attributable to future period:	
-	Advance payment received in respect of next period	(77)
-	Under-expenditure in the reporting period	(2)
-	Sub-total amount attributable to future period	(79)
<u>710</u>	<b>Amount expended in the reporting period</b>	<u>843</u>

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

18. ACQUITTAL OF COMMONWEALTH GRANTS (continued)

(a) Amounts received pursuant to the Higher Education Act 1988 and amounts expended: (continued)

1995 Monash University \$000		1996 Monash University \$000
	<b>Teaching Hospitals</b>	
	Amount received in previous period:	
-	Advance payment received in previous period	40
-	Carry-over from previous period	-
-	Sub-total received in previous period	40
531	Grant received in the reporting period	501
	Less amount attributable to future period:	
(40)	Advance payment received in respect of next period	41
-	Under-expenditure in the reporting period	-
(40)	Sub-total amount attributable to future period	41
491	Amount expended in the reporting period	582
	<b>Capital - Berwick Project</b>	
	Amount received in previous period:	
794	Advance payment received in previous period	-
-	Carry-over from previous period	2,230
794	Sub-total received in previous period	2,230
3,044	Grant received in the reporting period	2,128
	Less amount attributable to future period:	
-	Advance payment received in respect of next period	-
(2,230)	Under-expenditure in the reporting period	-
(2,230)	Sub-total amount attributable to future period	-
1,608	Amount expended in the reporting period	4,358

(b) The following Commonwealth Grants to the University were under-expended in the reporting period:

	1996 Monash University	Balance Carried Forward	
	Grant Available \$000	Amount Expended \$000	\$000
Operating Purposes	227,456	227,456	-
HECS Trust Fund	47,138	47,138	-
Large Research Grants	8,165	6,903	1,262
Small Research Grants	2,178	1,797	381
Collaborative Research Grants	807	499	308
Research Infrastructure Grants	8,275	5,190	3,085
Special Research and Key Centres	478	419	59
Research Fellowships	1,238	1,202	36
International Research Fellowships	40	35	5
Australian Postgraduate Awards	5,335	5,204	131
Australian Postgraduate Awards (Industry)	630	613	17
Overseas Postgraduate Research Scholarships	845	843	2
Teaching Hospitals	582	582	-
Capital - Berwick Project	4,358	4,358	-

Balances carried forward represent funds to be expended in 1997.

**Monash University – 1996 Financial Statements**

**MONASH UNIVERSITY**

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996**

**18. ACQUITTAL OF COMMONWEALTH GRANTS (continued)**

**(c) Higher Education Contribution Scheme**

1995 Monash University \$000		1996 Monash University \$000
	(i) <b>Amounts received pursuant to the Higher Education Act 1988 from HECS Trust Fund and amounts expended:</b>	
	Amount received in previous period:	
3,726	Advance payment received in previous period	3,839
-	Carry-over from previous period	
<u>3,726</u>	Sub-total received in previous period	<u>3,839</u>
45,953	Grant received in the reporting period	47,976
	Less amount attributable to future period:	
(3,839)	Advance payment received in respect of next period	(4,677)
-	Under-expenditure in the reporting period	-
<u>(3,839)</u>	Sub-total amount attributable to future period	<u>(4,677)</u>
<u>45,840</u>	<b>Amount expended in the reporting period</b>	<u>47,138</u>
7,960	(ii) <b>HECS contributions actually received from students</b>	8,855
<u>53,800</u>	(iii) <b>Total HECS Revenue</b>	<u>55,993</u>

**19. DIRECTORS' AND EXECUTIVES' REMUNERATION**

**a) Directors' Remuneration**

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
-	1,127	Income received or due and receivable by all directors of each entity in the consolidated University economic entity	1,625	2,689
-	89	Amounts paid to prescribed superannuation funds for the provision of retirement benefits for directors	-	85
<u>-</u>	<u>1,216</u>		<u>1,625</u>	<u>2,774</u>

The names of members of Council who held office during the financial year are shown here under. None of these persons received remuneration directly related to their duties as Council members.

J R Arkinstall  
J Beggs  
J C Blyth  
M L Brisk  
F R Burden  
B W Cherry  
G D W Curlewis  
A J Fox  
H A Grayson  
J M Hearn  
J C Hutchinson  
M E James  
M L Jelbart

A R Brideson MLC  
P R Hall MLC  
M G Keys  
G A Knights  
J E Koim AO  
W A Krickler AM  
H Lim MP  
M I Logan AC  
A H May  
S McManamny  
J M McPhee  
K C L Patterson

F C Peck  
D R Pizzey AM  
P H Ramler  
P K Rodan  
D W Rogers  
J K Rogers  
K J Russell  
S W Stratton  
J Strauss  
P Tharenou  
T R Threadgold  
R T White  
R L Whyte

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

19. DIRECTORS' AND EXECUTIVES' REMUNERATION (continued)

a) Directors' Remuneration (continued)

1995		Remuneration (dollars)	1996	
Monash University	Consolidated		Monash University	Consolidated
-	9	0 - 9,999	-	17
-	21	10,000 - 19,999	-	18
-	3	20,000 - 29,999	-	3
-	1	30,000 - 39,999	-	2
-	1	40,000 - 49,999	1	2
-	1	50,000 - 59,999	-	-
-	-	60,000 - 69,999	2	2
-	-	70,000 - 79,999	2	2
-	-	80,000 - 89,999	2	2
-	-	90,000 - 99,999	2	2
-	1	100,000 - 109,999	1	1
-	1	110,000 - 119,999	2	2
-	1	120,000 - 129,999	-	-
-	-	130,000 - 139,999	1	1
-	-	140,000 - 149,999	1	1
-	-	160,000 - 169,999	-	3
-	-	170,000 - 179,999	-	1
-	1	220,000 - 229,999	-	-
-	-	500,001 - 510,000	1	1

All Monash University employees who are members of Council are included in the above table.

b) Executives' Remuneration

1995		Income received by employees whose remuneration, as defined below, exceeds \$100,000	1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
16,105	17,743		17,205	19,522

1995		Remuneration (dollars)	1996	
Monash University	Consolidated		Monash University	Consolidated
62	64	100,001 - 110,000	62	67
24	28	110,001 - 120,000	40	44
16	24	120,001 - 130,000	23	31
13	13	130,001 - 140,000	3	3
3	3	140,001 - 150,000	5	5
2	4	150,001 - 160,000	2	3
1	1	160,001 - 170,000	1	1
3	3	170,001 - 180,000	1	2
2	2	180,001 - 190,000	1	1
-	-	190,001 - 210,000	1	1
2	2	200,001 - 210,000	1	1
1	1	210,001 - 220,000	2	2
1	1	230,001 - 240,000	1	1
-	-	300,001 - 310,000	1	1
1	1	410,001 - 420,000	-	-

- Notes:
- (i) Remuneration detailed in this table includes salary, superannuation, payments for leave entitlements on retirement/departure and leave loading, and the private use component of other non-salary benefits.
  - (ii) The figures above exclude fringe benefits tax payable on non-salary benefits by the University.
  - (iii) Remuneration does not include lump sum payouts made pursuant to University early retirement/redundancy programs.
  - (iv) In relevant cases the remuneration includes payment for work undertaken in previous years.

**Monash University – 1996 Financial Statements**

**MONASH UNIVERSITY**

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996**

**20. RELATED PARTY DISCLOSURES**

- (a) Balances between Monash University and its Controlled Entities are shown under accounts receivable (note 4), loans receivable (note 5), and accrued liabilities (note 7).
- (b) Transactions between Monash University and its Controlled entities are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

<u>1995</u> Monash University \$000		<u>1996</u> Monash University \$000
	Income received from:	
9,562	Monash International Pty Ltd	731
-	Monash IVF Pty Ltd	138
-	Monash Merchandising Pty Ltd	16
944	Monash Mt Eliza Graduate School of Business and Government Limited	651
6,442	Monash University Foundation	7,871
2,205	Montech Pty Ltd	2,196
1,808	Open Learning Agency of Australia Pty Ltd	1,809
-	Sir John Monash Business Centre Pty Ltd	41
20,961		13,453
	Expenditure paid to:	
4,309	Monash International Pty Ltd	-
-	Monash Merchandising Pty Ltd	82
432	Monash Mt Eliza Graduate School of Business and Government Limited	-
891	Monash University Foundation	842
296	Montech Pty Ltd	237
27	Open Learning Agency of Australia Pty Ltd	126
-	Sir John Monash Business Centre Pty Ltd	53
5,955		1,340

**21. EXPENDITURE COMMITMENTS**

<u>1995</u>			<u>1996</u>	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
20,575	20,575	Capital Works Projects	4,314	4,314
3,862	3,862	Capital - Equipment Purchases	3,597	3,597
-	135	Other	-	135
24,437	24,572	Total payable not later than 1 year	7,911	8,046

**22. LEASE COMMITMENTS**

- a) Leases are treated in the financial statements as either operating, or finance leases.

Assets acquired under finance leases are included under property, equipment and library books in the balance sheet. Finance leases effectively transfer from the lessor to the lessee substantially all the risks and benefits incidental to ownership of the leased property. Where assets are acquired by means of finance leases, the present value of the minimum lease payments is recognised as an asset at the beginning of the lease term and amortised on a straight-line basis over the expected useful life of the leased asset. A corresponding liability is also established and each lease payment is allocated between the liability and the finance charge.

Other leases under which the risks and benefits of ownership remain with the lessor are classified as operating leases. Payments are expensed over the period of expected benefit.

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

22. LEASE COMMITMENTS (continued)

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		<b>b) Operating Lease Commitments:</b>		
2,360	2,259	Not later than 1 year	2,335	1,716
2,434	2,334	Later than 1 year and not later than 2 years	2,412	1,806
7,779	6,951	Later than 2 year and not later than 5 years	7,737	5,679
16,058	14,485	Later than 5 years	13,134	12,552
<u>28,631</u>	<u>26,029</u>		<u>25,618</u>	<u>21,753</u>

An equitable mortgage of the securities held in the investment portfolio managed by National Australia Financial Management Ltd (refer Note 6(b)) has been established between Monash University as mortgagor and National Australia Financial Management Ltd as mortgagee securing future rental payments amounting to \$20,628,000 (1995 \$22,097,000) due to National Australia Financial Management Ltd, under the deed of sub - lease entered into between mortgagor and mortgagee dated 30 June, 1993.

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		<b>c) Finance Lease Commitments:</b>		
-	429	Not later than 1 year	-	375
-	371	Later than 1 year and not later than 2 years	-	328
-	367	Later than 2 year and not later than 5 years	-	246
-	1,167	Total Minimum Lease Payments	-	949
-	(154)	Less: Future Finance Charges	-	(110)
-	<u>1,013</u>		-	<u>839</u>

The finance lease liability is shown in the balance sheet as follows:

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
-	344	Current Liability	-	311
-	669	Non-Current Liability	-	528
-	<u>1,013</u>	Total Finance Lease Liability	-	<u>839</u>

23. CONTINGENT LIABILITIES

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
		<b>Open Learning Agency of Australia Pty Ltd</b>		
		The University has agreed, under a Deed of Performance Guarantee dated 20 January 1993, to guarantee the performance of Open Learning Agency of Australia Pty Ltd (OLAA) under an agreement with the Commonwealth pursuant to S.22A of the Higher Education Funding Act 1988, in relation to an open learning initiative. The Commonwealth has, under its agreement with OLAA, agreed to provide funding of \$28.9M over a three year period. As at 31 December 1996, the Commonwealth had advanced an amount of \$28.9M to OLAA (1995 \$28.2M).		
		In 1996 OLAA issued further shares as a result of which Monash University held 71.4% of the Issued Capital at 31 December 1996 with a consequent 71.4% share of the above guarantee in accordance with the share issue conditions.		
28,412	28,412	Amount of Contingent Liability Under the Guarantee	20,605	20,605
<u>28,412</u>	<u>28,412</u>		<u>20,605</u>	<u>20,605</u>



**MONASH UNIVERSITY**

**NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996**

**24. SUPERANNUATION FUNDS**

The University contributes to the following superannuation funds on behalf of employees:

**a) Superannuation Scheme for Australian Universities**

This scheme is a defined benefit scheme and the University makes contributions at the rate of 14% of gross salary.

Employees contribute at the rate of 7% of gross salary.

The last actuarial review of the scheme was in December 1993 and indicated the fund was in a strong financial position, ie. the scheme has no unfunded liability. The total contributions by the University for the year ended 31 December 1996 were \$20,733,839. (1995 \$20,020,569)

**b) "M" Superannuation Scheme**

This scheme is a defined benefit scheme and the University makes contributions at the rate of 12.6% of gross salary.

Employees contribute at the rate of 6.3% of gross salary.

The last actuarial review of the scheme was in December 1993 and indicated the fund was in a strong financial position, ie. the scheme has no unfunded liability. The total contributions by the University for the year ended 31 December 1996 were \$52,960 (1995 \$66,453).

**c) Superannuation Scheme (Previously "A" Scheme)**

This scheme was introduced under Statute 3.6 of the Monash University Act and benefits are provided by an external insurer. The University makes contributions at the rate of 10% of gross salary.

Employees contribute at the rate of 5% of gross salary.

Total contributions by the University for the year ended 31 December 1996 were \$78,877 (1995 \$76,443).

**d) Monash University (Non - Academic) Superannuation Scheme (Previously "B" Scheme)**

This scheme is an endowment assurance benefit scheme provided by an external insurer and the University makes contributions at the rate of 5% of gross salary.

Employees contribute at the rate of 5% of gross salary.

Total contributions by the University for the year ended 31 December 1996 were \$4,043 (1995 \$3,920)

**e) Tertiary Education Superannuation Scheme/Superannuation Guarantee Charge.**

This scheme is a cash accumulation productivity scheme and the University makes contributions at a rate of 3% to 6% of gross salary. Employees have no requirement to contribute, and the scheme has no unfunded liability.

Total contributions by the University for the year ended 31 December 1996 were \$8,102,048 (1995 \$6,686,325)

MONASH UNIVERSITY

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

24. SUPERANNUATION FUNDS *(continued)*

f) State Superannuation Board of Victoria

Monash University has, in its staffing profile, a number of employees who are members of the State Superannuation Board of Victoria.

As at 30 June 1996, the State Superannuation Board of Victoria was carrying total liabilities for member benefits, in excess of the value of the scheme's assets. Hence, unfunded superannuation liabilities exist which are recognised in the financial statement of the scheme. The notional share of this public sector employee superannuation scheme's unfunded liabilities attributable to Monash University, as assessed by the scheme as at 30 June 1996, amounted to \$110,954,000 including Gippsland Campus (1995 \$103,946,000)

During the 1996 period Monash University's contributions to the scheme totalled \$5,383,831 (1995 \$4,146,072). There were no outstanding employer contributions as at 31 December 1996.

The policy adopted for calculating employer contributions is based on the advice of the scheme's trustees, but generally the contribution rate represents 79.2% of pensions payable.

In making the above disclosure by way of note only, the fact is recognised that the unfunded superannuation liabilities rest with the Crown, rather than with Monash University.

g) Pharmaceutical Organizations (1975) Superannuation Fund.

Contributions are made by the University, on account of staff who were formerly employed by the Victoria College of Pharmacy (now part of the University), to Pharmaceutical Organizations (1975) Superannuation Fund, which is an employee contributory scheme. The last actuarial review of the scheme was in December 1993.

During the period 1/1/1996 to 31/12/1996, the contributions by the University totalled \$6,252 (1995 \$8,462).

**Monash University – 1996 Financial Statements**

**MONASH UNIVERSITY**

**STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 DECEMBER 1996**

<b>1995</b>			<b>1996</b>	
<b>Monash University \$000</b>	<b>Consolidated \$000</b>		<b>Monash University \$000</b>	<b>Consolidated \$000</b>
<b>CASHFLOWS FROM OPERATING ACTIVITIES</b>				
<b>Inflows</b>				
		Higher Education Contribution Scheme		
45,840	45,840	- Higher Education Trust Fund	47,138	47,138
7,960	7,960	- Student payments	8,855	8,855
189,761	244,509	Receipts from student fees and other customers	216,188	260,322
1,753	4,978	Investment income received	921	6,411
<b>Outflows</b>				
(471,995)	(517,792)	Payments to creditors and employees	(535,692)	(583,337)
-	-	Grant to Monash Alumni Association Inc	-	(380)
(1,838)	(2,345)	Interest paid	(1,912)	(2,371)
<u>(228,519)</u>	<u>(216,850)</u>	<b>Net cash used in operating activities</b>	<u>(264,502)</u>	<u>(263,362)</u>
<b>CASHFLOWS FROM INVESTING ACTIVITIES</b>				
<b>Inflows</b>				
-	2,102	Other receipts	800	935
2,691	3,177	Proceeds from sale of property, plant and equipment	3,196	3,842
291,323	562,015	Proceeds from investment sale and redemption	305,754	496,481
<b>Outflows</b>				
(56,588)	(59,469)	Payments for property, plant and equipment	(54,971)	(56,415)
(265,452)	(563,887)	Payments for investments	(287,053)	(481,168)
(30,000)	-	Contribution to Monash University Foundation	-	-
-	-	Other payments	(400)	(400)
<u>(58,026)</u>	<u>(56,062)</u>	<b>Net cash used in investing activities</b>	<u>(32,874)</u>	<u>(36,725)</u>
<b>CASHFLOWS FROM FINANCING ACTIVITIES</b>				
<b>Inflows</b>				
-	3,892	Financing deposits received	-	2,113
26,483	18,067	Proceeds from borrowings	17,251	10,531
-	-	Proceeds from issue of shares	-	1,200
-	-	Other	-	619
<b>Outflows</b>				
(19,686)	(20,541)	Repayment of borrowings	(2,182)	(2,835)
-	(21)	Dividend paid	-	-
<u>6,797</u>	<u>1,397</u>	<b>Net cash provided/(used) in financing activities</b>	<u>15,069</u>	<u>11,628</u>
<b>CASHFLOWS FROM GOVERNMENT</b>				
270,854	270,854	Commonwealth Government grants	293,103	293,103
8,492	8,492	State Government grants	5,304	5,304
<u>279,346</u>	<u>279,346</u>	<b>Net cash from government</b>	<u>298,407</u>	<u>298,407</u>
(402)	7,831	Net increase/(decrease) in cash held	16,300	9,948
(2,942)	1,230	Cash at 1 January 1996	(3,344)	9,061
<u>(3,344)</u>	<u>9,061</u>	<b>Cash at 31 December 1996</b>	<u>12,956</u>	<u>19,009</u>

(Note 2)

(Note 1)

MONASH UNIVERSITY

NOTES TO THE STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 DECEMBER 1996

1. Reconciliation of cash

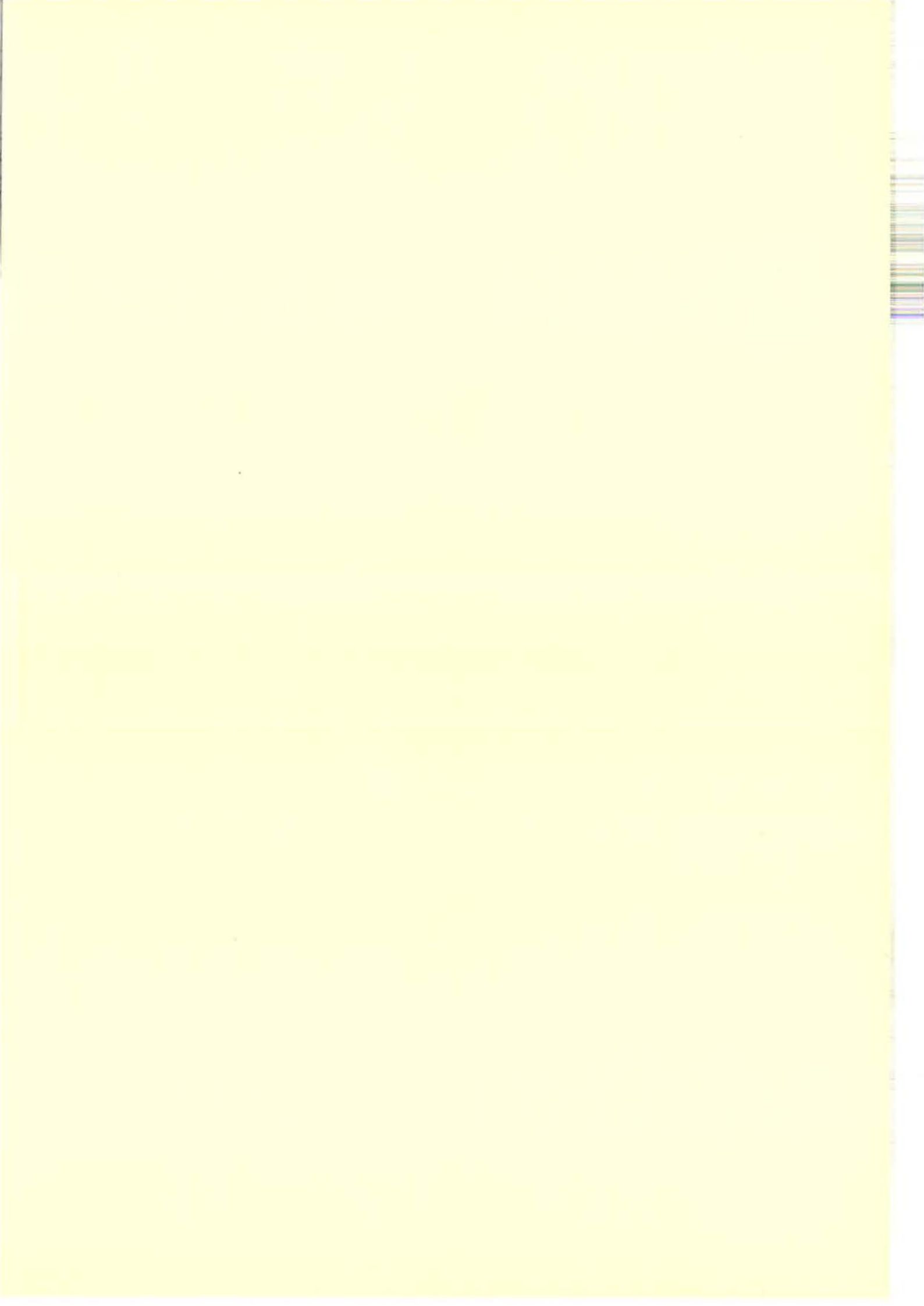
For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdraft. Cash at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

1995			1996	
Monash University \$000	Consolidated \$000		Monash University \$000	Consolidated \$000
(4,063)	3,485	Cash at bank and on hand	12,237	14,117
719	5,576	Short term investments	719	4,892
<u>(3,344)</u>	<u>9,061</u>		<u>12,956</u>	<u>19,009</u>

2. Reconciliation of net cash used in operating activities to surplus for the year

41,352	51,750	Surplus for the year ended 31 December 1996 before abnormal items	23,898	27,273
(279,346)	(279,346)	Cashflows from government as detailed in the statement of cashflows	(298,406)	(298,406)
83	87	Provision for doubtful debts	54	63
24,685	28,293	Depreciation	28,213	30,830
1,049	1,472	Provision for employee benefits	1,274	1,567
71	96	Bad debts	194	211
(8,464)	(20,799)	Gains on investments	(9,045)	(13,134)
(6,325)	-	Net income from Monash University Foundation	(7,871)	-
1,704	(126)	Other non - cash items	-	(1,334)
-	936	Amount transferred from surplus to contributed capital - Montech Pty Ltd	-	-
Changes in assets and liabilities:				
3,874	4,822	(Increase)/Decrease in receivables and accrued income	421	110
728	603	(Increase)/Decrease in prepayments	(6,652)	(6,714)
(414)	(527)	(Increase)/Decrease in inventories	205	210
-	-	Increase/(Decrease) in other current assets	25	25
1,118	814	Increase/(Decrease) in creditors and accruals	(1,309)	(3,077)
(3,316)	612	Increase/(Decrease) in Government grants received in advance	1,848	(345)
792	1,178	Increase/(Decrease) in student fees received in advance	654	1,129
(77)	(686)	Increase/(Decrease) in other income received in advance	(93)	(3,163)
(2,818)	(2,818)	Increase/(Decrease) in other current liabilities	2,887	2,218
(3,215)	(3,211)	Other changes	(799)	(825)
<u>(228,519)</u>	<u>(216,850)</u>	<b>Net cash used in operating activities</b>	<u>(264,502)</u>	<u>(263,362)</u>









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