



# Annual Report 1998

Report of the Council  
of the Royal Melbourne Institute of Technology  
for the period 1 January to 31 December 1998

To the Honourable Phil Honeywood MLA, Minister for Tertiary Education and Training:

In pursuance of the provisions of the *Financial Management Act 1984*, the Council of the Royal Melbourne Institute of Technology has the honour to transmit to you RMIT's annual report for the year ended 31 December 1998.

Don Mercer  
Chancellor  
13 April 1999

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## Introduction

RMIT University emphasises education for employment, and does research that uses technology to solve real-world problems. RMIT offers a fully integrated range of courses from VET apprenticeships, certificates and diplomas to bachelor degrees, graduate certificate and diplomas, masters by research or course work, and professional or research doctorates. With around forty-five thousand students, RMIT is Australia's largest multi-level university.

RMIT University is a leader in the export of education and training services. Its campus in Penang, Malaysia, is the first of its kind in Asia. Links with universities and colleges around the world allow RMIT staff and students to participate in exchanges, study-abroad programs, and co-operative teaching and learning programs. By 2002 at least one-quarter of all students will complete part of their RMIT course overseas.

The city campus is located at the northern end of Swanston Walk, next to Melbourne Central Station and the State Library of Victoria. The main body of the campus occupies two whole city blocks, though several faculties are located in buildings elsewhere in the city centre.

The Bundoora campus is about twenty-five kilometres north-east of the city centre, on the fringe of suburban Melbourne. In contrast to the city campus, RMIT Bundoora is set in extensive parkland. The university has invested more than eighteen million dollars in developing the Bundoora campus (acquired in 1992) to fulfil RMIT's commitment to education in the northern metropolitan region.

RMIT University has Co-operative Research Centres for advanced composite structures, intelligent decision systems, intelligent manufacturing systems, polymer blends, and water quality and treatment. It hosts national Key Centres for applied and nutritional toxicology and knowledge-based systems, the Australian Housing and Urban Research Institute (AHURI), and the eMERGE Co-operative Multimedia Centre.

Established as the Working Men's College in 1887, RMIT became a university on 1 July 1992 under the *Royal Melbourne Institute of Technology Act 1992*.

### **1998 at RMIT University**

#### **January**

The exhibition 'Images of Korea' is opened by Professor Bill Gregory, Dean of the Faculty of Art, Design and Communication, at RMIT's Building 94. This is a collection of illustrations from the Seoul Illustrators' Council. This month RMIT University is also curator of 'Aurora', an exhibition of wood, metal, glass, fibre and ceramic work by sixteen artists.

The Strategic and Financial Planning Group implements a new chart of accounts and other financial reforms. A new travel policy and related accounting system through American Express allows better management analysis of staff travel activities.

The Human Resources Management Group's 'alignment project' commences. The project will identify how key human resource management practices and policies align with

RMIT University's strategic objectives and directions.

## February

A twinning agreement with the Civil Aviation Flying College of China and a memorandum of understanding (MOU) with the Civil Aviation Authority of China (CAAC) are signed at the international air show held at Laverton airport near Geelong. Under the twinning agreement thirty Chinese pilots will attend RMIT University's Point Cook flight training centre, starting in August 1997. Under the MOU groups of twenty CAAC employees will enrol in the RMIT University Master of Aviation Management program, starting in March 1998.

Over one hundred senior students and staff, including the Vice-Chancellor, gather in RMIT Storey Hall to welcome four hundred and fifty new international students to RMIT University. The event, part of a three week program co-ordinated by the Centre for International Students and Scholars, is the first formal welcome of its kind held at RMIT and is well received by students and staff.

Sue Earl, a 1996 graduate of the Graduate Diploma in Animation and Interactive Multimedia, wins the 'best student film' award at the Australian Effects and Animation Festival in Sydney.

An improved management reporting system in the Strategic and Financial Planning Group starts delivering monthly finance reports to cost centres and the University Council.

## March

RMIT Business launches 'Services Marketing', the first Open Learning Australia subject to be taught entirely on the Internet.

The Faculty of Art, Design and Communication, in conjunction with Arts Project Australia,

curates a group exhibition resulting from their joint project to improve opportunities for artists with intellectual disabilities. Under the joint program, artists from Arts Project Australia regularly attend drawing classes at RMIT. The 'Nexus' exhibition in RMIT Building 94's 'Project Space' is opened by Sir James Gobbo AC, Victorian Governor-designate.

Twenty students from the Faculty of Art, Design and Communication attend the National Screenwriters' Conference in Melbourne. RMIT's Advanced Diploma in Screenwriting is launched and receives strong industry support as the first program of its kind dedicated solely to the written word for use in electronic media.

The Faculty of the Constructed Environment joins in celebrating the opening of the Queen Victoria Women's Centre with a seminar on women in architecture. Women architects present their work to an enthusiastic audience of architects, students and interested members of the public, and Associate Professor Sand Hesel launches guest of honour Francesca Hughes' book, *The Architect: Reconstructing Her Practice* (MIT Press).

The West Melbourne Primary School's closure means the Eades Place Children's Centre, in which RMIT University is a partner, must move out of its West Melbourne premises this month. The centre relocates temporarily to Kids on Collins, 600 Collins Street, Melbourne, while a permanent site is prepared. Eades Place offers full time and part time care for children of RMIT staff and students.

Thirty-eight third-year undergraduate civil engineering students and two staff members from Trisakti University in Jakarta, Indonesia, visit RMIT to compare Australian universities with their own.

Two thousand staff and students are relocated from the closed Coburg campus to Bundoora. Operating hours of the computer access laboratory at Bundoora are expanded, and the number of student work-stations is doubled to forty-four.

## April

The International Co-operation House, a joint venture between RMIT University and the Vietnam National University, opens in Hanoi.

The Chinese Vice-Minister of Construction visits RMIT University in Melbourne and is the keynote speaker at a building and construction seminar. Renowned Cuban-born New York-based interior designer Vicente Wolf presents his recent work to VET built environment students.

RMIT University's submission is forwarded to the Commonwealth government's 'West Committee' reviewing higher education financing and policy.

For the first time RMIT University participates in the National Trust's annual Victorian Heritage Festival. Five buildings on the city campus are opened to the public on a Saturday afternoon, with archival displays and student guides from the Department of Tourism and Hospitality. Dr Tony Dare, co-author of *The Tech*, presents an audio-visual history of RMIT.

The Vice-Chancellor joins a party of chief executive officers of Victorian universities and TAFEs accompanying the Minister for Tertiary Education and Training, Hon. Phil Honeywood, to Singapore, Malaysia, Hong Kong and Vietnam.

## May

The Treasurer of Victoria, Hon. Alan Stockdale, opens the renovated RMIT Building 108 at 239 Bourke Street, Melbourne. The building

houses the RMIT Business faculty, RMIT Training and RMIT Resources companies, the international services and projects offices, a business library, bookshop, cafeteria, copy centre, student computer centre, and a recreation and services centre operated by RMIT Union and the Student Union.

A central 'help desk' service is introduced by the Information Technology Services Group to provide customer service for all ITS activities.

RMIT University staff join over 4,500 delegates attending the NAFSA international educators conference in Vancouver, Canada. RMIT shares a booth with the University of Melbourne, promoting study opportunities in Melbourne. RMIT University organises an Australian reception at the conference, show-casing the country's commitment to internationalisation.

The first issue of 'RMIT Publishing News' appears, having grown out of the Informit newsletter. The university has brought together its electronic and print publishing houses with Informit, RMIT Press and TAFE Publishing combining to form RMIT Publishing. Sandra Oxley is director.

A revised, integrated planning and budget cycle is implemented by the Strategic and Financial Planning Group, bringing greater cohesion to the components of RMIT University's strategic and business plans. The SFP Group forwards statutory statistics on first semester student enrolments and HECS enrolments to the federal Department of Employment, Education, Training and Youth Affairs (DEETYA).

A new probation policy for general and VET teaching staff is released by the Human Resources Management Group.

Japanese architect Kazuyo Sejima, a guest of the Department of Architecture, gives a lecture in RMIT Storey Hall on her work.

The first RMIT soccer cup tournament is held at the Bundoora campus and enthusiastically contested by nine teams from local secondary schools. In a round-robin competition emphasising participation and fun, Lalor Secondary College defeats Thomastown Secondary College 2-1 to take out the girls' cup. In the boys' division Thomastown defeat Fawkner Secondary College 2-0. Gary Moran, careers co-ordinator at Lalor Secondary College, says the soccer program is "a big hit with the students".

RMIT awards an honorary doctorate to Dr Ma Kam Ming in recognition of his achievements in business, education and community service. Dr Ma has been a director, chairman and board member of some of Hong Kong's most influential banking, property and investment companies.

A scientist by training and a librarian by design, Ainslie Dewe is appointed as university librarian. She comes to RMIT from her position as director of academic associated services at Lincoln University New Zealand, where she played a key role in transforming the Lincoln library into a modern, information-age resource centre oriented to student self-learning. The people who thrive in the information age are those who know how to find the information they need. "What really matters," says Ms Dewe, "are the libraries' skills in managing that information."

## June

Students Andrew Jones, Adam Rose and Murray White from the RMIT Bachelor of Arts (Advertising) course win first prize in the television and cinema category of the British Design and Art Direction Student Awards. The Department of Visual Communication flies them to London to collect the prize. Acting course co-ordinator Peter Sorenson says "to win

this award is the pinnacle. It shows that their creative communication ability is world-class and it reflects the quality of the course."

Two students from the Professional Writing and Editing course are interviewed on ABC-TV's literature program 'Between the Lines'. The program produces three segments following the students through the first year of their course.

At the National Wool Week awards, students from the Bachelor of Arts (Textile Design) course win first and second prizes in five categories. RMIT University is the overall institution winner. Gavin Davis, an RMIT public relations student, is selected as the only Victorian to represent Australia in the under-21 Australian hockey team.

RMIT's educational profile for the 1998-2000 triennium is submitted to DEETYA.

## July

The second RMIT International Conference is held 14-16 July, providing a stage for discussion on key issues that affect university teaching and learning in a global community as we approach the twenty-first century. Following this conference, RMIT hosts the eighth 'Youth Building the Future' conference, celebrating a decade of YBF student gatherings around the world.

Professor David Beanland and Professor Yang Fujia, president of Fudan University in Shanghai, China, sign an agreement formalising the establishment of the collaborative Ma Kam Ming International Management Centre for education, training and research initiatives.

The Faculty of the Constructed Environment has a busy month for conferences, hosting gatherings on 'Re-Working the Australian City', 'Managing Projects', 'The City in History' and

'Viewing the Landscape, Making the Landscape'.

On 1 July the Human Resources Management Group launches the RMIT Employee Assistance Program. EAP will provide staff at all levels of RMIT, and their families, with free, confidential counselling off-campus. The service offers help with problems that affect clients' psychological and/or emotional well-being. In the first six months 121 people use the service. Additional sessions are provided on campus to help staff undergoing change in work areas or following a major incident.

The Australian Quality Council ranks RMIT twelfth out of 114 participants in its financial best practices bench-marking report. This survey focuses on the financial operations of varied Australian organisations.

RMIT launches Australia's first university project directed at investigating waste minimisation principles in all areas of its courses. The four discipline areas are nursing, accountancy, building and construction economics.

Fuji Xerox Australia Pty Ltd, the Sydney Institute of Technology and RMIT University announce a new joint course to update the printing and publishing industry with new technological developments. A further expansion of training is expected with the introduction of colour digital printing in 1998.

## **August**

A graduation ceremony is held for students completing RMIT-Singapore Institute of Management courses. This year marks the tenth anniversary of the RMIT Bachelor of Business (Business Administration) program with SIM. The La Salle-SIA convocation is held in Singapore.

The RMIT Foundation Studies program opens at LP3I in Jakarta, Indonesia, with a reception for students, parents and staff. Thirteen students have enrolled in the program which is co-ordinated by Liz Nixon of RMIT's Department of Law and Economics. Back in Melbourne, the annual Foundation Studies graduation ceremony is held in RMIT Storey Hall. Over four hundred students attend with their family, friends and university staff.

A forum on 'Men as Workers, Men as Fathers' is held as the first stage of an integrated work and family strategy which will help ensure RMIT is a family friendly workplace. Training programs for senior managers will be conducted throughout 1998.

A nine-month 'Women In Leadership' program concludes. Set up in 1996, and aimed at women at the lower end of the academic and general staff structures, this was a joint venture with Swinburne University financed by the Commonwealth Staff Development Fund. On completion of the initial program, RMIT University establishes a two-year Women in Leadership project open to all women employed at RMIT.

The Ma Kam Ming Charitable Foundation donates one million dollars in support of the establishment of the Ma Kam Ming International Management Centre.

Karen Verbeek, a third year Bachelor of Arts (Textile Design) student, wins the student category of the Victorian Design Awards. The young designer award goes to Alison Landy, a 1996 graduate of RMIT in textile design. Andrea McNamara, a lecturer in textile design at RMIT University, wins the major textile design section and the international specialist skills award.

The Strategic and Financial Planning Group participates in NACUBO bench-marking to help



with quality improvement in administrative operations. Preparations begin for formulating the 1998 budget, and RMIT's 1998 VET profile documentation is submitted to the Victorian government Office for Technical and Further Education (OTFE).

Students occupy the Strategic and Financial Planning Group's offices at 449 Swanston Street, city campus, protesting against the University Council's decision to make fee-based places available to Australian undergraduate students commencing in 1998. The illegal occupation lasts nineteen days and is resolved peacefully.

A leading Singaporean architect, and adjunct professor in the Faculty of the Constructed Environment, William Lim gives a public lecture in the faculty's Design Talk series, 'From Corb to Pluralism: reflections of a Singaporean architect'. Adjunct Professor Lim also leads a student seminar on development in the Asian region.

Melburnians have a rare chance to see the world's fastest solar car, Aurora, as it glides along Swanston Walk from RMIT's city campus to the Melbourne Town Hall, delivering an invitation to the Lord Mayor, Ivan Deveson AO, to attend RMIT's Open Day. RMIT provides technical and scientific support for the Aurora solar car consortium.

Bob Bangay retires as Director of TAFE and Pro Vice-Chancellor (Vocational Education and Training) after four decades at RMIT. "Teaching has very significant rewards in seeing students do well," he says. "One of the strongest rewards is to see some of your students return as teachers... One would hope that the way you taught and the way you felt about teaching were influences in their aspiration to become teachers."

The fourth annual World Week celebrates cultural diversity among students and staff. Activities include lunch-time entertainment, an international ball, movies and games. World Week is organised by volunteers from the RMIT Association of International Students with support from various university departments.

Incentive grants are awarded to research teams under RMIT's national competitive grant support program.

### September

RMIT TAFE graduate Leroy Eggmolese receives the Victorian Training Award for Aboriginal and Torres Strait Islander student of the year. A former labourer, 31-year-old Mr Eggmolese completed an RMIT course in home community care and is now a support worker with the Coomealla Aboriginal Housing Company.

The Internal Audit Group is represented at the forty-first annual conference of the Association of College and University Auditors in Norfolk, Virginia, USA. Heads of internal audit from four hundred and sixty universities around the world attend. RMIT University's Internal Audit Group is nominated for an excellence award at the conference.

A new suite of student load-based resource allocation models is adopted for use by the Strategic and Financial Planning Group in formulating the 1998 budget. Senior executives of the university attend a Department of Employment, Education, Training and Youth Affairs (DEETYA) meeting in Canberra to discuss RMIT University's educational profile and future funding.

Professor Tony Adams, Dean of International Programs, receives an IDP Education Australia award for his outstanding contribution to international education in Australia. IDP was established by Australian universities to

promote Australian education overseas. IDP's chief executive, Dr Denis Blight, says Professor Adams has "led or fostered initiatives at RMIT which have set bench-marks for other Australian institutions".

Current students, alumni, editors and agents of some of Melbourne's largest publishing houses gather for a triple book launch by the RMIT Department of Creative Media. In the past year thirty-six students from the department's professional writing and editing courses have had novels or stories published nationally and, in some cases, overseas. Books launched at this month's function are *Orlando's Sleep* by Jen Spry, *Second Storey Sally* by Meg Caraher and *Watching Seagulls* by Sue Saliba. The Victorian Premier and Minister for the Arts, Hon. Jeff Kennett, writes a letter of commendation saying that "the department is clearly an incubator for some of this country's most brilliant literary minds... and demonstrates the extraordinary impact that gifted young Victorians are making on the national arts and cultural scene."

The Faculty of the Constructed Environment and the Royal Australian Institute of Architects present a lecture in Storey Hall by Peter Davidson, Don Bates and Tim Hurburgh, winners of the international architectural competition for redevelopment of Melbourne's Federation Square on the corner of Flinders and Swanston streets.

## October

Two counsellors from the Student Affairs Group visit the Penang campus to give advice on matters raised by students, and to gain some experience of conditions in off-shore locations.

Family, friends and RMIT staff attend the presentation to ten students of John Storey Memorial Scholarships. The scholarships will

help students undertake overseas exchange programs.

James Cole, a student of the RMIT corporate video course, wins first place in the Australian Cinematographers Society awards for 1997.

A three-day conference, jointly sponsored by RMIT University and Deakin University, discusses 'Truth: writing courses and the imagination'. More than one hundred writers, students and teachers of creative writing attend to hear papers by Thomas Keneally, Morris Gleitzman and Jan Sardi, among others.

Statutory statistics are submitted to DEETYA, reporting on student enrolments and HECS liabilities for second semester 1997.

The Centre for Design hosts a public lecture in RMIT Storey Hall by American curator and critic Patricia Phillips, titled 'Provocative Partners: art, architecture and public life'.

RMIT's Textile Resource Centre receives a \$100,000 donation in memory of Dr Frances Mary Burke MBE, a distinguished textile designer and former teacher at RMIT. Dr Burke received RMIT's first honorary doctorate of arts in 1987. Her lifetime companion, Miss Fabie Chamberlin, attends an official ceremony on 22 October to rename the Frances Burke Textile Resource Centre. Speaking at the ceremony, RMIT Chancellor Sam Smorgon AO says Miss Chamberlin's support "will enable Frances Burke's contributions to the textiles industries to be recognised in an important and enduring way... At a time of great change in the textile industries we need more people like Frances Burke. People with inspiration and ideas and a capacity to translate those ideas into products that capture the imagination of the Australian market-place."

Victorian Treasurer and Minister for Multimedia, Hon. Alan Stockdale, opens RMIT's Interactive Information Institute on

23 October. 'I-Cubed' represents a collaboration between academia, government and global multimedia and information technology industries.

Bachelor of Engineering student Karl Berthelsen wins a ten thousand dollar travel prize provided by the Advanced Engineering Centre for Manufacturing, recognising his outstanding academic performance, leadership and communication skills demonstrated during the first three years of his studies. The prize will fund a European study tour.

The RMIT Centre for Workplace Culture Change hosts its first conference, 'Workplace 97'. This practical workshop encourages participants to find new methods that suit their business instead of following the latest managerial fads. The conference is the venue for the launch of *When Too Much Change is Never Enough* by Anna Bodi, Glenn Maggs and Don Edgar (ISBN 1 875680 45 5).

## November

Leroy Eggmolesse is named Aboriginal and Torres Strait Islander student of the year in the Australian Training Awards presented in Canberra by the Prime Minister, Mr John Howard. Mr Eggmolesse's return to study, and desire to help the Aboriginal community, was inspired by the suicide of his young brother-in-law. "You can make a difference. I hope I can be a role model for the younger ones and get them thinking 'if he can do this, I can do it too'," Mr Eggmolesse said (*Herald Sun*, 20 November, page 22).

Graduation ceremonies for RMIT students are held in Singapore, Malaysia and Hong Kong.

Around sixty RMIT students attend the Education Abroad Centre's pre-departure program for outgoing exchange students. They are encouraged to act as ambassadors for the

university and Australia, and given advice about studying and travelling.

Three hundred and eighty Foundation Studies students celebrate the end of the year with a banquet in a Little Bourke Street restaurant. A basketball trophy and lucky door prizes are presented, and the Foundation Studies yearbook is launched.

*The Tower*, created by four RMIT University students, is named 'best virtual reality product' at the Australian Teachers of Media (ATOM) international awards ceremony. The award is in the professional international category, an added coup. Mark Guglielmetti, Chris Henschke, Sergio Montalban and Glen Taylor are students of the RMIT Advanced Diploma of Arts (Electronic Design and Interactive Media). Alyssa Rothwell's interactive CD-ROM *Three Mile Creek* also receives an ATOM award for best use of sound. Ms Rothwell completed her Graduate Diploma in Animation and Interactive Media at RMIT University.

The prestigious Cicely and Colin Rigg Craft Award exhibition this year concentrates on metalwork, and is dominated by RMIT-trained craft practitioners. The \$35,000 prize goes to RMIT University lecturer Robert Baines for his series 'A Vesseled History', in which he used techniques he researched during his recent Senior Fulbright Scholarship in the United States.

During November and December the Faculty of Art, Design and Communication holds over twenty end-of-year graduate exhibitions on campus and throughout the city of Melbourne.

The RMIT Council approves the university's 1998-2002 strategic plan. 'Second reference date' student data files on RMIT's VET sector enrolments are submitted to the Victorian Office for Technical and Further Education (OTFE).

The affirmative action consultative committee is re-formed and adopts new terms of reference aimed at facilitating the university's affirmative action strategies. Voluntary departure packages are offered to eligible staff.

The architectural practice Ashton Raggatt McDougall wins the competition for the design of Australia's new National Museum in Canberra. The partners in Ashton Raggatt McDougall are adjunct professors in RMIT University's Faculty of the Constructed Environment, and were architects of the RMIT Storey Hall renovation and extension.

Professor David Beanland opens the Hewlett Packard Enterprise Innovation Unit established by the Department of Information Management in RMIT's business faculty to advance development in electronic documents and work-flows.

## **December**

A preliminary version of the university's 1998 budget and operational plan is approved, pending finalisation in February 1998. (The delay was caused by time lost during and after the student occupation of building 48 in August.)

The RMIT enterprise agreement is certified by the Australian Industrial Relations Commission. The agreement applies until July 1999 and provides an 11.5 percent salary increase phased in over this period (cumulative 12 percent from May 1997 to July 1999).

The University Council approves a code of ethics for university staff and activities. This, and

policies on equal opportunity, child care and sexual harassment, will be implemented in 1998.

A celebration of innovation and research at RMIT is held on 2 December and includes an invited lecture by Fulbright Senior Scholar Robert Baines on gold technology in classical antiquity. Other guests discuss why good ideas fail to come to fruition in their native land, and recent developments in the application of electrical signals generated by the brain. The annual RMIT Innovation and Research Awards are presented, and the RMIT Raiders robot soccer team plays an exhibition match fresh from its success in the international RoboCup competition in Nagoya, Japan.

In the same month as RMIT acquires the Old Melbourne Magistrates' Court, city watch-house and police garage, plans are also announced for construction of a new sports complex on Swanston Street. Designed by Lyon Architects and Perrott Lyon Mathieson, the centre will have a multipurpose stadium with seating for 2,750 people plus a gym and health centre, sports medicine clinics, a cafe and teaching spaces. The twenty-six million dollar centre should be completed by the end of 1999. Writing in *The Age* on 17 December (page C7), Joe Rollo says the plans "signal the entrenchment of the university as Australia's pre-eminent patron of bold and dramatic architecture. In a masterstroke, the university has commissioned the kind of building that will put its campus and Melbourne on the architectural map."

## Organisational structure

### *Mission, goals and values*

RMIT's mission and purpose is to provide technical and professional education that develops people for leadership and employment, and undertake research programs that address real world issues within an international and community context.

Our goal is to create and sustain a distinctive world class university at the forefront of technical and professional education and real world research, through continuous improvement and with all staff committed to quality management processes.

As a world-class university, RMIT will be recognised as a leader in its teaching and learning processes, research activities, innovation and community services.

This will be demonstrated by:

- the performance and reputation of RMIT's students, graduates and staff both within the University and in industry, government and the community.;
- the University's international dimensions and performance;
- the significance, rigour and scale of research activity and knowledge creation;
- the quality and impact of innovation in new products, processes and services;
- the importance and quality of community services and the University's cultural activities; and
- the external recognition of, and internal commitment to, quality management processes.

RMIT University will be characterised, as an organisation and in the conduct of its individual members, by the following values: practicality, fairness to all, relevance, quality, technological orientation, ethical behaviour, enterprise, client focus, creativity, environmental care, and innovation.

### RMIT organisation summary 1998



	CHANCELLOR Education and Training	CHANCELLOR Research and Development	CHANCELLOR International	CHANCELLOR Resources
DEAN Applied Science	PRO VICE-CHANCELLOR	DIRECTOR CDC Quality	ACTING PRO VICE-	DIRECTOR Asset
DEAN Art, Design and Communication	(Academic Services and Equity)	Research Centre	CHANCELLOR (Asia)	Management
DEAN Biomedical and Health Sciences and Nursing	DIRECTOR Student Affairs and Academic Registrar	DIRECTOR Community Services/Northern Partnerships	DEAN International Programs	DIRECTOR Commercial and Legal Service
DEAN Business	UNIVERSITY LIBRARIAN	DIRECTOR Institutes- Industry Initiatives	ACADEMIC DEAN Adorna Institute of Technology	DIRECTOR Corporate Affairs
DEAN Constructed Environment	PRO VICE-CHANCELLOR (Teaching and Learning)	DIRECTOR Interactive Information Institute	DIRECTOR International Projects	DIRECTOR Human Resources
DEAN Education, Language and Community Services	ACTING DIRECTOR (TAFE)	DIRECTOR Strategic Research Planning	DIRECTOR International Services	DIRECTOR Information Technology Services
DEAN Engineering	DIRECTOR Educational Program Improvement Group	MANAGER Industry and Innovation	MANAGING DIRECTOR RMIT International Pty Ltd	DIRECTOR Internal Audit
	GENERAL MANAGER RMIT Innovation Ltd	GENERAL MANAGER RMIT Innovation Ltd	MANAGING DIRECTOR RMIT Malaysia Sdn Bhd	DIRECTOR Strategic and Financial Planning
	General Manager RMIT Training Pty Ltd			ACTING GENERAL MANAGER RMIT Resources Ltd UNIVERSITY SECRETARY

## Chancellor

Chancellor Sam Smorgon AO acts as a high-profile link between the university and external community, business and government organisations. The Chancellor is the titular head of the university and chairs the University Council.

## University Council and committees

People whose major sphere of activity lies outside the RMIT University community participate in both the formulation of policy and monitoring of the university's performance.

This participation takes place through specific categories of membership of the University Council and its committees, and through specialist membership of course advisory committees. RMIT students participate through student membership of university committees.

All Council members have completed disclosure of director-related transaction declarations for 1998.

### University Council membership in 1998

..... Appointed by RMIT Council  
*DAVID G. BEANLAND*

Vice-Chancellor  
 BE, MSc Melb, PhD Salf, ASwTC, TTC, FTSE, FIEAust,  
 FIREE (Aust)  
 Vice-Chancellor  
 Ex officio - Vice-Chancellor

.....  
*MR ALAN BOWMAN*

Farmer  
 President, Melbourne Institute of Textiles  
 Governor-in-Council

.....  
*DR JOHN BURGESS*

BE, ME Ncle, PhD Edin, DEng Ncle, FTSE, FIEAust,  
 FICLE  
 Corporate General Manager, Safety Environment  
 and Research, BHP  
 Appointed by RMIT Council

.....  
*MS HEATHER CARMODY*

BSocSci Curtin, GradDipOrgChange RMIT,  
 GradDipHlthSci Curtin  
 Director, World Competitive Practices  
 Appointed by the Governor-in-Council

.....  
*MR PETER CHEW*

MA Oxon  
 Retired Director, Shell

---

*Ms COLLEEN COUTTS*

GradDipIR RMIT  
Faculty Executive Officer, Faculty of Biomedical  
and Health Sciences and Nursing  
Elected by the general staff

---

*Ms PATRICIA CROSS*

BS Georgetown  
Company director  
Appointed by the Governor-in-Council

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*Mrs EVELYN DANOS*

BSc, LLB Monash  
Director, James Richardson Corporation Pty Ltd  
Appointed by RMIT Council

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*Ms ELI GIANNINI*

BArch, MArch RMIT  
Director, McGauran Soon Pty Ltd, Architects  
Appointed by the Governor-in-Council

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*ASSOCIATE PROFESSOR GRANT HANNAN*

BA(Hons) Tas, MA Qld, DipHistArt Edin  
Head, Department of Fine Art, Faculty of Art,  
Design and Communication  
Elected by the academic staff (HES)

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*Mr ROSS G. HEPBURN*

Deputy Chancellor  
BE Melb, MAdmin Monash  
Director, Alora Aberdeen Hire Pty Ltd  
Appointed by RMIT Council (Treasurer)



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*Ms SUE JOHNSTON*

BA Melb, DipEd Monash, BEd LaT, DipLond (Film School)  
Video/Multimedia Manager, Educational Program Improvement Group  
Elected by the academic staff (VET)

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*Ms ANDREA MAKSIMOVIC*

Elected President, Student Union Council  
Ex Officio - President, SUC

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*Mr JOHN MITCHAM*

Deputy Chancellor  
DipAppChem, Cert M'ment RMIT  
Retired Director and General Manager,  
Manufacturing Division, Kodak (Australasia) Pty Ltd  
Appointed by RMIT Council (Deputy Chancellor)

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*Ms ANTOINETTE NIDO*

Appointed 27 April 1998  
BCom Melb  
Consultant  
Appointed by the Governor-in-Council

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*Mr GARRY RINGWOOD*

BCom NSW, FSCPA  
Executive Director, Executive Interim Management  
Appointed by the Governor-in-Council

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*PROFESSOR TERRY ROBERTS*

Appointed 9 February 1998  
MSc Oxon, AssDipMaths, BAppSci, AssDip  
LandSurveying RMIT  
Dean, Faculty of Applied Science  
Chair, Academic Board

Secretary: M. David Knight, BA(Hons) Melb

## IN ATTENDANCE

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*Ms RUTH DUNKIN*

BA(Hons) Melb, GradDipMgmt CIAE, MPubAd Harv  
Deputy Vice-Chancellor

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*Mr IAN SAPWELL*

Appointed 11 February 1998  
ARMIT, TTrIC, MIREE (Aust)  
Deputy Dean, Faculty of Art, Design and Communication  
Chair, Board of Technical Studies

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*Ms MANDI SCOTT*

Elected Student Representative  
Elected by the students

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*Mr SAM SMORGAN AO*

Company Director  
Elected by the RMIT Council (Chancellor)

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*Mr GEOFF SPRING*

TCC, BA, MEd, FACE, FAIM  
Secretary, Department of Education  
Appointed by the Minister

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*Ms JANE TONGS*

Honorary Treasurer  
BBus(Accounting) RMIT, MBA Melb, ICA, ICD  
Partner, Price Waterhouse  
Appointed by the Governor-in-Council

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*Dr PETER FROST*

BA LaT, BLitt UNE, MEd, PhD Harv  
Deputy Vice-Chancellor (Resources)

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*PROFESSOR ANN HENDERSON-SELLERS*

Until 4 September 1998  
BSc(Hons) Brist, PhD Leic, DipInfoTech C&G,  
GradManQual UNSW  
Deputy Vice-Chancellor (Research and  
Development)

*Major committees*

RMIT University has a significant number of major committees which contribute to the effective governance of the university and to the effective review of its activities.

In 1998 the University Council operated the following committees:

- Audit Committee;
- Honorary Awards Committee;
- Human Research Ethics Committee;
- Legislation Committee;
- Major Initiatives and Projects Committee;
- Membership Committee;
- Quality and Performance Committee;
- Remuneration Committee; and
- RMIT Technology Estate Management Committee

Academic supervision of the university's academic programs is provided by the Academic Board and the Board of Technical Studies, and these are assisted by faculty boards.

Another important group is the course advisory committees. These committees of which there

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*PROFESSOR DAVID KNOWLES*

BSc(Hons), MSc, PhD, DipEd Melb, FRACI, C.Chem  
Deputy Vice-Chancellor (Education & Training)

.....  
*PROFESSOR GRAHAM MULRONEY*

Appointed 7 September 1998  
BSc Monash, MSc Melb, FRACI Cchem  
Pro Vice-Chancellor (Research & Development)

.....  
*PROFESSOR DAVID WILMOTH*

BEc(Hons) Qld, MTCP Syd, PhD UC Berkeley, MRAPI  
Deputy Vice-Chancellor (International)  
are scores, bring together experts from relevant industries. Professions and employer groups to review and monitor the relevance of all courses offered by the university.

Terms of reference and membership lists for all Council committees are available from the university secretary.

Website: <http://www.rmit.edu.au/secretariat/>

### **Vice-Chancellor**

*RMIT's chief executive officer is Professor David Beanland. In 1997 he was assisted by four Deputy Vice-Chancellors.*

### **Education and Training Division**

*Deputy Vice-Chancellor (Education and Training) Ruth Dunkin is responsible for Vocational Education and Training (TAFE), undergraduate and postgraduate programs. In 1997 she was assisted by Pro Vice-Chancellor (Higher Education) Professor Helen Praetz, Pro Vice-Chancellor (Vocational Education and Training) and Director (TAFE) Bob Bangay and Pro Vice-Chancellor (Academic Services and Equity) Associate Professor Robert Gray. RMIT Training Pty Ltd is the commercial arm of the Education and Training Division.*

### **Resources Division**

*Deputy Vice-Chancellor (Resources) Dr Peter Frost is responsible for providing university infrastructure services such as human resource management, information technology, and strategic planning and reporting. In 1997 he was assisted by Pro Vice-Chancellor (Resources Projects) Professor David Knowles and Pro Vice-Chancellor (Development) Ian Permezel. RMIT Resources Ltd is the commercial arm of the Resources Division.*

### **Corporate publications**

During 1998 the following publications were available from the university:

- the *RMIT Annual Report 1996*;
- an organisational summary;
- a strategic plan (summary version);
- *RMIT Openline*, the university's newspaper;
- the *RMIT Research and Publications Report 1996*;
- a general information brochure;
- undergraduate course brochures;
- postgraduate course brochures;
- a postgraduate course guide;
- a bachelor degree course guide;
- a VET course guide;
- a student diary;
- various Open Day publications;
- two short course directories;
- a staff and student handbook;
- various faculty short course directories;
- and a World Wide Web site  
<<http://www.rmit.edu.au>>.

Copies of these publications were available from the Corporate Affairs Group.

### **Asset Management Group**

The Asset Management Group is responsible for the strategic planning, development, management and servicing of all buildings and grounds within the University campuses.

Specific functions of the group include:

- campus planning and resourcing through the facilities component of the Capital Plan;
- project management of all major capital works , minor works. and maintenance; and
- property management and leasing;
- property services such as essential maintenance, security, cleaning, fleet management, grounds maintenance etc.

Key project achievements in 1998 were:

- substantial progress in achieving improved amenity on the City Campus with the completion of the urban spaces program in Ellis Court and parts of Bowen Street; and
- completion of design and documentation of the following major projects ready for commencement early in 1999:
  1. New sports and learning centre on the Swanston and A'Beckett Street site.
  2. Refurbishment of Building 3 for new Chemistry laboratories.
  3. New building design for RMIT Print at Brunswick (Stage 7).
  4. Liaison with Mitext on the development of Stage 6 at Brunswick.
  5. Preliminary works on Biomedical facility at Bundoora.

Other significant achievements included:

- full implementation of the external component of the Access Security System;
- Occupancy Chargeback administration successfully implemented;
- development of a Cost by Building Report to assist in future planning;
- WorkCover Occupational Health and Safety issues addressed and operations continued with minimum disruption to staff and students;
- outsourcing of the Bundoora Campus Security Operations was successfully achieved;
- development work undertaken for the implementation of SAP;
- Project Management Process reviewed and Project Module of SAP accepted for implementation;
- preparation of Year 2000 Compliance Action Plan; and
- all new projects and maintenance works are carried out in compliance with the various regulatory requirements, including the use of dangerous goods.

A review of the Group/performance/structure was commenced following the unfortunate death of the Director, Jim Wilkinson. The Group, in spite of these difficult circumstances, continued to work diligently under increased workloads, to achieve the year's program and maintain morale.

Overall the emphasis continued on the movement to a customer/client focus for the Group and the appointment of a new Director to commence in 1999 was achieved.

All new projects and maintenance work are carried out in compliance with the Building Act 1993. Work on existing facilities that require regulatory upgrading is funded from the Capital Management Program approved by Council. The allocation for 1998 was \$7.3 million.

### **Building works**

Type of work	1997	1998
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Buildings certified for approval	23	16
Works in construction and the subject of mandatory inspections	3	5
Occupancy permits issued	23	16
Notices issued for rectification of substandard buildings requiring urgent attention	0	0

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### Commercial and Legal Services

Commercial and Legal Services (CALS) provides consulting services to internal RMIT University clients on a range of commercial and legal matters. Clients for such work fall into two basic groups:

- deans, deputy deans and heads of department seeking commercial, evaluation or business planning advice in relation to a specific contract or proposal;
- and members of the Vice Chancellor's executive seeking the development or review of financial or management policies or advice on major project proposals.

CALS staff are committed to providing quality, timely and professional service to assist in achieving clients' objectives. The commercial and legal professionals work closely together to provide a seamless and integrated service.

The demand for objective commercial and legal advice within RMIT University continued to grow during the year, particularly relating to diversification of RMIT's funding base; international activities; property acquisition and development; student housing; and increasing numbers of unincorporated associations and companies in which the university and/or its subsidiary companies participate. Property acquisition and development projects under way included the former Janefield site at Bundoora East, purchase of RMIT Building 91 and the associated car park in Victoria Street (city), and the proposal to build a sports complex in Swanston Street (city).

In 1998 CALS will focus on collaboration with industry to develop quality and affordable housing for RMIT students; risk management advice regarding the Janefield development; and continued work on taxation and national competition policy. The group will also work on gaining a better understanding of RMIT University cost structures at course level and for Co-operative Research Centres.

## Human Resources Management Group

For HRMG 1998 proved a key year in the delivery of strategic and value added services, with a particular focus on alignment, quality, use of technology and the continuous improvement process. The achievements of the Employee Relations, Safety Health and Risk Management, and Equal Employment Opportunity branches are reported under separate headings below.

HRMG implemented a number of significant organisational development initiatives in 1998. The workplanning process for non-executive staff was implemented under the 1997 Enterprise Agreement, and the workplan templates were subsequently evaluated and enhanced. A proposal for a non-executive performance review process was developed, to be piloted in 1999. The code of Ethics was implemented, and an ethics training program was introduced and is ongoing. Flexible remuneration packaging was implemented for non-executive staff. A Staff Attitude and Benchmarking Survey was conducted that addressed the seven categories of the Australian Quality Council Business Excellence Framework. The survey results enabled the evaluation of RMIT's performance against national benchmarks, and will serve as a baseline against which to measure future improvements in performance. For the first time the survey was administered electronically. A database was developed that will provide data on a range of HR indicators by cost centre, weighted and benchmarked against RMIT University and the education sector median. An integrated Management Development Strategy to enhance our leadership capabilities was designed in conjunction with the School of Management, and will be implemented in 1999. A series of

initiatives to strengthen the staff development framework within the University were implemented in 1999. A series of initiatives to strengthen the staff development within the University were implemented, including:

- a web site that provides all staff with information about internal and external training and development opportunities;
- development of an overarching staff development policy for the University, to be implemented in 1999; and

formalisation of individual staff development plans as part of the workplanning process.

A new child care policy and strategy was implemented, and the former Eades Place Child Care Centre was successfully relocated to its new and improved home in Franklin Street and renamed the City Campus Child Care Centre.

The Women in Leadership Program continued and launched its website. The mentoring program continued under WIL auspices and was highly successful. Other HRMG staff development activities in 1998 included the successful Senior Management Breakfast and Workshop series, which brought together senior managers to consider topical issues of significance to the University.

HRMG products continued to be improved with update of the HR Policies and Procedures Manual; improved access to HR policies and practices through the web; development and distribution of the revised CLEAR (conditions of employment) booklet to all staff; and administration of casual pay forms through the web. HRMG services and levels of service were defined for clients in a booklet of Service Standards.

## **Research and Development Division**

RMIT University's research and development is characterised by innovative and quality solutions to real world problems, adding value to the community. The University has a strong reputation for its links with industry, with a large portion of its research funds coming from industry sources.

### **Key research activities**

The following is just a selection of the many research and development projects undertaken at RMIT University during 1998:

#### MULTI-LAYERED PRINTED ANTENNAS

Researchers from the Department of Communication & Electronic Engineering at RMIT University have developed a class of multi-layered printed antennas that have significantly enhanced performances. The novel, low profile antennas have superior bandwidth and radiation characteristics compared to conventional antennas and are now being considered for as the feeder element of the next generation Radio Telescope proposed by the Australian National Telescope Facility.

#### MICROWAVE INTEGRATED OPTICAL MODULATOR

Researchers in the Department of Communication and Electronic Engineering at RMIT University are developing high frequency optical modulators which can be used to convert an electrical signal to an optical signal for transmission along an optical fibre.

Optical intensity modulators operating at microwave frequencies have both defence and commercial applications, such as optical fibre

links for remotely located antennas, optically controlled phased array antennas and optically distributed microcellular systems for mobile and personal communications.

#### YOUTH HOMELESSNESS AND EARLY INTERVENTION

In 1998, the youth homelessness research project lead by David MacKenzie [RMIT] and Chris Chamberlain [Monash] culminated in the publication of a book, *Youth Homelessness: Early Intervention and Prevention*. The book brought together the results of seminal research undertaken during the 1990s and developed a comprehensive policy argument for a national early intervention response to assist homeless young people.

The research program is widely considered to have made a major contribution. An early intervention policy research report completed in 1997 for the Victorian Government has been publicly lauded by the Minister Denis Naphine as a formative basis for Victorian policy. The Victorian Government has implemented a recurrent \$5m School Focused Youth Service program to coordinate schools and community agencies to undertake early intervention. As well, the Government has invested \$8m to improve school welfare services.

The Prime Minister's Youth Homelessness Pilot Program, based on key ideas from MacKenzie and Chamberlain's research, was followed by an announcement of \$60m over four years for 'early intervention' to support and assist homeless young people [December 14th]. The policy shift towards an early intervention has now been implemented in a national recurrent intervention program.



#### FEEDBACK ON FEEDBACK

A research team within the School of Management lead by Margarita Caddick and Sharon Moore conducted some exploratory research into the experiences of six metropolitan councils to discover how customer/citizen feedback is utilised to inform and shape the ongoing provision of selected municipal services. A number of recommendations to assist the development of service evaluation practices in local government emerged from the research. These included improving data collection practices, increasing utilisation of customer feedback, reviewing the management practices associated with the dissemination of feedback and ensuring that results of municipal initiatives derived from customer feedback are properly recorded and reviewed.

#### FINANCIAL DEREGULATION AND BANK RISK

One of the key issues relating to the process of financial deregulation of the Australian economy has been its impact on the financial and banking sector. Using the Capital Asset Pricing Model (CAPM) and beta (a measure of the risk of stock), Associate Professor Robert Brooks and Professor Robert Faff's research has found no significant change in bank risk as a result of financial deregulation. Consequently, some fears about deregulation increasing bank risk appear unfounded.

#### A CHARITY CASE

Very little work is being done in Victoria about the non-profit sector and in particular philanthropic organisations. Gabrielle Berman, a PhD student in the School of Economics and Finance, has successfully negotiated a

substantial scholarship to undertake research in this area with the Pratt Foundation, Australia's wealthiest philanthropic trust. Her thesis, 'A Charity Case: Efficiency and Accountability' will involve the creation of a database of financial information about individual charitable organisations across Victoria using their annual reports.

#### CENTRE FOR MANAGEMENT QUALITY RESEARCH

In 1995 RMIT entered into an agreement with Computing Devices Canada (A General Dynamics Company) to establish a 'Quality Research Centre' at RMIT. In June 1998, The Centre for Management Quality Research was officially established by RMIT Council. The Centre will undertake research and development activity in the field of quality management and thereby be recognised by our academic peers and by practitioners and public policy makers as a national and international centre of excellence in the field of Management Quality Research.

#### ECOREDESIGN

EcoReDesign is a national research program aimed at minimising the environmental impact of manufactured products and maximising their competitiveness. Collaborative design projects with Australian companies are leading to the development of strategies and tools to assist designers and manufacturers improve their environmental performance.

The Dishlex dishwasher was developed to improve environmental performance and meet the highest standards by The Centre for Design at RMIT and Southcorp Whitegood Pty Ltd.

#### GLASS-INSERTED MOULD FOR VISUALISATION OF INJECTION MOULDING PROCESS

Direct visualisation of polymer melt behaviour inside a mould is a very effective method that has significantly improved understanding of the injection moulding process for more than two decades. Prof Yokoi and his researchers have developed a number of advanced melt flow visualisation tools and techniques, by which they were able to explain a large spectrum of phenomena encountered in injection moulding.

A cost-efficient multi-functional glass-inserted mould has been built at RMIT's Polymer Technology Centre. It can be used for studying three-dimensional melt flow behaviour during the filling phase.

#### IMPROVING AUSTRALIAN COMPETITIVENESS IN PLASTICS MANUFACTURE

The Rheology and Materials Processing Centre (RMPC) has made significant contributions to improve the processing capability and profitability of plastics industries through their internationally reputed research in extensional rheology. Research undertaken at the RMPC as a partner in the Co-operative Research Centre for Polymers has allowed its commercial partners to make significant improvements to their manufacturing of plastic films.

#### ICETREK

RMIT research has resulted in a major advance in development of equipment for Antarctic and Arctic expedition and research. RMIT in partnership with Nylex Rotomould has developed a new type of moulding process for Antarctic Expedition equipment. The significant findings of the research are the identification

and characterisation of suitable structural polymers for products continually exposed to extreme cold (minus 70 deg C). This has allowed the design and moulding of essential support equipment for Polar research and expedition.

In addition the research has led to a significant advance in design techniques for polar equipment such as sleds, containers and support equipment.

For example, the process and material were used to manufacture the sleds for the 1998/1999 Icetrek expedition to the South Pole. The sled and material can operate effectively in the minus 70 degree Celsius polar environment. The sled is a double-walled single component moulded from high density polyethylene.

The sleds have successfully completed field trials in a 1800 km expedition to the south pole by Eric Phillips, Peter Hillary and Jon Muir.

The success of this trial has resulted in Nylex Rotomould receiving export orders for sleds and related equipment.

#### THE RISE AND FALL OF A FULL EMPLOYMENT SOCIETY

An exciting project being conducted by the Centre for Applied Social Research is exploring ordinary people's ideas about the meaning of work, and about the ways work and gender identity are related. At the core of the research are 300 interviews, half with older men and women of prime working age in the mid-1950s, and the other half with men and women in the same position today. Beginning in 1996 with support from the R & D Division, the project has been funded by an ARC Large Grant to 1999, and is being conducted by Professor Belinda Probert, Dr John Murphy and Dr John Wiseman,

all from the department of Social Science and Social Work.

#### SURVIVAL ON THE ROADS

An RMIT university team from the Centre for Youth Affairs Research and Development has been working in collaboration with and funded by Vic Roads to explore ways of reducing road trauma among youth people. The focus has been to develop a group based learning strategy to change attitudes and behaviour by drivers and passengers. A training resource kit Survival on the Roads was published in 1997 and in 1998 the team has conducted seminars and workshops for community and youth organisations, safety committee and others to provide skills and motivation in offering these programs to young people. The success of this program has led to a further funded development program for probationary drivers in the workplace.

#### YOUNG PEOPLE LEAVING CARE AND PROTECTION

A project to investigate the experience of young people leaving state care and protection was funded by the National Youth Affairs Research Scheme (NYARS) funded by the Department of Education, Training and Youth Affairs. The research was conducted by RMIT University's Centre for Youth Affairs Research and Development in partnership with Monash University's Department of Social Work and the Children's Welfare Association of Victoria.

The conduct of the research has drawn attention to this significant gap in state welfare services and some states have moved to remedy this.

#### HEAT PIPE HEAT EXCHANGERS

Some 25% of the waste heat produced by Australian industry could be recovered and reused, thus cutting fuel bills, reducing fossil fuel usage and greenhouse gas emissions, and improving air quality. The Energy CARE Group in the Department of Mechanical and Manufacturing Engineering is a world leader on research and development into heat pipe heat exchangers as a highly efficient and cost effective technology for recovering such 'waste' heat.

This project has been partially supported by the Energy Research and Development Corporation.

#### EDIBLE VACCINES

Recent advances in plant molecular biology and cell biology have revealed the potential use of plants as edible sources of low cost, easy-to-administer vaccines.

One industry sector that could benefit significantly from the development of edible plant vaccines is the livestock and poultry industries. Financial losses due to "vaccine preventable" diseases among newborn and young animals in the cattle and pig industries in the US alone are in excess of \$ 1 billion per year. This estimate doubles if chronic and recurring infections in intensively raised animals are included.

#### NEW VACCINE TO COMBAT MAREK'S DISEASE

A serotype 1 vaccine has been developed at RMIT against highly pathogenic strains of Marek's disease virus in Australia as a project sponsored by an industry grant. Marek's disease at present constitutes a major problem for the chicken industry throughout the world which has prompted the need to develop newer serotype 1 vaccines. The RMIT vaccine has

been shown to induce comparable levels of protection to current vaccines and is safe and well tolerated by Australian chickens.

#### DEVELOPING BETTER VACCINES AGAINST INFLUENZA

Living attenuated vaccines against influenza, administered directly to the respiratory tract in an intra-nasal spray or as drops, offer the promise of providing more effective immunity to the disease than conventional vaccines. These vaccines, which are soon to be licensed in the USA have been used in Russia for many years and have been developed from attenuated donor strains that are updated by reassortment with virulent epidemic strains. A number of donor strains have been evaluated in a mouse model at RMIT to compare isotype-specific antibody responses in the lungs.

#### INFLUENCE OF STEARIC ACID IN CHOCOLATE ON THROMBOTIC RISK FACTORS IN BLOOD

Cardiovascular disease still remains the leading cause of death in Western society. Dietary factors are therefore being continuously investigated for both aetiological significance and their protective effect. Previous evidence now suggests that high stearic acid diets, in addition to having neutral effects on cholesterol, may reduce thrombotic

tendency. Research at the Royal Melbourne Institute of Technology shows that increased milk chocolate intake, as a food source of stearic acid, reduced the blood platelet size as measured by the mean platelet volume - a thrombotic risk factor. Research studies based on female subjects included anthropometric measurements, a full blood examination and whole blood platelet aggregation.

#### ENHANCED MOLECULAR SEPARATION USING ORTHOGONAL MULTI-DIMENSIONAL CHROMATOGRAPHY

Industries dealing with chemical materials such as petroleum processing and exploration, environmental analysis and monitoring, food and beverage purity and contaminant detection, and pesticide manufacturing and monitoring, require precise and accurate compositional information. The new chromatography technology developed at the Royal Melbourne Institute of Technology considerably improves the speed and reliability of these analyses, and hence the quality of commercial decisions that rely on these results.

The technique is being applied to such difficult samples as those in fingerprinting oil spills and automated atmospheric sampling.

### **Centres and institutes**

#### *Institutes*

Interactive Information Institute  
Environment Enterprise

#### *Centres*

Advanced Engineering Centre for Manufacturing  
Australian Housing and Urban Research Institute  
Centre for Advanced Technology in Telecommunications (CATT)

Centre for Applied Social Research  
Centre for Design  
Centre for High Performance Computer Systems  
Centre for Remote Sensing and Geographic Information Systems  
Centre for Youth Affairs Research and Development  
Centre in Finance  
Co-operative Research Centre (CRC) for Advanced Composite Structures  
CRC for Intelligent Manufacturing Systems and Technologies  
CRC for Polymers  
CRC for Water Quality and Treatment  
eMERGE Cooperative Multimedia Centre  
Key Centre for Applied and Nutritional Toxicology  
Key Centre for Knowledge Based Systems  
Microelectronics and Materials Technology Centre  
Polymer Technology Centre  
Rheology and Materials Processing Centre  
Seismology Research Centre  
Sir Lawrence Wackett Centre for Aerospace Design Technology  
Transport Research Centre

## ***International Division***

### **International activities**

During 1998, international activities contributed strongly towards RMIT's goal of creating and sustaining a distinctive, world class university.

International student numbers exceeded 11,000 for the first time. 6,160 international students studied RMIT courses onshore in Melbourne. This is believed to be the largest number of on-campus international students in the world. International students now make up over 18% of the total of students studying RMIT courses in Melbourne.

The recruitment for onshore students was supported by over 200 representatives and a very active website. A series of focused international alumni groups is also raising the profile of the University internationally.

5,284 students studied 61 RMIT courses offshore in partner institutions in 10 countries. Several new agreements were implemented in 1998.

In Thailand RMIT will deliver Bachelor of Engineering degrees with Ratanakosin Institute of Technology and Bachelor of Aeronautical Engineering and Bachelor of Business with Kasetsart University. IMC Technologies of Singapore commenced a Bachelor of Mechanical Engineering by distance mode. The Bachelor of Arts (Fine Art) commenced at the Hong Kong Arts Centre in 1998. An Advanced Diploma (Information Technology) course at Informatics Ltd in Singapore commenced in 1998 and an agreement was negotiated for the Bachelor of Health Science (Chinese Medicine) at the Hong Kong Baptist University. A Masters of Education in Education Leadership Management was commenced with Technikon Southern Africa.

In January, 1998, the Tianjin Representative Office, a joint venture between the Australia China Business Council, Taylors Group, the City of Melbourne and RMIT was opened in Tianjin, China and in February a memorandum of understanding was signed with the Tianjin Municipal Education Commission for co-operation in the exchange of staff, students and academic information.

Further training opportunities have been opened up across the Asian region including training for Chinese pilots. RMIT's International Projects Unit has been successful in bidding for several aid projects, including winning a critical role in the Australian Government's 'Youth Ambassadors for Development' program with RMIT Training.

RMIT responded to the particular economic difficulties in Asia, by far the university's largest source of international students, by maintaining prices, establishing fee agreements with students to enable payment of fees in instalments and by providing scholarships and emergency loans.

The University has also diversified its markets, to the Middle East, India and South America, to maintain student enrolment and to move towards a truly global position.

After three years of pioneering work with the Penang campus, under a revised agreement, the Malaysian Adorna Group is delivering a range of RMIT programs under licence. Some debt owing to RMIT as a result of adverse economic conditions was reclassified.

RMIT undertook feasibility work towards a campus in Vietnam, having secured in principle approval from the Government of Vietnam to establish a branch campus in Ho Chi Minh City.

In 1998, RMIT received recognition of its leadership in international education by winning the inaugural Australian Export Award for Education, presented by the Minister for Trade in November. During the year the University also won the Governor of Victoria Export Award for Education and the International Business Asia Newsmagazine Award for Best Australian Small to Medium Business in Asia.

Student exchange and study abroad continued to be very successful internationalisation activities, with 272 students involved in inbound and outbound exchange and study abroad activities.

RMIT maintained 166 student, staff exchange and research co-operation agreements with institutions overseas.

RMIT University's commitment to its students strengthened through joint work with the RMIT Association of International Students and other international student organisations on cultural diversity and opposition to racism. The very successful 'World Week' in September was an example of this co-operation. Services to international students have been provided through the Centre for International Students and Scholars and also through Faculty program co-ordinators.

In 1998, a number of overseas conferrings were held in Malaysia, Singapore, China, and Hong Kong SAR and at the request of students the University held two Melbourne conferrings for international students in December.

The International Division of the university was re-certified to ISO9002 and participated in the OECD's pilot International Quality Review Program, which will provide further quality benchmarking for internationalisation.

### **Financial or other information relating to significant initiatives taken or strategies developed for international operations**

Most revenue-generating international activities are undertaken through the company RMIT International Pty Ltd.

In 1998, RMIT's consolidated revenue from international operations was \$79.9 million. These funds are distributed on an agreed basis amongst all sections of the University, according to the nature of the international agreement and costs incurred in providing services. The bulk of this funding is international fees for onshore students.

Extensive pre-feasibility investigations are undertaken by RMIT prior to any formal agreements in relation to major international projects, such as the development of the Vietnam campus.

Any new international agreements or offshore program proposals must receive senior approval from within the University for business planning, financial and legal suitability, academic integrity and consistency with the University's international plans.

## Operational objectives

Each year, in negotiations with the Commonwealth government through the Department of Employment Education Training and Youth Affairs (DEETYA) and the Victorian government through the Office of Training and Further Education (OTFE), the university sets student load and other targets for its higher education and vocational education and training programs respectively. The university also sets targets for its international programs, contract research and industry training.

### *Student load*

#### **Total student load outcomes, higher education and VET, 1997**

*Higher education data at 31 August 1997. VET data are full-year for 1997.*

Course level	Government	Australian fee paying postgraduate	International on-shore	International off-shore	Other	Total
<b>Higher education (equivalent full time student units)</b>						
Research	838	0	127	5	5	975
Course work postgraduate	1,158	787	515	298	24	2,781
Undergraduate	13,358	0	2,939	1,494	158	17,949
Higher education subtotal	15,354	787	3,581	1,796	187	21,705
<b>Vocational education and training (equivalent full time students)</b>						
Diploma	4,963	62	914	357	2	6,299
Advanced certificate	1,393	71	70	0	64	1,598
Apprentice	1,097	27	0	0	0	1,124
Certificate/other	928	57	976	225	280	2,465
VET subtotal	8,382	216	1,960	582	346	11,486
Total RMIT	23,736	1,003	5,540	2,378	533	33,191

### **Performance against targets**

RMIT University's government funded higher education student load exceeded target at 31 March 1997. Higher education targets for students articulating from VET courses were also exceeded, for the third successive year. In the VET sector, targets were not met due to late cancellation of non-continuing enrolments arising from closer auditing of attendance records. This issue will be the subject of a major project in 1998.



**Performance against government targets, higher education and VET, at 31 August 1997**

<b>Target description</b>	<b>Target</b>	<b>Actual number</b>
Higher education government target (equivalent full time student units)	14,965	15,196
VET on-campus target (student contact hours)	4 847,569	4 453,325
VET off-campus target (student contact hours)	150,000	72,756
VET total target (student contact hours)	4 997,569	4 526,080
VET-higher education articulation	447	525

## ***Equity and access***

Following a review in the Equity and Access sub-committee of the Teaching and Learning Committee, the following points were noted:

- RMIT's statutory social justice obligations to DETYA and OTFE respectively align closely with the University's Teaching and Learning Strategy goals of:
  - improving participation by groups traditionally under-represented in post-compulsory education (Goal 3); and
  - providing student-centred learning (Goal 2).
- Four phases in our relationship, particularly with traditionally under-represented students were identified:
  - recruitment, which from an equity perspective focuses on issues that operate on the individual as disincentives to thinking of tertiary education as a possibility;
  - selection, which from an equity perspective takes us outside the VCE market;
  - transition, which has largely been ignored; and
  - retention.

Initiatives, which both centrally and in the faculties, already address issues across this range include:

- outreach to young women at year 9 and 10 level in country areas, aimed at introducing them to career prospects and personal satisfaction in engineering and applied science study areas;
- the Dareton project which is working with an Aboriginal community demonstrating that many of them have pre-existing skills

which can be recognised and built on to develop satisfying and employable skills through becoming involved in a

- supportive educational environment; and
- involvement in the development of the Learning Networks Project, which aims to make on-line learning available through community houses, makes real RMIT's commitment in extending availability of its courses to those who traditionally have not been education consumers.

These three projects have grappled successfully with vexed recruitment problems.

- The Alternative Category Entry Scheme Pilot Study explored the process of alternative category entry and the role of the Learning Case Manager in the selection process. This led to recommendations of important changes to the process and a deeper understanding of the Case Manager role.
- While a great deal remains to be done in developing transition strategies, again particularly for those who are not coming into Bachelor programs straight from school, addressing these issues for non-traditional clients, has led us to reassessing the whole question of transition management for all students.
- Retention strategies implemented by faculties, and supported by central units including Student Affairs and the Learning Development Unit have maintained retention levels across all the target groups above the relevant reference values and in most cases ahead of Victorian Australia-wide and ATN comparisons.

### Equity and access targets and performance in 1998

	1998 target	1998 actual
<b>Persons of non-English speaking background</b>		
Access	8%	6%
Participation	8%	9%
Retention	1.000	1.020
<b>Low socio-economic status (17-24 years)</b>		
Access	18%	18%
Participation	0.650	0.560
Retention	1.000	1.000
<b>Women</b>		
<b>Access</b>		
Total	50%	52%
Postgraduate research	38%	47%
<b>Higher degree course work</b>	<b>40%</b>	<b>47%</b>
Architecture	42%	9%
Engineering	18%	18%
Business	47%	46%
Science	45%	41%
<b>Participation</b>		
Total	50%	51%
Postgraduate research	38%	38%
Higher degree course work	40%	37%
Architecture	42%	42%
Engineering	18%	18%
Business	47%	46%
Science	45%	43%

### Distribution of students' permanent home residence in 1997

*Higher education data is at 31 March 1997. VET data are full-year figures*

Location	Higher education	VET	Total	Percent
Asia	5,486	1,966	7,452	16.9%
Victoria	21,286	13,207	34,493	78.1%

Rest of Australia	693	646	1,339	3.0%
Rest of the world	675	181	856	1.9%
Total	28,140	16,000	44,140	100.0%

### Higher education and VET student enrolments by sex 1997

1997 higher education data are at 31 March; VET data are full-year figures

Sex	Higher education		VET		Total	
	1996	1997	1996	1997	1996	1997
Female	13,380	13,947	5,597	9,488	18,977	20,435
Male	13,778	14,193	9,832	9,512	23,610	23,705
Total	27,158	28,140	15,429	16,000	42,587	44,140
% female	49.3%	49.6%	36.3%	40.6%	44.6%	46.3%

### Aboriginal and Torres Strait Islander education strategy

Koori Art and Design Course

The Art course has been running since March 1998. Approximately twenty Aboriginal students enrolled in the course.

In June/July, the students held an exhibition titled 'Urban Dreaming, Different Meaning'. This exhibition was a great success, with around eighty people attending the opening and welcoming ceremony.

Koori Education Unit Staff and Management

Late in 1998 the Koori Education Unit was involved in a weekend staff and management get-together in Coomealla in South Western New South Wales. This weekend was spent with the Harry Nunga tours and elders of the area, allowing both Koori Unit staff and members of the Koori Education Advisory Committee to learn about the region and to develop stronger links. We believe that it allowed representatives from the mainstream

of RMIT to see Community educational needs, from a Community perspective.

Northern MET Student Placement

The Unit provided for two second year students from the NMIT Associate Diploma of Social Science (Aboriginal Welfare and Community Studies) to attend a ten week placement with the Koori Education Unit.

Review of Koori Education Strategies

Towards the end of 1998 Deputy Vice-Chancellor (Education & Training) requested that a review be undertaken of the Koori Education Strategy. The following events led to this request:

- ongoing discussions with VAEAI regarding increasing co-operation between the University and VAEAI;
- a University review of Indigenous Education;

- DETYA's current review of Funding for Indigenous Support;
  - staff contracts falling due December 1998 and a changed industrial situation in 1999; and
  - concern to establish benchmark data about operation of the Koori Education Strategy Plan.
- One of the major recommendations of this review was that the Unit focus on two major areas:
- an increased emphasis on student support for prospective and enrolled ATSI students in Higher Education and TAFE; and
  - liaison between the University and the ATSI community.
- Further recommendations include:
- the Unit will be re-titled the 'ASTI Support and Liaison Unit' consistent with its proposed focus;
  - staffing of the Unit will clearly reflect these two major activities;
  - the Unit will develop a work plan which reflects that focus and which contains clear requirements for measurement of outcomes and activities;
  - the Unit's responsibility will be to operate across campuses and to establish a strong network within Faculties and Groups to underpin student support and liaison, as well as maintaining and developing links between the university and aboriginal communities; and
  - that consideration will be given to the establishment of a working group to assist the Unit in its redefined role.

### **Disability Liaison Unit**

#### Disability Access Audit

One of the highlights of the year for the Disability Liaison Unit was its strategic involvement in the Disability Access Audit. In response to community expectations and the Disability Discrimination Act (1992), RMIT initiated an extensive review process of access, equity, and RMIT's built environment. The innovative project aimed at providing a more accessible and equitable place to work, study and visit for people with disabilities. The Disability Liaison Unit together with the Asset Management Group and the Office of the University Architect have been responsible for the guidance of the consultant team, Hayball, Leonard and Stent.

Information, visual data, statistics and recommendations resulting from the audit have been formatted on a CD-ROM which will be used in the implementation of a new Disability Action Plan in 1999 and also for the ongoing improvement of disability access at RMIT in the future.

#### Virtual Campus Learning Network

The Disability Liaison Unit's involvement with the development of the successful tender for the establishment of a Learning Hub linked to the Virtual Campus has proved rewarding. The collaborative process also involved the Faculty of Business, Faculty of Education, Languages and Community Services, the Faculty of Engineering, RMIT Open Learning, On-Line with RMIT, Council of Adult Education and Neighbourhood Houses.

#### Awards and Grants

The Disability Liaison Unit was privileged to be nominated by RMIT for the Australian University Teaching Awards, University Teaching Category. While the submission was unsuccessful, the Unit gained valuable profile through the process.

The Disability Liaison Unit submitted an application to the RMIT Quality Awards, entitled 'Increasing access, participation and retention of Deaf students' and was recognised publicly with a Commendation.

The Disability Liaison Unit recently secured funding from Co-operative Grants for Students with Disabilities in Tertiary Education for two projects: 'Peer Support for Deaf Students in Tertiary Education', and 'Evaluation of Technical AUSLAN Vocabulary in Tertiary Education'. The total funding for both projects is \$30,000. The peer support project will establish a support network for deaf students studying in tertiary institutions in Victoria, while the AUSLAN vocabulary research will, when completed, provide 50 booklets containing images of technical AUSLAN vocabulary to tertiary institutions.

#### Teaching

In an effort to ensure the provision of highly skilled support workers to students with disabilities, the Disability Liaison Unit has successfully sought approval by the Faculty of Education, Languages and Community Services to conduct Certificate III in Community Services (Notetaking for the deaf and hearing impaired) course in conjunction with the Department of Social and Community Services. Following approval from the Board of Technical Studies, the course will be run as a service agreement between the Disability Liaison Unit and Department of Social and Community Services. It is expected that those notetakers presently employed by the Unit who do not hold formal notetaking qualifications will participate.

Following expressions of interest from Unit casual staff, teachers, students and other RMIT staff, the Disability Liaison Unit set in place an 8 week 'Introduction to AUSLAN' course. Twenty people participated in the course, which was the Unit's first formal venture into the area of teaching and learning. The course was well attended and the feedback has been positive with many participants interested in further courses.

#### ***New courses in 1998***

New awards with first enrolments in 1998:	Bachelor of Applied Science (Intellectual Disability Studies)
(a) Higher Education	Bachelor of Applied Science (Psychology)(Honours)
Total number of new courses = 17	Bachelor of Chiropractic Science (Conversion)
Bachelor of Applied Science (Food Science)(Honours)	Bachelor of Applied Science (Applied Physics)/Certificate III and IV in Applied Languages

Bachelor of Applied Science (Applied Physics)/Certificate IV in Professional Writing and Editing	Certificate II in Electronics (Business Equipment Maintenance)
Bachelor of Applied Science (Applied Physics)/Certificate IV in Information Technology	Certificate II in Electronics (Computer Assembly)
Bachelor of Applied Science/Bachelor of Engineering (Communications)	Certificate II in Furnishing (Furniture Manufacturing) Pre Apprenticeship
Bachelor of Applied Science/Bachelor of Engineering (Electronics)	Certificate II in Information Technology (Computer Applications)
Bachelor of Applied Science (Computer Science)/Bachelor of Engineering (Mechanical)	Certificate II in Media Journalism
Graduate Diploma in Behavioural Science	Certificate II in Packaging, Fibreboard & Carton Manufacture
Graduate Diploma in Engineering Management	Certificate II in Printing (Mail House Operations)
Master of Applied Science (Statistics)	Certificate II in Printing (Small Offset)
Master of Business (Information Innovation)	Certificate II in Public Administration
Master of Business Administration (Aviation Management)	Certificate II in Security (Crowd Control)
Master of Chiropractic Science (Animal Chiropractic)	Certificate III in Air Transport (Private Pilot)
Master of Engineering Management	Certificate III in Business (Credit Practice)
(b) TAFE	Certificate III in Business (Office Administration)
Total number of new courses = 83	Certificate III in Business (Office Technology)
Course in Engineering (Post Trade)	Certificate III in Business (Workplace Training)
Certificate in Engineering (Aircraft Mechanical -Maintenance)	Certificate III in Call Centre Operations
Certificate in Fitness Instruction	Certificate III in Children's Services (Traineeship)
Certificate I in Printing (Mail House Operations)	Certificate III in Community Services (Note Taking for Deaf & Hearing Impaired)
Certificate II in Air Transport (GFPT)	Certificate III in Community Services (Personal Care)
Certificate II in Arts (Interactive Multimedia)	Certificate III in Frontline Management
Certificate II in Business (Workplace Training)	Certificate III in Health (Patient Services)
Certificate II in Domestic Appliance Servicing	Certificate III in Laboratory Skills
	Certificate III in Packaging, Fibreboard & Carton Manufacture
	Certificate III in Public Administration
	Certificate III in Security Operations
	Certificate IV in Air Transport (Commercial Pilot)
	Certificate IV in Business (Administration)
	Certificate IV in Business (Credit Control)
	Certificate IV in Business (Credit Control)

Certificate IV in Business (Office Administration)  
 Certificate IV in Business (Workplace Training)  
 Certificate IV in Engineering (Computer Systems)  
 Certificate IV in Engineering (Electrical)  
 Certificate IV in Engineering (Electronics)  
 Certificate IV in Food Technology  
 Certificate IV in Frontline Management  
 Certificate IV in Liberal Arts  
 Certificate IV in Public Administration  
 Certificate IV in Small Business Management  
 Certificate IV in Small Business Management (NEIS)  
 Certificate IV in Sound Production  
 Certificate IV in Video Production  
 Certificate IV in Workplace Training

Diploma of Air Transport (Airline Pilot)  
 Diploma of Business (Accountancy)  
 Diploma of Business (Administrative Management)  
 Diploma of Business (Community Services & Health Management)  
 Diploma of Business (Credit Management)  
 Diploma of Business (Management)  
 Diploma of Business (Marketing)  
 Diploma of Business (Office Management)  
 Diploma of Engineering (Computer Systems)  
 Diploma of Engineering (Electrical)  
 Diploma of Engineering (Electronics)

Diploma of Food Technology  
 Diploma of Frontline Management  
 Diploma of Information Technology  
 Diploma of Liberal Arts  
 Diploma of Management  
 Diploma of Telecommunications  
 Diploma of the Built Environment  
 Diploma of Vehicle Design Development  
 Diploma of Video Production

Advanced Diploma of Business (Accounting)/Diploma of Business (Banking & Finance)  
 Advanced Diploma of Business (Accountancy)/Diploma of Business (Banking & Finance)  
 Advanced Diploma of Business (Accountancy)  
 Advanced Diploma of Business (Administrative Management)  
 Advanced Diploma of Business (Management)  
 Advanced Diploma of Business (Marketing)  
 Advanced Diploma of Civil Engineering  
 Advanced Diploma of Engineering (Computer Systems)  
 Advanced Diploma of Engineering (Electrical)  
 Advanced Diploma of Engineering (Electronics)  
 Advanced Diploma of Information Technology  
 Graduate Certificate in Training (Action Learning)



### ***Freedom of information***

During 1997 five requests were received for information under the *Freedom of Information Act* 1992.

Access granted in full	3
Access granted in part	2
Access denied	Nil
Total	5

### **Categories of document**

The university preserves subject files, personnel files, computer records and archival material.

#### *Subject files*

The university's Central Registry filing system contains policy and procedural files arranged by subject. A decentralised system in the TAFE sector, under a centralised classification system with local control, also contains policy and procedural files arranged by subject. Local filing systems in some faculties and departments and administrative units contain local working subject files.

#### *Personnel files*

A file for each member of staff, documenting her or his relationship with the university, is held by the Human Resources Management Group. A file for each student, documenting the student's relationship with the university, is held by Student Administration (Higher Education) or Student Administration (TAFE). Local staff and student files, while not duplicating documents held centrally, are held in relevant academic and administrative sections.

#### *Computer records*

Information concerning university administrative functions is held by the Resources Division on the database, and supplements the information held in hard copy series.

#### *Archival material*

Large numbers of documents dating from the founding of the organisation are preserved in the university archives.

### **Material prepared by the university under Part 2 of the *FOI Act***

Published material (guides, procedures etc.) together with a copy of the university's Part 2 statement may be inspected at Academic Administration Services on the city campus. Copies of Part 2 statements may be bought from that address for \$0.20.

## **Application procedure**

An application under the *Freedom of Information Act* should be made in writing to:

Freedom of Information Officer  
RMIT University  
GPO Box 2476V  
MELBOURNE VIC 3001

Documents to which access is granted may be inspected between 8-30 a.m. and 5-30 p.m. Monday to Friday. The freedom of information officer is John Lambrick, e-mail <john.lambrick@rmit.edu.au>.

## **Employee relations**

A number of major achievements were made during 1998 and are summarised as follows:

- a new enterprise agreement for trades and services staff was finalised in early 1998 - the agreement contains numerous initiatives that will increase flexibility and efficiency;
- a revised redundancy protocol was developed and implemented which will allow for orderly and effective process in dealing with potential redundancies;
- revised probation procedures were implemented for the Universities general staff and TAFE teaching staff which takes into account the latest developments in industrial law and best management practices;
- facilitation and finalisation of various staffing issues relating to the MITEXT merger with RMIT - this included the negotiation and implementation of an enterprise agreement covering the former MITEXT PACCT staff which provided for common conditions of employment with RMIT staff and state government supplementation to assist with the translation costs; and
- development of an Easing into Retirement Policy which will assist the University in its succession planning.

## **Occupational health and safety**

During the year 364 workplace injuries/incidents were reported from staff and students at the University with 87 new WorkCover claims lodged by staff as a result. Of the new claims, 46 involved no time lost from work. The total time lost and claims costs resulting from workplace injuries in 1998 were significantly lower than in the previous two years.

The Victorian WorkCover Authority continued to monitor the University's performance following on from a routine inspection in 1997.

In an effort to make the University or staff and students a number of programs were initiated in 1998. The most significant of these was the major building rectification program approved by University Council to address the upgrade of fume cupboard facilities at the University. Training was also conducted for senior management and laboratory staff and an extensive program of building inspections was put in place to identify and remove safety hazards.

### **Equal employment opportunity**

In 1998 the following policies came into operation: the Equal Opportunity Policy, Sexual Harassment Policy and Cultural Diversity & Anti-Racism Policy. These policies reflect RMIT's commitment to a work and study environment free from discrimination and sexual harassment. They also recognise the University's undertaking to ensure that all members of its community are treated with dignity, courtesy, respect and equality.

Throughout 1998 the Branch continued its work in advising staff and students of their rights and responsibilities under state and federal anti-discrimination laws.

Training sessions were conducted for managers and supervisors in RMIT's policies and the law. It dealt with external complaints and mediated whenever possible encouraging parties to resolve matters expeditiously and in accordance with natural justice.

One of the successful strategies in promoting Affirmative Action was the production of a comprehensive Recruitment & Training Manual for the Engineering faculty. This will be made available University-wide.

The Branch assisted the Women & Leadership Program with its Mentoring project.

The student Sexual Harassment Contact Officer is located within the branch and works with its members on a day to day basis.

In 1999 the Branch will continue its objective of creating an environment which responds to the needs of male and female staff and students. It will continue to encourage the University to recognise and celebrate the diversity of its community through the implementation of its policies on all campuses.

**Total staff: full-time equivalent in March 1998**

	Total	Female	% female	Change from 1997
Academic	940	324	33	0%
Teaching	395	111	28	+1%
General	1,388	807	58	0%
Executive	110	28	25	+5%
Total	2,832	1,254	44	+1%

**Women in management 1998**

Category	1998 total	Number of women 1998	% women	% change from 1998
Executive service	110	28	25%	+5%
Organisational chart February 1998	45	10	22%	+8%
Professoriate	185	37	20%	+1%
Professors	78	12	15%	-2%
Associate professor	107	25	23%	-4%
Head of department (higher education sector)	38	4	11%	-8%
Head of department (VET sector)	17	5	29%	+6%
Six largest groups, 38+ staff	6	2	33%	

*Executive service = Vice-Chancellor, Deputy Vice-Chancellor, Pro Vice-Chancellor, Dean, Deputy Dean, Head of Department, Director*

**Academic staff by gender and level, March 1998**

	Level A	Level B	Level C	Level D	Level E
Female	43%	40%	25%	25%	18%
Male	57%	60%	75%	75%	82%

## Academic promotions

There were no academic promotions conducted in 1998.

### General staff by HEW level and gender, March 1998

Level	HEW 2	HEW 3	HEW4	HEW5	HEW6	HEW7	HEW8	HEW9	HEW10
Female	70%	70%	74%	62%	57%	50%	38%	47%	21%
Male	30%	30%	26%	38%	43%	50%	62%	53%	79%

### Earnings of general staff, March 1998

	Technical <\$30,000	Administration <\$30,000	Technical >\$40,000	Administration >\$40,000
Female	54%	67%	4%	46%
Male	46%	33%	96%	54%

### Number and Full-Time Equivalent (FTE) by staff category

	June 1998	June 1998 FTE
Academic	1,000	940
Teaching	434	391.39
General	1,496	1,408.94
Executive	112	1,408.94
Total	3,042	2,852.23

## Year 2000 Compliance Requirements and Disclosures

RMIT's Year 2000 Compliance Strategy was developed in November 1997 and the Year 2000 Compliance Program Action Plan approved by the Vice-Chancellor's Executive in April 1998.

The aim of the Year 2000 Compliance Program is:

'to identify the processes and systems which are critical to the business, and systematically examine each to assess the risks and costs associated with their failure, the options for making those systems compliant and the priorities and resources for rectifying the systems.'

It is RMIT's intention to have all remedial work managed against a deadline of 31 July 1999, achieving earlier completion where possible. Securing Year 2000 compliance for business critical and significant systems is mandatory of RMIT for all RMIT business areas.

RMIT has identified twenty-one business-critical systems for which compliance activities are being undertaken.

	COMPLIANCE STRATEGY	STATUS DECEMBER 1998
<b>CORPORATE ADMINISTRATIVE APPLICATIONS</b>		
Finance	replace	Testing underway
HR/Payroll	replace	Testing underway
Assets	replace	Testing underway
HE Student Management	convert	Testing scheduled
VET Student Management	convert	Completed
Admissions	convert	Completed
<b>IT INFRASTRUCTURE/ TELECOMMUNICATIONS</b>		
Electronic Mail	replace	Completed
Corp Unix Servers	replace	Testing scheduled
Corp NT Servers	replace	Testing scheduled
Corp Novell Servers	replace	Testing scheduled
Wide Area Network	replace	Completed
Corp HP3000 Servers	upgrade	Testing scheduled
PABX	upgrade	Testing scheduled
Faculty File Servers	upgrade	
Local Area Networks	upgrade	
<b>FACILITIES</b>		
Lifts and Escalators	confirm	Testing scheduled
Emergency Lighting	upgrade	Testing scheduled
Mechanical Plant	upgrade	Testing scheduled
Fire Alarm Systems	confirm	Testing scheduled
Security Systems	upgrade	Testing scheduled
Utilities	confirm	Testing scheduled

***Additional information available on request***

Consistent with the requirements of the *Financial Management Act 1994*, RMIT has prepared material on the following items, details of which are available on request:

- declarations of pecuniary interest;
- shares held beneficially by senior officers as nominees of a statutory authority or subsidiary;
- changes in prices, fees, charges, rates and levies;
- major external reviews;
- major research and development activities;
- overseas visits undertaken;
- corporate publications;
- consultancies;
- and the RMIT University annual report.

Enquiries about these materials should be addressed to:

Registrar  
Royal Melbourne Institute of Technology  
GPO Box 2476V  
Melbourne Vic 3001  
  
Telephone +(61 3) 9925 2900  
Facsimile 9925 4621  
E-mail < g.pope@rmit.edu.au >

## ***Compliance index to disclosure requirements***

The annual report of the Royal Melbourne Institute of Technology 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.

In the list below:

TEA = *Tertiary Education Act 1993*

PE(EEO)A = *Public Authorities (Equal Employment Opportunity) Act 1990*

MFD = Directions of the Minister for Finance issued under section 8 of the *Financial Management Act*

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<b>Report of operations</b>		
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MFD 9.1.3(i)(a)	Manner in which the institute was established	4
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MFD 9.1.3(i)(b)	Objectives, functions, powers and duties	12
MFD 9.1.3(i)(c)	Nature and range of services	4
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MFD 9.1.3(i)	Members of council and director	15-16
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MFD 9.1.3(i)(e)	Work-force data, merit and equity	46-48
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MFD 9.1.3(ii)(c)	Operational objectives	40
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MFD 9.1.3(iv)(a)	Declarations of pecuniary interests	15
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MFD 9.4.2(i)	Names of councillors	15-16

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Clause	Disclosure	Page
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MFD 9.1.3(ii)(e)	Events subsequent to balance date	27
s.12I TEA	Compulsory non-academic fees	36
MFD 9.2.2(i)(a)	Statement of financial operations	4
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MFD 9.2.2(i)(c)	Cash flows	6
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MFD 9.2.2(iii)	Rounding of amounts	7
MFD 9.2.2(vi)	Statement by president of Council, Vice-Chancellor and principal accounting officer	2
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MFD 9.2.3(ii)(c)	Revenue from assets	4,12
MFD 9.2.3(ii)(d)	Exchanges of goods or services	4
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MFD 9.2.3(ii)(f)	Bad and doubtful debts	15
MFD 9.2.3(ii)(g)	Financing costs	14
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## **Statutory accounts**