



Annual Report 1999

Report of the Council
of the Royal Melbourne Institute of Technology
for the period 1 January to 31 December 1999

To the Honourable Lynne Kosky MP, Minister for Post Compulsory Education, Training and
Employment

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 1999.

Don Mercer
Chancellor

13 April 2000

Contents

INTRODUCTION	4
1999 AT RMIT UNIVERSITY	5
JANUARY	5
FEBRUARY	5
MARCH	5
APRIL	5
MAY	5
JUNE	6
JULY	6
AUGUST	7
SEPTEMBER	7
OCTOBER	7
NOVEMBER	8
DECEMBER	8
ADMINISTRATIVE STRUCTURE	9
MISSION, GOALS AND VALUES	9
RESPONSIBILITY OF SENIOR OFFICERS	11
ORGANISATIONAL CHART	13
UNIVERSITY COUNCIL	14
UNIVERSITY COUNCIL MEMBERSHIP IN 1999	14
CORPORATE PUBLICATIONS	16
PROPERTY SERVICES	17
RESEARCH AND DEVELOPMENT	18
CENTRES AND INSTITUTES	22
INTERNATIONAL	22
INTERNATIONAL ACTIVITIES	22
SIGNIFICANT INITIATIVES	24
OPERATIONAL OBJECTIVES	24
STUDENT LOAD	24
PERFORMANCE AGAINST TARGETS	24
EQUITY AND ACCESS	25
SUPPORT OF ABORIGINAL AND TORRES STRAIT ISLANDER STUDENTS	29
SUPPORT OF STUDENTS WITH A DISABILITY	30
FREEDOM OF INFORMATION	31
EMPLOYEE RELATIONS	30
OCCUPATIONAL HEALTH AND SAFETY	31
EQUAL EMPLOYMENT OPPORTUNITY	31
ACADEMIC PROMOTIONS	32
YEAR 2000 COMPLIANCE REQUIREMENTS AND DISCLOSURES	35
ADDITIONAL INFORMATION AVAILABLE ON REQUEST	35
COMPLIANCE INDEX TO DISCLOSURE REQUIREMENTS	36

Introduction

RMIT University emphasises education for employment and research that uses technology to solve real-world problems. Students, graduates and staff are expected to contribute creatively, critically and responsibly to their professions and the community. The university is committed to equal opportunity, racial tolerance, cultural diversity and ethical behaviour.

RMIT's seven faculties offer 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 over fifty thousand students, including 11,500 international students, RMIT is one of Australia's largest multi-level universities.

Flexibility and vocational orientation are key factors that make RMIT University the most popular choice of prospective students in Victoria. Students have the flexibility to structure their study with double degrees, dual awards, pathways between TAFE and degree courses, as well as short courses and distance learning. Students also have the opportunity to work in industry whilst completing their degree.

RMIT University is also one of Australia's most successful international universities, having received the first Australian Export Award for Education in 1998, the 1998 and 1999 Governor of Victoria Export Award for Education and the 1999 Business Asia News Magazine Award for best Australian service activity 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 Melbourne's Central Business District, adjacent 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 situated eighteen kilometres north-east of the city centre, on the fringe of suburban Melbourne. In contrast to the city campus, RMIT Bundoora is set in 42 hectares of 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.

Following the amalgamation of the Melbourne School of Printing and the Melbourne Institute of Textiles with RMIT, the Brunswick campus became part of the university. Situated six kilometres from the city, it has state-of-the-art specialist printing technology and textile facilities.

In addition to the three campuses, RMIT occupies a number of other sites in and around the city. The most significant of these are at Fishermans Bend and Point Cook which offer courses in aerospace technology.

RMIT University has over twenty research centres and institutes. Supported by the government and private funding, the centres are at the forefront of innovation in areas such as intelligent manufacturing systems, polymer blends, telecommunications, information technology, multimedia, design, transport, workplace communications, and social science.

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.

1999 at RMIT University

January

Adventurers Eric Phillips, Jon Muir and Peter Hilary make it to the South Pole at 3.17 p.m. (Australian Eastern Standard Time) on 26 January 1999, after eighty-four gruelling days. State-of-the-art sleds designed by RMIT staff and students supported the explorers.

RMIT University welcomes the final approval by the federal Department of Education, Training and Youth Affairs of the merger between RMIT University and the Melbourne Institute of Textiles to create the new entity RMIT Textiles. The merger took effect on 1 January 1999.

Informit Online, Australia's largest online collection of research databases on the Internet, was launched at the Darling Harbour Convention Centre in Sydney. An initiative of RMIT Publishing, Informit Online promises to be the major online resource of Australian bibliographic information and specialist databases. Informit Online will provide Internet access to a wide range of research databases from Australia, New Zealand and South-East Asia.

February

RMIT University regains the top position in Victoria for the number of first preferences for HECS places. An internal report, based on change of preference applications to the Victorian Tertiary Admissions Centre (VTAC) for 1999, shows an increase from 1998 to 1999 of 19.6 percent in first preferences for HECS places at RMIT University.

RMIT University wins a major pilot training contract with China Northern Airlines to train pilots at Point Cook. The \$2 million training program, for 30 pilots from China Northern, was conducted jointly by RMIT University and Victoria's largest flying school, General Flying Services.

RMIT University and the Australian Army sign a contract worth over \$3.5 million in the first year for the provision of technical and trades training and associated services (development, RPL, accreditation, student records) at the Army Logistic Training Centre in Wodonga.

March

Former ANZ head Don Mercer was formally installed as RMIT University's third Chancellor. In his speech delivered at the

Melbourne Town Hall he spoke about funding, technology and the role of an international university in helping its regional neighbours.

The Chinese government, with funding from AusAID, focuses significant reform efforts on its vocational education system. RMIT University's Faculty of Education, Language and Community Services and RMIT International Pty Ltd assist the Ministry of Education to begin the process of reform. The project is taking place in Chongqing, a mountainous municipality of thirty million people in the south west of China.

Melanie Jones, 1997 World Cup Winner, shared her experiences, challenges and achievements of being on the highly successful Australian Women's Cricket Team at RMIT University Storey Hall. The address, *On The Ball*, was organised by the Women and Leadership Program as part of RMIT University's International Women's Day activities.

April

RMIT University celebrated its rich past with Heritage Open Day. From performances of the Ned Kelly trial in the Old Melbourne Magistrates' Court, to a host of guest speakers and displays, Victorians were treated to a feast of history when RMIT University opened its doors for its Heritage Open Day on Sunday 18 April, from 12 noon to 5.00pm.

Over 100 National Youth Science Forum (NYSF) participants from across the nation met at RMIT University as part of a program which fosters their future role in the development of Australian science and technology. The NYSF brings together selected students from secondary schools throughout Australia and provides opportunities for them to meet leading Australian scientists and visit scientific and national centres.

May

RMIT University purchased the Capitol Theatre because it needed a lecture space large enough for 500 or more students. The purchase included the 650-seat auditorium, foyer and linked upper-level lounge and foyer. One of the best-known works of Walter Burley Griffin and Marion Mahony Griffin, the Capitol Theatre and Capitol House are considered by many architects

and historians as among the most important twentieth century buildings in Melbourne.

RMIT University opened its new \$600,000 childcare centre in Bundoora with a performance of traditional Aboriginal dances by the Wurundjeri Children's Dance Group. The centre was named Numdaji Kwei, which means 'white mate', to celebrate the friendship between the Wurundjeri people and the new tenants of the site, which is set amongst heritage-listed Aboriginal 'scar trees'.

RMIT international students launched a gambling awareness campaign for students. The RMIT Association of International Students (RAIS) took the initiative to address issues relating to gambling that is affecting international and local students in Melbourne.

RMIT University became Australia's first university to switch to an integrated financial, human resources and assets system to support its operations into the 21st century. The university selected SAP (Systems Applications Products in Data Processing)-one of the world's leading Enterprise Resource Planning (ERP) software suppliers-to provide the technology to achieve this goal, at a cost of \$8 million.

June

The success of RMIT's activities in Asia was tangible evidence of the university's capacity and strength as an exporter of education services to the region, said Vice-Chancellor David Beanland. He was speaking after the announcement that RMIT University won the 1999 Business Asia News Magazine Award for best Australian service activity in Asia.

Adult education for residents of Melbourne's northern and western suburbs entered a new dimension with the launch of a program offering access to on-line accredited university courses from the comfort and convenience of local community houses and training centres. The RMIT Learning Network will provide people who are unemployed, disabled, wanting to return to work or study, or simply wanting to update their skills, with the chance to complete a range of courses in a supportive and sociable environment, at a pace that suits them and at minimal cost.

RMIT University has been reviewing its current involvement in country Victoria and plans to extend several dynamic partnership programs that are already running. The basic premise of the new regional strategy, says its author, Deputy Vice-Chancellor Ruth

Dunkin, is that universities must relate to their local communities to be meaningful.

Aboriginal and Torres Strait Islander flags flew at RMIT University's city campus, commemorating National Reconciliation Week. Professor Joy Murphy, an elder of the Wurundjeri People of the Kulin Nation (Melbourne region), and RMIT Deputy Vice-Chancellor (Education and Training) Professor David Knowles were present for the brief flag-raising ceremony.

Refugees arriving in Australia from Kosovo were able to communicate in their temporary new home with the help of RMIT University-trained interpreters. Seventeen people from the local Albanian community worked as language aides in refugee 'safe havens' across Australia after completing the university's Albanian Interpreter Orientation Course.

Staff at a launch held at Storey Hall welcomed the first group of RMIT University student ambassadors. The student ambassador program is an initiative of the alumni office and was established to provide an opportunity for students to become more involved in the university community.

RMIT University sponsored two June 1999 performances by the Australian Ballet: *Singapore Trilogy*, as part of the Singapore Arts Festival; and *Don Quixote* in Shanghai.

July

RMIT University launched its Virtual Reality Centre-the first commercial virtual reality centre to be set up in Australia. The \$3 million Virtual Reality Centre is located in the Interactive Information Institute (I-Cubed) at RMIT University's City campus. In addition to being available to the RMIT community for education, research and development, the centre will offer small, medium and large businesses an opportunity to develop virtual solutions to a whole range of business processes. RMIT University has teamed up with Silicon Graphics-the global supplier of high-performance interactive computing systems-to establish the centre.

The ways in which Melburnians see and use their city were explored in RMIT University's Living Cities Lecture Series. Organised by RMIT's Faculty of the Constructed Environment, the lecture series were held weekly on Thursdays. Speakers from the areas of architecture, urban design, landscape architecture, planning and environment, social science, cultural theory and industrial design shared their knowledge of the city.

August

Hundreds of people celebrated cultural diversity when they paraded along Melbourne's Swanston Street to mark the official opening of RMIT University's World Week 6 multicultural festival. Parade participants from community and cultural groups in Victoria-some dressed in colourful national costumes and playing music from around the world-carried flags from 72 countries.

Contributing more than \$900,000 over a three-year period, 18 RMIT research scholarships have been awarded to applicants from the East Gippsland region and across Australia. The scholarships aim to address issues relating to the sustainability of the East Gippsland Lakes ecosystems, which has become a key factor for the economic survival of the region.

September

RMIT University announced a major new initiative to take a leading role the growing geospatial science industry in Victoria and Australia. The RMIT University Geospatial Science Initiative (RMIT GSI)-an initiative of RMIT University's Department of Land Information-aims to create business and strategic partnerships, ensure the commercial application of the university's best R&D in the geospatial sciences, and help grow the geospatial science industry in Victoria and nationally.

RMIT University announces plans to make research into e-commerce a priority research area for its business faculty. Professor Paula Swatman, a world authority on e-commerce, was appointed to lead the new program. Vice-Chancellor Professor David Beanland said that there would be significant gains in concentrating the university's cross-disciplinary research in e-commerce in its business faculty.

Cutting-edge university research projects by final-year students from RMIT University's Department of Communication and Electronic Engineering and Department of Computer Systems Engineering are unveiled at a technology and business conference. Engenius '99 showcased the best of Australia's young inventors from RMIT University and groundbreaking advancements made in their last year of study. Some of the real-world student projects included a high-tech software system that recognised faces, impulse radars for remote sensing, an Internet call centre, lasers for moon ranging and microwave power amplifiers.

RMIT University launches RMIT's first Postgraduate Week. It has been introduced to meet the information needs of prospective postgraduate students and features evening information sessions hosted by all faculties and opportunities for one-to-one discussions with specialist staff.

The world's largest chip maker and leading manufacturer of computer, networking and communications products, Intel, establishes its second Australian training centre at RMIT University in Melbourne. The Intel Authorised Training Centre is set to assist Victoria in addressing the current IT skill shortage. It is estimated that about 3,000 people will graduate from the Melbourne centre over the next two years.

October

RMIT University hosts a special training forum on 'Multimedia Design: Training for Convergence'. Designed for organisations and individuals in the multimedia design industry, the industry training forum brought together key players in the industry to consider the issue of convergence in multimedia product design and to examine training.

The Mayor of Darebin City Council, Councillor Chris Kelly, helps launch a new virtual shopping mall site created by RMIT Business Information System students. The site contains details of 200 local business in High street, Preston and is linked to the City of Darebin web site. The virtual mall is part of stage one of an initiative with the City of Darebin to promote the effective use of technology to benefit local residents.

The Australian Crime Prevention Council's 19th Biennial International Conference on Preventing Crime is held at RMIT University. The conference aims to review current policies, models and programs, and to increase the potential of crime prevention strategies in Australia.

Aurora 101, Victoria's entry in the World Solar Challenge, officially won the World Solar Challenge. It is the pre-eminent solar race in the world and attracts an international field of entries, including factory teams from major car companies. It was the first Australian car ever to win the race. Aurora glided into Adelaide for the official finish, six days and 3010 kilometres after setting off from Darwin. With technical support, including aerodynamics testing, from RMIT University, the solar supercar won by maintaining consistent speeds and with the support of a committed team of

volunteers, including staff, alumni and students from RMIT University.

A project to support carers of Australia's multicultural aged with dementia was launched. The project, 'Caring for a Person with Dementia-Audio Tape for Carers', is a collection of audio-taped training packages in seven community languages. Developed by a team from RMIT University and the Australian Multicultural Foundation, the initiative is believed to be the first in Australia that assists carers of the multicultural aged with dementia.

November

A two-day trade fair and exhibition of artifacts celebrated what Aboriginal community leader Marjorie Thorpe hailed as 'a model that could be extended throughout the Australian arts community.' The trade fair and exhibition held at RMIT's Bundoora campus featured the outstanding products by artists from communities in St Kilda, Morwell, Horsham, Broadmeadows, Echuca, Ballarat, Healesville, Mooroopna and Hamilton.

RMIT University awards new scholarships in fees, services and financial assistance worth up to \$730,000 to 120 international students. The academic scholarships were awarded in the categories of Postgraduate Research; Postgraduate Coursework; Undergraduate, Technical and Further Education; pre-university courses and faculty-specific awards.

Printing students from RMIT University gain access to the most advanced industry technology available, with the announcement of a \$1.5 million investment by Heidelberg Australia and Kodak Polychrome Graphics.

Dental health workers and educators in the Pacific Islands can now learn about techniques in basic infection control in Tonga, thanks to a training video developed by a team from RMIT University and the Rotary Club of Ballarat West. The video provides clear, simple and easy-to-implement instructions to help hospital staff control the spread of infectious diseases.

Students from indigenous communities across Victoria unite in Melbourne for a two-day celebration of their unique and diverse

artworks. Organised by RMIT Textiles, 'Alive and Dreaming' was an exhibition showcasing vibrant paintings, drawings, screenprint design, ceramics, glass and textiles by more than 50 student artists from St Kilda, Morwell, Horsham, Broadmeadows, Echuca, Ballarat, Mooroopna, Healesville and Hamilton. The artists are members of RMIT Textiles' Aboriginal Development Unit, which supports vocational education and training in partnership with local Aboriginal communities.

Year Nine girls from secondary schools in the northern suburbs discover the role computers play in diabetes research, medical radiation techniques and CPR. Their interactive visit to RMIT University's Faculty of Biomedical and Health Sciences and Nursing at the Bundoora West campus was part of a program designed to broaden the computer career options considered by girls.

December

RMIT University lecturer, Associate Professor George Fernandez, received the Australian Award for University Teaching (Flexible Delivery/Learning). The award was presented by the Federal Minister for Education, Training and Youth Affairs, Dr David Kemp, at Parliament House, Canberra.

RMIT University's Training Centre for Infrastructure Technology within the Faculty of Engineering offered up to six free scholarships to disadvantaged young people to help them improve their lot in life. The scholarships appeal to students interested in the fields of surveying or mapping, geographic information and global positioning systems, or even running a small business.

The Minister for State and Regional Development, John Brumby, signalled his support for a major project that will impact on education and community development in Victoria's Southern Grampians region. The plans include development of two initiatives: the RMIT Flexible Learning Centre, which will offer RMIT courses to people living and working in the region; and the RMIT Centre for Rural and Regional Development, which will undertake research on local issues and transfer the findings internationally.

Administrative structure

Mission, goals and values

RMIT University's mission 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.

The goal of RMIT University is to:

- be a recognised world leader amongst universities that are multi-level, globally focused, diverse, student-centred, industry relevant and client and community responsive;
- deliver programs ranging from certificate level vocational programs through tailored programs for industry and community clients, in Australia and offshore, to diploma, bachelor, masters degree (coursework and research) and doctoral research programs;
- have graduates with excellent employment opportunities in areas relevant to the sophisticated global society of the new century, who provide leadership in a rapidly changing global community, have a desire for lifelong learning, and a strong affinity for RMIT;
- have an international reputation for the quality and practical orientation of its courseware, the outcomes of its applied research and development activities, and its contributions to community development;
- be the Australian leader in international education, with students from many countries studying at RMIT in Melbourne, and in the University's developing campuses throughout Asia;
- be renowned for forming innovative, creative and flexible partnerships with industry, the community and other educational institutions in teaching and learning, applied and interdisciplinary research programs (especially through the University's research institutes and centres), international education, and community development;
- be the Australian leader in the use of information and communications technology in the design and flexible delivery of innovative education, training and research programs, and in the provision of quality client-focused management, learning support, administrative and student services;
- be a community of some 55,000 students, including 15,000 offshore, and 3,000 staff drawn from an enormous variety of cultural, racial, linguistic and religious backgrounds who study or work in an environment which:
 - creates challenging learning opportunities that enable students to realise their full potential;
 - supports lifelong learning, creativity, practicality, a global imagination and ongoing professional development;
 - encourages participation in decision making and openness and cooperation in university relations;
 - celebrates diversity, and is stimulating, cooperative, and safe;
 - has clearly defined responsibilities and accountabilities for staff and rewards excellent performance;
 - comprises a number of local and international campuses, known for their distinctive areas of excellence in teaching and research, and interaction with the environment and the community.

The values that will characterise RMIT as an organisation, and will be embraced by both staff and students of the university are: client focus; quality; practicality and relevance; global imagination; cultural diversity; fairness to all; innovation and enterprise; environmental care; learning and personal growth; ethical behaviour and responsibility; and technological/professional orientation.

Responsibility of senior officers

Chancellor

Chancellor Don Mercer 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.

Vice-Chancellor and President

Vice-Chancellor and President, Professor David Beanland, is RMIT's chief executive officer. In 1999 he was assisted by three Deputy Vice-Chancellors.

Deputy Vice-Chancellor and Vice-President

The Deputy Vice-Chancellor and Vice-President, Ruth Dunkin, is responsible for the seven faculties, integrating RMIT University's education and training, research and development and community service activities in Australia and internationally. To ensure smooth integration of activities across the University, the Deputy Vice-Chancellor was also assisted by the Pro Vice-Chancellor (International) Professor Fazal Rizvi and Pro Vice-Chancellor (Research and Development) Professor Neil Furlong.

Deputy Vice-Chancellor (Resources)

Deputy Vice-Chancellor (Resources), Professor John Jackson, is responsible for providing university infrastructure services including financial management and budget, human resource management, information technology and property services.

Deputy Vice-Chancellor (Education and Training)

Professor David Knowles was responsible for the University's Education and Training functions. In 1999 he was assisted by the Pro-Vice Chancellor (Teaching and Learning) and Director TAFE, Professor Helen Praetz, the Pro-Vice Chancellor (Academic Services and Equity), Associate Professor Bob Gray, and the Director, Information Technology Alignment Project, Associate Professor Paul Kennedy. RMIT Training Pty Ltd is the commercial arm of the Education and Training Section.

Pro Vice-Chancellor (Teaching and Learning) and Director, TAFE

Professor Helen Praetz is responsible for the development, implementation, quality assurance and review of the university's teaching and learning programs, and for supporting strategies and policies.

Pro Vice-Chancellor (Academic Services and Equity)

Associate Professor Bob Gray is responsible for providing university infrastructure services including Library, Student Services and Academic Administration, and Learning Technology Services including the implementation of the Academic Management System.

Pro Vice-Chancellor (International)

The Pro Vice-Chancellor (International) is responsible for developing frameworks, in Australia and overseas, within which RMIT's international operations occur. In June 1999, Professor Fazal Rizvi replaced the Deputy Vice-Chancellor (International), Professor David Wilmoth. The commercial arm of the Section is RMIT International Pty Ltd.

Pro Vice-Chancellor (Research and Development)

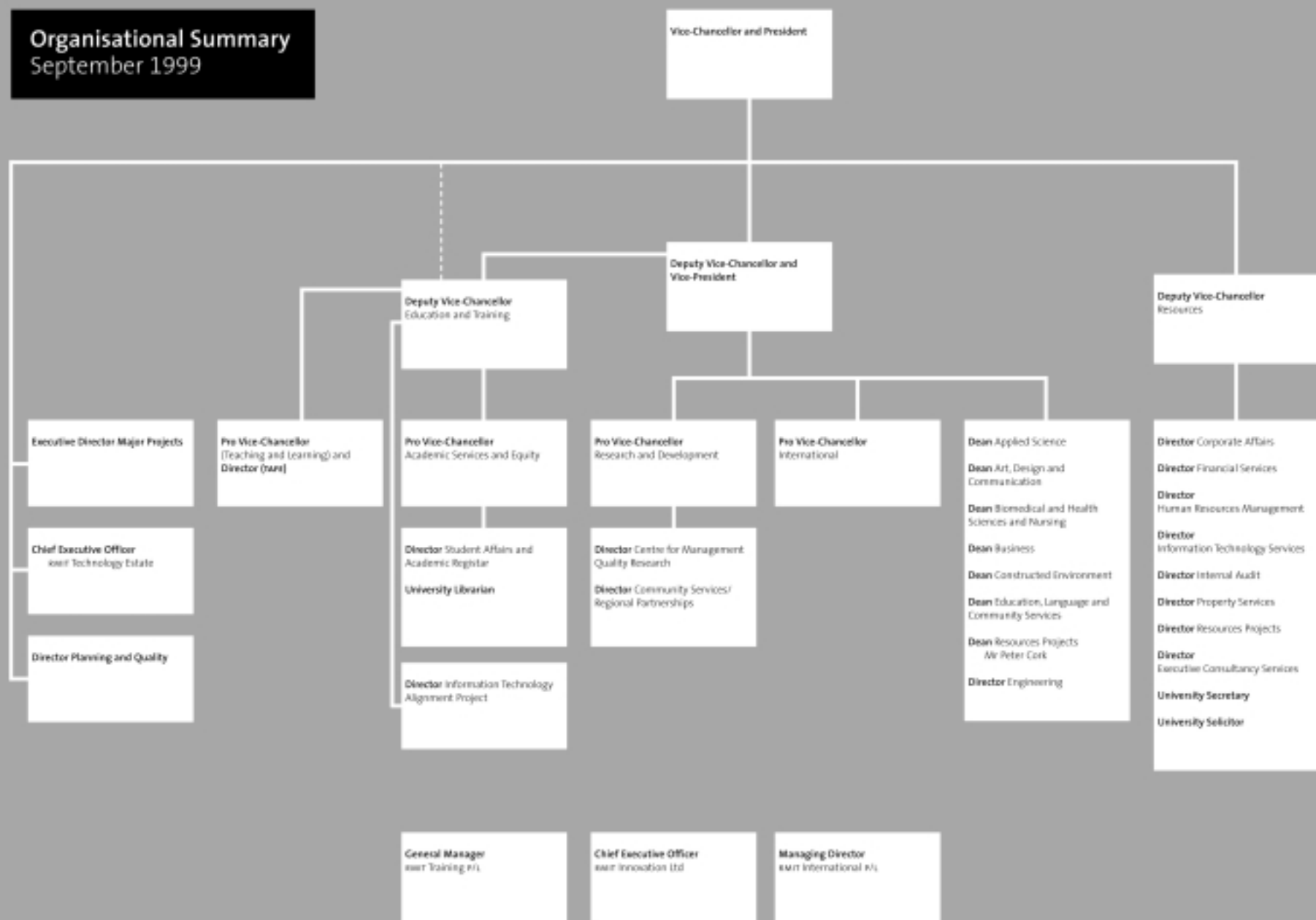
Professor Neil Furlong was appointed to this position on 6 September 1999, taking over from Professor Graham Mulrone who had been acting in this position since 7 September 1998. The Pro Vice-Chancellor (Research and Development) is responsible for the strategic management of RMIT's research activities as well as the university's community, regional and industry

partnerships. The Section is supported in research commercialisation and business development by RMIT Innovation Limited.

Executive Director Major Projects
To be submitted.

Organisational Summary

September 1999



University council

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 1999.

University council membership in 1999

Professor David Beanland
BE, MSc Melb, PhD Salf, ASwTC, TTC, FTSE,
FIEAust, FIREE (Aust)
Vice-Chancellor (ex officio) and President

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&Dev RMIT,
GradDipHlthSci Curtin, A/ship in Social Sciences
Director, World Competitive Practices
Appointed by the Governor in Council

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

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

Dr Robert Frater
BSc, Bed, PhD, DScEng Syd
Vice President for Innovation, ResMed Ltd
Elected by the academic staff (HES)

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

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)

Mr Ross Hepburn
BE Melb, MAdmin Monash
Managing Director, Aberdeen Hire Service
Appointed by RMIT Council (Treasurer)

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)

Mr Don Mercer
BSc(Hons) StAnd, Mec Manch
Chancellor
Elected by RMIT Council (Chancellor)

Mr John Mitcham
DipAppChem, CertM'ment RMIT
Retired Director and General Manager,
Manufacturing Division, Kodak (Aust'asia) Pty Ltd
Appointed by RMIT Council (Deputy Chancellor)

Ms Antoinette Nido
BCom Melb
Consultant
Appointed by the Governor in Council

Mr John Pascoe
BA(Hons) Monash, TPTC
Director of Schools, Department of Education
Appointed by the Minister

Mr Garry Ringwood
BCom NSW, FSCPA
Executive Director, Executive Interim Management
Appointed by the Governor in Council

Professor Terry Roberts
BappSci Vic, MSc Oxon, FRSA
Dean, Faculty of Applied Science
Chair, Academic Board (ex officio)

Mr Ian Sapwell
ARMIT, TTrIC, MIREE (Aust)
Deputy Dean, Faculty of Art, Design and
Communication
Chair, Board of Technical Studies (ex officio)

Ms Mandi Scott
President Student Union Council
Elected Student Representative
Elected by the students

Ms Jane Tongs
BBus(Accounting) RMIT, MBA Melb, ICA, ICD
Consultant, PricewaterhouseCoopers
Appointed by the Governor in Council (Deputy
Chancellor)

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

In attendance

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

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

Mr Brendan Wardlaw
Fine Art student
Elected by the students

Dr Max White
BSc(Hons) UNSW, MS Lowell, MBA RMIT, PhD
Leeds
Retired General Manager, Bruck Textiles
Appointed by the RMIT Council

Dr Roland Williams
BSc, PhD Birm, ChE (UK), MChE (UK), CIGE
(UK)
Former Chairman and Chief Executive Officer,
Shell Australia Ltd
Appointed by the RMIT Council

Professor Graham Mulroney
BSc Monash, MSc Melb, FRACI, C.Chem
Pro Vice-Chancellor (Research & Development)
Until 5 September 1999

Professor David Wilmoth
BEc(Hons) Qld, MTCP Syd, PhD UC Berkeley,
MRAPI
Deputy Vice-Chancellor (International)

Corporate publications

During 1999 the following publications were available from the university:

- the RMIT Annual Report 1998;
- an organisational summary;
- a strategic plan;
- *RMIT Openline*, the university's newspaper;
- alumni magazine;
- a weekly e-mail newsletter;
- *RMIT Experts Guide*;
- a general information brochure;
- undergraduate course brochures;
- postgraduate course brochures;
- a postgraduate course handbook;
- a bachelor degree course handbook;
- a TAFE course handbook;
- a student diary;
- various Open Day publications;
- three short course directories;
- a staff and student handbook; and
- a World Wide Web site
<<http://www.rmit.edu.au>>.

The university's web site makes public comprehensive information about various aspects of the university's operations. Significant sub-sites include:

- news and media relations;
- admissions and course information; and
- research and development.

Copies of printed and electronic publications are available from the Corporate Affairs Group.

Property services (formerly asset management group)

Property Services exists to provide RMIT University with a quality constructed and serviced environment for learning, research and community service.

The core business of Property Services is total facilities management including property acquisition/disposal, facility design and construction, property management and the provision of a wide range of maintenance and support services.

Key project achievements in 1999 were:

- substantial progress in achieving improved amenities on the City campus with the completion of Stage 1 of the urban spaces program in Bowen Street. Planning for Stage 2, the conversion of the Police Garage to open spaces, was finalised for commencement in 2000.
- commencement of construction on the following major projects:
 1. refurbishment and extension of Building 3 for new chemistry laboratories;
 2. new building for RMIT Textiles at Brunswick (Stage 6);
 3. new building for RMIT Printing facility at Brunswick (Stage 7); and
 4. new building for biomedical teaching and research at Bundoora.

Other significant achievements included:

- restructure of the former Asset Management Group to improve service delivery;
- implementation of SAP, an integrated business system, and the development and implementation of Project Systems, a module within SAP unique to Property Services;
- purchase and commencement of the refurbishment of the Capitol Theatre for use as a large lecture theatre and also for community usage;
- purchase of the Hamilton Site to enable RMIT to offer courses to people living and working in the region and to establish a centre for rural and regional development to undertake research on local issues;
- implementation of Year 2000 Compliance Action Plan;
- audit of all sites and buildings re. disability access; and
- establishment of a bioclimatic (environmental sustainability) design specification.

Overall, the emphasis continued on the movement to a more client-focussed approach, which was assisted by the commencement of the new Director and the restructure.

All maintenance work and new projects were carried out in compliance with the Building Act 1993. Work on existing facilities that required regulatory upgrading was funded from the Capital Management Program approved by RMIT Council. The allocation for this in 1999 was \$9.8 million.

Building Works

Type of Work	1998	1999
Projects certified for approval	16	24
Works in construction and the subject of mandatory inspections	5	4
Occupancy Permits issued	16	12
Notices issued for rectification of substandard buildings requiring urgent attention	0	0

Research and development

Award-winning rice hull project generates income for markets

An award-winning \$3 million research partnership between RMIT University and the Ricegrowers' Cooperative Ltd (RCL) in NSW will potentially generate hundreds of millions of dollars for local and export markets and reduce environmental problems associated with the disposal of rice hulls.

The RMIT University-Ricegrowers joint project is believed to be the first in the world to produce commercially viable extruded materials from this waste.

The project won the 1999 Industry Research and Development Board's national award for Outstanding Achievement in Collaborative Research and Development.

Geospatial Science Initiative

The RMIT University Geospatial Science Initiative (RMIT GSI)-an initiative of RMIT University's Department of Land Information-aims to create business and strategic partnerships, ensure the commercial application of the university's best R&D in the geospatial sciences, and grow the geospatial science industry in Victoria and nationally.

The RMIT GSI has already established commercial partnerships with the CSIRO, Department of National Resources and Environment (Victoria), the Bureau of Rural Sciences, Department of National Resources (Queensland) and several private companies.

Error correcting codes

A research team in RMIT's Department of Mathematics have constructed new error-correcting codes which offer superior error correction capacity to existing methods in certain data storage, signals transmission and communications applications. Information transmitted optically or electronically is coded to ensure data security or to detect and correct transmission errors. In laying the foundation for this work the researchers established a new class of codes, called cocyclic codes, within algebraic coding theory.

Efficient high-precision information retrieval

On the World Wide Web, people use search engines to find the information they want from amongst hundreds of millions of web pages. Many of the current search engines use indexing technology developed in the early 1990s at RMIT University and the University of Melbourne, which allows queries to be evaluated extremely rapidly.

In this project, a research team from RMIT has developed new variants of these efficient indexes and new ways of using these indexes to better identify which documents are likely to be relevant to the user. A particular success has been the development of techniques for finding documents based on whether they contain relevant passages, so that it is possible to identify pertinent pieces of text rather than have to fetch whole documents.

The rise and fall of a full employment society

We now know a lot about the changing patterns of the Australian labour market, but very little about the meaning of these changes in people's lives.

A project, conducted by the Centre for Applied Social Research, has explored 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 200 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. This research has resulted in a detailed description of how ordinary people are experiencing profound transformations in Australian society and economy and provides a basis for evaluating government policies in a number of labour market and income security areas.

RMIT and Ericsson launch Open Source server traffic manager

Eddieware Version 1.0 was released in May to the global marketplace as an Ericsson-sponsored Open Source effort, which has been developed with RMIT University. Eddie provides automatic traffic management and configuration of geographically distributed server sites. Eddieware relieves web site administrators of the burden of fine tuning their sites to make optimal use of capacity. Also, Eddie's inherent reliability will ensure that failed computers are automatically

detected and their functions taken over by operational machines.

Cricinfo, the international cricket scores and information site, trialled Eddie during the World Cup of Cricket. It is the third busiest sports site on the Internet.

Influenza studies at RMIT

RMIT's Professor of Virology, Gregory Tannock, is providing laboratory support for trials of an anti-influenza drug being developed by F. Hoffman La Roche Pty Ltd. The trials are being conducted in Australia, New Zealand and Hong Kong. The drug is a tablet treatment for a number of variants of the influenza virus. Four RMIT research students are currently doing PhDs on various aspects of influenza.

RMIT makes \$900,000 commitment to East Gippsland

The East Gippsland Lakes region reaps approximately \$150 million annually from the tourism industry. With environmental threats such as toxic algal blooms-which can turn the Lakes green 'virtually overnight'-the ecological sustainability of the Lakes has become a key factor for the economic survival of the region. In response to these environmental concerns-and in keeping with its Regional Strategy-RMIT University has made a major research commitment to East Gippsland.

Contributing more than \$900,000 over a three-year period, 18 RMIT research scholarships have been awarded to applicants from the region and across Australia. The scholarships aim to address issues relating to the sustainability of the East Gippsland Lakes ecosystems. East Gippsland Institute of TAFE is providing computer access, infrastructure, laboratory and office space for the students.

Numerous external organisations have also been involved, including: the Department of Natural Resources and Environment, Environment Protection Authority Victoria, Gippsland Catchment Management Authority, CSIRO, Snowy River Seeds, Gippsland Coastal Board, Agriculture Victoria, Gippsland Water, Marine and Freshwater Research Institute, Gippsland Land Care Groups and Monash and Melbourne Universities (each supplying a supervisor for a student).

Home ownership: the haves and have nots

The great Australian dream of home ownership for young, lower income Australians is receding as more are stranded in the long-term rental market and home ownership is widening the gap between rich and poor in Australia as more affluent home owners use their houses to support their lifestyles and businesses through regular mortgage refinancing.

These are some of the findings by RMIT researchers in an Australian Housing and Urban Research Institute (AHURI) research paper presented in November at the Australian National Housing Conference, 'Reform and Renewal in Social Housing; Responding to Social Exclusion.

Donation to help 'forgotten' catchment area

A donation to RMIT University, valued at over \$400,000, by the Hewlett-Packard Chemical Analysis Group, will allow RMIT to work with industry and the community to address water catchment problems such as those faced in Western Port where approximately 80 per cent of seagrass meadows in the bay have been destroyed.

The donation builds upon the already-strong relationship between RMIT and Hewlett-Packard and will enable RMIT to greatly expand its chemical and environmental analysis capabilities.

Virtual Reality Centre

1999 saw the launch of RMIT's \$3million Virtual Reality Centre at the Interactive Information Institute-the first commercial virtual reality centre to be set up in Australia. In addition to being available to the RMIT community for education, research and development, the centre offers small, medium and large businesses an opportunity to develop virtual solutions to a whole range of business processes. These include engineering and design review, data analysis, training, product development, marketing, virtual showrooms and product launches.

RMIT University has teamed up with Silicon Graphics-the global supplier of high-performance interactive computing systems-to establish the centre. Silicon Graphics has provided the technical expertise and the centre's \$1.2 million super computer system, as well as access to strategic relationships with all their software partners.

Benefits of the system include: reduced production and labour costs; increased

production outputs; collaborative decision making; streamlined project analysis, design, engineering and testing; and eliminating impracticality, danger and expense encountered in physical environments.

World Solar Challenge

Aurora 101, Victoria's entry in the World Solar Challenge, officially won the World Solar Challenge. It is the first Australian car ever to win the race. RMIT University's Faculty of Engineering provides technical support for Aurora 101. A number of past and present students and staff are members of the Aurora Association and were members of the winning team that provided the mechanical and electrical engineering support to bring the car to its winning position.

The event attracted 42 entries from 11 countries, with strong competition from Japan, the USA and Australia. It is the pre-eminent solar race in the world and attracts an international field of entries, including factory teams from major car companies.

RMIT device tackles traffic dangers

The Sensor Technology Research Laboratory within RMIT's Department of Communication and Electronic Engineering has designed a vehicle cabin air quality monitor that aims to reduce driver fatigue and prevent motor vehicle exhaust gas suicides.

The device monitors air quality within the vehicle cabin-both oxygen and carbon monoxide levels-and triggers visual and audible alarm devices once a specified gas concentration has been detected. The device also has the capacity to shut off motors or automatically switch air conditioning systems to 'fresh air' once danger levels have been reached.

The twelve-month research project has resulted in the development of a prototype device, which the RMIT team believe could be mass produced for as little as \$20 per unit.

Research shows recycling saves energy, reduces emissions

While debate has often raged about spiralling costs and volatile markets for recycled materials, findings from the first stage of a research project reveal that the

process is well worth the effort when it comes to protecting our environment.

The first stage of a study, commissioned by EcoRecycle Victoria, focused on council kerbside collections in the Melbourne metropolitan region. Early findings reveal that energy savings from Melburnians' current recycling of three types of materials amount to five kilowatt-hours per week for each household, which is enough to run a light bulb for three days, or a bar heater for two hours.

EcoRecycle Victoria has agreed to fund part of the next phase of the study, which will include other kerbside materials collected in Victoria, as well as recycling and landfilling in some non-metropolitan areas.

Bioethics: a Nursing Perspective

The third edition of Professor Johnstone's internationally acclaimed text *Bioethics: a Nursing Perspective* was launched at RMIT in August. Australia's leading nursing ethicist, Professor Johnstone, last year received the inaugural Mona Menzies Postdoctoral Research Grant, administered by the Nurses' Board of Victoria. *Bioethics: A Nursing Perspective* includes topics such as the sensitive issues of abortion, suicide and attempted suicide, female genital mutilation, the special needs and interests of people from non-English speaking backgrounds, Not for Resuscitation and Not for Treatment practices in Australian hospitals, patients' rights and conscientious objection.

High hopes for Olympic athletes

RMIT University is leading the research team, whose project proposal is expected to revolutionise the use of altitude training by many of Australia's Olympic athletes in the lead-up to the Sydney 2000 Games and beyond. Using the BOC Altitude House at the Australian Institute of Sport in Canberra, the research project aims to confirm findings that reverse previous assumptions about altitude training.

John Hawley, Professor of Human Movement Science at RMIT University's exercise metabolism unit, is the project's team leader. He predicts the research will provide strong scientific evidence that athletes involved in events with a high anaerobic component-runners of distances from 400 to 3000 metres, track cyclists and kayakers-have more to gain from altitude training than do endurance athletes such as marathon runners.

The researchers hypothesise that aerobic capacity is actually reduced and anaerobic capacity enhanced after altitude training. This flies in the face of past, strongly held beliefs that endurance athletes' performance might benefit most from altitude training.

Conferences

RMIT has been proud to play host to a number of important research conferences this year including:

- Australian Crime Prevention Council's 19th Biennial International Conference on Preventing Crime;
- The 1999 Australian Vocational Education and Training Research Association (AVETRA) Conference;
- The Third International and Sixth National Research Conference on Quality Management.

Centres and institutes

RMIT centres

Centre for Advanced Technology in Telecommunications (CATT)
Centre for Applied Social Research
Centre for Design
Centre for International Research on Communication and Information Technologies (CIRCIT)
Centre for Management Quality Research
Microelectronics and Materials Technology Centre
Polymer Technology Centre
Centre for Remote Sensing and GIS
Rheology and Materials Processing Centre
RMIT Multimedia Database Systems
Software Engineering Research Centre
Sir Lawrence Wackett Centre for Aerospace Design Technology
Transport Research Centre
Centre for Workplace Culture Change
Centre for Youth Affairs Research and Development

R&D enterprises

Australian Housing and Urban Research Institute
Interactive Information Institute
Envent

Advanced engineering centres

Advanced Engineering Centre for Manufacturing

Cooperative research centres

Advanced Composite Structures
Australian Photonics
Australian Telecommunications
Intelligent Manufacturing Systems and Technologies
Microtechnology
Polymers
Water Quality and Treatment

Key centres for teaching and learning

Applied and Nutritional Toxicology

International

International activities

In 1999 international activities continued to make a strong contribution to RMIT's goal of creating and sustaining a distinctive, world class university as well as creating a sense of global understanding and imagination in students, staff and clients.

International student numbers exceeded 12,000. At 6,855, the total number of international students enrolled in onshore studies is a record figure, and represents a substantial growth of 11% over and above that achieved in 1998.

The number of offshore international students studying RMIT courses at partner institutions in 1999 was 5,270, which represents an increase of 2% over the figure for 1998. RMIT delivered 46 offshore award programs at partner institutions in the Asian region with significant growth occurring in both Singapore and China.

Much of the growth in China can be attributed to the successful marketing of course programs coupled with the delivery of services particularly in the areas of flight training of Chinese aviation personnel; health; Vocational Education and Training; international trade; and urban planning.

Highlights of commercial work in collaboration with Chinese partners in 1999 include:

- 94 Chinese pilots and aviation personnel being trained at the RMIT Flight Training facility at Point Cook, Melbourne; also in Melbourne, 49 Chinese captains and first officers from China Northern Airlines being trained in Pilot English proficiency; and Pilot English training courses being delivered to Chinese trainee pilots from Guanghan;
- the first cohort of 23 students graduating from the Master of Business Administration in Aviation Management, a program jointly delivered by RMIT and the Civil Aviation University of China – the program is conducted both onshore in Melbourne and in China;
- activities in the VET area of education included a project in China to demonstrate how the Australian Vocational Education and Training (VET) system works, as well as designing a project in association with the Overseas Projects Corporation of Victoria to assist the Government of China to improve its VET system.

During 1999 RMIT commenced a business studies program at the Wuhan University site in China. RMIT has also established an office in Wuhan, to process applications, handle student enquiries and liaise with the Australian embassy in Beijing.

In 1999, RMIT University was granted a provisional investment licence by the Government of Vietnam to establish a fully foreign-owned private university in Ho Chi Minh City. Establishing RMIT International University Vietnam is a major high priority.

New offshore programs that commenced in 1999 include the Bachelor of Applied Science partnership with Informatics Holdings, Singapore; the Bachelor of Business (Business Administration) and the Bachelor of Business (Economics and Finance) in partnership with the Hong Kong Management Association.

The university also continued its commitment to offshore graduations offering its international students the opportunity to graduate in Melbourne, Singapore, Kuala Lumpur, Tokyo, Hong Kong SAR or Wuhan.

New contracts were signed with a number of major offshore partners including the Singapore Institute of Management and the Vietnam National University, Hanoi. Contracts were also signed with International Education Programs (LP3I) Indonesia to commence the Diploma of Applied Science in March 2000 and with the Hong Kong Management Association to commence the Bachelor of Business Accountancy and the Master of Business Accountancy in March 2000.

The Master of Business Administration (MBA) in International Trade program was consolidated and extended. This program is offered in collaboration with the Singapore Institute of Management, the Hong Kong Management Association, the Australian Institute of Management and RMIT University.

In more established markets RMIT University sought to consolidate its offshore program links to focus on building business with existing partners rather than increase the number of programs in a particular country. In 1999 links were strengthened with the Singapore Institute of

Management, LaSalle-SIA College of the Arts, Malaysian Institute of Management, Metropolitan College, and Hong Kong Management Association.

The development of ongoing relations with international alumni continued to be a major strategic focus. In 1999 major events for international alumni in Asia were held in Kuala Lumpur, Hong Kong SAR, Singapore, Thailand and Hanoi,

RMIT maintains a number of agreements ranging from student exchange, staff exchange to those of research co-operation. These totalled over 150 in 1999.

In 1999, RMIT had over 450 students worldwide participating in education abroad activities including exchange and study abroad programs, study tours and international work placements.

The university continued to support onshore international students experiencing difficulties as a result of the Asian economic crisis through the provision of specially agreed terms for the payment of fees and in special cases, grants and tuition fee waivers. In 1999 RMIT committed to allocating 2% of its income generated through the onshore international student program to international students in the form of scholarships and grants.

A number of centres are located at strategic points in the university to provide services to students. These include the Centre for International Students and Scholars, the International Services Unit and faculty program co-ordinators and student advisers. The support and facilities that they provide are integral to RMIT achieving its objectives for international students. Student organisations-including the RMIT Association of International Students-also play a vital role in working with various groups of the university to foster greater understanding of issues such as cultural diversity.

The university has now adopted the Australian Quality Council's Australian Business Excellence Framework to guide its overall strategic approach to quality, and this applies equally to international activities.

RMIT received continuing recognition for its leadership in international education by winning-for the second year in a row-the 1999 Governor of Victoria Export Award for Education. The university also won the 1999 Business Asia News Magazine Award for Best Australian Service Activity in Asia. In addition RMIT was the inaugural winner of the Austrade Export Awards 1999 Insearch Education Award.

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

RMIT University earned in excess of \$90 million from international activities in 1999. Distribution of these monies within the university is based on a model that takes into account the costs incurred in providing courses by various sections of the university.

Expenses incurred are rigorously scrutinised through the university's financial reporting procedures to ensure that international activities are viable and accountable. The university runs highly professional business planning and risk management evaluation and undertakes professional scrutiny of agreements, memoranda and contracts.

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 TAFE, 1999

Higher education data at 31 August 1999. TAFE data are full-year for 1999.

Course level	Government*	Australian fee paying postgraduate	International on-shore	International off-shore	Other	Total
<i>Higher education (equivalent full time student units)</i>						
Research	842	0	146	11	22	1,021
Course work postgraduate	438	1,463	752	336	70	3,059
Undergraduate	13,873	98	3,424	2,665	110	20,169
Higher education subtotal	15,153	1,560	4,322	3,013	203	24,250
<i>TAFE (equivalent full time students)</i>						
Diploma	6,967	120	958	926	4	8,975
Advanced certificate	1,644	195	189	24	6	2,058
Apprentice	922	278	2	0	23	1,225
Certificate/other	2,298	163	928	20	134	3,543
TAFE subtotal	11,831	757	2,077	970	166	15,801
Total RMIT	26,984	2,317	6,398	3,983	369	40,051

* Includes PETP programs.

Performance against targets

RMIT University exceeded the Higher Education government funded target at the 31 August 1999. Higher Education targets for students articulating from TAFE courses continued to be exceeded as in previous years. TAFE targets for government funded student contact hours were also exceed at the end of 1999.

Performance against government targets, Higher Education and TAFE, in 1999

TAFE targets and finals include New Apprentices, Trainees and PETP places

Target description	Target	Actual number
Higher Education government target (equivalent full time student units)	14,380	15,153
TAFE Base Profile (student contact hours)	4,955,876	5,606,628
TAFE Apprentice and Trainee Target (student contact hours)	753,080	692,102
TAFE Total Target (student contact hours)	5,708,956	6,298,730
VET/Higher Education Articulation	437	492

Equity and access

The principles underlying the current Equity and Access programs were developed for Higher Education and TAFE some ten years ago. While the emphasis has varied, and in the case of TAFE changed significantly, a continuing focus is on the identification of disadvantaged groups of students underrepresented in post-secondary education and developing strategies to assist with access and success of such groups.

In the last two or three years the University Teaching and Learning Strategy has reinforced the principles of Equity and Access with regular reporting to Council on performance indicators relevant to access and success of identified disadvantaged groups.

For Higher Education, emphasis to date has been on six key groups identified as being underrepresented in Higher Education, and the regular reporting of performance against National and/or Regional targets during profile discussions for each group on the criteria of access, participation, retention and success. In TAFE the number of groups was larger, although in recent years the emphasis has not been so much on access as on managing the diversity of groups within TAFE.

In addition to corporate reporting for both TAFE and Higher Education over the last five years, each faculty has received detailed information about Higher Education and TAFE performance at faculty, course and department level along with suggestions as to how performance might be enhanced.

While performance at university level has varied from poor (rural) to quite good (under 25 Low SES), across faculties and courses performance continues to be widely variable. Indeed, and despite best intentions, faculties have struggled with how to recruit in a meaningful way from a number of the identified disadvantaged groups.

As a general comment the will and the policy framework is in existence to address disadvantage; the challenge has been in the implementation, particularly in the identification of groups to be targeted for recruitment and groups at risk during the time as an RMIT student.

Two groups where disadvantage can clearly be identified and where significant work has been done are ATSI and students with disabilities. Part of the success has to do with the fact that they are identifiable groups with clearly identifiable community organisations with which the university can deal.

Two recent developments have opened up opportunities to address equity in a somewhat different and more focussed manner.

The first are the opportunities inherent in the implementation of the new Academic Management System that will be much more flexible and user accessible than the 1970s system it replaces.

A second development is the emergence and/or reworking of some broader university strategies:

- A regional strategy for RMIT that broadens opportunities for rural, Low SES and ATSI groups.
- Special Entry Category Scheme which trialled an expanded case management approach to recruitment of students from traditionally disadvantaged groups.
- A transition program that implemented a coordinated approach to helping the diversity of commencing students engage with the RMIT community.
- The setting in 2000 of faculty and/or course targets and equity strategies.

Equity and access targets and performance in 1999

	1999 target	1999 actual
Persons of non-English speaking background		
Access	8%	6%
Participation	8%	6%
Retention	1.000	1.060
Low socio-economic status (17-24 years)		
Access	18%	19%
Participation	18%	18%
Retention	1.000	1.020
Women		
Access		
Total	50%	52%
Postgraduate research	38%	41%
Higher degree coursework	40%	50%
Architecture	42%	41%
Engineering	18%	17%
Business	47%	49%
Science	45%	41%
Participation		
Total	50%	52%
Postgraduate research	38%	38%
Higher degree course work	40%	47%
Architecture	42%	40%
Engineering	18%	17%
Business	47%	47%
Science	45%	41%
Rural		
Access	23%	11%
Participation	23%	11%
Retention	1.000	1.020
Aboriginal and Torres Strait Islander		
Access	0.4%	0.11%
Participation	0.11%	0.09%
Retention	1.000	1.020
Students with a disability		
Access	4%	2.43%
Participation	4%	2.58%
Retention	1.000	0.97

Distribution of students' permanent home residence in 1999

Location	Higher education	VET	Total	Percent
Asia	6,950	1,755	8,705	15.5%
Victoria	21,436	22,471	43,907	78.3%
Rest of Australia	845	673	1,518	2.7%
Rest of the world	1,267	697	1,964	3.5%
Total	30,498	25,596	56,094	100.0%

Data presented here are in course enrolments.

Higher education (HE) and TAFE student enrolments by sex

HE	1995	1996	1997	1998	1999
Female	12,908	13,408	13,947	14,462	15,163
Male	13,398	13,823	14,193	14,734	15,282
Total	26,306	27,231	28,140	29,196	30,445
TAFE	1995	1996	1997	1998	1999
Female	5,597	6,428	6,494	8,415	9,974
Male	9,832	10,091	9,505	10,841	12,745
Total	15,429	16,339	15,999	19,526	22,719

Support of Aboriginal and Torres Strait Islanders students

A range of strategies have been developed by the Aboriginal and Torres Strait Islander Support and Liaison Unit during 1999 which are aimed at attracting students to RMIT and in improving success and retention of Aboriginal and Torres Strait Islander students at RMIT:

- The contract employment of a Koori Education Liaison Officer in a newly created unit to further support ATSI students located at the Bundoora West Campus.
- The implementation and distribution of a bi-monthly ATSI Support and Liaison Unit newsletter available to all RMIT students. This newsletter is also distributed to Deans, interested staff members and Key ATSI community organisations.
- Placement of two students from the Social and Community Justice Department in the unit to catalogue the units library.
- The introduction and awarding of the Koori Art and Design NAIDOC Art Prize to students participating in the Koori Art and Design course. There were four winners each receiving \$100.
- The development of a new ATSI Support and Liaison Unit information web site for prospective, enrolled students, staff and the wider mainstream and Aboriginal communities.
- The development of a corporate information and marketing package for recruitment of prospective Aboriginal and Torres Strait Islander students to RMIT.

Staff of the unit have also been involved in interviewing and correlating data for the RMIT Indigenous Working Party review into indigenous course content and curricula across all RMIT faculties.

Support of students with a disability

Support for, and advocacy on behalf of, students with a disability is managed by the Disability Liaison Unit established in 1996. Its success since then in providing support has improved access, participation, success, and retention rates for students with a disability.

Highlights from the year include:

- The proportion of students with disabilities studying at RMIT has risen to over 6% for the entire university.
- Presentation of six Jim Wilkinson Certificates of Commendation to Faculty Staff who had supported Students with a Disability above and beyond the call of duty.
- Reviewed OTFE Virtual Campus on the basis of universal access for people with disabilities.
- Developed Professional Standards for Interpreting in Tertiary Education booklet that establishes standards of support expected for AUSLAN Sign Interpreters working in the tertiary education sector.
- Evaluated Technical AUSLAN Vocabulary demonstrating pictorially and textually AUSLAN signs used within the Victorian tertiary education by professional Interpreters and Deaf students in the science area.
- Developed and nurtured Peer Support for Tertiary Deaf Students studying in the Victorian tertiary sector.
- Developed a questionnaire to identify any inequities in employment outcomes that may exist for graduates with disabilities for the Graduate Destination Survey in conjunction with the Victorian School for the Deaf.
- Implemented a Client Satisfaction Survey of deaf students.
- Developed Open Training Services-On-Line Style Guide-a guide for teachers developing online teaching materials.
- Introduced a full and complete Policy and Procedure Manual to ensure that all students receive a fair and transparent service from the Disability Liaison Unit.
- Hosted 8-week Introduction to AUSLAN, Australian Sign Language course.

Staff from the Unit have also been invited as guest lecturers to speak with various student groups on issues of disability.

Freedom of information

During 1999 five requests were received for information under the Freedom of Information Act 1992.

Access granted in full	2
Access granted in part	3
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

The Human Resources Management Group holds a file for each member of staff, documenting her or his relationship with the university. Student Administration (Higher Education) or Student Administration (TAFE) holds a file for each student, documenting the student's relationship with the university. 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

RMIT University continued to experience a positive employee relation's culture with no strikes or bans occurring during 1999. An increased level of information/training sessions for university management and regular consultative forums for staff and their representatives has fostered this

culture. Organisational change and restructuring processes were also undertaken with employee consultation and participation.

During 1999, the university commenced negotiations for three new enterprise agreements, covering its PACCT and academic staff, TAFE teaching staff, and trades and services staff. Discussions were well advanced, particularly with the TAFE teaching staff, where it is anticipated that all three agreements will be finalised within the first half of 2000.

The university has also developed and reviewed various policies, such as its easing into Retirement Policy and Cross Sectoral Teaching Guidelines to ensure that they provide the organisation with the appropriate level of flexibility in employment practices.

Finally, all staffing-related issues associated with the MITEXT merger were also finalised during 1999.

Occupational health and safety

During 1999, staff, students and visitors to the university reported 214 workplace injuries/incidents, with 78 new WorkCover claims lodged by staff. Of the new claims, 59 involved no time lost and six resulted in more than 20 days lost from work. These figures show a significant improvement over those of the previous year.

The university continued its efforts to make the university a safe place for staff and students through the following programs:

- continuation of the major building infrastructure program to upgrade the fume cupboard facilities at the university;
- senior management OHS training;
- a Health Monitoring Program for staff in Building 14;
- a Building Inspection Program to identify and remove hazards;
- creation of a new University Occupational Health and Safety Committee; and
- implementation of new Emergency Response Procedures.

Equal employment opportunity

The main objective of the Equal Employment Opportunity Branch is the promotion of equal opportunity and the prevention of unlawful discrimination. The aim is to facilitate an environment that enhances the ability of staff and students to reach their full potential in a safe, quality learning environment: an environment that is free from discrimination and harassment and ensures that female staff are offered equal opportunities in recruitment and promotion. This is achieved by the development of policies and the provision of training.

During 1999, RMIT received the Best Practice Award from the Commonwealth Affirmative Action Agency for the University's 1998/99 report prepared by the Equal Employment Opportunity Branch.

In June 1999 the Anti-Discrimination List of the Victorian Civil and Administrative Tribunal granted the Faculty of Engineering an exemption from the Equal Opportunity Act to attract female postgraduates and staff into the faculty. The university was permitted to set aside two out of ten postgraduate scholarships for women and place advertisements encouraging women to apply for academic positions.

Throughout the year the Branch consulted with senior staff across the university and provided strategic advice in relation to complaints. It also offered professional conciliation services to management to deal with allegations of discrimination or workplace conflict. The Branch encouraged parties to resolve matters of conflict expeditiously in accordance with the principles of natural justice. The Branch coordinated RMIT's response to seven complaints referred to external Tribunals and Government bodies.

The Student Sexual Harassment Contact Officer is located within the Branch and works with its members on a day to day basis. The Branch has developed close ties with RMIT's equity groups such as the ATSI Support and Liaison Unit and Disability Discrimination Unit to encourage a

common approach to the resolution of complaints and the introduction of policies and processes to address discrimination.

Total staff: full-time equivalent as at 31 March 1999

	Total FTE	Female FTE	% Female	Change from 1998
Academic	921	309	34	-4.63%
Teaching	427	117	27	5.41%
General	1,372	815	59	0.99%
Executive	98	19	19	-32.14%
Total	2,818	1,260	45	-0.79%

Women in management 1999

Category	1999 total	Number of women 1999	% women	% change from 1999
Executive service	105	21	20%	-25%
Organisational chart February 1999	39	11	28%	10%
Professoriate	191	44	23%	19%
Professors	77	14	18%	17%
Associate professor	114	30	26%	20%
Head of Department/School (higher education sector)	35	4	11%	0%
Head of Department (TAFE sector)	7	1	14%	-80%

Executive service = Vice-Chancellor, Deputy Vice-Chancellors, Pro Vice-Chancellors, Deans, Deputy Deans, Head of Departments, Directors

Academic staff by gender and level, March 1999

	Level A	Level B	Level C	Level D	Level E
Female	45%	40%	26%	24%	20%
Male	55%	60%	71%	76%	80%

Academic promotions

General staff by HEW level and gender, March 1999

Level	HEW 2	HEW 3	HEW4	HEW5	HEW6	HEW7	HEW8	HEW9	HEW10
Female	66%	68%	72%	62%	57%	49%	40%	47%	48%
Male	34%	32%	28%	38%	43%	51%	60%	53%	52%

Earnings of general staff, March 1999

	Technical <\$30,000	Administration <\$30,000	Technical >\$40,000	Administration >\$40,000
Female	67%	84%	10%	59%
Male	33%	16%	90%	41%

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

Classification	June 1999 H/C	June 1999 FTE
Academic	1,024	935.19
Teaching	466	424.3
General	1,513	1,420.28
Executive	100	99.3
Total	3,103	2,879.07

Year 2000 compliance requirements

The objectives of the Year 2000 Compliance Program were to:

- raise awareness and understanding of Year 2000 issues;
- coordinate Year 2000 remediation efforts;
- minimise the impact of Year 2000 on business; and
- establish standards for new and existing systems and procedures.

The Year 2000 Action Plan was implemented in 1997 as an enterprise-wide schedule of compliance activities for all business areas. During 1999 activities continued at the corporate level to ensure compliance of campus-wide services and systems (applications, IT infrastructure, telecommunications and embedded systems). Individual organisation units continued to address local compliance issues that could be quite specific to the nature of the business of the unit.

In 1999 the enterprise Business Continuity Plan was implemented to minimise the impact of potential failures to business-critical services.

The university experienced a trouble-free transition to Year 2000 with no disruption to normal business. Positive outcomes of the Year 2000 Compliance Program include:

- updated business applications;
- standardised computer networks and telecommunications infrastructure;
- implementation of desktop hardware and software standards; and
- updated documentation and procedures.

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:

- statement regarding 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;
- overseas visits undertaken; and
- major committees sponsored by RMIT University.

Enquiries about these materials should be addressed to:

Deputy Vice-Chancellor (Resources)
RMIT University
GPO Box 2476V
Melbourne Vic 3001

Telephone +(61 3) 9925 2558
Facsimile 9925 2561
E-mail <j.jackson@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:

PA(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*

PAEC = Public Accounts and Estimates Committee

Clause	Disclosure	Page
Report of operations		
MFD 9.1.2(ii)	Signature and date of report	1
MFD 9.1.3(i)(a)	Manner in which the university was established	4
MFD 9.1.3(i)(a)	Relevant Minister	1
MFD 9.1.3(i)(b)	Objectives, functions, powers and duties	10
MFD9.1.3(i)(c)	Nature and range of services	4
MFD 9.1.3 (i)(d)	Administrative structure	10
MFD9.1.3 (i)(d)(i)	Members of Council and Director	14-15
MFD 9.1.3(i)(d)(ii)	Senior officers	11-12
MFD 9.1.3(i)(d)(iii)	Organisational chart	13
MFD 9.1.3(i)(e)	Work-force data, merit and equity	26-30, 34
MFD 9.1.3(i)(f)	Freedom of information	31
MFD 9.1.3(ii)(c)	Operational objectives	25
MFD 9.1.3(ii)(d)	Factors affecting achievement of operational objectives	25
MFD 9.1.3(ii)(h)	Compliance with Building Act 1993	17
MFD 9.1.3(ii)(i)	Additional information available on request	36
MFD 9.1.3(iv)(a)	Declarations of pecuniary interests	36
MFD 9.1.3(iv)(b)	Shares held by senior officers	36
MFD 9.1.3(iv)(c)	Publications	16
MFD 9.1.3(iv)(d)	Changes in prices, fees, charges, rates and levies	36
MFD 9.1.3(iv)(e)	Major external reviews	36
MFD 9.1.3(iv)(f)	Major research and development activities	18-22
MFD 9.1.3(iv)(g)	Overseas visits	23-24, 36
MFD 9.1.3(iv)(h)	Promotional activities	5-9
MFD 9.1.3(iv)(i)	Occupational health and safety	32
MFD 9.1.3(iv)(j)	Employee relations	32
MFD 9.1.3(iv)(k)	Major committees	36
s.3(a), s.11 PA(EEO)A	Equal employment opportunity	32-33
PAEC (December 1997)	Relevant financial and other information relating to the university's international operations	24
MFD 9.4.2(i)	Names of councillors	14-15
MFD 9.6	Year 2000 compliance	35

Clause	Disclosure	Page
Statutory accounts		
MFD 9.1.3(ii)(a)	Summary of financial results	4
MFD 9.1.3(ii)(b)	Significant changes in financial position	4
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
MFD 9.2.2(i)(b)	Financial position at year end	5
MFD 9.2.2(i)(c)	Cash flows	6
MFD 9.2.2(i)(d)	Notes to financial statements	7-36
MFD 9.2.2(i)(e)	Consolidated financial statements	4-6
MFD 9.2.2(ii)	Accounting policies and compliance with standards	7
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
MFD 9.2.3(ii)(a)	Operating revenue	4
MFD 9.2.3(ii)(b)	Investment income	4, 12
MFD 9.2.3(ii)(c)	Revenue from assets	4, 12
MFD 9.2.3(ii)(d)	Exchanges of goods or services	4
MFD 9.2.3(ii)(e)	Depreciation, amortisation, diminution	4, 14
MFD 9.2.3(ii)(f)	Bad and doubtful debts	15
MFD 9.2.3(ii)(g)	Financing costs	14
MFD 9.2.3(ii)(h)	Revaluation of assets	22
MFD 9.2.3(ii)(i)	Auditor's fees	14
MFD 9.2.3(ii)(j)	Emoluments of Council	15
MFD 9.2.3(iii)	Assets, liabilities, capital, reserves and transfers	5
MFD 9.2.3(iv)(a)	Secured liabilities	24
MFD 9.2.3(iv)(b)	Contingent liabilities	23
MFD 9.2.3(iv)(c)	Expenditure commitments	23
MFD 9.2.3(iv)(d)	Government grants	10
MFD 9.2.3(iv)(e)	Employee superannuation	26
MFD 9.4.2	Councillors' remuneration, loans, superannuation, shares	15-16

Statutory accounts