MINUTES OF MEETING
7.30am, 12 August 2008, in the Dean of Architecture's Conference Room, Wilkinson Building

Present: Michael Neustein (chair), Prof Warren Julian, Prof Tom Heneghan, Ken Woolley, Brian Griffin, Sarah Rheinberger, Varoujan Bedrossian, Tim Osborne, David Turner

Apologies: Julia Wilson, Prianka Rao

In attendance: Sharon Perritt

MATTERS DISCUSSED

1. Previous Council meeting minutes and matters arising
   • The minutes of the July 2008 meeting were adopted as true and correct record. There were no matters arising.

2. Careers Market Day (Varoujan Bedrossian + Julia Wilson)
   • 12 firms confirmed, 6 possible
   • Bloomfield Tremayne confirmed as sponsors
   • Uni Careers Office attending
   • Hearth booked for Thursday 11 September
   • Staff and students to be emailed re date (KW & JE)
   • Food and beverage to be organised with Theo (JW)
   • Exhibitor fee to be $600 inc GST, $1,500 for sponsors (Note)
   • Faculty classes to be visited to create awareness of the event (SR)
   • DT and BG to do a joint lecture at 1.00pm. Lecture room to be booked.

3. Showcase Exhibition (Tim Osborne)
   • Tin Sheds Gallery booking to be confirmed for session 1 2009, to ensure students can view the exhibition. (TO)
   • Letters sent to possible exhibitors, to be followed up by phone. Genevieve Lilley to be approached. (TO).
   • Peter Hall’s family to be approached for Opera House drawings, and details of ‘Hall’s Balls’ light fittings. (TO)
   • Drawing to be the central theme, from Wilkinson and Rees to the present day
   • It was suggested that entries be retained for exhibition in the Faculty
   • Expense budget had been circulated.
   • DT offered to help follow up exhibitors.
   • DT to pass on Geoff Atherden’s contact details to TO

4. Adjunct assistance with teaching programs
   • SUAAA to attend a meeting of the Architecture Program Committee next Friday. Internship issues to be discussed as well (MN, DT)
   • Adjunct appointments to be pro bono, but the Faculty needs to check if workers compensation is an issue.
   • No appointments to be ‘decorative’. A minimum of 8-16 hours input required
   • The Dean can make adjunct appointments up to Associate Professor.
   • Urban Design and Architecture disciplines were working well together, but help would be appreciated with studio teaching and student mentoring.
   • Alumni could assist the Architecture program in clarifying the relationship between academic teaching requirements and professional accreditation needs.
5. **New Faculty building**
   - **The Dean to meet with Prof Richmond Jeremy to explore the usage of St Michaels as an extension of the Faculty, not the services building. He stated that he would oppose any plan to decant the faculty into temporary accommodation again.**
   - **The Dean stated that if the National Visiting Panel were to comment unfavourably on space in the Wilkinson Building that the University may be obliged to act sooner rather than later.**
   - **The VC should be invited to view the students’ proposals for refurbishing/ extending the Wilkinson Building.**
   - **The meeting offered the assistance of alumni with the planning of new facilities and/or preparation of a space plan/brief.**
   - **It was noted that the Faculty should remain as a central part of the University, being based on the ‘urban professions’ and not be removed to Callan Park.**
   - **It was noted that the University’s 2020 plan would soon be available on the internet.**

6. **Archives**
   - **Filing cabinets had been delivered. Students to be employed to attached hanging tapes.**
   - **500 drawings to be scanned and filed of which 200 were from the McConnell collection.**

7. **Upcoming events**
   - **Alumni Awards presentation 5 September, MacLaurin Hall.**

ONGOING MINUTES

8. **Dean’s Advisory Council (Ken Woolley and Mike Neustein)**
   - **Mike Neustein to circulate a list of suitable invitees.**
   - **Invitations to be issued by Prof Julian, together with Profs Nutbeam and/or Coats.**

9. **Notable alumni register**
   - **David Turner had received a detailed list of design award winners from the NSW Chapter of the RAIA but needed more time to sift through it. (DT)**

10. **Australian Institute of Building**
    - **This organisation has links with UNSW, UTS and UWS but not USYD.**
    - **Warren Julian and Varoujan Bedrossian to discuss. (WJ & VB)**

11. **Next Meeting**
    - **The meeting closed at 9.00am.**
    - **Next meeting, Tuesday 9 September 2008, 7.30am**