COUNCIL

The 444th meeting of the Council will be held at 10:30 am on Thursday 1 February 2018 in the Board Room, ANU House, Melbourne. Any additional papers and briefing materials will be available at the meeting.

Apologies and enquiries to the Corporate Governance and Risk Office by telephone on (02) 6125 2113 or email at: director.governance@anu.edu.au

Chris Reid
Director
Corporate Governance and Risk Office

AGENDA SUMMARY

Part 1 - Procedural Items
* 1. Announcements and apologies.................................................................3
* 2. Leave of absence ......................................................................................3
* 3. Disclosure of material personal interest..................................................3
* 4. Arrangement of agenda ..........................................................................3
*C 5. Minutes.....................................................................................................3

Part 2 – Key Business Items
*C 6-7 Confidential to Council Members

Part 3 – Strategic Issues – Separate Agenda for Planning Day, 1-2 February 2018

Part 4 – Other Matters for Decision
*C 8-12 Confidential to Council Members
13. Student Organisations - ANU Observer - approval of inaugural constitution .........8

Part 5 – Other Matters for Noting
C 14-22 Confidential to Council Members
23. Student Organisations- protocol for proposing constitutional amendments ........11
C 24-26 Confidential to Council Members
27. Power of Attorney.......................................................................................15
28. University Seal - report................................................................................16
29. Significant visits and events, grants and consultancies - report......................17
30. Legislation....................................................................................................18
*C 31. Confidential to Council Members

Part 6 – Other Business
* 32. Question time..........................................................................................21
* 33. Other business...........................................................................................22
34. Next meeting...............................................................................................23

ATTACHMENTS...............................................................................................24
GLOSSARY .........................................................................................................25
IMPORTANT INFORMATION FOR MEMBERS

CONFIDENTIALITY

Members of Council and others receiving the agenda are reminded of the need for careful discretion in the use and communication of Council business, referring to the Director, Corporate Governance and Risk Office, or other appropriate officer of the Council when in doubt.

Council business marked or declared to be confidential is not at any stage to be communicated to others without prior reference to the Chairperson or the Director, Corporate Governance and Risk Office. Only papers considered especially confidential are so marked.

All matters relating to individual persons, including appointments, enrolment, candidacy for degrees, personal details, performance and conduct are declared to be confidential.

CONDUCT OF COUNCIL MEMBERS

Members of Council are considered officials for the purposes of the Public Governance, Performance & Accountability Act 2013. The definition of officials includes all members of the ANU Council, as well as all officers, employees and members of the University.

Division 3, sections 25 to 29 of the Public Governance, Performance & Accountability Act 2013, sets out the general duties of officials. As an official, a member of the Council may be removed from their position if they breach those general duties.

Duty of Care & Diligence
A member of the Council must exercise their powers, perform their functions and discharge their duties with the degree of care and diligence that a reasonable person would exercise if they:
- were a member of the Council in the University’s circumstances; and
- occupied the position held by, and had the same responsibilities within the University as, the member of the Council.

Duty to Act in Good Faith and for Proper Purpose
A member of the Council must exercise their powers, perform their functions, and discharge their duties in good faith and for a proper purpose.

Duty in Relation to Use of Position
A member of the Council must not improperly use their position to gain an advantage for themselves or for any other person; or to cause detriment to the University, the Commonwealth or to any other person.

Duty in Relation to Use of Information
A member of the Council who obtains information because of that position, must not improperly use that information to gain an advantage for themselves or for any other person; or to cause detriment to the University, the Commonwealth, or any other person.

Duty to Disclose Interests
A member of the Council who has a material personal interest that relates to the affairs of the University must disclose the details of the interest.

SUBMISSION OF ITEMS BY MEMBERS OF COUNCIL

Members of Council should communicate to the Vice-Chancellor matters which they wish to have included on the agenda for a meeting of Council. Full details and documentation relating to any items to be included in the agenda should be submitted at least 23 days before the meeting.

AGENDA ON THE INTERNET

The non-confidential agenda and minutes for meetings of Council are available on the Internet at the URL: http://www.anu.edu.au/about/governance/council

GLOSSARY

A glossary of common terms and acronyms used in the University has been provided in the Attachment section of this agenda.
PART 1 – PROCEDURAL ITEMS

* 1 ANNOUNCEMENTS AND APOLOGIES

There are no apologies for this meeting.

The Chair may speak.

* 2 LEAVE OF ABSENCE

Subsection 15(1)(d) of the *Australian National University Act 1991* provides that if a member of the Council (other than an ex officio member) is absent without leave of the Council from three consecutive meetings of the Council, the member’s office becomes vacant.

The Chair invites members to seek leave from meetings of Council which they expect to be unable to attend.

* 3 DISCLOSURE OF MATERIAL PERSONAL INTEREST

In accordance with Division 3, section 29 of the *Public Governance, Performance and Accountability Act 2013*, members of Council are required to declare any direct or indirect material personal interest in matters on the agenda.

* 4 ARRANGEMENT OF AGENDA

1. The Chair will ask whether any further items should be considered confidential.
2. The Chair will ask whether any further items should be starred for discussion.
3. The Vice-Chancellor will move that the unstared items be dealt with as proposed in the agenda.
4. The Chair will invite members to foreshadow matters to be raised under Agenda Item 33, Other Business.
5. The Chair will ask if there are any agenda items that need to be re-sequenced.

*C5. MINUTES

**RECOMMENDATION**

That Council confirm the minutes of the meeting held on 1 December 2017 (445/2017) as a correct record.
THE AUSTRALIAN NATIONAL UNIVERSITY

COUNCIL MINUTES

The 443rd meeting of the Council was held at 9:15am on Friday 1 December 2017, in the R C Mills Room, Level 4, Chancelry Building, ANU campus, Canberra.

Confidential until confirmed by Council
PART 2 – KEY BUSINESS ITEMS

*C6 – 7 Confidential to Council Members
PART 3 – STRATEGIC ISSUES – SEPARATE AGENDA TO BE ISSUED FOR PLANNING DAY ON 1-2 FEBRUARY 2018
PART 4 – OTHER MATTERS FOR DECISION

*C8 - 12  Confidential to Council Members
13. STUDENT ORGANISATIONS – THE ANU OBSERVER – APPROVAL OF INAUGURAL CONSTITUTION

PURPOSE
To consider the ANU Observer Constitution, as approved by a General Meeting of the members of the ANU Observer on 11 January 2018.

PREPARED BY
Secretary, ANU Observer

REVIEWED BY
Associate Director, Corporate Governance and Policy

APPROVED BY
Pro Vice-Chancellor (University Experience)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATION
That Council approve the ANU Observer Constitution, as approved by a General Meeting of the members of the ANU Observer on 11 January 2018.

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

CONSULTATION
☑ Staff ☑ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable

Consultation occurred with the Associate Director, Corporate Governance and Policy and the Pro Vice-Chancellor (University Experience) to ensure compliance with Student Services and Amenities Fees (SSAF) requirements and legislation. Consultation occurred with student members of the ANU Observer in the lead-up to, and during, the General Meeting of the ANU Observer on 9 October 2017. Consultation occurred with other student organisations (Woroni, ANUSA, PARSA) during the 2018 SSAF process, where the importance of oversight and student membership was highlighted.

BACKGROUND
The ANU Observer is a student media organisation dedicated to providing timely news coverage. It was started in early 2017, and later in that year the organisation was invited to bid for SSAF funding. In order to receive this funding, the organisation’s constitution (and any subsequent changes) will need to be approved by the Council, so as to ensure adequate oversight for the spending of University money. This is in line with requirements on other SSAF-receiving organisations. Also in line with other student organisations, The ANU Observer is required to give all students membership and voting rights.

SUMMARY OF ISSUES
The Constitution provided establishes The ANU Observer as a robustly governed and accountable student association, and ensures sustainable provision of responsible news coverage into the future.

A reflection of the will of students is established by the granting of membership to all ANU students, the election by students of Observer's governing officers, and the accountability of Observer to members at required General Meetings.

Accountability and responsible news is ensured by the establishment of an independent arbitration panel, which may investigate disputes raised by members regarding conduct or published content, and ascribe penalties up to and including removal.

As a student organisation of the University, Observer can continue the reporting valued by so much of the student community in a manner that is responsible and accountable both to the University and to its student members.

PART 4 – OTHER MATTERS FOR DECISION
ATTACHMENT

13.1 The ANU Observer Constitution (51/2018)

COMMUNICATION
☑ For public release □ For internal release □ Not for release

The ANU Observer will be notified of the decision by Council and will be advised that they may communicate the decision to their membership.
PART 5 – OTHER MATTERS FOR NOTING

C14 - 22  Confidential to Council Members
23. STUDENT ORGANISATIONS – PROTOCOL FOR PROPOSING CONSTITUTIONAL AMENDMENTS

PURPOSE
For Council to note new arrangements for the management of amendments to constitutions of ANU student organisations.

PREPARED BY
Associate Director, Corporate Governance and Policy

REVIEWED BY
Director, Corporate Governance and Risk Office

APPROVED BY
Deputy Vice-Chancellor (Academic)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATION
That Council note the Student Organisation Constitutional Amendment protocol.

ACTION REQUIRED
For discussion ☐ For decision ☐ For information ☑

CONSULTATION
Staff ☐ Students ☑ Alumni ☐ Government ☐ Other ☐ Not applicable ☐

COUNCIL COMMITTEE / ACADEMIC BOARD CONSIDERATION
☐ Finance ☐ Audit & Risk Management ☐ Campus Planning ☐ Remuneration
☐ Major Projects ☐ Honorary Degrees ☐ Nominations ☐ Academic Board

BACKGROUND
The University recognises a number of student organisations on campus that receive direct funding through the Student Services and Amenities Fee (SSAF) and/or automatically draw their membership from the whole student body (or the entire undergraduate or postgraduate cohort). The recognised student organisations are:

- Australian National University Students’ Association Incorporated
- Postgraduate and Research Students’ Association Incorporated
- ANU Sport & Recreation Association
- ANU Union Incorporated
- Australian National University Student Media Incorporated ("Woroni")
- The ANU Observer Incorporated

All of these organisations are required to seek approval of the ANU Council if they wish to amend their respective constitutions.

In recent years there has been an increased level of activity in terms of student organisations seeking to amend their constitutions. Given that good governance principles would suggest that constitutions should be relatively stable documents with amendments being infrequent, the increased frequency has become of concern. The below table indicates the frequency of amendments since 2014.

<table>
<thead>
<tr>
<th>Student organisations</th>
<th>Number of amendments 2014 - 2017</th>
<th>Foreshadowed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANU Students’ Association</td>
<td>5*</td>
<td>1</td>
</tr>
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</table>

PART 5 – OTHER MATTERS FOR NOTING
<table>
<thead>
<tr>
<th>Student organisations</th>
<th>Number of amendments 2014 - 2017</th>
<th>Foreshadowed for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postgraduate and Research Students’ Association</td>
<td>6*</td>
<td>0</td>
</tr>
<tr>
<td>ANU Sport &amp; Recreation Association</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>ANU Union</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Woroni</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>The ANU Observer</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

* One amendment was at the request of the Council to implement the requirements of the *Council (Elections) Statute* 2016.

In order to promote good governance, the Chancellor has asked that a process be put in place to ensure a greater level of order and ideally diminished frequency in student organisations seeking Council approval of constitutional amendments. This paper outlines the protocol that has been put in place to achieve this.

**SUMMARY OF ISSUES**

The Student Organisation Constitutional Amendment protocol ('the Protocol') establishes a series of governing principles as well as procedural steps to ensure ANU student organisations bring forward amendments to their constitutions in a collaborative and orderly process that promotes good governance. The Protocol is set out in Attachment 23.1.

The core features of the protocol are:

- The University respects the rights of student organisations to self-govern themselves, organising their own affairs and activities in the best interests of their membership.
- The University has the right to protect its own reputation and interests, as well as the interests of its student body as a whole, as it manages its relationship with student organisations.
- Student organisations and the University will work collaboratively to ensure the proper administration of SSAF funding, and ensure the good governance of student organisations so that the needs of students are maintained.
- A student organisation which is either in receipt of Student Services and Amenities Fee funding directly from the University, or automatically draws its membership from the whole student body, or the entire undergraduate or postgraduate cohort, is required to include a provision within its constitution which states that any amendment to the constitution will not come into effect until the amendment has been approved by the ANU Council.
- Amendments to constitutions are only considered annually by the ANU Council, at its 4th meeting for the year (usually held in July). Amendments may be considered at other times, but only where the Deputy Vice-Chancellor (Academic) forms the opinion that they are urgent, and to not deal with the amendments would cause significant detriment to the student organisation in question.
- Student organisations provide reasonable notice to the Deputy Vice-Chancellor (Academic) and Corporate Governance and Risk Office that they intend to bring forward constitutional amendments for consideration. Further, they will work with the Corporate Governance and Risk Office to ensure their proposed amendments reflect high standards of governance, and that proposals are brought forward supported by explanatory documentation in a form that meets the requirements of the Council.
- Where Deputy Vice-Chancellor (Academic) does not recommend amendments for approval to Council, the student organisation may request that the amendments still be put to the Council. In this circumstance, the Deputy Vice-Chancellor (Academic) may formally recommend that Council not approve the amendments.
ATTACHMENT

23.1 Protocol: Student organisation constitutional amendments (63/2018)

COMMUNICATION

For public release ☐ For internal release ☑ Not for release ☐

The ANU student organisations will be advised that Council has considered the protocol.
PART 5 – OTHER MATTERS FOR NOTING

C24 - 26  Confidential to Council Members
27. POWER OF ATTORNEY

PURPOSE
To note the list of transactions signed under Power of Attorney by the Investment Manager, since the last meeting of Council.

PREPARED BY
Investment Manager

REVIEWED BY
Chief Financial Officer

APPROVED BY
Chief Financial Officer

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note the list of transactions over which the Acting Investment Manager, exercised Power of Attorney since the meeting of Council on 1 December 2017.

ACTION REQUIRED
☐ For discussion ☐ For decision ☑ For information

CONSULTATION
☐ Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☑ Not applicable

BACKGROUND AND SUMMARY OF ISSUES
This Power of Attorney was granted to the Investment Manager and executed under the Common Seal of the University on 4 September 2003.

The transactions signed under Power of Attorney by the Acting Investment Manager, since the last meeting of Council on 1 December 2017 are listed below:

<table>
<thead>
<tr>
<th>No.</th>
<th>Date</th>
<th>Reference</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1323</td>
<td>07/12/2017</td>
<td>Overseas Equities</td>
<td>Supplement to the Custody Agreement between ANU and National Australia Bank, who has appointed Citibank N.A. as global custodian on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1324</td>
<td>07/12/2017</td>
<td>Overseas Equities</td>
<td>Appoint and authorise National Australia Bank as Attorney in connection with extracting underlying beneficial owner details from data the Attorney maintains for the purpose of completing a Swiss 98a form for submission to the Australian Taxation Office on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1325</td>
<td>01/12/2017</td>
<td>General Funds</td>
<td>State Revenue Office Victoria Unclaimed Money Claim Applications Form re four amounts totalling $966.70 on behalf of General Funds</td>
</tr>
</tbody>
</table>

COMMUNICATION
☐ For public release ☐ For internal release ☑ Not for release
28. UNIVERSITY SEAL REPORT

PURPOSE To inform Council of the uses of the University Seal.

PREPARED BY Director, Office of the Vice-Chancellor

SPONSOR Vice-Chancellor

RECOMMENDATION That Council note the documents to which the University Seal has been affixed since the meeting of Council held on 1 December 2017.

ACTION REQUIRED For discussion ☐ For decision ☐ For information ☑

CONSULTATION Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable ☑

BACKGROUND AND SUMMARY OF ISSUES

The University Seal Statute 2002 came into effect on 11 June 2002. The Statute provides that the seal of the University must not be used except upon the order of the Council or as provided by the Statute. Section 5 of the Statute provides that:

1. Affixing of seal to other documents
   a. If a document is required to be under the seal of the University but the affixing of the seal is not authorised by section 4, the Chancellor or the Vice-Chancellor may direct the custodian to affix the seal of the University to the document, and, at the first opportunity, the Chancellor or the Vice-Chancellor, as the case requires, must report to the Council the action so taken.

This report confirms that no uses of the University Seal have been recorded since the last meeting of the Council, on 1 December 2017.

COMMUNICATION
   For public release ☐ For internal release ☐ Not for release ☑
29. SIGNIFICANT VISITS AND EVENTS, GRANTS AND CONSULTANCIES

PURPOSE
To consider a report of significant visits and events, grants and consultancies.

PREPARED BY
Communications Officer (Special Events)
Office of Research Excellence

REVIEWED BY
Vice-Chancellor

APPROVED BY
Vice-Chancellor

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note the report of significant visits and events, grants and consultancies.

ACTION REQUIRED
For discussion ☐  For decision ☐  For information ☑

ATTACHMENT
29.1 Report of significant visits and events, grants and consultancies (65/2018)
30. LEGISLATION

PURPOSE To note legislation made by the Vice-Chancellor.

PREPARED BY Associate Director, Corporate Governance and Policy

REVIEWED BY Director, Corporate Governance and Risk Office

APPROVED BY Vice-Chancellor

SPONSOR Vice-Chancellor

RECOMMENDATION That Council note the legislation as approved by the Vice-Chancellor, the Research Awards Rule 2017, the Fees Rule 2017 and the Academic Board (Election of Members) Order 2017.

ACTION REQUIRED For discussion ☐ For decision ☐ For information ☑

CONSULTATION Staff ☐ Students ☐ Alumni ☐ Government ☐ Other ☐ Not applicable ☑

COUNCIL COMMITTEE / ACADEMIC BOARD CONSIDERATION ☐ Finance ☐ Audit & Risk Management ☐ Campus Planning ☐ Remuneration ☐ Major Projects ☐ Honorary Degrees ☐ Nominations ☐ Academic Board

BACKGROUND

Section 9.6 of the Vice-Chancellorship Statute 2013 requires that if the Vice-Chancellor exercises his power to make a Rule or Order, it must report to the Council at the next meeting of the Council after the Rule or Order concerned was made.

SUMMARY OF ISSUES

Research Awards Rule 2017

The Research Award Rule 2017 replaced the existing Rule made in 2016. The University's current HDR Administration Support Project includes implementation of digitised and automated thesis submission and examination. Central to this new process will be:

- digitisation of processes including automated electronic workflow;
- electronic thesis submission;
- transition away from hard copy, face-to-face submission and posting of theses;
- automation of all attachments and correspondence; and
- student self-management and tracking of the thesis examination.

To give effect to these service improvements, amendments to the Research Award Rule 2016 were required. The amendments made to the Rule are limited to removal of the requirement for submission of thesis hard copies. These changes were endorsed for approval by the Deputy Vice-Chancellor (Research) and the Academic Board.

Fees Rule 2017

The Fees Rule 2017 replaces the existing Rule made in 2016. The changes to the Rule were technical in nature, but were as follows:
Section 7: Domestic students: fees for award programs

References to the Research Training Scheme, Australian Postgraduate Awards and Australian Postgraduate Awards {Industry) were removed. These were replaced with references to the Government Research Training Program Domestic Fee Offset Scholarship. This ensures the Rule is consistent with the changes to government legislation made in early 2017.

Section 12: Student contribution amounts

Subsections 5 and 6 relating to partial student contribution payments were removed. These subsections allowed the University to set a date prior to census date by which students needed make partial upfront student contribution payments and receive the 10% discount. Full student contribution payments could be made up until the applicable census date. With the removal of the discount for upfront student contribution payments from 1 January 2017, this earlier date was no longer required.

These changes were endorsed for approval by the Deputy Vice-Chancellor (Academic).

Academic Board (Election of Members) Order 2017

The Academic Board (Election of Members) Order 2017 replaces the existing Order made in 2015. The membership of the Academic Board includes four members of academic staff who are members of College Executive Committees (other than the Deans). The Order provides a mechanism to clearly articulate which members of staff are considered members of the College Executive Committees for this membership category. This determination guides the election process for this membership category. The details of College Executive Committee memberships as presented in the Order was the subject of advice from each College Dean. This Order is consistent with the new statute and rule for the Academic Board which was approved by the Council on 1 December 2017.

ATTACHMENTS
30.1 Research Awards Rule 2017 (66/2018)
30.2 Fees Rule 2017 (67/2018)
30.3 Academic Board (Election of Members) Order 2017 (68/2018)

COMMUNICATION
For public release ☑ For internal release ☑ Not for release ☐

The new legislation is published on the ANU legislation webpage and the Federal Legislation website.
*C31 Confidential to Council Members
*32. QUESTION TIME

PURPOSE For Council members to ask questions.

SPONSOR Chancellor

RECOMMENDATION That Council note any matters raised in question time.

ACTION REQUIRED ☑ For discussion ☐ For decision ☐ For information
*33. OTHER BUSINESS

PURPOSE
For Council members to raise any other business for the consideration of the meeting.

SPONSOR
Chancellor

RECOMMENDATION
That the Council consider any other business raised.

ACTION REQUIRED
☑ For discussion ☐ For decision ☐ For information
34. **NEXT MEETING**

**PURPOSE**
For Council members to note the date of the next meeting of Council.

**SPONSOR**
Chancellor

**RECOMMENDATION**
That it be noted that the next meeting of Council will be held on 6 April 2018.

**ACTION REQUIRED**
☐ For discussion  ☐ For decision  ☑ For information
ATTACHMENTS
## GLOSSARY OF ANU TERMS

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Explanation</th>
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<tbody>
<tr>
<td>AB</td>
<td>Academic Board</td>
</tr>
<tr>
<td>AHEGS</td>
<td>Australian Higher Education Graduation Statement</td>
</tr>
<tr>
<td>ANIP</td>
<td>Australian National Internships Program</td>
</tr>
<tr>
<td>ANU</td>
<td>Australian National University</td>
</tr>
<tr>
<td>ANUE</td>
<td>ANU Enterprise</td>
</tr>
<tr>
<td>AOU</td>
<td>Academic Organisational Unit</td>
</tr>
<tr>
<td>AQF</td>
<td>Australian Qualifications Framework</td>
</tr>
<tr>
<td>ARC</td>
<td>Australian Research Council</td>
</tr>
<tr>
<td>ARMC</td>
<td>Audit and Risk Management Committee</td>
</tr>
<tr>
<td>ARP</td>
<td>Alumni Relations &amp; Philanthropy Division</td>
</tr>
<tr>
<td>CAP</td>
<td>ANU College of Asia &amp; the Pacific</td>
</tr>
<tr>
<td>CASS</td>
<td>ANU College of Arts &amp; Social Sciences</td>
</tr>
<tr>
<td>CBE</td>
<td>ANU College of Business &amp; Economics</td>
</tr>
<tr>
<td>CECS</td>
<td>ANU College of Engineering &amp; Computer Science</td>
</tr>
<tr>
<td>CFO</td>
<td>Chief Financial Officer</td>
</tr>
<tr>
<td>CGRO</td>
<td>Corporate Governance and Risk Office</td>
</tr>
<tr>
<td>CHELT</td>
<td>Centre for Higher Education, Learning &amp; Teaching</td>
</tr>
<tr>
<td>CMBE</td>
<td>ANU College of Medicine, Biology &amp; Environment</td>
</tr>
<tr>
<td>CoL</td>
<td>ANU College of Law</td>
</tr>
<tr>
<td>COO</td>
<td>Chief Operating Officer</td>
</tr>
<tr>
<td>CPC</td>
<td>Campus Planning Committee</td>
</tr>
<tr>
<td>CPMS</td>
<td>ANU College of Physical &amp; Mathematical Sciences</td>
</tr>
<tr>
<td>CRICOS</td>
<td>Commonwealth Register of Institutions and Courses for Overseas Students</td>
</tr>
<tr>
<td>CSP</td>
<td>Commonwealth Supported Place</td>
</tr>
<tr>
<td>CSS</td>
<td>Commonwealth Support Student</td>
</tr>
<tr>
<td>DET</td>
<td>Commonwealth Department of Education and Training</td>
</tr>
<tr>
<td>DSA</td>
<td>Division of Student Administration</td>
</tr>
<tr>
<td>DSL</td>
<td>Division of Student Life</td>
</tr>
<tr>
<td>Acronym</td>
<td>Explanation</td>
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<td>-------------</td>
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<tr>
<td>DTF</td>
<td>Domestic Tuition Fees</td>
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<tr>
<td>DVC(A)</td>
<td>Deputy Vice-Chancellor (Academic)</td>
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<td>Deputy Vice-Chancellor (Global Engagement)</td>
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<td>DVC(RI)</td>
<td>Deputy Vice-Chancellor (Research and Innovation)</td>
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<tr>
<td>EFT</td>
<td>Equivalent Full Time</td>
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<td>Equivalent Full Time Student Load</td>
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<tr>
<td>ERMC</td>
<td>Electronic Records Management System</td>
</tr>
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<td>ESOS</td>
<td>Educational Services for Overseas Students Act 2000</td>
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<td>F&amp;BS</td>
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<td>Higher Education Contribution Scheme</td>
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</tbody>
</table>
The ANU Observer

Constitution
Contents

1. General 3
   1.1. Definitions 3
   1.2. Interpretation 4
   1.3. Name 4
   1.4. Objects 4
   1.5. Books 4
   1.6. Common Seal 4
2. Membership 5
   2.3. Discipline 5
3. Regulations 5
   3.1. Alteration 5
   3.2. Application 5
4. Policies 6
   4.1. Alteration 6
   4.2. Application 6
5. Finance 6
   5.1. Source 6
   5.2. Management 6
6. Council 7
   6.1. Nature 7
   6.2. Membership 7
   6.3. Removal 7
   6.4. Meetings 7
   6.5. Chair 8
7. Editorial Board 8
   7.1. Nature 8
   7.2. Membership 8
8. Elected Officials 9
   8.4. Removal 9
9. Officers 10
   9.1. Nature 10
   9.2. Duties 10
9.3. Appointment

9.4. Removal

11. Elections

12. Arbitration Panel

13. General Meetings

14. Alteration

15. Dissolution

10

10

11

11

13

14

14
1. General

1.1. Definitions

For the purposes of this Constitution, the following interpretations apply:

- **Observer** means The ANU Observer Incorporated, the body governed by this document.
- **The Association** refers to The ANU Observer.
- **ANU** means the Australian National University.
- **ANU Council** means the governing body of the Australian National University.
- **ANUSA** means the ANU Students’ Association Incorporated.
- **Academic Year** means the period between the first day of Semester 1 and the last day of Semester 2.
- **Act** means the Associations Incorporation Act 1991 (ACT).
- **Board** means the Editorial Board.
- **Chair** means the Chair of the Council.
- **College** means an ANU College established or varied by the University Council, which, at the date of the making of this Constitution, includes:
  (a) ANU College of Arts and Social Sciences;
  (b) ANU College of Asia and the Pacific;
  (c) ANU College of Business and Economics;
  (d) ANU College of Engineering and Computer Science;
  (e) ANU College of Law;
  (f) ANU College of Health & Medicine; and,
  (g) ANU College of Science.
- **Council** means the governing Council of The ANU Observer as described by this Constitution.
- **Councillor** means a member of the Council.
- **Electoral Regulations** means the regulations created under this Constitution describing the required conduct and proceedings of elections.
- **Executive** means an individual elected to a role in Observer.
- **Financial Year** means the annual period beginning on the 1st of December and ending on the 30th of November.
- **Member, or member** means any person holding membership in The ANU Observer as defined by this Constitution.
- **News Editor** means an elected Executive responsible for the management and publication of news.
- **PARSA** means the Postgraduate and Research Students’ Association Incorporated.
- **Policy** means a document containing policies described by and created according to this Constitution.
- **Published content** means any written, video, audio, image, or other work created and distributed by Observer to fulfil the objects of Observer, which can reasonably be reviewed before publication.
- **Regulation** means any regulation made under the *Associations Incorporation Act 1991* (ACT).
- **Special Resolution** means a resolution made under section 39 of the Act, and includes a motion to amend this Constitution in accordance with section 13 (“Alteration of the Constitution”).
- **Standing Orders** means a policy created under this Constitution describing the required conduct and proceedings at meetings.
- **Student** means a person enrolled in a unit or program of study for a degree or any other award of the Australian National University.
- **Teaching Day** means any weekday that falls during the Academic Year, excluding teaching breaks and public holidays.
- **University, or the University**, means The Australian National University.
- **Time** referenced in this Constitution occurs in the time zone occupied by the Australian Capital Territory.

### 1.2. Interpretation

1.2.1. Power to interpret this Constitution, the Regulations, and any Policies resides with the Secretary.

1.2.2. The Secretary’s interpretation may be overruled by a majority vote of the Arbitration Panel.

1.2.3. These interpretations may both be overruled by a majority vote at a General Meeting.

### 1.3. Name

The name of the organisation to which this Constitution applies is “The ANU Observer Incorporated”.

### 1.4. Objects

The objects of Observer are:

1.4.1. To provide information that is in the interest of ANU students, staff and alumni.

1.4.2. To report news that is accurate, timely, relevant, fair, and in all other ways high quality and ethical journalism.

1.4.3. To inform and improve the quality of the student conversation at ANU.

1.4.4. To create an environment where students can learn journalism through direct experience.

### 1.5. Books

1.5.1. Subject to the provisions of the Act, the Regulations and the provisions of this Constitution, the Chair shall keep in their custody or under their control all records, books and other documents relating to Observer.

1.5.2. The records, books and other documents of the Association shall be open to inspection by the members at a place confirmed beforehand with the Chair at any reasonable hour.

### 1.6. Common Seal

The common seal of Observer shall be kept by the Chair. It shall be affixed by authority of the Council, and any two members shall sign below the seal.
2. **Membership**

2.1. **Ordinary Members**

2.1.1. Any person who:

a) Is a student of the University; and,

b) Has not notified the Secretary in writing that they do not wish to be a member,

Is an ordinary member of the Association.

2.2. **Honorary Life Members**

2.2.1. The Council may appoint any individual to be an Honorary Life Member of Observer.

2.2.2. Honorary Life Members are granted all rights accorded to regular members, with the exception that:

a) Honorary Life Members may not contest elections.

2.2.3. An individual may refuse honorary life membership by stating their refusal in writing to the Chair.

2.3. **Discipline**

2.3.1. There are no provisions in this Constitution for the disciplining of ordinary members.

3. **Regulations**

3.1. **Alteration**

3.1.1. Observer may from time to time make Regulations under, and not inconsistent with, this Constitution, to govern the operation of particular aspects of Observer’s affairs.

3.1.2. Regulations may be created, modified or removed by a majority vote of Members at a General Meeting.

3.2. **Application**

3.2.1. Regulations govern the activities and affairs of the Association, as well as the behaviour and actions of Officers in the conduct of their duties as Officers and in all other actions relating to the Association.

3.2.2. Officers must complete their duties in accordance with regulations to the best of their ability, and with full intent to do so.

3.3. **Mandatory Regulations**

3.3.1. The following Regulations must exist:

a) Electoral Regulations, which detail the process of election for Elected Officials and Council members.

b) Financial Regulations, which dictate procedures surrounding the allocation and expenditure of monies.
4. Policies

4.1. Alteration

4.1.1. Observer may from time to time make policies under, and not inconsistent with, this Constitution, to govern the operation of particular aspects of Observer’s affairs.

4.1.2. Policies may be created, modified or removed by a majority vote of the Council.

4.2. Application

4.2.1. Policies govern the activities and affairs of the Association, as well as the behaviour and actions of Officers in the conduct of their duties as Officers and in all other actions relating to the Association.

4.2.2. Officers must complete their duties in accordance with policies to the best of their ability, and with full intent to do so.

4.3. Mandatory Policies

4.3.1. The following policies must exist:
   a) Standing Orders, for General Meetings and Council meetings;
   b) Editorial Policy, describing the editorial ethics, priorities and scope of Observer;
   c) Grievance Policy, describing the nature of and procedures to manage grievances; and
   d) Officer Policy, describing the offices of Observer, their duties, and their expected conduct.

5. Finance

5.1. Source

5.1.1. Funds of the Observer must be derived from sources determined by the Council, subject to the Act.

5.1.2. All money received by Observer must be deposited as soon as practicable and without deduction to the credit of Observer’s bank account.

5.1.3. Observer must, as soon as practicable after receiving any money, issue an appropriate receipt.

5.2. Management

5.2.1. The assets and income of Observer shall be applied solely in furtherance of the objects outlined in section 1.4 and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of Observer.

5.2.2. Subject to this Constitution, any regulation or policy, or any resolution passed by a General Meeting, the funds of Observer may be used for the objects of Observer in the way the Council decides.
5.2.3. Withdrawal of monies from any bank account of Observer must be authorised by two (2) members of the Council if that amount should exceed AUD$100.

5.2.4. Any cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any two (2) members of the Council.

6. Council

6.1. Nature

6.1.1. The Council is the governing body of Observer.

6.1.2. The Council shall be the Committee in accordance with the Act.

6.1.3. Subject to this constitution, and policies and regulations of Observer, the Council has the entire management and control of Observer.

   a) The Council may delegate any of its power, other than the power of delegation, to the Chair, any Officer, the Board or any committee of Observer, for a period of time with any conditions it desires.

6.1.4. Unless otherwise provided for in this constitution, the Council makes decisions by majority vote on resolutions by Council members present and voting.

6.2. Membership

6.2.1. The Council consists of:

   a) two (2) members of the Editorial Board;
   b) one (1) Digital Editor;
   c) the Treasurer; and
   d) the Secretary.

6.2.2. Should any individual hold more than one voting position on Council, that individual will have only one (1) vote on the Council.

6.2.3. Should there be more than two (2) members of the Editorial Board, the Editorial Board shall choose two (2) members of the Board to sit on the Council, in accordance with the Electoral Regulations.

6.2.4. Should there be more than one (1) Digital Editor, one (1) Digital Editor will be chosen to sit on the Council in accordance with the Electoral Regulations.

6.3. Removal

6.3.1. Any Council member who no longer holds any position through which they became a Council member will also no longer be a member of the Council.

6.3.2. The members of Council granted membership by the position of Digital Editor or member of the Editorial Board may be removed from Council by mechanisms described in the Electoral Regulations.

6.4. Meetings

6.4.1. A meeting of the Council may be called by any Councillor.
6.4.2. At least seven (7) days’ notice must be given for a meeting of the Council.

6.4.3. The convening Councillor must take all reasonable measures to notify all Councillors of the time and place of meeting.

6.4.4. Quorum for a meeting of the Council is the next whole number above half the total number of Councillors.

6.4.5. Meetings of the Council are open to all members who may participate as observers.

   a) The Chair may decide to remove observers at their discretion.

6.5. Chair

6.5.1. A Chair of the Council will be appointed by a decision of the Council.

6.5.2. The Chair has a casting vote at meetings of the Council.

6.5.3. The Chair may be removed from the position of Chair by a decision of the Council.

6.5.4. In the case of the Chair becoming vacant, the Council must at its earliest convenience, and before it transacts any other business, appoint a new Chair.

7. Editorial Board

7.1. Nature

7.1.1. The Editorial Board manages the journalism of Observer and the production of written content.

7.2. Membership

7.2.1. The Editorial Board consists of the News Editors.

7.3. Duties

7.3.1. The Board will direct the journalistic and editorial direction of Observer in accordance with the objects described in section 1.4.

7.3.2. The Board will have power and responsibility to approve all published content of Observer.

   a) The Board may delegate the power to approve any published content to any Officer for a period of time with any conditions it desires.

7.3.3. The Board will manage and direct those Officers whose role encompasses production of news.

7.3.4. The Board will maintain the integrity of news publication and be accountable for the published work of Observer.

7.4. Powers

7.4.1. The Board will have full autonomy in all matters relating to all forms of published content, except in the case that:

   a) a formal editorial dispute is submitted, at which time the Arbitration Panel may compel the Board to act, in accordance with this Constitution;
b) the publication in question involves expenditure, in which case the Board’s action may be overruled by a decision of the Council regarding expenditure; or

c) the Board is compelled by a vote of Members at a General Meeting.

7.5. Meetings

7.5.1. The Editorial Board will meet no less than once every two (2) weeks during the Academic Year excluding teaching breaks.

7.5.2. Meetings of the Editorial Board may not be attended by any Officer or Executive not permitted by the Board.

8. Elected Officials

8.1. Nature

8.1.1. Elected Officials are Officers of Observer, but are not subject to the standard appointment and removal provisions outlined under section 8.

8.2. Roles

8.2.1. The Elected Officials include:

   a) no less than three (3) News Editors;
   b) no less than one (1) Digital Editor(s);
   c) the Secretary; and
   d) the Treasurer.

8.2.2. Additional Elected Officials may be specified in policies.

8.3. Terms

8.3.1. Elected Officials will hold their positions from 1 December in the year of their election, until 30 November the following year.

8.4. Removal

8.4.1. Elected Officials may be removed by a motion of no confidence, as specified in section 11.5.

8.5. Casual Vacancies

8.5.1. Should any Elected Official position become vacant, the position may be filled by a unanimous vote of the Council.

8.5.2. If the Council does not fill the position, the position must be filled at the next General Meeting through an election in accordance with the Electoral Regulations.

8.6. Duties

8.6.1. Elected Officials must complete their duties as described by this Constitution and any policies, and must conduct themselves in accordance with this Constitution and any policies in the course of their duties.
9. Officers

9.1. Nature

9.1.1. An Officer of the Observer is any person holding any position in Observer, unless otherwise stated in this Constitution or Observer policies.

9.2. Duties

9.2.1. Officers must complete their duties as described by this Constitution and any Policies, and must conduct themselves in accordance with this Constitution and any Policies in the course of their duties as Officers.

9.3. Appointment

9.3.1. Officers may be appointed by a decision of the Council.

9.3.2. Officers must be members.

9.4. Removal

9.4.1. Officers may be removed by a decision of the Council.

9.4.2. Officers may resign their position through notice to the Chair of the Council or the Secretary.

10. Public Officer

10.1. Nature

10.1.1. Unless the Council decides otherwise, the Chair of the Council shall be the Public Officer of the Association.

10.1.2. The Public Officer is an Officer of the Association for the purposes of the Constitution and Regulations.

10.2. Duties

10.2.1. The Public Officer shall, within fourteen (14) days of their appointment, notify the relevant authority in writing of the appointment and supply their full name and address. The Public Officer shall also supply any and all documents required by the relevant authority and perform any other duties as required by the Act and any other relevant legislation.

ANUSA Constitution Vacancy

10.2.2. If the office of Public Officer becomes vacant, the Council shall appoint another person to fill the vacancy within fourteen (14) days of the vacancy arising.

a) dies;

b) becomes an insolvent under administration as defined in the Corporations Act 2001 (Cth)

c) becomes of unsound mind;

d) resigns their office by writing to the Chair; or

e) ceases to be resident in the ACT.
11. Elections

11.1. Executives

11.1.1. There shall be annual elections for all Executive positions in Semester 2 conducted in accordance with the Election Regulations.

11.1.2. These elections will be conducted by secret ballot and by a method of preferential voting, the detail of which will be provided in the Electoral Regulations.

11.1.3. All members must be afforded reasonable opportunity to vote in elections.

11.1.4. The Council will appoint a Returning Officer for the annual elections, who must not be contesting election to any position in Observer.

11.1.5. Nominees for Executive positions must intend to be students for the entire year in which they will hold the position for which they have nominated.

12. Arbitration Panel

12.1. Nature

12.1.1. The Arbitration Panel shall be an independent body responsible for making judgements on matters of dispute, interpretation, and honoraria for Observer.

12.2. Duties

12.2.1. The Arbitration Panel shall be responsible for delivering responses to disputes submitted to the Panel in the form of
   a) recommendations;
   b) interpretations;
   c) judgements;
   d) penalties; or
   e) instructions.

12.2.2. The Arbitration Panel shall convene upon the receipt of an application to consider and respond to that application. Applications may include:
   a) editorial disputes;
   b) conduct disputes;
   c) honorarium approval;
   d) honorarium disputes;
   e) request for recommendation on any matter; or
   f) dispute of interpretation of the Constitution or Policies.

12.3. Powers

12.3.1. The Arbitration Panel has final power of interpretation over the Constitution and Policies, subject only to a General Meeting.

12.3.2. The Arbitration Panel may direct any of the following actions:
   a) alteration of any published content;
   b) removal of any published content or any content distributed on Observer channels;
c) the publication of a correction;
d) the removal of any Officer;

12.3.3. The Arbitration Panel may make recommendations to the Council, Board, or any other member or body in Observer.
   a) The Panel may at their discretion require a report or response from the relevant body on their response to the recommendation by a specified time.

12.3.4. The Panel may require the publication of their response to an application on any of Observer’s communication platforms.

12.3.5. The Panel may not deliver any response, investigate, or otherwise act except in response to receipt of an application.
   a) Any actions taken by the Panel must be within the scope of the application.

12.3.6. Applications to the Panel may be submitted by any member of Observer, or by any student.
   a) The Panel may receive applications from individuals who are not students or members, subject to approval by a decision of Council.

12.4. Appointment

12.4.1. Arbiters must be appointed by seventy-five per cent (75%), to the nearest whole number, of members present and voting at a General Meeting.
   a) Appointments to the Panel will be considered individually and in order of nomination.
   b) Nominations will be received by the Chair in the period between the calling of a General Meeting and the opening of that Meeting.

12.4.2. Arbiters shall be appointed for a term of two (2) years from the time of their appointment.

12.4.3. There shall be no more than five (5) Arbiters.

12.4.4. Should there at any time be less than five (5) Arbiters, the Chair of the Council must advertise vacancies on the Panel before the next General Meeting, and a vote must be held at that Meeting for the appointment of new Arbiters.

12.4.5. Arbiters must not be Officers of Observer at the time of their nomination, appointment, or at any time as Arbiter.
   a) Any Arbiter who at any time is found to have violated this condition will immediately no longer be an arbiter.

12.4.6. The Arbitration Panel shall appoint from among itself a Chair, by way of majority vote.
   a) The Chair of the Arbitration Panel shall be responsible for convening meetings of the Panel and communicating resolutions, recommendations or other messages of the Panel.
   b) In such a case as the Panel is tied on a vote, the Chair shall have a casting vote.
12.5. Removal
12.5.1. Arbiters may resign by submitting a written resignation to the Chair of the Council.
12.5.2. Arbiters may be removed by a unanimous vote of all other Arbiters, or a unanimous vote of the Council.
   a) The Council’s removal of an Arbiter may be overturned by the dissent of any Arbiter with the exception of the Arbiter being removed.
   b) Only one Arbiter can be removed by one vote of Council.
   c) Council removal of an Arbiter must be communicated to that Arbiter within one (1) day, and takes effect after ten (10) days.

13. General Meetings
13.1. Rights
13.1.1. General Meetings of Observer are open to all members and Arbiters.
13.1.2. All members are entitled to vote at General Meetings.
13.2. General Meetings may be convened at the discretion of the Council.
13.2.1. The Council must convene at least one (1) General Meeting each semester.
13.2.2. The Council must convene a General Meeting upon receipt of a petition from at least fifty (50) members.
13.3. Quorum for a General Meeting is thirty (30) members.
13.4. General Meetings are to be conducted in accordance with the Standing Orders.
13.5. A quorate General Meeting may, subject to this Constitution and Regulations:
13.5.1. By resolution carried by not less than seventy-five percent (75%) of those present and voting, dismiss any elected official of the Association.
   a) Such a resolution requires at least twenty-one (21) days’ notice before the meeting is to be held.
   b) Votes on resolutions to dismiss Officers should be conducted upon written, anonymous ballots.
13.5.2. As proscribed in Section 12 of this Constitution, pass a Special Resolution to change this Constitution.
13.5.3. As proscribed in Section 13 of this Constitution, pass a motion to dissolve or wind up the Association.
13.5.4. Pass any other resolution permitted under this Constitution or the Policies.
13.6. Notice of a General Meeting must be provided to all members at least twenty-one (21) days before the meeting is to be held in the forms listed at 13.6.1.
13.6.1. The details of the meeting are to be displayed:
   a) On the website of the Association;
   b) On appropriate social media channels of the Association; and
c) On the front door of any location where the Association has office space.

13.6.2. The agenda for the meeting must be published on the Association’s website at least seven (7) days before the meeting is to be held.

14. Alteration

14.1. This Constitution may be amended by Special Resolution at any General Meeting

14.1.1. At least twenty-one (21) days’ notice of the Special Resolution shall be given to Members

14.1.2. A decision to amend the Constitution shall require the support of seventy-five per cent (75%), to the nearest whole number, of ordinary Members present and voting.

14.2. Full notice of proposed amendments to the Constitution, including the text of the proposed amendments, shall be given to Members in the same way as notice of the General Meeting at which the amendments are to be proposed.

14.3. No amendment to the Constitution will have any effect until ratified by the ANU Council and, if necessary, by the relevant local authority.

15. Dissolution

15.1. A motion to dissolve or wind up Observer may be considered at any General Meeting.

15.1.1. At least twenty-one (21) days' notice of such a General Meeting must be given to members, accompanied by a notice of intention to propose a motion to dissolve or wind up Observer.

15.2. A motion to dissolve or wind up the Association must be:

15.2.1. passed by a majority of at least seventy-five percent (75%), to the nearest whole number, of the votes of members present at a General Meeting, and

15.2.2. approved by a decision of the Council.

15.3. Upon dissolution, the excess of assets, property, funds or money remaining after all debts and liabilities are paid shall not be distributed amongst members of Observer, and instead shall be given or transferred to a body with the same or similar objectives to Observer, or, if no such body exists, all liquidated proceeds and funds shall be transferred to the University.

15.3.1. The dispersal of these assets upon dissolution will be a decision of the Council, which must be ratified by the Arbitration Panel.

15.3.2. The Council and Arbitration Panel will continue to exist until a resolution on dispersal of these assets is passed by both bodies.
Protocol: Student organisation constitutional amendments

Purpose
To establish the governing principles and processes for amendments to student organisation constitutions to be considered by the ANU Council for approval.

Scope
This protocol applies to:

- Australian National University Students’ Association Incorporated
- Postgraduate and Research Students’ Association Incorporated
- Australian National University Student Media Incorporated
- ANU Sport & Recreation Association
- ANU Union Incorporated
- Any other student organisation in receipt of Student Services and Amenities Fee (SSAF) funding directly from the University

Principles
1. The University respects the rights of student organisations to self-govern themselves, organising their own affairs and activities in the best interests of their membership.
2. The University has the right to protect its own reputation and interests, as well as the interests of its student body as a whole, as it manages its relationship with student organisations.
3. Student organisations and the University work collaboratively to ensure the proper administration of SSAF funding, and ensure the good governance of student organisations so that the needs of students are maintained.
4. A student organisation which is either in receipt of Student Services and Amenities Fee funding directly from the University, or automatically draws its membership from the whole student body, or the entire undergraduate or postgraduate cohort, is required to include a provision within its constitution which states that any amendment to the constitution will not come into effect until the amendment has been approved by the ANU Council.
5. Where a student organisation is either in receipt of SSAF funding directly from the University, the University has a legal obligation to ensure that allocated funds are used for a proper purpose – that is in a manner which is efficient, effective, economical and ethical. The SSAF agreement, made between the University and organisations in receipt of SSAF funding, contains conditions surrounding this.
6. Amendments to constitutions are prepared in a planned and methodical way by student organisations, involving formal and informal consultation with their student membership and relevant officers of the University.

7. The Australian National University Students' Association Incorporated and the Postgraduate and Research Students' Association Incorporated are expected to maintain constitutions that comply with the University legislation governing the election of student members of the ANU Council.

Procedure

8. Amendments to constitutions are only considered annually by the ANU Council, at its 4th meeting for the year (usually held in July).

9. Amendments outside of this time are considered if the Deputy Vice-Chancellor (Academic) forms the opinion that they are urgent, and to not deal with the amendments would cause significant detriment to the student organisation in question.

10. Amendments that arise as a result of a request or requirement of the University may be considered at any meeting of the ANU Council.

11. The Deputy Vice-Chancellor (Academic) and Corporate Governance and Risk Office are notified by the relevant student organisation of an intention to put forward amendments for a July meeting of the ANU Council no later than 15 April prior. Outside of consideration at a July meeting, notification of an intention occurs at least 3 months prior to the Council meeting at which the amendments will be put.

12. Draft amendments are submitted to the Corporate Governance and Risk Office for feedback from the University at least five weeks (though sooner where possible) before the General Meeting of the student organisation at which the amendments will be put for approval by its student members.

13. Student organisations are responsible for seeking their own legal advice on any proposed amendments, including in respect of compliance with the *Associations Incorporation Act 1991 (ACT)*.

14. The University assesses proposed amendments to ensure that they do not unreasonably impinge upon the rights and interests of the University and/or students of the University. The University may also offer feedback on general good governance practices.

15. Amendments which have been endorsed by the Corporate Governance and Risk Office and recommended for approval by the Deputy Vice-Chancellor (Academic), will be put to the ANU Council for consideration. Where Deputy Vice-Chancellor (Academic) does not recommend amendments for approval, the student organisation may request that the amendments still be put to the Council. In this circumstance, the Deputy Vice-Chancellor (Academic) may formally recommend that Council not approve the amendments.

16. Student organisations prepare all necessary documentation (as advised by the Corporate Governance and Risk Office) by the required agenda item deadline, to enable the ANU Council to properly consider for approval the proposed amendments. This includes:
- a short statement providing the rationale for the proposed constitutional amendments expressed in plain English; and
- a copy of the existing constitution in MS Word format, with the proposed amendments shown in tracked changes.

17. Proposals for constitutional amendments that do not meet the required deadlines will not be considered by the Council, unless agreed to by the Chancellor.

18. The Corporate Governance and Risk Office advises the President of the relevant student organisation of the decision of the ANU Council following its meeting.
Australian National University - Research Services Division

Grants and Consultancies
Awarded between 08 November 2017 and 19 December 2017

College of Arts and Social Science................................................................................................................................... 2
College of Asia and the Pacific............................................................................................................................................... 3
College of Health and Medicine ....................................................................................................................................... 5
College of Science ............................................................................................................................................................ 6
College of Business and Economics ............................................................................................................................... 10
ANU College of Law ...................................................................................................................................................... 11
Other Non-College Academic......................................................................................................................................... 12

Caveats:

1. The amount shown reflects the funds that were awarded for the entire grant/consultancy, grouped against the primary funds provider.
2. Although many grants/consultancies are collaborative efforts involving more than one area of the ANU, they are reported under the college of the primary department.
3. All amounts reported are in Australian dollars.
4. In a few cases the amount reported is nil. This can be for a variety of reasons, such as the contract is still under negotiation, or that the project is a non-monetary agreement.
### Significant Grants & Consultancies, Visits & Events

<table>
<thead>
<tr>
<th>Primary Funds Provider</th>
<th>Primary Investigator</th>
<th>Title</th>
<th>Total Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Council of Universities of Art and Design Schools (ACUADS)</td>
<td>Ms Kit Devine</td>
<td>Digital Art Symposium</td>
<td>$0</td>
</tr>
<tr>
<td>Australian War Memorial</td>
<td>Dr Alison Alder</td>
<td>Mornington Peninsula Gallery curation for AWM</td>
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<tr>
<td>ACT Department of Education and Training</td>
<td>Prof James Raymer</td>
<td>East Gungahlin demographic and mobility assessment</td>
<td></td>
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<tr>
<td>Create NSW</td>
<td>Dr Rowan Conroy</td>
<td>Artistic Residencies in Archaeology and Professional Development</td>
<td></td>
</tr>
<tr>
<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
<td>Title</td>
<td>Total Amount Awarded</td>
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</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Prof Veronica Taylor</td>
<td>The Law and Justice Development Community of Practice</td>
<td>$200,000</td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Nan-Shi (Nancy) Chiu</td>
<td>Australia-China Council 40th Anniversary Project</td>
<td>$40,880</td>
</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Brooke (Shelley) Bielefeld</td>
<td>Conditional Welfare: A Comparative Case Study of Income Management Policies</td>
<td></td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Susan Sell</td>
<td>The global politics of medicines and the contested governance of health</td>
<td>$0</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Larissa Schneider</td>
<td>A Long-Term History of Mercury in Australasia</td>
<td>$369,075</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Brooke (Shelley) Bielefeld</td>
<td>Regulation and Governance for Indigenous Welfare</td>
<td></td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Hannah Sarvasy</td>
<td>Telling the whole story in one sentence: clause chains across languages</td>
<td>$392,315</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Thomas Cliff</td>
<td>Welfare Entrepreneurs and Paradoxes of Social Control in Rural China</td>
<td>$360,756</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Mr Christian Downie</td>
<td>Who governs global energy? The role of informal international organisations</td>
<td>$375,996</td>
</tr>
<tr>
<td>Funding Source</td>
<td>Principal Investigator</td>
<td>Project Description</td>
<td>Funding Amount</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Susan Sell</td>
<td>Drugs, Books and Seeds: The Politics of Access to Intellectual Property</td>
<td>$140,568</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Margaret Jolly</td>
<td>Engendering Climate Change, Reframing Futures In Oceania</td>
<td>$465,249</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Edward Aspinall</td>
<td>Local Politics, Governance and Public Goods in Southeast Asia</td>
<td>$471,775</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Sanghamitra (Sango) Mahanty</td>
<td>Rupture: nature-society transformations in mainland Southeast Asia</td>
<td>$283,864</td>
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<tr>
<td>Australian Federal Police</td>
<td>Prof Roderic Broadhurst</td>
<td>ANU Cybercrime Centre/Australian Federal Police Collaboration</td>
<td>$14,470</td>
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<tr>
<td>Economic Research Institute for ASEAN and East Asia</td>
<td>Dr Shiro Armstrong</td>
<td>39th Pacific Trade and Development (PAFTAD) Conference and Publication</td>
<td>$75,479</td>
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<tr>
<td>Rio Tinto Services Ltd</td>
<td>Prof Warwick McKibbin</td>
<td>Rio Tinto funding for the annual CAMA/Brookings conference 2018</td>
<td>$94,349</td>
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<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Dr John Blaxland</td>
<td>ASEAN-Australia Dialogue: Partnering for Security and Prosperity in Uncertain Times</td>
<td>$39,980</td>
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<tr>
<td>Embassy of Japan</td>
<td>Dr Llewelyn Hughes</td>
<td>The symposium to commemorate 60th Anniversary of Australia-Japan Agreement on Commerce</td>
<td></td>
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<tr>
<td>Canadian Department of Foreign Affairs</td>
<td>Dr Meg Keen</td>
<td>Markets for Change – Enhancing Development Benefits of Urban Markets in Honiara</td>
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<tr>
<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
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<td>Total Amount Awarded</td>
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<tr>
<td>Diabetes Australia</td>
<td>Prof Christopher Nolan</td>
<td>Genetic basis of non-immune islet beta-cell susceptibility to failure in a substrain of NODk mice</td>
<td>$0</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Ms Yiyun Shou</td>
<td>Understanding attitudes toward ambiguity: A multidimensional framework</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Kathryn Glass</td>
<td>Mathematical models of diseases with complex transmission routes</td>
<td>$266,912</td>
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<tr>
<td>Sylvia &amp; Charles Viertel Charitable Foundation</td>
<td>A/Prof Di Yu</td>
<td>Differentiation and function of a novel cytotoxic T-cell subset: follicular cytotoxic T cells</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof John Bekkers</td>
<td>Coding of olfactory information in the piriform cortex</td>
<td>$726,285</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Thomas Preiss</td>
<td>Genome-wide discovery of translation control mechanisms</td>
<td>$471,552</td>
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<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>Ms Alison Calear (previously Neil)</td>
<td>Future proofing our young people against mental illness</td>
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<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>Dr Charani Ranasinghe</td>
<td>Mucosal HIV vaccine late pre-clinical evaluation</td>
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<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
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<td>Total Amount Awarded</td>
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<tr>
<td>University of Adelaide</td>
<td>Dr Timothy Brown</td>
<td>Subcontract to NCRIS Funding Agreement - Australian Plant Phenomics Facility (APPF)</td>
<td>$306,251</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Lara Malins</td>
<td>A radical approach to unnatural amino acids and peptide-based antibiotics</td>
<td>$418,107</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Ms Anna Simonsen</td>
<td>Capturing highly beneficial and persistent legume symbionts</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Anand Deopurkar</td>
<td>The geometry and cohomology of moduli spaces of curves</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Stefan Broer</td>
<td>A unified model of amino acid homeostasis</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Naomi Langmore</td>
<td>Does coevolution drive speciation?</td>
<td></td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Janet Gardner</td>
<td>How does climate change affect arid zone birds?</td>
<td></td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Ceridwen Fraser</td>
<td>How isolated is Antarctica? Assessing past and present plant colonisations</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Marilyn Ball</td>
<td>Role of Top-Down-Rehydration in drought tolerance of mangroves</td>
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<tr>
<td>Organization</td>
<td>Applicant</td>
<td>Project Description</td>
<td>Funding</td>
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<tr>
<td>--------------------------------------------------</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>A/Prof Alex Maier</td>
<td>Signalling pathways for sexual differentiation of apicomplexan parasites</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>A/Prof Peter Solomon</td>
<td>The functional characterisation of a novel immune response in plants</td>
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<tr>
<td>Ecological Society of Australia Inc</td>
<td>Ms Fernanda Alves Amorim</td>
<td>Conservation and management of an endangered refugee species: the forty-spotted pardalote</td>
<td>$5,625</td>
</tr>
<tr>
<td>Ecological Society of Australia Inc</td>
<td>Ms Eve Cooper</td>
<td>The differential roles of ability and strategy in determining how much superb fairy-wren (M. cyaneus) mothers invest in offspring</td>
<td>$5,964</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Gottfried Otting</td>
<td>Ultrafast magic angle spinning solid-state NMR capability</td>
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<tr>
<td>Ecological Society of Australia Inc</td>
<td>Ms Elle Bowd</td>
<td>Untold story of underground communities</td>
<td>$6,000</td>
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<tr>
<td>Ecological Society of Australia Inc</td>
<td>Mr Tobias Hayashi</td>
<td>Towards an understanding of the pollination ecology of Pterostylis (Orchidaceae)</td>
<td>$5,994</td>
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<tr>
<td>Ecological Society of Australia Inc</td>
<td>Ms Hee-Jin Noh</td>
<td>Exploring coevolutionary diversification in Australian cuckoos</td>
<td>$5,625</td>
</tr>
<tr>
<td>Ecological Society of Australia Inc</td>
<td>Ms Catherine Ross</td>
<td>Bettongs as Ecosystem Engineers – seasonal variation in the diet of the eastern bettong (Bettongia gaimardi) following reintroduction to Mulligans Flat Woodland Sanctuary</td>
<td>$5,760</td>
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<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>Dr Colin Jackson</td>
<td>Preventing the evolution of transmissible nitroimidazole resistance in Mycobacterium tuberculosis</td>
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</tr>
<tr>
<td>ANU Connect Ventures Pty Ltd</td>
<td>A/Prof Josette Masle</td>
<td>Novel control of seed germination in crops under abiotic stress</td>
<td>$50,000</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Anna Herring</td>
<td>How does geochemical alteration impact CO2 stability in the subsurface?</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Mr Callum Shakespeare</td>
<td>Internal wave breaking and mixing in the ocean</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Vladimir Bazhanov</td>
<td>Algebraic and computational approaches for classical and quantum systems</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Anton Wallner</td>
<td>Deep-Sea Observatories for Astrophysics - Stardust on the Ocean Floor</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Patrick Kluth</td>
<td>Development and investigation of functional solid-state nano-pore membranes</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Michael Gagan</td>
<td>Exploring past climates, volcanic disasters and earthquakes in Australasia</td>
<td></td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Mark Kendrick</td>
<td>Mantle evolution and the origin of Earth's atmosphere</td>
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</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>A/Prof Lan Fu</td>
<td>Nanowire quantum well infrared photodetectors</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Victoria Bennett</td>
<td>Revealing the Deep Earth in Deep Time</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Kenneth Baldwin</td>
<td>Stealth for Atoms: Tune-out Wavelengths to Test Quantum Electrodynamics</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Anton Wallner</td>
<td>Ultrasensitive single atom-counting for astrophysics and nuclear technology</td>
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<tr>
<td>A W Howard Memorial Trust</td>
<td>Mr Craig Stewart</td>
<td>Structural elucidation and mode of action of the bioactive metabolites associated with photosensitisation in livestock grazing the pasture legume Biserrula pelecinus L</td>
<td>$26,666</td>
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<tr>
<td>Primary Funds Provider</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Ms Janice Scealy</td>
<td>Statistics for manifold-valued data</td>
<td>$369,075</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof John Campbell</td>
<td>A theory of communicative practices within financial IDS communities</td>
<td>$402,952</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Xin Meng</td>
<td>Inequality of health, wealth and education in China</td>
<td>$408,916</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Timothy Kam</td>
<td>Monetary Policy, Redistribution and Endogenous Asset Market Incompleteness</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Heather Roberts</td>
<td>The Ideal Judge</td>
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### Other Non-College Academic

<table>
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<tr>
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<th>Title</th>
<th>Total Amount Awarded</th>
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<tbody>
<tr>
<td>Commonwealth Department of Education and Training</td>
<td>  Kira Scaife</td>
<td>Conservation and management of an endangered refugee species: the forty-spotted pardalote</td>
<td>$26,500</td>
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<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>  Douglas Robertson</td>
<td>2017 NHMRC Equipment Grant</td>
<td>$88,883</td>
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<tr>
<td>Date</td>
<td>Venue</td>
<td>Host area</td>
<td>Description of event</td>
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<tr>
<td>9 November</td>
<td>Chancelry Building</td>
<td>National Security College</td>
<td>Nuclear Weapons roundtable discussion. Attended by Mr Piotr Buszta, Chargé d'Affaires of Poland</td>
</tr>
<tr>
<td>9 November</td>
<td>Crawford School of Public Policy</td>
<td>National Security College</td>
<td>John Gee Memorial reception and public lecture delivered by Professor Scott D Sagan on <em>The Korean missile crisis</em>.</td>
</tr>
<tr>
<td>9 November</td>
<td>Hedley Bull Building</td>
<td>ANU School of Culture, History and Language</td>
<td>Launch of the ANU School of Culture, History and Language Exhibition. Attended by: o South Korean Ambassador o Malaysian Ambassador o Ecuadorian Ambassador o United Arab Emirates Ambassador o Cypriot Ambassador</td>
</tr>
<tr>
<td>14 November</td>
<td>Copland Building</td>
<td>Strategic Communications and Public Affairs</td>
<td>Meet the Author event with Chris Masters and Peter Leahy. 240 people attended.</td>
</tr>
<tr>
<td>15 November</td>
<td>Crawford School of Public Policy</td>
<td>National Security College</td>
<td>Public lecture on <em>Protecting your Achilles’ heel: cyber security lessons for critical infrastructure</em> delivered by Brigadier General (Rtd) Greg Touhill. Attended by: o Czech Republic Ambassador o Argentinian Ambassador</td>
</tr>
<tr>
<td>16 November</td>
<td>University House</td>
<td>ANU College of Law</td>
<td>Acting Vice-Chancellor Professor Shirley Leitch hosted reception for 25 Californian Superior Court Judges.</td>
</tr>
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<td>16 November</td>
<td>Crawford School of Public Policy</td>
<td>Crawford School of Public Policy</td>
<td>Public lecture on <em>Rethinking Finance: a new portfolio approach</em> delivered by Shadow Minister for Finance Dr Jim Chalmers.</td>
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<td>18 November</td>
<td>Coombs Building</td>
<td>ANU Film Group and Embassy of Colombia</td>
<td>Public film screening of <em>Ciro Guerra</em>. Attended by Colombian Embassy.</td>
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<td>20 November</td>
<td>John Curtin School of Medical Research</td>
<td>John Curtin School of Medical Research</td>
<td>Vice-Chancellor opened the 2017 Fenner Conference and introduced Chief Scientist Dr Alan Finkel.</td>
</tr>
<tr>
<td>22 November</td>
<td>University House</td>
<td>Human Resources</td>
<td>Vice-Chancellor hosted the Staff Excellence Awards.</td>
</tr>
<tr>
<td>23 November</td>
<td>Hedley Bull Building</td>
<td>ANU Gender Institute</td>
<td>Public lecture <em>Prosecute; don’t perpetrate</em> delivered by Ms Gai Brodtmann, Federal Member for Canberra and the Shadow Assistant Minister for Cyber Security and Defence.</td>
</tr>
<tr>
<td>23 – 24 November</td>
<td>ANU Centre for Arab and Islamic Studies</td>
<td>ANU Centre for Arab and Islamic Studies</td>
<td>In their words/in our words conference. Attended by Ambassadors from the Middle East region.</td>
</tr>
</tbody>
</table>

**SIGNIFICANT GRANTS & CONSULTANCIES, VISITS & EVENTS**
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Attendee/Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>28 November</td>
<td>Mount Stromlo Observatory</td>
<td>Vice-Chancellor attended the National Conversation on the Australian Space Industry.</td>
</tr>
<tr>
<td>28 November</td>
<td>ANU Pop-Up Village</td>
<td>Vice-Chancellor hosted the 2017 ANU Media Awards. 120 people attended.</td>
</tr>
<tr>
<td>29 November</td>
<td>Copland Building</td>
<td>Vice-Chancellor delivered welcome address at ANU Energy Update. Attended by: 300 people</td>
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<tr>
<td></td>
<td>ANU Energy Institute</td>
<td>Key speakers:</td>
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<tr>
<td></td>
<td></td>
<td>- Dr Alan Finkel, Chief Scientist</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Dr Mike Kelly, Member for Eden Monaro</td>
</tr>
<tr>
<td>29 November</td>
<td>Copland Building</td>
<td>Professor Mick Cardew-Hall opened the Solar Oration. Attended by: 200 people Key</td>
</tr>
<tr>
<td></td>
<td>ANU Energy Institute</td>
<td>speakers:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Mr Shane Rattenbury, ACT Minister for Climate Change and Sustainability; and</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Ms Audrey Zibelman, CEO of the Australian Energy Market Operator</td>
</tr>
<tr>
<td>29 November</td>
<td>Hedley Bull Building</td>
<td>2017 Anthony Low Commonwealth Lecture on Legacies of Partition, South Asia at Seventy</td>
</tr>
<tr>
<td>1 December</td>
<td>Manuka Oval</td>
<td>Vice-Chancellor attended and spoke at the DFAT Senior Executive Leaders workshop.</td>
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<tr>
<td>4 December</td>
<td>JG Crawford Building</td>
<td>Vice-Chancellor delivered welcome address at the 2017 Mitchell Oration delivered by Dr</td>
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<tr>
<td></td>
<td>Crawford School of Public Policy</td>
<td>Ngozi Okonjo-Iweala.</td>
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<tr>
<td>5 December</td>
<td>College of Business &amp; Economics</td>
<td>Forum and dinner on international student loan systems facilitated by Professor Bruce</td>
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<td></td>
<td>Strategic Communications and Public Affairs</td>
<td>Chapman. Attended by the Vice-Chancellor and Deputy Vice-Chancellor (Global Engagement).</td>
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<tr>
<td></td>
<td></td>
<td>- The Hon. John Dawkins, former Finance Minister of Australia;</td>
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<td>- Mr Pedro Pedrosa, Director at the National Fund for the Development of Education;</td>
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<td>- Mr Vicente de Paula Almeida Júnior, Director for Higher Education Policies and</td>
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<td>Programmes at the Secretariat for Higher Education (SESu) at the Ministry of</td>
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<td>- Mr Rogerio Saab, Caixa;</td>
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<td>- Mr Ichiro Takahashi, First Secretary, Embassy of Japan;</td>
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<td>- Mr Tadayuki Miyashita, Minister, Embassy of Japan;</td>
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<td>- Mr Fernando Acosta Díaz; Head of Mission, Embassy of Paraguay;</td>
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<td>- Mr Carlos Zambrano, Embassy of Paraguay;</td>
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<td>- His Excellency Miguel Palomino de la Gala, Ambassador, Embassy of the Republic of</td>
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<td>Peru;</td>
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<td>- Mr Luis Moya, Third Secretary, Embassy of the Republic of Peru; and</td>
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<td>- Mr Goncalves Ferreira Maia Filho, First Secretary; Head of the Education and</td>
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<td>Technology, Embassy of Brazil.</td>
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<td>6 December</td>
<td>National Press Club</td>
<td>Office of the Vice-Chancellor/Strategic Communications and Public Affairs</td>
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<td>7 December</td>
<td>National Gallery of Australia</td>
<td>ANU College of Business and Economics</td>
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<td>8 December</td>
<td>China in the World Building</td>
<td>Strategic Communications and Public Affairs</td>
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<td>9 December</td>
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<td>Strategic Communications and Public Affairs</td>
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<td>Mount Stromlo Observatory</td>
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<td>Llewellyn Hall</td>
<td>Graduation Office</td>
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<tr>
<td>14 December</td>
<td>University House</td>
<td>Office of the Chancellor/Graduation Office</td>
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<tr>
<td>15 December</td>
<td>Vice-Chancellor’s Residence</td>
<td>Office of the Vice-Chancellor</td>
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<tr>
<td>18 December</td>
<td>JG Crawford Building</td>
<td>Research School of Astronomy and Astrophysics</td>
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<tr>
<td>20 December</td>
<td>University House</td>
<td>Office of the Vice-Chancellor</td>
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</tbody>
</table>
THE AUSTRALIAN NATIONAL UNIVERSITY

Research Awards Rule 2017

I, Professor Brian P. Schmidt, Vice-Chancellor, make the following rule.

Dated 11 December 2017

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
Contents

Part 1— Preliminary ................................................................................................... 1

Division 1.1— General .............................................................................................. 1

1 Name ...................................................................................................................... 1
2 Commencement ...................................................................................................... 1
3 Authority ............................................................................................................... 1
4 Definitions ............................................................................................................. 1
5 Application of instrument to programs ............................................................... 2

Division 1.2— Important concepts .......................................................................... 2

6 Research awards .................................................................................................. 2
7 What is research awards generally ...................................................................... 2
8 What is a unit ......................................................................................................... 3

Part 2— Research degrees ....................................................................................... 4

10 Research degrees conferred by University ......................................................... 4
11 Joint or dual programs with other institutions etc. .............................................. 4

Part 3— Program admissions, enrolments and transfers ........................................ 5

Division 3.1— Admission requirements and limitations: research awards .............. 5

12 Minimum qualification requirement: doctoral programs .................................. 5
13 Minimum qualification requirement: Master of Philosophy ............................. 5
14 English language and other program requirements .......................................... 5
15 Limits on places in programs .............................................................................. 5

Division 3.2— Admission process: research awards ................................................ 5

16 Application for admission ................................................................................... 5
17 Decision on application for admission ................................................................. 6
18 Admission having regard to minimum admission requirements ...................... 6
19 Admission for certain staff members of University ......................................... 7
20 False or misleading statements in applications for admission etc. ................... 7

Division 3.3— Pre-enrolment process: research awards .......................................... 8

21 Pre-enrolment action by Delegated Authority .................................................. 8

Division 3.4— Program commencement: research awards .................................... 9

22 Program commences on enrolment ................................................................. 9

Division 3.5— Program transfers: research awards ................................................. 9

23 Transfer between programs .............................................................................. 9

Part 4— Program requirements ............................................................................. 10

Division 4.1— Credit ............................................................................................... 10

24 Granting credit .................................................................................................. 10
25 Limits on granting credit ................................................................................... 10

Division 4.2— Program content ............................................................................. 10

26 Program components ....................................................................................... 10
27 Research component ......................................................................................... 10
28 Coursework component .................................................................................... 11
Division 4.3— Undertaking the program................................................................. 11

Program progress .......................................................................................... 11
Standard program enrolment ......................................................................... 11
Standard program duration: doctoral programs ........................................... 11
Standard program duration: Master of Philosophy ....................................... 12
Place where program must be undertaken ..................................................... 12
Revocation of approval to undertake program outside University ............... 13
Total minimum period of attendance at University campus during program .... 13
Minimum period of attendance at University campus during a year ............ 14
Program leave of absence ............................................................................ 15
Program extension ......................................................................................... 15

Division 4.4— Other program requirements.................................................... 16

Language of instruction ................................................................................. 16
Other studies .................................................................................................. 16
Employment ................................................................................................... 17

Division 4.5— Ending of program..................................................................... 17

Withdrawal from program ............................................................................ 17
Maximum period for completion: basic maximum period .............................. 17
Maximum period for completion of program: reduction of maximum period .... 18
Maximum period for completion of program: extension of maximum period .... 18
Ending of program at end of maximum period for completion ..................... 19
Termination of program ............................................................................... 19

Part 5— Supervision........................................................................................ 21

Purpose of Part 5 ............................................................................................. 21
Supervisory panel and supervisors ................................................................. 21
Appointment of supervisors .......................................................................... 21
Particular responsibilities of primary supervisor and chair ............................ 22
General responsibilities of members of supervisory panel etc. ....................... 22
Temporary supervisory arrangements ............................................................ 23

Part 6— Assessment ......................................................................................... 24

Division 6.1— Reviews..................................................................................... 24

Reviews of progress ...................................................................................... 24
Action after review ....................................................................................... 24

Division 6.2— Thesis........................................................................................ 24

Purpose of Division 6.2................................................................................... 24
General thesis requirements ......................................................................... 24
Form of thesis for examination ..................................................................... 25
Submission of thesis ..................................................................................... 25
Request for non-disclosure of thesis ............................................................... 25

Division 6.3— Examination methods ............................................................... 26

Purpose of Division 6.3................................................................................... 26
Examination of research .............................................................................. 26
Application of Assessment Rule .................................................................. 26
Assessment of clinical or professional practice ........................................... 26
Examination of program with research and coursework components .......... 26
Examinations must be in English ................................................................. 27

Division 6.4— Thesis examiners ..................................................................... 27
Division 6.5—Examination reports ................................................................. 29
Division 6.6—Further examination of thesis .................................................. 30
Division 6.7—Outcome of thesis examination .................................................. 32
Division 6.8—Retention and availability of thesis ............................................. 37
Part 7—Reviews and appeals ...................................................................... 38
Division 7.1—Reviews of reviewable decisions .............................................. 38
Division 7.2—Appeals against appealable decisions ......................................... 41
Part 8—Miscellaneous ................................................................................. 45
<table>
<thead>
<tr>
<th>Page</th>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>108</td>
<td>Delegation by Deputy Vice-Chancellor</td>
<td>46</td>
</tr>
<tr>
<td>109</td>
<td>Power to make orders</td>
<td>46</td>
</tr>
<tr>
<td>110</td>
<td>Repeal etc.</td>
<td>47</td>
</tr>
<tr>
<td>111</td>
<td>Commencement of existing programs</td>
<td>47</td>
</tr>
<tr>
<td>112</td>
<td>Maximum period for completion: transitional</td>
<td>47</td>
</tr>
<tr>
<td>113</td>
<td>Transitional modifications on student application</td>
<td>47</td>
</tr>
<tr>
<td>114</td>
<td>Advisers</td>
<td>48</td>
</tr>
</tbody>
</table>
Part 1—Preliminary

Division 1.1—General

1 Name

This is the Research Awards Rule 2017.

2 Commencement

This instrument commences on 1 January 2018.

3 Authority

This instrument is made under section 9.5 of the Vice-Chancellorship Statute 2013.

4 Definitions

In this instrument:

appealable decision: see section 98.

approved form means a form approved under section 104 (Approved forms).

Associate Dean, for an ANU College, means an Associate Dean appointed under the ANU College Governance Rules by the College Dean for the college.

course means a subject of scholarly study taught:
(a) in a connected series of classes or demonstrations; or
(b) by means of practical work, including, for example, the production by students of essays, theses or case studies or the attendance and participation by students in seminars or workshops; or
(c) by clinical or professional practice.

coursework means the courses, and other written or oral work (if any), undertaken by a student for the coursework component (if any) of a program for a research award.

[Note: The content of the coursework component of a program for a research award is approved by the Delegated Authority under s 28 (Coursework component).]

credit: see section 8.

Delegated Authority, in relation to a program offered by an ANU College for a research award, means a person who is appointed under section 106 (Appointment etc. of Delegated Authorities) as a Delegated Authority for the program.

exercise a function includes perform the function.

function includes duty and power.

in alternative format: a thesis is in alternative format if it includes video recordings, film or other works of visual or sonic arts, computer software, digital material or other non-written material.

order means an order made under or for the purposes of this instrument.
person affected:
(a) by an appealable decision: see section 99; or
(b) by a reviewable decision: see section 93.

professional doctorate means a Doctor of Juridical Science or a Doctor of Psychology (Clinical).

research award: see section 6.

reviewable decision: see section 92.

this instrument includes the orders.

unit: see section 9.

working day means a day that is not a Saturday, a Sunday, a public holiday in the Australian Capital Territory, or a University holiday.

Note: The Australian National University (Interpretation) Statute defines the following terms that are relevant to this instrument:
• ANU College
• College Dean.

5 Application of instrument to programs

This instrument applies to programs for research awards and other programs:
(a) that were commenced, but had not ended, before the commencement of this instrument; or
(b) that are commenced after the commencement of this instrument.

Division 1.2—Important concepts

6 Research awards

A research award is a degree that, under section 10 (Research degrees conferred by University), may be conferred by the University.

7 Programs for research awards generally

(1) A student must undertake a program for a research award in accordance with this instrument, and any order applying to the program, to qualify for a research award.

(2) The program may:
(a) consist of research or research and coursework; and
(b) be undertaken by full-time or part-time study.

8 What is credit

For a person admitted to be enrolled, or enrolled, in a program for a research award, credit is the recognition, towards completion of the program, of:
(a) a course, or other relevant graduate or undergraduate studies, undertaken at the University or another university or tertiary education institution otherwise than as part of the program; or
(b) clinical or professional experience;
and includes advanced standing and recognition of prior learning.

9  What is a unit

(1) A unit is a measure of the work undertaken, or required to be undertaken, by a student for a program for a research award.

(2) One unit is equivalent to:
   (a) 1 week, if the program is being undertaken full-time; and
   (b) 2 weeks, if the program is being undertaken part-time.
Part 2—Research degrees

10 Research degrees conferred by University

(1) This section specifies under section 3 of the Programs and Awards Statute 2013 the research degrees that the University may confer.

(2) The University may confer the following research degrees:
   (a) Doctor of Philosophy (PhD); 
   (b) Doctor of Philosophy (Clinical Psychology) (PhD); 
   (c) Doctor of Juridical Science (SJD); 
   (d) Doctor of Psychology (Clinical) (DPsych(Clinical)); 
   (e) Master of Philosophy (MPhil).

(3) The University may confer a research degree jointly with another university or institution with which it has an agreement for the joint conferral of research degrees.

(4) In this section:

   research degree means:
   (a) the degree of Doctor of Philosophy or a professional doctorate by research; or
   (b) the degree of Master of Philosophy.

11 Joint or dual programs with other institutions etc.

(1) A provision of this instrument or an order has no effect to the extent to which it is inconsistent with an agreement between the University and another university or institution that makes provision for or in relation to joint or dual programs offered by them (including cotutelle), or the joint or dual conferral of degrees or other awards by them, for students or a particular student.

(2) For subsection (1), a provision of this instrument is not inconsistent with a provision of an agreement mentioned in that subsection to the extent to which both provisions can operate concurrently.
Part 3—Program admissions, enrolments and transfers

Division 3.1—Admission requirements and limitations: research awards

12 Minimum qualification requirement: doctoral programs

The minimum qualification requirement for admission to a program for a Doctor of Philosophy or professional doctorate is:
(a) a degree of bachelor with first class honours, or upper second class honours, from an Australian university; or
(b) another qualification that the Delegated Authority is satisfied is equivalent or superior to a degree mentioned in paragraph (a); or
(c) a combination of qualifications and professional experience that the Delegated Authority is satisfied is equivalent or superior to a degree mentioned in paragraph (a).

13 Minimum qualification requirement: Master of Philosophy

The minimum qualification requirement for admission to a program for a Master of Philosophy is:
(a) a degree of bachelor, with an overall grade of distinction or higher, from an Australian university; or
(b) another qualification that the Delegated Authority is satisfied is equivalent or superior to a degree mentioned in paragraph (a); or
(c) a combination of qualifications and professional experience that the Delegated Authority is satisfied is equivalent or superior to a degree mentioned in paragraph (a).

14 English language and other program requirements

The Deputy Vice-Chancellor may, in writing, determine English language and other requirements (including higher qualification requirements) for admission to a program for a research award.

15 Limits on places in programs

The College Dean for an ANU College may, in writing, determine the maximum number of students that may be admitted in any period to a program offered by the college for a research award.

Division 3.2—Admission process: research awards

16 Application for admission

(1) A person may apply to the Registrar to be admitted to a program for a research award.

(2) The application must:
(a) be in writing; and
(b) state the program for which admission is sought; and
(c) include complete details of the person’s qualifications and, if relevant, professional experience.
17 Decision on application for admission

(1) This section applies if a person makes an application under section 16 for admission to a program for a research award.

(2) The Delegated Authority must decide the application.

(3) However, the Delegated Authority may, by written notice given to the applicant, require the applicant to provide any information or document that the Delegated Authority reasonably needs to decide the application.

(4) If the Delegated Authority requires the applicant to provide information or a document, the Delegated Authority need not consider the application until the applicant complies with the requirement.

(5) After the Delegated Authority decides the application, the Registrar must, by written notice given to the applicant, tell the applicant:
   (a) whether the applicant has been admitted to the program; and
   (b) if the applicant has been admitted to the program—about any conditions imposed by the Delegated Authority on the applicant’s admission.

[Note: A decision not to admit the applicant to the program is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(6) If the Delegated Authority does not admit the applicant to the program, the Registrar’s notice must include, or be accompanied by, a statement of reasons for the decision.

18 Admission having regard to minimum admission requirements

(1) The Delegated Authority may, under this subsection, admit the applicant to the program for the research award if satisfied that the applicant meets the following requirements (the admission requirements):
   (a) the minimum qualification requirement applying to the program under section 12 (Minimum qualification requirement: doctoral programs) or section 13 (Minimum qualification requirement: Master of Philosophy); and
   (b) the English language and other requirements (if any) determined for admission to the program under section 14 (English language and other program requirements).

(2) To remove any doubt, the Delegated Authority is not obliged to admit the applicant to the program under subsection (1) even if the Delegated Authority is satisfied that the applicant meets the admission requirements.

(3) Despite subsection (1), the Delegated Authority must refuse to admit the applicant to the program under that subsection if the admission of the applicant to the program would result in the number of students being admitted to the program in any period exceeding the maximum number of students determined under section 15 (Limits on places in programs) for the program for the period.

(4) Also, despite subsection (1), the Delegated Authority:
(a) may admit the applicant to the program under this subsection even though the Delegated Authority is not satisfied that the applicant meets the admission requirements; but

(b) if the Delegated Authority admits the applicant to the program under this subsection, the Delegated Authority may impose conditions on the admission.

(5) This section is subject to section 20 (False or misleading statements in applications for admission etc.).

19 Admission for certain staff members of University

(1) The Delegated Authority may, under this section, admit the applicant to the program for the research award if:

(a) the program is for the degree of Doctor of Philosophy; and

(b) the applicant is a staff member of the University and, during the previous 10 years, has been employed as a staff member of the University for a total of at least 3 years; and

(c) the applicant meets the minimum qualification requirement applying under section 12 (Minimum qualification requirement: doctoral programs); and

(d) the Delegated Authority is satisfied that the applicant has made a substantial contribution to scholarship, in a discipline relevant to the program, by published work of which the applicant is the author or joint author and that is proposed to be incorporated by compilation into the applicant’s thesis for the program.

(2) To remove any doubt, the Delegated Authority is not obliged to admit the applicant to the program under this section even if the Delegated Authority is satisfied that the applicant meets the admission requirements.

(3) Despite subsection (1), the Delegated Authority must refuse to admit the applicant to the program under this section if the admission of the applicant to the program would result in the number of students being admitted to the program in any period exceeding the maximum number of students determined under section 15 (Limits on places in programs) for the program for the period.

(4) This section is subject to section 20 (False or misleading statements in applications for admission etc.).

20 False or misleading statements in applications for admission etc.

(1) This section applies if the Delegated Authority suspects, on reasonable grounds, that an applicant for admission to a program for a research award has in, or in connection with, the applicant’s application:

(a) made a statement, or provided information, (whether orally, in a document or in any other way) that was false or misleading in a material particular; or

(b) provided a document that was false or misleading in a material particular.

(2) The Delegated Authority must:

(a) immediately report the Delegated Authority’s suspicion (the reported matter), and the reasons for it, under the Discipline Rule; and

(b) if the applicant has not been enrolled in the program—the Delegated Authority must take action under subsection (3), (4) or (6), as appropriate.
(3) If the Delegated Authority has not finally decided the application, the Delegated Authority must refuse to consider, or further consider, the application until the reported matter has been finally dealt with under the Discipline Rule.

(4) If the Delegated Authority has refused to admit the applicant to the program, the applicant has applied for review the Delegated Authority’s decision and the Associate Dean has not finally dealt with the application for review, the Delegated Authority must immediately tell the Associate Dean of the Delegated Authority’s suspicion and the reasons for it.

(5) The Associate Dean must refuse to deal, or further deal, with the application for review until the reported matter has been finally dealt with under the Discipline Rule.

(6) If a decision has been made to admit the applicant to the program but the applicant has not been enrolled in the program, the Delegated Authority must immediately tell the Registrar about the Delegated Authority’s suspicion and the reasons for it.

(7) The Registrar must not enrol the applicant in the program until the reported matter has been finally dealt with under the Discipline Rule.

(8) This section is also additional to, and does not limit:
   (a) any power of the Delegated Authority, Associate Dean or Registrar otherwise than under this section; or
   (b) the Discipline Rule.

[Note: The Discipline Rule includes provisions for dealing with misconduct, including knowingly making false or misleading statements to the University or to an officer or employee of the University.]

Division 3.3—Pre-enrolment process: research awards

21 Pre-enrolment action by Delegated Authority

(1) This section applies if a person is admitted to a program for a research award.

(2) Before the person is enrolled in the program, the Delegated Authority:
   (a) may make a determination under subsection (3); and
   (b) may make a determination under subsection (4); and
   (c) may appoint provisional supervisors for the program; and
   (d) must, by written notice given to the person, tell the person:
      (i) about any matters determined under those subsections; and
      (ii) the names of any provisional supervisors appointed.

(3) The Delegated Authority may, in writing, determine the following:
   (a) requirements for the program;
   (b) the school or centre of the University in which the program is to be undertaken.

(4) The Delegated Authority may, in writing, determine the number of courses that the person may take in a semester, year or other teaching period.
Division 3.4—Program commencement: research awards

22 Program commences on enrolment

If a person is admitted to a program for a research award, the program commences on the day the person is enrolled in the program.

Division 3.5—Program transfers: research awards

23 Transfer between programs

(1) This section applies if:
   (a) a person is enrolled in a program for a research award (the *existing program*); and
   (b) the person wishes to transfer from that program to a program for another research award (the *new program*).

(2) The person may apply, in writing, to the Delegated Authority for the new program for approval to transfer from the existing program to the new program.

[Note: If a form is approved under s 104 (Approved forms) for this provision, the form must be used.]

(3) Within 20 working days after the day the application is made to the Delegated Authority, the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the person, tell the person:
      (i) whether the transfer has been approved; and
      (ii) if the transfer is approved—about any conditions imposed by the Delegated Authority on the transfer.

(4) If the Delegated Authority approves the transfer:
   (a) the person is taken to have withdrawn from the existing program; and
   (b) the person is taken to have been admitted to the new program; and
   (c) any conditions imposed on the transfer are taken to be conditions imposed on the person’s admission to the new program.
Part 4—Program requirements

Division 4.1—Credit

24 Granting credit

(1) A student admitted to be enrolled, or enrolled, in a program for a research award may apply, in writing, to the Delegated Authority to be granted credit towards completion of the program.

(2) The Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student whether the credit sought has been granted.

[Note: A decision not to grant credit is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(3) If the Delegated Authority refuses to grant the credit applied for, the notice must include, or be accompanied by, a statement of reasons for the decision.

(4) In granting credit under subsection (1), the Delegated Authority must comply with section 25.

25 Limits on granting credit

(1) The Associate Dean for an ANU College may, in writing, decide the limits within which credit may be granted under section 24(1) to students admitted to be enrolled, or enrolled, in a program offered by the college for a program for a research award.

(2) Without limiting subsection (1), credit must not be granted to a student for a course or other studies, or for clinical or professional experience, completed more than 5 years before the day the student first applied under section 24(1) for credit for the studies or experience, unless the Associate Dean, on the written application of the student, directs that credit should be granted for the studies or experience.

(3) If a student applies under subsection (2), the Associate Dean must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student the decision made on the application.

Division 4.2—Program content

26 Program components

The program of a student for a research award must include a research component and may include a coursework component.

27 Research component

(1) The research component of a student’s program for a research award must:
   (a) represent at least two-thirds of the number of units of study required for the program; and
(b) consist of research into a topic or topics approved, in writing, by the Delegated Authority.

(2) The Delegated Authority may approve more than 1 topic only if satisfied the topics have a reasonable relationship with each other.

28 Coursework component

The coursework component (if any) of a student’s program for a research award must:
(a) not represent more than one-third of the number of units of study required for the program; and
(b) consist of courses, clinical or professional practice, or both courses and clinical or professional practice, approved, in writing, by the Delegated Authority.

29 Program standard requirements

(1) To complete the requirements of a program for a research award successfully, the student must pass the research component, and any coursework, at the standard determined, in writing, by the Delegated Authority for students undertaking the program or for the particular student.

(2) For a program with a coursework component, a determination under this section may require the student to pass any course or clinical or professional practice at the determined standard before the student’s thesis for the research component is examined.

Division 4.3—Undertaking the program

30 Program progress

A student enrolled in a program for a research award must make progress in the program to the Delegated Authority’s satisfaction.

31 Standard program enrolment

(1) The standard enrolment for a student for a program for a research award is 48 weeks, and the required number of units of study, for each year of the program.

(2) The required number of units of study, for each year of the program, is:
(a) for a program undertaken by full-time study—48; or
(b) for a program undertaken by part-time study—24.

32 Standard program duration: doctoral programs

(1) Completion of a standard program for a Doctor of Philosophy or professional doctorate requires the student to be enrolled for:
(a) a minimum of 96 units (which is equivalent to enrolment for 2 years full-time or 4 years part-time); and
(b) a maximum of 192 units (which is equivalent to enrolment for 4 years full-time or 8 years part-time).

(2) However, the Deputy Vice-Chancellor may, in writing, approve:
(a) a different minimum enrolment period for this section for students undertaking a particular program; or
(b) a different maximum enrolment period for this section for students undertaking a particular program.

(3) Also, a student admitted to a program for a Doctor of Philosophy under section 19 (Admission for certain staff members of University) is required to be enrolled for a minimum of 24 units (which is equivalent to enrolment for 6 months full-time or 12 months part-time) to prepare the student’s work for incorporation by compilation into the student’s thesis and for the thesis to be submitted and examined, unless the Delegated Authority, in writing, approves a different minimum enrolment period for this section for the student.

(4) For this section, leave of absence granted to the student under section 38 (Program leave of absence) is to be disregarded in working out how long the student has been enrolled.

33 Standard program duration: Master of Philosophy

(1) Completion of a standard program for a Master of Philosophy requires the student to be enrolled for:

(a) a minimum of 48 units (which is equivalent to enrolment for 1 year full-time or 2 years part-time); and

(b) a maximum of 96 units (which is equivalent to enrolment for 2 years full-time or 4 years part-time).

(2) However, the Deputy Vice-Chancellor may, in writing, approve:

(a) a different minimum enrolment period for this section for students undertaking a particular program; or

(b) a different maximum enrolment period for this section for students undertaking a particular program.

(3) For this section, leave of absence granted to the student under section 38 (Program leave of absence) is to be disregarded in working out how long the student has been enrolled.

34 Place where program must be undertaken

(1) A student enrolled in a program for a research award must undertake the program at a campus of the University.

(2) However, the Delegated Authority may, on the written application of the student and in writing, approve the student undertaking all or part of the program outside the University.

(3) The Delegated Authority must not give an approval under subsection (2) unless satisfied:

(a) if all or part of the program is proposed to be undertaken outside the University at another university or other tertiary education institution—that all of the following requirements will be met:

(i) any coursework proposed to be undertaken at the tertiary education institution as part of the program will be substantially comparable in quality to equivalent coursework offered by the University for the program (or comparable programs);

(ii) the tertiary education institution will have satisfactory research facilities available to the student for the program;

(iii) all reviews under section 55 (Reviews of progress) of the student’s progress in the program will be satisfactorily completed; and
(b) if all or part of the program is proposed to be undertaken outside the University otherwise than at another university or other tertiary education institution—that all of the following requirements will be met:

(i) supervision arrangements will be available to the student for the program that will be substantially comparable in quality to supervision arrangements that will be available to the student for the program when the student is at the University;

(ii) the student will have access to satisfactory resources to undertake the program;

(iii) all reviews under section 55 of the student’s progress in the program will be satisfactorily completed.

(4) If the student applies under subsection (2) for approval for the student to undertake all or part of the program outside the University, the Delegated Authority must:

(a) decide the application; and

(b) by written notice given to the student, tell the student whether the approval is given.

[Note: A decision not to approve the student undertaking all or part of the program outside the University is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(5) If the Delegated Authority refuses to give the approval, the notice must include, or be accompanied by, a statement of reasons for the decision.

35 Revocation of approval to undertake program outside University

(1) This section applies to a student if an approval is in force for the student under section 34(2) (Place where program must be undertaken).

(2) If the student fails to satisfactorily complete a review of progress under section 55 (Reviews of progress), the Delegated Authority may, by written notice given to the student, revoke the approval.

[Note: A decision to revoke the approval is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(3) If the Delegated Authority revokes the approval, the notice must include, or be accompanied by, a statement of reasons for the decision.

36 Total minimum period of attendance at University campus during program

(1) While a student is undertaking a program for a research award, the student must attend a campus of the University for a minimum period, in total, of:

(a) for a Doctor of Philosophy or professional doctorate—72 units (which is equivalent to attendance for 18 months full-time or 36 months part-time); or

(b) for a Master of Philosophy—48 units (which is equivalent to attendance for 1 year full-time or 2 years part-time).

(2) However, subsection (1) is subject to any approval that is in force for the student under section 34(2) (Place where program must be undertaken).

(3) If the Delegated Authority revokes the approval under section 35 (Revocation of approval to undertake program outside University), the Delegated Authority may, on the written application of the student and in exceptional circumstances, reduce the minimum period applying to the student under subsection (1).
(4) If the student applies under subsection (3) for a reduction of the period applying to the student under subsection (1), the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student whether the period is reduced.

[Note: A decision to refuse to reduce the period is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(5) If the Delegated Authority refuses to grant the reduction applied for, the notice must include, or be accompanied by, a statement of reasons for the decision.

(6) For this section, leave of absence granted to the student under section 38 (Program leave of absence) is to be disregarded in working out how long the student has attended a campus of the University.

### 37 Minimum period of attendance at University campus during a year

(1) This section applies to a student if an approval is in force for the student under section 34(2) (Place where program must be undertaken).

(2) The student must, during each year of the program while the approval is in force, attend a campus of the University for a minimum period, in total, of:
   (a) for a full-time student—4 units (which is equivalent to full-time attendance for 4 weeks); and
   (b) for a part-time student—2 units (which is equivalent to part-time attendance for 4 weeks).

(3) However, the Delegated Authority may, on the application of the student or on the Delegated Authority’s own initiative and in writing, vary the period that the student must, under subsection (2), attend a campus of the University during a particular year, or each year, while the student is undertaking the program, if the Delegated Authority is satisfied that the variation is justified in the particular circumstances applying to the student.

(4) If the student applies under subsection (3) to vary the period that the student must attend a campus of the University, the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student whether the variation has been made.

[Note: A decision not to vary the period the student must attend a campus of the University is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(5) If the Delegated Authority refuses to make the variation applied for, the notice must include, or be accompanied by, a statement of reasons for the decision.

(6) If the Delegated Authority varies, on the Delegated Authority’s own initiative, the period that the student must attend a campus of the University, the Delegated Authority must, by written notice given to the student, tell the student about the variation.

(7) For this section, leave of absence granted to the student under section 38 (Program leave of absence) is to be disregarded in working out how long the student has attended a campus of the University.
38 Program leave of absence

(1) The Delegated Authority may, on the written application of a student enrolled in a program for a research award and in writing, grant the student leave of absence from the program.

(2) However, leave of absence must not be granted to the student for less than 1 unit (which is equivalent to leave of absence for 1 week for a full-time student or 2 weeks for a part-time student).

(3) Also, a single leave of absence must not be granted to the student for more than:
   (a) for a full-time student—48 units (which is equivalent to leave of absence on a full-time basis for 48 weeks); and
   (b) for a part-time student—24 units (which is equivalent to leave of absence on a part-time basis for 48 weeks).

(4) To remove any doubt, subsection (3) does not prevent the Delegated Authority from granting to the student, in exceptional circumstances and on separate applications by the student, periods of leave of absence that exceed, in total, the limit applying to the student under that subsection.

(5) If the student applies under subsection (1) for leave of absence from the program, the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student whether the leave of absence applied for has been granted.

[Note: A decision not to grant a period of leave of absence is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(6) If the Delegated Authority refuses to grant the leave of absence applied for, the notice must include, or be accompanied by, a statement of reasons for the decision.

(7) Leave of absence granted to a student under this section does not count towards satisfying the requirements of the program.

39 Program extension

(1) The Delegated Authority may, on the written application of a student enrolled in a program for a research award and in writing, extend the maximum enrolment period applying to the student under section 32 (Standard program duration: doctoral programs) or section 33 (Standard program duration: Master of Philosophy).

(2) However, the Delegated Authority may grant an extension of the maximum enrolment period only if satisfied that the extension is justified because the student’s ability to complete the program within that period has been adversely affected by illness or any other circumstances outside the student’s control that the Delegated Authority considers should be taken into account.

(3) Also, an extension granted by the Delegated Authority must not result in the student’s maximum enrolment period going beyond maximum period under Division 4.5 (Ending of program) for completion of the program by the student.
(4) In addition, any extension granted by the Delegated Authority must be for the standard period unless the Delegated Authority is satisfied that another period would be more appropriate in the circumstances.

(5) If the student applies under subsection (1) for an extension of the maximum enrolment period, the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student whether an extension has been granted and, if so, the period of the extension.

[Note: A decision not to grant the extension applied for is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(6) If the Delegated Authority refuses to grant the extension applied for, the notice must include, or be accompanied by, a statement of reasons for the decision.

(7) In this section:

*standard period* means:
   (a) for a Doctor of Philosophy or professional doctorate—24 units (which is equivalent to 6 months full-time study or 12 months part-time study); or
   (b) for a Master of Philosophy—12 units (which is equivalent to 3 months full-time study or 6 months part-time study).

**Division 4.4—Other program requirements**

### 40 Language of instruction

A program for a research award must be undertaken in English unless, and to the extent that, the Deputy Vice-Chancellor decides otherwise in writing.

### 41 Other studies

(1) A student enrolled in a program for a research award must not undertake, or continue to undertake, any other studies at AQF level 5 or higher while the student is enrolled in the program unless the Delegated Authority, on the written application of the student and in writing, approves the student undertaking the studies while the student is enrolled in the program.

(2) If a student applies for an approval under subsection (1), the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student the decision made on the application.

[Note: A decision not to approve a student to undertake other studies is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(3) If the Delegated Authority refuses to approve the student undertaking the studies while the student is enrolled in the program, the notice must include, or be accompanied by, a statement of reasons for the decision.

(4) In this section:

*AQF* means the Australian Qualifications Framework as in force at the commencement of this section.

[Note: At the commencement of this section, the framework was accessible at www.aqf.edu.au.]
42 Employment

(1) This section applies in relation to a student’s review of progress under section 55 (Reviews of progress) if the student has been employed during the period (the review period) since:

(a) for the student’s first review in the program—the student’s enrolment in the program; or

(b) for a later review—the student’s last review.

(2) The student must, at the review, give the Delegated Authority an estimate of the student’s hours of employment during the review period.

Division 4.5—Ending of program

43 Withdrawal from program

(1) A student enrolled in a program for a research award may withdraw from the program by written notice given to the Delegated Authority.

(2) The student ceases to be enrolled in the program on the day the notice is given to the Delegated Authority or, if the notice states a later date of effect, on that date.

44 Maximum period for completion: basic maximum period

(1) The maximum period for completion of a program for a Doctor of Philosophy or professional doctorate by a student is:

(a) for a program undertaken by full-time study—5 years beginning on the day the program commences; or

(b) for a program undertaken by part-time study—10 years beginning on the day the program commences; or

(c) for a program undertaken partly by full-time study and partly by part-time study—5 years beginning on the day the program commences plus an additional period, not exceeding 5 years, determined by the Delegated Authority, by written notice given to the student, to take account of the proportionate period for which the program has been undertaken by part-time study.

[Note 1: Under s 22 (Program commences on enrolment), the program commences on the day the student is enrolled in the program.]

[Note 2: A decision determining a particular period under subsection (1)(c) or (2)(c) is reviewable under Division 7.1 (Reviews of reviewable decisions).]

(2) The maximum period for completion of a program for a Master of Philosophy by a student is:

(a) for a program undertaken by full-time study—3 years beginning on the day the program commences; or

(b) for a program undertaken by part-time study—6 years beginning on the day the program commences; or

(c) for a program undertaken partly by full-time study and partly by part-time study—3 years beginning on the day the program commences plus an additional period, not exceeding 3 years, determined by the Delegated Authority, by written notice given to the student, to take account of the proportionate period for which the program has been undertaken by part-time study.
(3) However, the maximum period provided under subsection (1) or (2) for completion of a program may be reduced under section 45 (Maximum period for completion of program: reduction of maximum period) or extended under section 46 (Maximum period for completion of program: extension of maximum period) (or both reduced and extended under those sections).

45 Maximum period for completion of program: reduction of maximum period

(1) This section applies if the Delegated Authority grants credit to a student towards completion of the student’s program for a research award.

(2) The Delegated Authority may, by written notice given to the student, reduce the maximum period for completion of the student’s program to take account of the credit granted.

[Note: A decision to reduce the maximum period for completion of a student’s program is reviewable under Division 7.1 (Reviews of reviewable decisions).]

46 Maximum period for completion of program: extension of maximum period

(1) A student enrolled in a program for a research award may apply, in writing, to the Associate Dean for an extension of the maximum period for completion of the student’s program.

(2) The Associate Dean must decide the application.

(3) The Associate Dean may extend the maximum period for completion of the student’s program if:
   (a) the Associate Dean is satisfied that the student will be unable to successfully complete the non-research component (if any) of the program, and submit the student’s thesis for the program for examination, within that period for all or any of the following reasons:
      (i) the student has been granted leave of absence under section 38 (Program leave of absence) from the program for medical reasons;
      (ii) the student has taken, or has been required to take, medical leave from the program under the Medical Leave Rules;
      (iii) infrastructure or facilities necessary for the student’s research for the program were not available to the student for a period;
      (iv) if the student has an Education Access Plan—changes were made to the student’s program to take account of the plan;
      (v) any other circumstances outside of the student’s control that the Associate Dean considers should be taken into account; and
   (b) the student’s primary supervisor certifies, in writing, that the student’s research topic remains feasible and has not been rendered invalid by the passage of time.

(4) However, the total period of any extensions granted to the student under subsection (3) must not exceed the total of all the periods in relation to which the Associate Dean considers that a reason mentioned in subsection (3)(a)(i) to (v) applies.

(5) Also, a single extension exceeding 1 year must not be granted to the student under subsection (3) and extensions exceeding 2 years in total must not be granted to the student under that subsection.
(6) Subject to the outcome of any appeal under Division 7.2 (Appeals against appealable decisions), the Associate Dean’s decision is final.

[Note: A student may appeal against a decision not to grant an extension of the maximum period for completion of the student’s program (see s 98).]

(7) The Registrar must, by written notice given to the student within 7 working days after the day the Associate Dean makes the decision, tell the student about the decision.

[Note: Section 105 (Service of notices etc.) sets out how the notice may be given.]

(8) If the Associate Dean refuses to give the extension sought, the notice must include or be accompanied by:

   (a) a statement of reasons for the decision; and
   
   (b) a statement to the effect that, subject to this instrument, the student may appeal against the decision; and
   
   (c) a statement setting out the procedure for making an appeal.

(9) Failure to comply with subsections (7) and (8) in relation to a decision does not affect the validity of the decision.

(10) To remove any doubt, the grant of leave of absence to the student under section 38 (Program leave of absence) does not, of itself, extend the maximum period for completion of the program by the student.

47 Ending of program at end of maximum period for completion

(1) A student’s program for a research award ends by force of this section at the end of maximum period for completion of the program by the student, and the student automatically ceases to be enrolled in the program, if, before the end of that period, the student has not:

   (a) successfully completed the non-research component (if any) of the program; and
   
   (b) submitted the student’s thesis for the program for examination.

(2) If the program ends under this section, the Delegated Authority must tell the student, in writing, as soon as practicable.

48 Termination of program

(1) The grounds for terminating under this instrument a student’s enrolment in a program for a research award are as follows:

   (a) that the student has not pursued the program to the Delegated Authority’s satisfaction;
   
   (b) that the student has otherwise contravened this instrument or an order applying to the student;
   
   (c) that the student has contravened a condition imposed by the Delegated Authority on the student’s admission to the program.

(2) If the Delegated Authority believes that a ground exists for terminating under this instrument the student’s enrolment in the program, the Delegated Authority may, in writing, recommend to the Associate Dean that the student’s enrolment be terminated.

(3) Before acting on the recommendation, the Associate Dean must, by written notice given to the student, tell the student:

   (a) about the recommendation; and
that the student may make representations, in the way specified in the notice, to the Associate Dean about the recommendation within the period specified in the notice.

(4) The notice:
   (a) may specify that representations must be made to the Associate Dean in writing or orally; and
   (b) if the notice specifies that any representations must be made in writing—must specify a period, of not less than 5 working days after the day the student is given the notice, within which the student may make written representations to the Associate Dean; and
   (c) if the notice specifies that any representations must be made in orally—must specify a place where, and a time (not earlier than 5 working days after the day the student is given the notice) when, the student may make oral representations to the Associate Dean.

(5) This section does not prevent the Associate Dean from, at any time, allowing representations to be made both in writing and orally or extending any period within which representations may be made.

(6) If, after considering any representations made by the student in accordance with this section, the Associate Dean is satisfied that a ground exists to terminate under this instrument the student’s enrolment in the program, the Associate Dean may terminate the student’s enrolment in the program.

(7) Subject to the outcome of any appeal under Division 7.2 (Appeals against appealable decisions), the Associate Dean’s decision is final.
   [Note: A student may appeal against a decision to terminate the student’s enrolment (see s 98).]

(8) If the Associate Dean decides that the student’s enrolment be terminated, the Registrar must, by written notice given to the student within 7 working days after the day the Associate Dean makes the decision, tell the student about the decision.
   [Note: Section 105 (Service of notices etc.) sets out how the notice may be given.]

(9) The notice must include or be accompanied by:
   (a) a statement of reasons for the decision; and
   (b) a statement to the effect that, subject to this instrument, the student may appeal against the decision; and
   (c) a statement setting out the procedure for making an appeal; and
   (d) a copy of the student’s results following any coursework and any other assessment during the program.

(10) Failure to comply with subsections (8) and (9) does not affect the validity of the decision to terminate the student’s enrolment.

(11) This section does not affect the termination of the student’s enrolment otherwise than under this instrument.
   [Note: The student’s enrolment could, for example, be terminated under the Academic Misconduct Rule or the Discipline Rule.]
Part 5—Supervision

49 Purpose of Part 5

This Part sets out the supervisory arrangements applying to a student enrolled in a program for a research award.

50 Supervisory panel and supervisors

(1) The student must have a supervisory panel.

(2) If the student is enrolled in a program for a Doctor of Philosophy or professional doctorate, the student must have a primary supervisor and at least 2 associate supervisors.

(3) If the student is enrolled in a program for a Master of Philosophy, the student must have a primary supervisor and at least 1 associate supervisor.

(4) The supervisory panel consists of a chair, the primary supervisor and the associate supervisor or supervisors.

(5) The chair, primary supervisor and associate supervisors are appointed, in writing, by the Delegated Authority.

(6) The primary supervisor or an associate supervisor may be appointed as the chair of the supervisory panel.

(7) If someone other than the primary supervisor or an associate supervisor is appointed as the chair of the supervisory panel, the person is also a supervisor of the student.

51 Appointment of supervisors

(1) The Delegated Authority must:

(a) ensure that there is a chair for the student’s supervisory panel within 1 month after the day the student is enrolled or, if the Delegated Authority determines a longer period in writing, the determined period; and

(b) in any event, make the initial appointments of the student’s supervisors within 3 months after the day the student is enrolled or, if the Delegated Authority determines a longer period in writing, the determined period.

(2) The primary supervisor must:

(a) hold a Doctor of Philosophy or have a combination of qualifications and professional experience that the Delegated Authority is satisfied is equivalent; and

(b) be a member of the academic staff of the University employed by the University full-time or part-time on at least a 50% basis or, if the Delegated Authority approves in writing in the particular circumstances of the case, an Emeritus Professor of the University; and

(c) be actively carrying out research and publishing in a relevant discipline area.

(3) If a person is already the primary supervisor for at least 6 students who are undertaking programs for research awards, the Delegated Authority may only appoint the person as the student’s primary supervisor after considering the norms for research supervision in the relevant discipline area and the person’s supervisory experience.
(4) If the primary supervisor is not the chair of the supervisory panel, the chair must:
   (a) hold a Doctor of Philosophy or have a combination of qualifications and professional experience that the Delegated Authority is satisfied is equivalent; and
   (b) be a member of the academic staff of the University employed by the University full-time or part-time on at least a 50% basis or, if the Delegated Authority approves in writing in the particular circumstances of the case, an Emeritus Professor of the University.

(5) An associate supervisor must hold an academic status, or honorary academic status, in the University.

(6) Despite subsections (2) to (5), the Delegated Authority may, with the written approval of the Associate Dean, appoint a person as primary supervisor, chair of the supervisory panel or associate supervisor even though the person is not otherwise eligible for appointment under this section.

(7) In appointing the supervisors, the Delegated Authority must, as far as practicable, ensure continuity in the student’s supervision throughout the program and, in particular, that the primary supervisor, the chair of the supervisory panel or both will be available to carry out their responsibilities in relation to the student until the end of the program.

52 Particular responsibilities of primary supervisor and chair

(1) The primary supervisor is responsible for academic oversight of the major research aspects of the student’s program.

(2) The chair of the supervisory panel is primarily responsible for coordinating all aspects of the student’s program and is responsible for calling meetings of the supervisory panel.

53 General responsibilities of members of supervisory panel etc.

(1) Each supervisor:
   (a) is responsible, with the other supervisors, for supervising:
      (i) all aspects of the student’s program; and
      (ii) the student’s compliance with this instrument and any order applying to the student; and
   (b) must advise the student on matters relevant to the program or assist the student to obtain appropriate advice on matters relevant to the program.

(2) However, the chair of the supervisory panel may, by written notice given to an associate supervisor and with the written approval of the Delegated Authority, limit the associate supervisor’s responsibilities under subsection (1) to particular aspects of the student’s program.

(3) In supervising the student, the supervisors must comply with the statutes, rules, orders and policies of the University.

(4) The supervisory panel must meet at least twice in each year.

(5) A supervisor must tell the Delegated Authority if the supervisor considers that the student:
   (a) is not pursuing the program satisfactorily; or
   (b) has contravened this instrument or an order applying to the student; or
has contravened a condition imposed by the Delegated Authority on the student’s admission to the program; or
(d) has not completed a required milestone.

54 Temporary supervisory arrangements

(1) The Delegated Authority is responsible for supervising the student from the student’s enrolment until the appointment of a person as primary supervisor or chair of the supervisory panel, whichever happens first.

(2) After the Delegated Authority ceases to be responsible for supervising the student under subsection (1), the Delegated Authority must, as far as practicable, ensure that there is at all times a primary supervisor, a chair of the supervisory panel or both.

(3) If, at any time after the Delegated Authority ceases to be responsible for supervising the student under subsection (1), there is neither a primary supervisor nor a chair of the supervisory panel, the Delegated Authority must, in writing, appoint an appropriately qualified person to act as supervisor.

(4) If, while the Delegated Authority is responsible for supervising the student under subsection (1) or a person is acting as supervisor under subsection (3), the Delegated Authority or acting supervisor is (or is expected to be) absent from the University, or unable to supervise the student, for longer than 4 consecutive weeks, the Delegated Authority must, in writing, appoint another appropriately qualified person to supervise the student while the Delegated Authority or acting supervisor is absent or unable to supervise the student.
Part 6—Assessment

Division 6.1—Reviews

55 Reviews of progress

(1) The supervisory panel for a student enrolled in a program for a research award must conduct an annual review of the student’s progress in the program.

(2) The first annual review is to be a review of the student’s thesis proposal and research progress and any other matters relevant to the program.

(3) The Delegated Authority may, in writing, direct the supervisory panel, a member of the supervisory panel or someone else to conduct an additional review of the student’s progress in the program.

(4) Without limiting section 48(1)(a) (Termination of program), the student’s failure to satisfactorily complete a review of progress may establish a ground for terminating the student’s enrolment in the program.

56 Action after review

(1) After conducting a review of the student’s progress in the program, the supervisory panel or person conducting the review must, in writing, make one of the following recommendations to the Delegated Authority:

   (a) that the student continue undertaking the program;
   (b) that an additional review of the student’s progress be conducted after a stated period;
   (c) for a program for a Doctor of Philosophy or professional doctorate—that the student transfer to a program for a Master of Philosophy;
   (d) that the student’s enrolment in the program be terminated.

(2) The supervisory panel or person conducting the review must give the Delegated Authority written reasons for its recommendation.

(3) The Delegated Authority must:

   (a) by written notice given to the student, tell the student about the recommendation and the action the Delegated Authority intends to take on the recommendation; and
   (b) give the student a copy of reasons given to the Delegated Authority for the recommendation.

Division 6.2—Thesis

57 Purpose of Division 6.2

This Division sets out provisions applying to the thesis of a student enrolled in a program for a research award.

58 General thesis requirements

(1) The thesis must be an original work that:
(a) incorporates an account summarising the research undertaken by the student during
the program and the results of the research; and
(b) if the research is on more than 1 topic—demonstrates the relationship between the
topics; and
(c) is required to be provided by the student for the program; and
(d) if the research is undertaken jointly with someone else—clearly indicates the nature
and extent of the student’s contribution to the research.

(2) The student may submit a thesis by compilation only if the Delegated Authority approves
on the written application of the student.

(3) If the program is for a professional doctorate or Master of Philosophy, the Delegated
Authority may give an approval under subsection (2) only if satisfied that the approval is
justified in the special circumstances of the case.

(4) The student may submit a thesis for examination in alternative format only if the format
in which the thesis is to be submitted has been approved, in writing, by the Delegated
Authority, on the advice of the student’s supervisory panel.

(5) The student must not include in the thesis material that has been previously submitted by
the student for the purpose of obtaining a degree from any university or other tertiary
educational institution.

(6) The thesis must be written in English, except so far as the Deputy Vice-Chancellor, on
the Delegated Authority’s recommendation, determines otherwise in writing.

59 Form of thesis for examination

The Deputy Vice-Chancellor may, in writing, determine the form a thesis is to take for
examination.

60 Submission of thesis

(1) The student must submit the student’s thesis for examination by giving the Registrar 1
digital copy of the thesis.

(2) However, the Delegated Authority may, in writing:
   (a) approve the submission of all or part of the student’s thesis in another format and
determine the number of copies to be given to the Registrar by the student in that
format; or
   (b) determine that the student give the Registrar a different number of digital copies of
the thesis.

(3) To remove any doubt, subsection (2) does not affect the student’s obligation under
subsection (1) to submit 1 digital copy of the thesis.

61 Request for non-disclosure of thesis

(1) The student may, in writing, request the Deputy Vice-Chancellor to prohibit the
University Library from disclosing the thesis, or a specified part of it (including any
confidential appendix), to anyone for a specified period.

(2) If the Deputy Vice-Chancellor is satisfied that the requested prohibition is reasonable
having regard to the need to protect the student’s interests under laws relating to
copyright, designs or patents or confidential information, the Deputy Vice-Chancellor
may, by written direction, prohibit the University Library from disclosing the thesis or the specified part of it to anyone for the specified period.

(3) The Deputy Vice-Chancellor must, by written notice given to the student, tell the student the outcome of the student’s request.

Division 6.3—Examination methods

62 Purpose of Division 6.3

This Division sets out how a student undertaking a program for a research award must be examined on the program.

63 Examination of research

Research undertaken by the student during the program must be examined by submission and examination of a thesis based on that research, together with any oral or written examination that may be required.

64 Application of Assessment Rule

(1) Coursework (other than any clinical or professional practice) undertaken by the student during the program must be assessed in accordance with the Assessment Rule unless otherwise determined, in writing, by the Delegated Authority.

(2) Without limiting the Delegated Authority’s power under subsection (1), if the program is a program declared by the Deputy Vice-Chancellor, in writing, to be a program to which this subsection applies, the Delegated Authority may determine that coursework be assessed by an assessment of:
   (a) an exhibition; or
   (b) a performance; or
   (c) a folio of work.

65 Assessment of clinical or professional practice

(1) Clinical or professional practice undertaken by the student during the program must be assessed in the way determined, in writing, by the Delegated Authority.

(2) Without limiting subsection (1), the Delegated Authority may determine that clinical or professional practice be assessed by:
   (a) written or oral examination after completion of the practice; or
   (b) assessment of reports by the student’s supervisors during or following internships or other forms of professional practice.

66 Examination of program with research and coursework components

If the program has research and coursework components, the Deputy Vice-Chancellor may, in writing, determine that a student undertaking the program:
   (a) is to be examined for the program on the research only; or
   (b) is required to pass a written examination on the coursework before being examined on the research, but the examination for the program is to be on the research only; or
67 Examinations must be in English

Any examination must be conducted in English, except so far as the Deputy Vice- Chancellor, on the Delegated Authority’s written recommendation, determines otherwise in writing.

Division 6.4—Thesis examiners

68 Purpose of Division 6.4

This Division set out provisions about the examiners of the thesis of a student undertaking a program for a research award.

69 Appointment of thesis examiners

(1) When the thesis is submitted for examination, the Associate Dean must, in writing, appoint at least 2 examiners of the thesis.

(2) The Associate Dean may, in writing, at any time appoint an additional examiner or additional examiners of the thesis.

(3) An appointment of an examiner must be made by the Associate Dean on the written recommendation of the Delegated Authority.

(4) The student may suggest or comment on the suitability of possible examiners, but must not take part in the making of a recommendation or decision about the appointment of an examiner.

70 Qualifications for appointment as thesis examiner

(1) The Associate Dean must ensure that there are, at all times, at least 2 examiners of the thesis who have international standing and do not hold an academic or honorary academic appointment in the University.

(2) A person must not be appointed an examiner if the person:
   (a) has been connected with the student’s research; or
   (b) has, within the last 5 years, published or closely collaborated with the student or with a person who is or has been a supervisor of the student.

(3) However, the Delegated Authority may recommend the appointment of, and, subject to subsection (1), the Associate Dean may appoint, a person as an examiner even though the person is not eligible for appointment under subsection (2).

71 Conflicts of interests by examiners

(1) If a person who is proposed to be appointed as an examiner is aware that the person has, or may have, a material interest in relation the examination of the student’s thesis, the person must comply with subsection (2).

   [Note: Material interest is defined in subsection (8). The definition of indirect interest in that subsection applies to the definition of material interest.]

(2) Before the person is appointed as an examiner, the person must:
(a) tell the Associate Dean, in writing, that the person has, or may have, a material interest in relation the examination of the student’s thesis; and
(b) disclose the nature of the interest, in writing, to the Associate Dean.

(3) If an examiner becomes aware that the examiner has, or may have, a material interest in relation to the examination of the thesis, the examiner must immediately disclose the nature of the interest, in writing, to the Associate Dean.

(4) If an examiner makes a disclosure under subsection (3), the examiner must not take part, or continue to take part, in the examination of the thesis unless the Associate Dean agrees, in writing, to the examiner continuing as an examiner.

(5) If a person is aware that a person who is proposed to be appointed, or has been appointed, as an examiner has, or may have, a material interest in relation to the examination of the thesis, the person must immediately tell the Associate Dean in writing.

(6) If the Associate Dean becomes aware that an examiner has, or may have, a material interest in relation to the examination of the thesis, the Associate Dean may, by written notice given to the examiner, end the examiner’s appointment as examiner.

(7) Subsection (6) does not limit the Associate Dean’s power to end the appointment of an examiner.

(8) In this section:

associate, of a person, includes:
(a) a business or research partner of the person; and
(b) a close friend of the person; and
(c) a family member of the person.

executive officer, of a corporation, means a person (however described) who is concerned with, or takes part in, the corporation’s management, whether or not the person is a director of the corporation.

indirect interest: without limiting the kinds of indirect interests a person may have, a person has an indirect interest in relation to the examination of the thesis if any of the following has an interest in relation to the examination of the thesis:
(a) an associate of the person;
(b) a corporation if the corporation has not more than 100 members and the person, or an associate of the person, is a member of the corporation;
(c) a subsidiary of a corporation mentioned in paragraph (b);
(d) a corporation if the person, or an associate of the person, is an executive officer of the corporation;
(e) the trustee of a trust if the person, or an associate of the person, is a beneficiary of the trust;
(f) a member of a firm or partnership if the person, or an associate of the person, is a member of the firm or partnership;
(g) someone else carrying on a business if the person, or an associate of the person, has a direct or indirect right to participate in the profits of the business.

material interest: a person has a material interest in relation the examination of the thesis if the person has:
(a) a direct or indirect financial interest in relation to the examination; or
(b) a direct or indirect interest of any other kind if the interest could conflict, or reasonably be seen to conflict, with the proper exercise of the person’s functions in relation to the examination.

72 Non-disclosure of identity of examiners

(1) The identity of an examiner must not be disclosed to the student, or to the other examiners, until the final decision is made on the examination of the thesis (and then only with the examiner’s permission).

(2) This section does not apply to a disclosure made during, or for the purposes of, an oral examination of the thesis.

73 Prohibited communications during thesis examination

(1) This section applies during the period that begins when the student’s thesis is submitted for examination and ends when the final decision is made on the examination of the thesis.

(2) An examiner must not knowingly disclose the content of the thesis to someone who is not involved in the examination of the thesis.

(3) The student, or a person who is or has been a supervisor of the student during the program, must not knowingly communicate directly or indirectly with an examiner about the research on which the thesis is based.

(4) An examiner must not knowingly communicate directly or indirectly with another examiner, the student, or a person who is or has been a supervisor of the student during the program, about the research on which the thesis is based.

(5) Subsections (3) and (4) do not apply to a communication made during an oral examination of the thesis or any other oral presentation for the thesis.

74 Nomination of person to provide further information to examiner

The Delegated Authority may, at the written request of an examiner, nominate a person (other than a person who is, or has been, a supervisor of the student during the program), in writing, to provide information to the examiner about the thesis or, if the research on which the thesis is based was undertaken jointly with someone else, the nature and extent of the student’s contribution to the research.

Division 6.5—Examination reports

75 Examiners’ reports on thesis examination

(1) This section applies after the thesis of a student enrolled in a program for a research award has been examined by the examiners.

(2) Each examiner must give the Registrar a written report on the examiner’s examination of the thesis.

[Note: If a form is approved under s 104 (Approved forms) for this provision, the form must be used.]

(3) The report must include one of the following recommendations:
(a) that the student be granted the research award;
(b) that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited with the University Library;
(c) that the student be permitted to submit a revised thesis for re-examination;
(d) that the student be failed.

(4) If the thesis is a thesis by compilation, a recommendation under subsection (3)(b) or (c) must relate only to the exegesis of the thesis or unpublished works.

(5) The Registrar must give a copy of the examiners’ reports to the Delegated Authority.

**Division 6.6—Further examination of thesis**

**76 Application of Division 6.6**

This Division applies to a student enrolled in a program for a research award if:
(a) at least 1, but not all, of the examiners of the student’s thesis recommend that the student be failed; and
(b) based on the examiners’ reports, the Delegated Authority considers that the student should be failed.

**77 Student to be given opportunity of further examination**

(1) The student must be given the opportunity to have a further examination of the thesis before the Delegated Authority makes a recommendation to the Associate Dean.

(2) The Delegated Authority must decide, in writing, whether the further examination is an oral examination or a review of the thesis by an additional examiner.

**78 Oral examination**

(1) If the further examination is an oral examination, the student must be examined orally by the examiners on the substance of the student’s thesis and the student’s knowledge of the subject background.

(2) However, the Delegated Authority may, in writing, direct that the oral examination be conducted by some, but not all, of the examiners.

(3) If the Delegated Authority gives a direction under subsection (2), the Delegated Authority must, in writing, specify the examiners who are to conduct the examination.

(4) For subsection (3), the Delegated Authority must specify at least 2 examiners unless the Delegated Authority considers that a single examiner should be specified for the particular examination.

[Note: If a single examiner is specified, an assessor must be appointed under s 79 (Assessor for oral examination).]

(5) If the oral examination is to be conducted by some, but not all, of the examiners, the examiners who are to conduct the examination must:
(a) find out from the examiners who are to be absent whether they have questions that they wish to have put to the student; and
(b) at the examination, put the substance of the questions to the student, together with any other questions they consider relevant; and
(c) after the examination, give the examiners who are absent a report on the student’s performance at the oral examination, including the student’s answers to their questions.

(6) Each examiner must give the Registrar a written report on the oral examination.
[Note: If a form is approved under s 104 (Approved forms) for this provision, the form must be used.]

(7) The report may:
   (a) confirm the recommendation made by the examiner in the report made under section 75 (Examiners’ reports on thesis examination); or
   (b) make a different recommendation that could have been made in that report.

(8) The Registrar must give a copy of the examiners’ reports to the Delegated Authority.

79 Assessor for oral examination

(1) This section applies if the oral examination is to be conducted by a single examiner.

(2) The Delegated Authority must, in writing, appoint a person as an assessor for the oral examination.

(3) The person appointed as assessor must be a senior member of the academic staff of the University, or another university, who has some knowledge of the subject area of the student’s thesis, but is not necessarily an expert in that area.

(4) The Registrar must give the assessor a copy of the student’s thesis before the examination.

(5) The assessor must attend but not participate in the examination, otherwise than to ensure that the examination is properly and fairly conducted.

(6) The assessor may give the Registrar any written comments the assessor wishes to make about the examination.

(7) The Registrar must give a copy of any comments to the Delegated Authority.

80 Written examination

(1) This section applies if:
   (a) the Delegated Authority decides under section 77 (Student to be given opportunity of further examination) that the student is to have an oral examination; but
   (b) the Delegated Authority considers that it is not practical to hold the oral examination.

(2) The student is to be examined by written examination, set by the examiners, covering the field that the oral examination would have covered.

(3) The student must give the student’s written answers in the examination to the Registrar who must give a copy of them to the examiners.

(4) Each examiner must consider the student’s answers and give the Registrar a written report on the examiner’s consideration of the answers.
[Note: If a form is approved under s 104 (Approved forms) for this provision, the form must be used.]

(5) The report may:
(a) confirm the recommendation made by the examiner in the report made under section 75 (Examiners’ reports on thesis examination); or
(b) make a different recommendation that could have been made in that report.

(6) The Registrar must give a copy of the examiners’ reports to the Delegated Authority.

**Division 6.7—Outcome of thesis examination**

**81 Application of Division 6.7**

This Division applies after:
(a) the thesis of a student enrolled in a program for a research award has been examined by the examiners; and
(b) any further examination of the thesis under Division 6.6 has been completed.

**82 Recommendation by Delegated Authority following thesis examination**

(1) The Delegated Authority must consider the following material:
(a) the examiners’ reports under section 75 (Examiners’ reports on thesis examination);
(b) any examiners’ reports under section 78 (Oral examination);
(c) any comments given to the Registrar under section 79 (Assessor for oral examination);
(d) any examiners’ reports under section 80 (Written examination).

(2) After considering the material mentioned in subsection (1), the Delegated Authority must make one of the following recommendations, in writing, to the Associate Dean:
(a) that the student be granted the research award;
(b) that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited with the University Library;
(c) that the student be re-examined by resubmission of thesis or that some or all of the student’s coursework during the program be re-examined (or both);
(d) that the student be failed.

(3) If the thesis is a thesis by compilation, a recommendation under subsection (2)(b) or (c) must relate only to the exegesis of the thesis or unpublished works.

(4) The Delegated Authority must recommend that the student be granted the research award if satisfied that the overall results obtained by the student during the program are satisfactory, both in relation to the examination of the student’s thesis and in relation to the examination of the student’s coursework.

(5) Subsection (4) does not prevent the Delegated Authority from recommending that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited in the University Library.

(6) If the Delegated Authority’s recommendation is that the student be failed, the recommendation must be accompanied by written reasons for the recommendation.
83 Decision of Associate Dean following thesis examination

(1) This section applies if the Delegated Authority makes a recommendation under section 82 (Recommendation by Delegated Authority following thesis examination) in relation to the student.

(2) The Associate Dean must make one of the following decisions:
   (a) that the student be granted the research award;
   (b) that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited with the University Library;
   (c) that the student be re-examined by resubmission of thesis or that some or all of the student’s coursework during the program be re-examined (or both);
   (d) that the student be failed.

(3) Subject to the outcome of any appeal under Division 7.2 (Appeals against appealable decisions), the Associate Dean’s decision is final.

[Note: A student may appeal against a decision to fail the student (see s 98).]

(4) The Registrar must, by written notice given to the student, tell the student about the decision.

[Note: Section 105 (Service of notices etc.) sets out how the notice may be given.]

(5) If the Associate Dean decides that the student be failed, the notice must include or be accompanied by:
   (a) a statement of reasons for the decision; and
   (b) a statement to the effect that, subject to this instrument, the student may appeal against the decision; and
   (c) a statement setting out the procedure for making an appeal; and
   (d) a copy of each of the following, prepared so the identity of the examiners is not disclosed to the student:
      (i) the examiner’s reports under section 75 (Examiners’ reports on thesis examination);
      (ii) any examiner’s reports under section 78 (Oral examination);
      (iii) any comments given to the Registrar under section 79 (Assessor for oral examination);
      (iv) any examiner’s reports under section 80 (Written examination).

(6) Failure to comply with subsections (4) and (5) does not affect the validity of the decision to fail the student.

84 Corrections or revisions to thesis

(1) This section applies if the Associate Dean decides that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited with the University Library.

(2) Within 12 months after the day the student is given written notice of the decision by the Registrar or any further period the Delegated Authority may, in writing, allow, the student must:
   (a) make the specified corrections or revisions to a copy of the thesis; and
(b) give the copy, as corrected or revised, to the Delegated Authority for review.

85 Re-examination by resubmission of thesis

(1) This section applies if the Associate Dean decides that the student be re-examined by resubmission of thesis.

(2) The Delegated Authority must, in writing, appoint a person to advise the student during the process of revising the student’s thesis.

(3) The student must revise the thesis, and resubmit the revised thesis for examination, within:
   (a) 12 months after the day the student is given written notice of the Associate Dean’s decision by the Registrar; or
   (b) if the Associate Dean, by written notice given to the student, fixes a shorter period—that shorter period.

(4) The Delegated Authority may, by written notice given to the student, extend (or further extend) the period for revising and resubmitting the thesis.

(5) However, any extension must not go beyond 24 months after the day the student is given written notice of the Associate Dean’s decision by the Registrar.

(6) The Associate Dean must, in writing, appoint at least 2 examiners to examine the revised thesis.

(7) An examiner may, but need not be, an examiner who examined the student’s initial thesis.

(8) Division 6.4 (Thesis examiners) applies to the appointment of an examiner under this section, and to an examiner appointed under this section, with any necessary changes.

(9) Each examiner must give the Registrar a written report on the examiner’s examination of the revised thesis.
   [Note: If a form is approved under s 104 (Approved forms) for this provision, the form must be used.]

(10) The report must include one of the following recommendations:
   (a) that the student be granted the research award;
   (b) that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited with the University Library;
   (c) that the student be failed.

(11) If the thesis is a thesis by compilation, a recommendation under subsection (10)(b) must relate only to the exegesis of the thesis or unpublished works.

(12) To remove any doubt, the report may not recommend that the student be re-examined by resubmission of thesis or that some or all of the student’s coursework during the program be re-examined.

(13) The Registrar must give a copy of the examiners’ reports to the Delegated Authority.
86 Re-examination of coursework

(1) This section applies if the Associate Dean decides that some or all of the student’s coursework during the program be re-examined.

(2) Division 6.3 (Examination methods) applies to the re-examination with any necessary changes.

87 Recommendation by Delegated Authority following re-examination

(1) This section applies if the student has been re-examined by resubmission of thesis or the student’s coursework during the program has been re-examined (or both).

(2) The Delegated Authority must consider the following material:
   (a) if the student has been re-examined by resubmission of thesis—the examiners’ reports under section 85 (Re-examination by resubmission of thesis);
   (b) if the student’s coursework has been re-examined—the results of the re-examination.

(3) After considering the material mentioned in subsection (2), the Delegated Authority must make one of the following recommendations, in writing, to the Associate Dean:
   (a) that the student be granted the research award;
   (b) that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, to the copy of the thesis to be deposited with the University Library;
   (c) that the student be failed.

(4) If the thesis is a thesis by compilation, a recommendation under subsection (3)(b) must relate only to the exegesis of the thesis or unpublished works.

(5) The Delegated Authority must recommend that the student be granted the research award if satisfied that the overall results obtained by the student during the program are satisfactory, both in relation to the examination of the student’s thesis and in relation to the examination of the student’s coursework.

(6) Subsection (5) does not prevent the Delegated Authority from recommending that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, in the copy of the thesis to be deposited in the University Library.

(7) If the Delegated Authority’s recommendation is that the student be failed, the recommendation must be accompanied by written reasons for the recommendation.

88 Decision of Associate Dean following re-examination

(1) This section applies if:
   (a) the student has been re-examined by resubmission of thesis or the student’s coursework during the program has been re-examined (or both); and
   (b) the Delegated Authority makes a recommendation to the Associate Dean under section 87 (Recommendation by Delegated Authority following re-examination) in relation to the student.

(2) The Associate Dean must make one of the following decisions:
   (a) that the student be granted the research award;
(b) that the student be granted the research award subject to the student making specified corrections or revisions, to the satisfaction of the Delegated Authority, to the copy of the thesis to be deposited with the University Library;

(c) that the student be failed.

(3) Subject to the outcome of any appeal under Division 7.2 (Appeals against appealable decisions), the Associate Dean’s decision is final.

[Note: The student may appeal against a decision to fail the student (see s 98).]

(4) The Registrar must, by written notice given to the student, tell the student about the decision.

[Note: Section 105 (Service of notices etc.) sets out how the notice may be given.]

(5) If the Associate Dean decides that the student be failed, the notice must include or be accompanied by:

(a) a statement of reasons for the decision; and

(b) a statement to the effect that, subject to this instrument, the student may appeal against the decision; and

(c) a statement setting out the procedure for making an appeal; and

(d) a copy of any examiners’ reports under section 85 (Re-examination by resubmission of thesis), prepared so the identity of the examiners is not disclosed to the student.

(6) Failure to comply with subsections (4) and (5) does not affect the validity of the decision to fail the student.

89 Examination of Doctor of Philosophy thesis for Master of Philosophy

(1) This section applies if:

(a) the student is enrolled in a program for the degree of Doctor of Philosophy (the existing program); and

(b) the student submits the student’s thesis for examination for that degree; and

(c) the Associate Dean decides:

(i) that the student be re-examined by resubmission of thesis; or

(ii) that the student be failed; and

(d) the student wishes to be examined as a student in a program for the degree of Master of Philosophy (the new program).

(2) The student may apply, in writing, to the Delegated Authority for the new program for approval for the thesis to be examined for the degree of Master of Philosophy.

(3) The application must be made within:

(a) 12 months after the day the student is given written notice of the Associate Dean’s decision by the Registrar; or

(b) if the student appeals against the decision and the decision is confirmed on appeal or the decision is made on appeal that the student be re-examined by resubmission of thesis—12 months after the day the student is given written notice of the final decision on the appeal by the Registrar.

(4) Within 20 working days after the day the application is made to the Delegated Authority, the Delegated Authority must:

(a) decide the application; and
(b) by written notice given to the student, tell the student about the decision.

(5) The Delegated Authority may approve the examination of the thesis for the degree of Master of Philosophy:
   (a) whether or not the student’s thesis has been revised since it was submitted for examination for the degree of Doctor of Philosophy; and
   (b) whether or not the thesis exceeds the maximum length normally acceptable for a thesis for a Master of Philosophy.

(6) If the Delegated Authority approves the examination of the thesis for the degree of Master of Philosophy:
   (a) the student is taken to be enrolled in the program for the degree of Master of Philosophy; and
   (b) the student may submit the student’s thesis, or the thesis as revised, for examination for that degree.

(7) If the student submits the thesis for examination for the degree of Master of Philosophy, the Associate Dean must, unless the circumstances of the case are exceptional, appoint examiners who were not previously appointed to examine the student’s thesis for the degree of Doctor of Philosophy.

(8) If an examiner appointed to examine the thesis was not previously appointed to examine the student’s thesis for the degree of Doctor of Philosophy, the examiner must not be told that the thesis was previously examined for that degree.

Division 6.8—Retention and availability of thesis

90 Student must provide thesis for deposit in University Library

(1) This section applies if the Associate Dean decides that the student be granted the research award.

(2) Before the research award is conferred, the student must provide 1 copy of the student’s thesis, as finally corrected, revised and reviewed and in the format decided by the Registrar, to the Registrar for deposit in the University Library.

(3) The provision of the copy of the thesis by the student authorises the University:
   (a) to make the thesis available in the University Library in any format; and
   (b) with the student’s permission, to make the thesis otherwise available in any format.

(4) However, subsection (3)(a) is subject to any direction of the Deputy Vice-Chancellor under section 61 (Request for non-disclosure of thesis) prohibiting the University Library from disclosing the thesis, or a specified part of it, to anyone for a specified period.

91 Thesis of student not granted research award

(1) This section applies if the student submits the student’s thesis for examination, but the Associate Dean does not decide that the student be granted the award.

(2) The Registrar must keep a copy of the thesis.

(3) After considering any University intellectual property and open access policies, and with the Delegated Authority’s agreement and the student’s permission, the Deputy Vice-Chancellor may make the thesis available for private study and research in any format.
Part 7—Reviews and appeals

Division 7.1—Reviews of reviewable decisions

92 What is a reviewable decision?

Each of the following decisions is a reviewable decision:

(a) a decision under section 17 (Decision on application for admission) not to admit a person to a program for a research award;
(b) a decision under section 24 (Granting credit) not to grant credit to a student;
(c) a decision under section 34(2) (Place where program must be undertaken) not to approve a student undertaking all or part of a program outside the University;
(d) a decision under section 35 (Revocation of approval to undertake program outside University) to revoke an approval under section 34(2);
(e) a decision under section 36(3) (Total minimum period of attendance at University campus during program) not to reduce the minimum period a student must attend a campus of the University during a year;
(f) a decision under section 37(3) (Minimum period of attendance at University campus during a year) not to vary the period a student must attend a campus of the University;
(g) a decision under section 38 (Program leave of absence) not to grant leave of absence to a student;
(h) a decision under section 39 (Program extension) not to grant an extension of the maximum enrolment period applying to a student;
(i) a decision under section 41 (Other studies) not to approve a student undertaking other studies;
(j) a decision determining a particular period under section 44(1)(c) or (2)(c) (Maximum period for completion: basic maximum period);
(k) a decision under section 45 (Maximum period for completion of program: reduction of maximum period) to reduce the maximum period for completion of a student’s program.

93 Who is the person affected by a reviewable decision?

The person affected by a reviewable decision is:

(a) for a decision not to admit a person to a program for a research award—the applicant for admission; and
(b) for any other decision—the student affected by the decision.

94 Application for review of reviewable decision

(1) The person affected by a reviewable decision may apply for review of the decision.

(2) The application must:
(a) be in writing; and
(b) set out the person’s reasons for making the application; and
(c) include, or be accompanied by, any evidence in support of the reasons; and
(d) be given to the Registrar within:
(i) 20 working days after the day the person is given written notice of, and any statement of reasons required to be given for, the decision; or
(ii) if the Registrar extends the period in the special circumstances of the case—the extended period.

(3) If:
   (a) the person applies for review of the decision; and
   (b) immediately before the decision was made, the person was enrolled in a program for a research award; and
   (c) the reviewable decision affected the person’s right to remain enrolled in the program;
       the person is entitled to be enrolled in the program until the review is finally decided.

95 Review by Associate Dean

(1) This section applies if the person affected by a reviewable decision applies under section 94 (Application for review of reviewable decision) for review of the decision.

(2) The Associate Dean may conduct the review solely on the basis of the application and any material accompanying it, but may make the inquiries, and have regard to anything else, that the Associate Dean considers appropriate.

(3) The Associate Dean must:
   (a) confirm the reviewable decision; or
   (b) set aside the reviewable decision and refer the matter to the Delegated Authority:
      (i) to further consider the reviewable decision, taking into account the directions (if any) of the Associate Dean; and
      (ii) to make a new decision; or
   (c) set aside the reviewable decision and substitute a decision that the Delegated Authority could have made.

(4) After the Associate Dean makes a decision on the review, the Associate Dean must:
   (a) by written notice given to the applicant for review, tell the applicant about the decision made on the review; and
   (b) give the applicant a statement of reasons for the decision.

(5) The Associate Dean must endeavour to review the decision and comply with subsection (4) within 20 working days after the day the application for review of the decision is made.

(6) If the Associate Dean is unable to review the decision and comply with subsection (4) within the 20-day period mentioned in subsection (5), the Associate Dean must tell the applicant for review and give the applicant for review a date by which the decision will be reviewed and subsection (4) complied with.

(7) Subject to the outcome of any application for review made to the Deputy Vice-Chancellor under section 96 (Application for procedural review by Deputy Vice-Chancellor), the decision of the Associate Dean is final.

(8) This section is subject to section 20 (False or misleading statements in applications for admission etc.).
96  Application for procedural review by Deputy Vice-Chancellor

(1) This section applies if an applicant for review of a reviewable decision is dissatisfied with the decision made by the Associate Dean on the review because procedures that were required to be observed by this instrument in connection with the review were not observed.

(2) The person may apply to the Deputy Vice-Chancellor for review of the Associate Dean’s decision, but only on the ground that procedures that were required to be observed by this instrument in connection with the review were not observed.

(3) The application must:
  (a) be in writing; and
  (b) state clearly the procedures required by this instrument that were not observed in connection with the review; and
  (c) include, or be accompanied by, any evidence in support of the application; and
  (d) be given to the Registrar within:
     (i) 20 working days after the day the person is given written notice of, and a statement of reasons for, the Associate Dean’s decision; or
     (ii) if the Registrar extends the period in the special circumstances of the case—the extended period.

97  Procedural review by Deputy Vice-Chancellor

(1) This section applies if a person applies under section 96 (Application for procedural review by Deputy Vice-Chancellor) for review of the decision of the Associate Dean.

(2) The Deputy Vice-Chancellor may conduct the review solely on the basis of the application and any material accompanying it, but may make the inquiries, and have regard to anything else, that the Deputy Vice-Chancellor considers appropriate.

(3) The Deputy Vice-Chancellor must:
  (a) confirm the Associate Dean’s decision; or
  (b) set aside the Associate Dean’s decision, and either confirm the original reviewable decision of the Delegated Authority or refer the matter to the Delegated Authority:
     (i) to further consider the decision, taking into account the directions (if any) of the Deputy Vice-Chancellor; and
     (ii) to make a new decision; or
  (c) set aside the Associate Dean’s decision and substitute another decision that the Delegated Authority could have made.

(4) The Deputy Vice-Chancellor must endeavour to make a decision on the review within 20 working days after the day the application for review is made.

(5) If the Deputy Vice-Chancellor is unable make a decision on the review within the 20-day period mentioned in subsection (4), the Deputy Vice-Chancellor must tell the applicant for review and give the applicant for review a date by which the decision will be reviewed.

(6) Within 7 working days after the day the Deputy Vice-Chancellor makes a decision on the review, the Deputy Vice-Chancellor must:
(a) by written notice given to the applicant for review, tell the applicant about the decision made under this section; and
(b) give the applicant a statement of reasons for the decision.

(7) The Deputy Vice-Chancellor’s decision is final.

Division 7.2—Appeals against appealable decisions

98 What is an appealable decision?

Each of the following decisions is an appealable decision:
(a) a decision under section 46 (Maximum period for completion of program: extension of maximum period) not to grant an extension of the maximum period for completion of a student’s program;
(b) a decision under section 48 (Termination of program) to terminate a student’s enrolment;
(c) a decision under section 83 (Decision of Associate Dean following thesis examination) or section 88 (Decision of Associate Dean following re-examination) to fail a student.

99 Who is the person affected by an appealable decision?

The person affected by an appealable decision is the student affected by the decision.

100 Appeal against appealable decision

(1) The person affected by an appealable decision may appeal against the decision.

(2) The appeal must:
(a) be in writing; and
(b) set out the grounds of the appeal; and
(c) include, or be accompanied by, any evidence in support of the grounds; and
(d) be given to the Registrar within:
   (i) 20 working days after the day the person is given written notice of, and a statement of reasons for, the decision; or
   (ii) if the Registrar extends the period in the special circumstances of the case—the extended period.

(3) If:
(a) the person appeals against the decision; and
(b) immediately before the decision was made, the person was enrolled in a program for a research award; and
(c) the appealable decision affected the person’s right to remain enrolled in the program;
   the person is entitled to be enrolled in the program until the appeal is finally decided.

101 Appeal: hearing and decision

(1) This section applies if the person affected by an appealable decision appeals against the decision under section 100 (Appeal against appealable decision).
(2) The Registrar must, after consulting the Associate Dean and in writing, appoint 3 impartial members of the full-time academic staff of the University to form an Appeal Committee to hear and decide the appeal.

(3) The members of the Appeal Committee must choose a member of the committee to be its chair.

(4) The Appeal Committee may conduct the inquiries, and have regard to anything, on any matter in relation to the appeal that it considers appropriate.

(5) However, before deciding the appeal, the Appeal Committee must give the person affected by the appealable decision an opportunity to make representations to the committee.

(6) The Appeal Committee may permit the person to make either oral or written representations (or both).

(7) If the person is permitted to make oral representations, the person may be accompanied by a student, or member of the staff, of the University who may observe the proceedings but not act as an advocate unless expressly invited by the Appeal Committee.

(8) If the appealable decision is a decision not to grant an extension of the maximum period for completion of the person’s program, the Appeal Committee must:
   (a) confirm the decision appealed against (the appealable decision); or
   (b) set aside the appealable decision and refer the matter to the Associate Dean:
       (i) to further consider the decision, taking into account the directions (if any) of the Appeal Committee; and
       (ii) to make a new decision; or
   (c) set aside the appealable decision and substitute a decision the Associate Dean could have made.

(9) If the appealable decision is a decision to terminate the person’s enrolment in a program for a research award, the Appeal Committee must:
   (a) confirm the decision appealed against; or
   (b) set aside the decision and require that the person be permitted to continue to be enrolled in the program, subject to the conditions decided by the Appeal Committee after consultation with the Associate Dean (including conditions about the duration of the program).

(10) If the appealable decision is a decision that the person be failed in a program for a research award, the Appeal Committee must:
    (a) confirm the decision appealed against; or
    (b) set aside the decision, require that the person be re-examined in a stated way and give written directions about how the re-examination is to be conducted.

(11) Within 7 working days after the day the Appeal Committee makes a decision on the appeal, the Registrar must:
    (a) by written notice given to the person, tell the person about the decision made on the appeal; and
    (b) give the person a statement of reasons for the decision.
(12) Subject to the outcome of any appeal made to the Deputy Vice-Chancellor under section 102 (Application for procedural appeal to Deputy Vice-Chancellor), the decision of the Appeal Committee is final.

102 Application for procedural appeal to Deputy Vice-Chancellor

(1) This section applies if a person who appeals against an appealable decision is dissatisfied with the decision of the Appeal Committee because procedures that were required to be observed by this instrument in connection with the appeal were not observed.

(2) The person may appeal to the Deputy Vice-Chancellor against the Appeal Committee’s decision, but only on the ground that procedures that were required to be observed by this instrument in connection with the appeal were not observed.

(3) The appeal must:
   (a) be in writing; and
   (b) state clearly the procedures required by this instrument that were not observed in connection with the appeal; and
   (c) include, or be accompanied by, any evidence in support of the appeal; and
   (d) be given to the Registrar within:
      (i) 20 working days after the day the person is given written notice of, and a statement of reasons for, the Appeal Committee’s decision; or
      (ii) if the Registrar extends the period in the special circumstances of the case—the extended period.

103 Procedural appeal to Deputy Vice-Chancellor

(1) This section applies if a person appeals under section 102 (Application for procedural appeal to Deputy Vice-Chancellor) against the decision of the Appeal Committee.

(2) The Deputy Vice-Chancellor may conduct the inquiries, and have regard to anything, on any matter in relation to the appeal that the Deputy Vice-Chancellor considers appropriate.

(3) The Deputy Vice-Chancellor must:
   (a) confirm the Appeal Committee’s decision (the appeal decision); or
   (b) set aside the appeal decision, and either confirm the original appealable decision of the Associate Dean or refer the matter to the Associate Dean:
      (i) to further consider that decision, taking into account the directions (if any) of the Deputy Vice-Chancellor; and
      (ii) to make a new decision; or
   (c) set aside the appeal decision and substitute another decision that the Associate Dean could have made.

(4) The Deputy Vice-Chancellor must endeavour to make a decision on the appeal within 20 working days after the day the appeal is made.

(5) If the Deputy Vice-Chancellor is unable make a decision on the appeal within the 20-day period mentioned in subsection (4), the Deputy Vice-Chancellor must tell the appellant and give the appellant a date by which the appeal will be decided.

(6) Within 7 working days after the day the Deputy Vice-Chancellor makes a decision on the appeal, the Deputy Vice-Chancellor must:
(a) by written notice given to the appellant, tell the appellant about the decision made on the procedural appeal; and
(b) give the appellant a statement of reasons for the decision.

(7) The Deputy Vice-Chancellor’s decision is final.
Part 8—Miscellaneous

104 Approved forms

(1) The Registrar may, in writing, approve forms for this instrument.

(2) If the Registrar approves a form for a particular purpose, the form must be used for that purpose.

(3) The Registrar must ensure that approved forms are available on the University’s website or any another way that the Registrar considers appropriate.

105 Service of notices etc.

(1) This section applies to a notice or other document that is required or permitted to be served on an individual under this instrument (whether the word ‘give’, ‘notify’, ‘send’, ‘tell’ or another word is used).

(2) The document may be served on an individual:

(a) by giving it to the individual; or

(b) by sending it by prepaid post, addressed to the individual, to an address shown in the University’s records as the individual’s semester address, work address or permanent home address; or

(c) by emailing it to:

(i) if the individual has an email address provided by the University—that email address; or

(ii) in any case—an email address otherwise recorded by the University as the individual’s email address.

(3) A document served by post on an individual under subsection (2)(b) is taken to have been served on the day it would have been delivered in the ordinary course of post.

(4) A document served by email on an individual under subsection (2)(c) is taken to have been served on the day it would been received in the ordinary course of email transmission.

106 Appointment etc. of Delegated Authorities

(1) The Associate Dean for an ANU College may, in writing, appoint a member of the staff of the college to be a Delegated Authority for a program offered by the college for a research award.

(2) However, if a Delegated Authority for the program becomes the primary supervisor of a student enrolled in the program or chair of the student’s supervisory panel, the person ceases to be a Delegated Authority for the program in relation to that student and the Associate Dean must ensure that another member of staff of the college is available to be the Delegated Authority for the program in relation to that student.

107 College Dean exercising Associate Dean’s functions

(1) The College Dean for an ANU College may exercise all or any of the functions of an Associate Dean for the college under this instrument.
(2) This instrument applies in relation to the College Dean for an ANU College as if a reference to an Associate Dean for the college included a reference to the College Dean.

108 Delegation by Deputy Vice-Chancellor

A Deputy Vice-Chancellor may, in writing, delegate all or any of the Deputy Vice-Chancellor’s functions under this instrument (except the power to make orders) to a member of the academic staff of the University.

109 Power to make orders

The Deputy Vice-Chancellor may make orders about matters mentioned in this instrument.
Part 9—Repeal and transitional

110 Repeal etc.

(1) The *Research Awards Rule 2016* is repealed.

(2) To remove any doubt, a reference in a rule, order or other document of the University to the *Research Awards Rules* (whether with or without the year of its making or the year and number of the year of its making) includes a reference to this instrument.

111 Commencement of existing programs

(1) This section applies to a program of a student for a research award that commenced, but had not ended, before the commencement of the *Research Awards Rule 2015*.

(2) To remove any doubt, the program commenced on the day the student enrolled in the program, even though that day was before the commencement of the *Research Awards Rule 2015* or this instrument.

112 Maximum period for completion: transitional

(1) This section applies to a student enrolled in a program for a research award if the program commenced, but had not ended, before the commencement of the *Research Awards Rule 2015*.

(2) Section 44 (Maximum period for completion: basic maximum period) and section 47 (Ending of program at end of maximum period for completion) do not apply in relation to the student before 1 January 2019.

(3) For section 47, if, apart from this section, the maximum period for completion of the program by the student would end before 1 January 2019, it ends on that date.

(4) To remove any doubt, this section does not prevent the maximum period for completion of the program from being reduced under section 45 (Maximum period for completion of program: reduction of maximum period) or extended under section 46 (Maximum period for completion of program: extension of maximum period) (or both reduced and extended under those sections).

(5) Also, to remove any doubt, this section is subject to any modification in force under section 113.

113 Transitional modifications on student application

(1) In this section:

   *earlier repealed instrument* means the *Research Awards Rules (No. 2) 2013*.

   *previous instrument* means the *Research Awards Rule 2015*.

(2) This section applies to a student enrolled in a program for a research award if:

   (a) the program commenced, but had not ended, before the commencement of the previous instrument; and

   (b) a requirement of the previous instrument or this instrument applying to the student (the *current requirement*) is different from the corresponding requirement...
applying to the student under the earlier repealed instrument or there was no corresponding requirement applying to the student under the earlier repealed instrument; and

(c) the student considers that the application of the current requirement to the student is unfair or unreasonable.

(3) The student may, by written notice given to the Delegated Authority before 1 January 2019, apply for a modification of this instrument in relation to the application of the current requirement to the student.

(4) The Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student the decision made on the application.

(5) The Delegated Authority may grant the modification sought if satisfied that the application of the current requirement to the student is unfair or unreasonable.

(6) If the Delegated Authority refuses to grant the modification sought, the notice must include, or be accompanied by, a statement of reasons for the decision.

(7) For this instrument, a decision to refuse to give the modification sought by the student is a reviewable decision.

(8) This instrument applies to the student subject to any modification in force under this section in relation to the student.

114 Advisers

(1) This section applies if, immediately before the commencement of the Research Awards Rule 2015, a person was an adviser of a student under the Research Awards Rules (No.2) 2013.

(2) The person’s appointment as adviser continues under this instrument as if the person had, on the commencement of this instrument, been reappointed, in writing, by the Delegated Authority under this section as an adviser of the student.

(3) The function of adviser continues to be to advise the student, at the request of the student, on any matter relating to the student’s program.

(4) The adviser also continues to be a member of the student’s supervisory panel.

(5) For section 50(2) and (3) (Supervisory panel and supervisors), the adviser is taken to be an associate supervisor of the student.
THE AUSTRALIAN NATIONAL UNIVERSITY

Fees Rule 2017

I, Professor Brian P. Schmidt, Vice-Chancellor, make the following rule.

Dated 11 December 2017

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
# Contents

**Part 1— Preliminary** ................................................................................................... 1

1 Name........................................................................................................................ 1

2 Commencement ....................................................................................................... 1

3 Authority .................................................................................................................. 1

4 Definitions ............................................................................................................... 1

5 Words and expressions used in HES Act ................................................................. 3

6 Arrangements with other tertiary education institutions etc. ............................... 3

**Part 2— Payment of student contribution amounts and fees** ................................. 4

**Division 2.1— Domestic student tuition fees** ........................................................... 4

7 Domestic students: fees for award programs ........................................................ 4

8 Domestic students: fees for non-award programs etc ............................................ 4

**Division 2.2— Overseas student fees** .................................................................... 5

9 Overseas students: fees .......................................................................................... 5

10 Overseas students becoming permanent visa holders ......................................... 5

**Division 2.3— Commonwealth supported student contributions** ........................ 6

11 General note for Division 2.3 ................................................................................ 6

12 Student contribution amounts .............................................................................. 6

13 Appropriate officer ............................................................................................... 6

14 Particular duties of Registrar in relation to HES Act .......................................... 6

**Division 2.4— Student services and amenities fees** ............................................. 7

15 Student services and amenities fees .................................................................... 7

**Division 2.5— Non-award studies fees** ................................................................. 7

16 Fees for non-award studies .................................................................................. 7

**Division 2.6— Incidental goods and services fees** ............................................... 7

17 Fees for incidental services etc. .......................................................................... 7

**Division 2.7— Residential accommodation fees** ................................................ 7

18 Fees for residential accommodation services .................................................... 7

**Part 3— Collection of fees** ....................................................................................... 9

19 Appointment of nominees etc. ............................................................................. 9

20 Responsibility for collection of fees etc. ............................................................... 9

21 Registrar’s general powers .................................................................................. 9

22 Extensions and exemptions ................................................................................. 10

23 Cancellation of enrolment for nonpayment of fees etc ....................................... 10

24 Revival of cancelled enrolments etc ................................................................. 10

25 Liability of persons financially supported by third party .................................... 11

26 Other sanctions for nonpayment of fees etc ..................................................... 11

**Part 4— Miscellaneous** .......................................................................................... 12

27 Approved forms .................................................................................................. 12

28 Service of notices etc. ......................................................................................... 12

29 Delegation by Vice-Chancellor etc. ..................................................................... 12

30 Agents of nominee ............................................................................................... 12
### Part 5—Repeal and transitional

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>31</td>
<td>Repeal etc.</td>
<td>13</td>
</tr>
<tr>
<td>32</td>
<td>Transitional</td>
<td>13</td>
</tr>
</tbody>
</table>
Part 1—Preliminary

1 Name

This is the *Fees Rule 2017*.

2 Commencement

This instrument commences on 1 January 2018.

3 Authority

This instrument is made under section 9.5 of the *Vice-Chancellorship Statute 2013*.

4 Definitions

In this instrument:

*Commonwealth supported place* means a place in a course in which a Commonwealth supported student may enrol.

*Commonwealth supported student*: see the HES Act, section 36-5 (Meaning of Commonwealth supported student).

*contributing student* means a Commonwealth supported student who receives HECS-HELP or FEE-HELP assistance.

*contribution amounts and fees schedule*, in relation to a period, means:

(a) the schedule of student contribution amounts, and tuition fees, determined by the University in relation to the period, and published on its website; or

(b) if that schedule is withdrawn by the University and a replacement schedule incorporating variations is published by the University on its website in relation to the period—the replacement schedule (or latest replacement schedule) published by the University on its website.

[Note: The HES Act, section 19-85 (Basic requirement) requires the University to charge, in accordance with the requirements of that Act, student contribution amounts and tuition fees for each unit of study in which it enrolls students. The contribution amounts and fees are determined and published by the University in accordance with that Act and guidelines made under that Act.]

*course* means a unit of study within the meaning of the HES Act.

[Note: *Unit of study* is defined in the HES Act, Schedule 1 (Dictionary).]

*coursework program* means a program consisting:

(a) entirely of coursework; or

(b) of a combination of coursework and research if the research component is less than two-thirds of the total program requirements.

*cross-institutional student* means:

(a) a person who is enrolled in a program offered by the University and is, for the purposes of that program, enrolled at another tertiary education institution in a course or other work requirement that forms part of a program offered by that institution; or
(b) a person who is enrolled in a program offered by another tertiary education institution and is, for the purposes of that program, enrolled at the University in a course or other work requirement that forms part of a program offered by the University.

domestic student: see the HES Act, Schedule 1 (Dictionary).

[Note: A domestic student is defined as a student who is not an overseas student.]

enrolled, in relation to a student in a program, means a student who has registered an enrolment in a course of the program.

FEE-HELP is a loan scheme that assists eligible undergraduate or graduate students to pay their tuition fees.

graduate program means a program the completion of which leads to the award of a graduate degree, graduate diploma or graduate certificate.

HECS-HELP means Higher Education Contribution Scheme - Higher Education Loan Program.


late fee includes a fine or penalty levied as a disincentive for late payment of fees under this instrument or late enrolment in, or withdrawal from, a course.

nominee means a person who is appointed as a nominee under section 19 (Appointment of nominees etc.).

non-award program means a program that does not lead to the award of a degree, diploma or certificate, but consists of a course or work requirement that forms part of an undergraduate or graduate program.

[Note: A non-award program does not include studies undertaken on a ‘non-award basis’ within the meaning of the HES Act. (The term ‘non-award basis’ is defined in Schedule 1 of that Act).]

overseas student: see the HES Act, Schedule 1 (Dictionary).

program means a course of study within the meaning of the HES Act, and includes a program of study offered by the University or any course or work requirement forming part of such a program.

[Note: Course of study is defined in Schedule 1 to that Act.]

relevant authority, for a matter in relation to student who is or was enrolled in a program offered by the University, means the Associate Dean, Registrar or other authority of the University with responsibility for the matter in relation to the student.

research program means a program for which the research component is not less than two-thirds of the total program requirements.

semester means first semester or second semester.

session includes:

(a) in relation to a coursework program—summer session, autumn session, winter session and spring session; and
(b) in relation to a research program—research quarter 1, research quarter 2, research quarter 3 and research quarter 4.

**student:**

(a) in relation to a Commonwealth supported student—has the meaning given by the HES Act; and

(b) in any other case—a person who is, or is to be, enrolled in a program.

[Note: Student is defined in Schedule 1 to the HES Act.]

**student contribution** means a contribution payable under Division 2.3 (Commonwealth supported student contributions).

**working day** means a day that is not a Saturday, a Sunday, a public holiday in the Australian Capital Territory, or a University holiday.

5 **Words and expressions used in HES Act**

Unless the contrary intention appears, a word or expression used in this instrument and the HES Act has the same meaning in this instrument as it has in the HES Act.

[Note: For example, census date is defined in Schedule 1 to the HES Act. The definition applies in relation to references to ‘census date’ in this instrument.]

6 **Arrangements with other tertiary education institutions etc.**

(1) If the Vice-Chancellor or a Deputy Vice-Chancellor arranges for a program to be offered in conjunction with another tertiary education institution or educational provider, a provision of this instrument has no effect in relation to a person undertaking the program to the extent to which it is inconsistent with a provision of the arrangement.

(2) If the Vice-Chancellor or a Deputy Vice-Chancellor enters into a contract with a private or government organisation for a program to be offered, a provision of this instrument has no effect in relation to a person undertaking the program to the extent to which it is inconsistent with a provision of the contract.

(3) For this section, a provision of this instrument is not inconsistent with a provision of an arrangement or contract mentioned in this section to the extent to which both provisions can operate concurrently.
Part 2—Payment of student contribution amounts and fees

Division 2.1—Domestic student tuition fees

7 Domestic students: fees for award programs

(1) This section applies to a domestic student if the student is enrolled in a program for an award for any semester, session or trimester.

(2) The student must pay the University the tuition fees payable, under the contribution amounts and fees schedule, for the courses to be undertaken in the program for the semester, session or trimester.

(3) However, the student is not required to pay tuition fees if:
   (a) the student:
      (i) is eligible for FEE-HELP or HECS-HELP assistance from the Commonwealth and has taken out a FEE-HELP or HECS-HELP loan before the relevant census date; or
      (ii) holds an Australian Government Research Training Program Domestic Fee Offset Scholarship; or
      (iii) holds a full tuition fee scholarship funded by the University; or
      (iv) holds a place fully funded by an employer; and
   (b) the student’s obligation to pay the fees is met under the arrangement or scholarship mentioned in paragraph (a).

(4) To remove any doubt, a student mentioned in subsection (3)(a) remains personally liable to pay tuition fees if the student’s obligation to pay the fees is not met under the arrangement or scholarship.

(5) Also, if the Vice-Chancellor, Deputy Vice-Chancellor or relevant Associate Dean sponsors all or part of the student’s tuition fees in accordance with the HES Act, the student is not required to pay the sponsored fees.

8 Domestic students: fees for non-award programs etc.

(1) If a student is enrolled in a non-award program for any semester, session or trimester, the student must pay the University the tuition fees payable, under the contribution amounts and fees schedule, for the courses to be undertaken in the program for the semester, session or trimester.

(2) The student must pay the tuition fees whether or not the student’s performance is to be examined.

(3) If a contributing student is enrolled in a course for any semester, session or trimester and the course does not have a Commonwealth supported place for that semester, session or trimester, the student must pay the University the tuition fees payable, under the contribution amounts and fees schedule, for that course.

(4) If a cross-institutional student of another tertiary institution is enrolled in a course or other work requirement for any semester, session or trimester and the course or other work requirement forms part of a coursework program offered by the University, the student...
must pay the University the tuition fees payable, under the contribution amounts and fees schedule, for that course or other work requirement.

(5) However, the cross-institutional student is not required to pay the tuition fees if:
   (a) the student discharges the student’s liability by taking out a FEE-HELP loan before the relevant census date; or
   (b) the student is awarded a Commonwealth supported place by the University and either pays the student contribution amount or defers the student contribution using HECS-HELP.

(6) If a cross-institutional student of another tertiary education institution holds a scholarship or other award that exempts the student from a requirement to pay tuition fees, the student is taken to be enrolled at the other institution on a fee-paying basis.

Division 2.2—Overseas student fees

9 Overseas students: fees

(1) This section applies to an overseas student if the student is (or is to be) enrolled in a program for any semester, session or trimester.

(2) The student must pay the University the fees payable, under the contribution amounts and fees schedule, for the courses to be undertaken in the program for the semester, session or trimester.

(3) However, the student is not required to pay fees if the student holds a scholarship, approved by the University, that meets the student’s obligation to pay the fees and the student’s obligation to pay the fees is met under the scholarship.

(4) To remove any doubt, the student mentioned in subsection (3) remains personally liable to pay fees if the student’s obligation to pay the fees is not met under the scholarship.

(5) Also, if the Vice-Chancellor, Deputy Vice-Chancellor or relevant Associate Dean sponsors all or part of the student’s tuition fees in accordance with the HES Act, the student is not required to pay the sponsored fees.

10 Overseas students becoming permanent visa holders

(1) If an overseas student becomes a permanent visa holder after arriving in Australia, the person ceases to be an overseas student, and is to be treated as a domestic student, if the HES Act, or a legislative instrument under the HES Act, so requires.

(2) However, the person must, before the census date of the first course in the semester, session or trimester in which the person is enrolled, provide proof to the University that the person has become a permanent visa holder to be eligible to be treated as a domestic student for that semester, session or trimester.

(3) Also, if the continued entitlement of an overseas student to stay in Australia, or to enter and stay in Australia, is subject to any limitation as to time imposed by law on the census date for a semester, session or trimester, the person remains an overseas student for that semester, session or trimester.
Division 2.3—Commonwealth supported student contributions

11 General note for Division 2.3

[Commonwealth supported students are eligible domestic students who are offered a Commonwealth supported place by the University. Commonwealth supported students pay a contribution to the cost of their program and the Commonwealth pays the remainder of their tuition.]

12 Student contribution amounts

(1) If a contributing student is, in any semester, session or trimester, undertaking a program at the University on the relevant census date, the contributing student must pay the University for that semester, session or trimester the student contribution amount payable, under the contributions amount and fees schedule, towards the cost of the provision of that program.

(2) A contributing student must discharge the student’s liability to make any HECS-HELP contribution on or before the relevant census date by:
   (a) paying the University the student’s student contribution amount in full; or
   (b) if the student meets the citizenship or residency requirements under the HES Act, section 90-5—either:
      (i) making a partial payment and deferring payment of the unpaid amount; or
      (ii) deferring payment of the entire amount.

(3) If a contributing student intends to defer payment of the student contribution amount payable for a semester, session or trimester in whole or part, the student must give the Registrar the student’s Tax File Number, or a Certificate of Application for a Tax File Number from the Australian Taxation Office, before the relevant census date.

(4) If the contributing student gives the Registrar a Certificate of Application for a Tax File Number from the Australian Taxation Office under subsection (3), the student must give the Registrar the student’s Tax File Number not later than 15 working days after the day the student receives it from the Australian Taxation Office.

13 Appropriate officer

The Vice-Chancellor must, in writing, appoint a person as the appropriate officer of the University for the HES Act.

[Note 1: The appropriate officer is appointed under the HES Act, s 187-2 (Who is an appropriate officer?)]

[Note 2: The Registrar was the appropriate officer at the commencement of this instrument.]

14 Particular duties of Registrar in relation to HES Act

The Registrar must ensure that the University complies with the following provisions of the HES Act:
   (a) section 19-70 (Provider to provide statement of general information);
   (b) section 169-5 (Notices);
   (c) section 169-10 (Correction of notices);
   (d) section 154-55 (Higher education providers etc. to provide information to Commissioner).
Division 2.4—Student services and amenities fees

15 Student services and amenities fees

(1) This section applies to a student if the student is enrolled at the University for any semester, session or trimester.

(2) The student must pay the University the student services and amenities fee payable, under the contribution amounts and fees schedule, for the semester, session or trimester.

[Note: Student services and amenities fee is defined in the HES Act, s 19-37(5) (Requiring membership of certain organisations or payment of certain amounts). The fee is to support the provision of amenities and services not of an academic nature, regardless of whether a student choses to use any of those amenities and services.]

(3) However, the student is not required to pay the student services and amenities fee if the person is exempt from the fee under the contribution amounts and fees schedule.

Division 2.5—Non-award studies fees

16 Fees for non-award studies

(1) This section applies to a person if the person undertakes studies offered by the University (other than a program of instruction to enable the person to undertake a program) that are not required or permitted to be undertaken for the purpose of obtaining a degree, diploma, certificate or other award of the University.

(2) The person must pay the University the fees payable, under the contribution amounts and fees schedule, for the studies.

Division 2.6—Incidental goods and services fees

17 Fees for incidental services etc.

(1) This section applies to a person if the person uses any goods or service offered by the University and a fee that is incidental to studies that may be undertaken with the University has been determined by the University as the charge for the goods or service.

(2) The person must pay the University the fee determined for the goods or service.

[Note: Under the HES Act, a fee does not include a fee determined, in accordance with the Higher Education Provider Guidelines made under that Act, to be a fee that is incidental to studies that may be undertaken with a higher education provider (see s 19-102(3)(c) (Meaning of fee)). For the criteria to decide whether a fee is of a kind that is incidental to studies that may be undertaken with a higher education provider, see the Higher Education Provider Guidelines, Chapter 7 (Fees for goods and services incidental to studies).]

Division 2.7—Residential accommodation fees

18 Fees for residential accommodation services

(1) This section applies to a person if the person uses residential accommodation services offered by the University.

(2) The student must pay the University the fee determined by the University as the charge for the services.
(3) However, the University may alternatively enter into a commercial arrangement with the person under which the person is required to pay fees for the use of the residential accommodation services.

(4) A fee payable by the person under an arrangement mentioned in subsection (3) is taken to be a fee payable by the person under this instrument.
Part 3—Collection of fees

19 Appointment of nominees etc.

(1) The Vice-Chancellor may, in writing, appoint a person as a nominee to collect fees payable under this instrument.

(2) A nominee has, for this instrument, the functions that the Vice-Chancellor determines in writing.

20 Responsibility for collection of fees etc.

(1) The Registrar must collect:

(a) the fees and student contribution amounts payable under the following provisions:
   (i) Division 2.1 (Domestic student tuition fees);
   (ii) Division 2.2 (Overseas student fees);
   (iii) Division 2.3 (Commonwealth supported student contributions); and

(b) the types of fees payable under the following provisions that the Vice-Chancellor directs in writing:
   (i) Division 2.4 (Student services and amenities fees);
   (ii) Division 2.6 (Incidental goods and services fees).

(2) A nominee must collect:

(a) the fees payable under the following provisions:
   (i) Division 2.5 (Non-award studies fees);
   (ii) Division 2.7 (Residential accommodation fees); and

(b) the types of fees payable under the following provisions that the Vice-Chancellor directs in writing:
   (i) Division 2.4 (Student services and amenities fees);
   (ii) Division 2.6 (Incidental goods and services fees).

21 Registrar’s general powers

(1) The Registrar may, by written notice, determine the following:

(a) the date or dates for the payment of fees and student contribution amounts to the University;
(b) how fees and student contribution amounts are to be paid;
(c) the circumstances in which late fees may be imposed;
(d) the circumstances (if any) in which fees and student contribution amounts may be paid by instalments and the conditions applying to payment by instalments;
(e) the circumstances in which a person may be entitled to:
   (i) a refund of all or part of an amount paid under this instrument; or
   (ii) remission of a debt under this instrument;
(f) the notice that a person is required to give the University of a change in the person’s address, including, for example, a semester, work, permanent home or email address.

[Note: A notice may be varied or revoked (see Acts Interpretation Act 1901, s 33 (3) (Power to make instrument includes power to vary or revoke etc. instrument).]
(2) A notice under this section may relate to all relevant students or to students of a particular class (including students to whom circumstances set out in the notice apply).

(3) The Registrar must publish a notice under this section on the University’s website.

22 Extensions and exemptions

(1) The Registrar may:
   (a) extend the time for the payment of fees or student contribution amounts payable
       this instrument; or
   (b) exempt a person from:
       (i) a late fee; or
       (ii) an additional fee for the revival of a cancelled enrolment or withdrawn rights
            and entitlements.

(2) However, the Registrar may not extend the payment date for a Commonwealth supported
    student beyond the relevant census date.

23 Cancellation of enrolment for nonpayment of fees etc.

(1) The Registrar may cancel the enrolment of a person as a student, or withdraw rights and
    privileges to which a person would otherwise have been entitled, (or both) if a fee or
    student contribution amount payable by a person under this instrument is not paid:
    (a) before the relevant census date or the other date by which payment is required to be
        made; or
    (b) if the Registrar has extended the time for payment under section 22 (Extensions
        and exemptions)—within the extended time allowed by the Registrar.

(2) The cancellation of a person’s enrolment as a student, or the withdrawal of rights or
    privileges to which a person would otherwise have been entitled, does not extinguish any
    undischarged liability of the person to pay a fee or student contribution amount.

(3) In making a decision under subsection (1), the Registrar must act in accordance with the
    HES Act and the Education Services for Overseas Students Act 2000.

24 Revival of cancelled enrolments etc.

(1) This section applies if a person’s enrolment as a student has been cancelled, or rights or
    privileges to which a person would otherwise have been entitled have been withdrawn,
    under section 23 (Cancellation of enrolment for nonpayment of fees etc.).

(2) The Registrar may, on the person’s application, revive the person’s enrolment or the
    person’s entitlement to the rights or privileges.

(3) However, the Registrar may revive the enrolment or entitlement only if:
    (a) the relevant authority recommends that the enrolment or entitlement be revived,
        subject to any conditions that the relevant authority may impose; and
    (b) the person pays, in addition to all other fees (including late fees) and student
        contribution amounts that the person owes to the University, any additional fee that
        the applicant is required to pay under this instrument.
25 Liability of persons financially supported by third party

(1) The Vice-Chancellor may accept an undertaking by a third party (including a party within the University), or a representative of the third party, to pay, on behalf of a person, fees and student contribution amounts payable to the University by the person under this instrument.

(2) However, the person remains personally liable for the payment of any fees or student contribution amounts payable to the University by the person that are not paid by the third party.

26 Other sanctions for nonpayment of fees etc.

(1) If a person fails to pay a fee or student contribution amount that the person is required to pay under this instrument, the Registrar may, in writing, direct that, while the fee or amount remains unpaid:
   (a) the person may not enrol or re-enrol in a program or course at the University; or
   (b) the person may not be given a transcript of the person’s academic record; or
   (c) the person may not be given the results of any assessment in a course or program; or
   (d) the person may not receive a degree, diploma, certificate or other award of the University.

(2) This section is additional to section 23 (Cancellation of enrolment for nonpayment of fees etc.).

(3) In this section:

fee, in relation to a person, means any fee or other amount payable by the person to the University under this instrument, and includes any of the following:
   (a) a late fee or additional fee;
   (b) an accommodation debt;
   (c) a fee payable in relation to a financial assistance program or field trip;
   (d) any other financial liability for a service rendered, or goods supplied, by the University in relation to the person.
Part 4—Miscellaneous

27 Approved forms

(1) The Registrar may, in writing, approve forms for this instrument.

(2) If the Registrar approves a form for a particular purpose, the form must be used for that purpose.

(3) The Registrar must ensure that approved forms are available on the University’s website or any other way that the Registrar considers appropriate.

28 Service of notices etc.

(1) This section applies to a notice or other document that is required or permitted to be served on an individual under this instrument (whether the word ‘give’, ‘notify’, ‘send’, ‘tell’ or another word is used).

(2) The document may be served on an individual:
   (a) by giving it to the individual; or
   (b) by sending it by prepaid post, addressed to the individual, to an address shown in the University’s records as the individual’s semester address, work address or permanent home address; or
   (c) by emailing it to:
      (i) if the individual has an email address provided by the University—that email address; or
      (ii) in any case—an email address otherwise recorded by the University as the individual’s email address.

(3) A document served by post on an individual under subsection (2)(b) is taken to have been served on the day it would have been delivered in the ordinary course of post.

(4) A document served by email on an individual under subsection (2)(c) is taken to have been served on the day it would have been received in the ordinary course of email transmission.

29 Delegation by Vice-Chancellor etc.

(1) The Vice-Chancellor may, in writing, delegate the Vice-Chancellor’s functions under this instrument to a member of the staff of the University or to a nominee.

(2) A delegation under subsection (1) may authorise the delegate to subdelegate, in accordance with the delegation, all or part of a delegated function to a member of the staff of the University or to a nominee or agent of a nominee.

30 Agents of nominee

A nominee may, in writing, appoint a person as the nominee’s agent for the exercise of the nominee’s functions under this instrument.
Part 5—Repeal and transitional

31 Repeal etc.

(1) The Fees Rule 2016 is repealed.

(2) To remove any doubt, a reference in a rule, order or other document of the University to the Fees Rules (whether with or without the year of its making or the year and number of the year of its making) includes a reference to this instrument.

32 Transitional

(1) To remove any doubt, any amount payable and unpaid under the Fees Rule 2016, and anything done under the rule and in effect immediately before the repeal of the rule, continues to be payable, or to have effect, as if the amount were payable, or the thing had been done, under this instrument.

(2) This section is additional to, and does not limit, the following provisions:
   (a) the Acts Interpretation Act 1901, section 7 (Effect of repeal or amendment of Act), as applied by the Legislation Act 2003, section 13(1)(a) (Construction of legislative instruments);
   (b) the Australian National University (Interpretation) Statute 2017, section 9 (Amendment of statutes).
THE AUSTRALIAN NATIONAL UNIVERSITY

Academic Board (Election of Members) Order 2017

I, Professor Brian P. Schmidt, Vice-Chancellor, make the following order.

Dated 11 December 2017

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
## Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Commencement</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Authority</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>Members of College Executive Committees</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Repeal</td>
<td>3</td>
</tr>
</tbody>
</table>
1 Name

This is the Academic Board (Election of Members) Order 2017.

2 Commencement

This instrument commences on 1 January 2018.

3 Authority

This instrument is made under the Australian National University (Academic Board Statute) 2017, section 6.

4 Members of College Executive Committees

For the Academic Board Rule 2017, section 5 (Members of College Executive Committees), the following academic staff positions in the ANU Colleges are College Executive Committee positions:

(a) **ANU College of Arts and Social Sciences**
   - (i) Dean;
   - (ii) Associate Dean (Education);
   - (iii) Associate Dean (Higher Degree Research);
   - (iv) Associate Dean (International);
   - (v) Associate Dean (Research);
   - (vi) Associate Dean (Student Experience);
   - (vii) Director, Research School of Humanities and the Arts;
   - (viii) Director, Research School of Social Sciences;
   - (ix) Representative of College Institutes and Centres;

(b) **ANU College of Asia and the Pacific**
   - (i) Dean;
   - (ii) Associate Dean (Development and Impact);
   - (iii) Associate Dean (Education);
   - (iv) Associate Dean (Higher Degree Research);
   - (v) Associate Dean (Research);
   - (vi) Associate Dean (Students);
   - (vii) Director, Australian Centre on China in the World;
   - (viii) Director, Coral Bell School of Asia Pacific Affairs;
   - (ix) Director, Crawford School of Public Policy;
   - (x) Director, School of Culture, History and Language;
   - (xi) Director, School of Regulation and Global Governance;
(c) **ANU College of Business and Economics**
   (i) Dean;
   (ii) Associate Dean (Education);
   (iii) Associate Dean (Higher Degree Research);
   (iv) Associate Dean (Research);
   (v) Director, Research School of Accounting;
   (vi) Director, Research School of Economics;
   (vii) Director, Research School of Finance, Actuarial Studies and Statistics;
   (viii) Director, Research School of Management;

(d) **ANU College of Engineering and Computing Science**
   (i) Dean;
   (ii) Deputy Dean;
   (iii) Associate Dean (Education);
   (iv) Associate Dean (Higher Degree Research);
   (v) Associate Dean (Information Technology);
   (vi) Director, Research School of Computer Science;
   (vii) Director, Research School of Engineering;
   (viii) Special Projects Academic;

(e) **ANU College of Health and Medicine**
   (i) Dean;
   (ii) Dean, ANU Medical School;
   (iii) Deputy Dean (Education);
   (iv) Director, The John Curtin School of Medical Research;
   (v) Director, Research School of Population Health;
   (vi) Director, Research School of Psychology;

(f) **ANU College of Law**
   (i) Dean;
   (ii) Deputy Dean;
   (iii) Associate Dean (Education);
   (iv) Associate Dean (International);
   (v) Associate Dean (Research);
   (vi) Head, School of Law;
   (vii) Assistant Head, School of Law;
   (viii) Director, ANU Legal Workshop;
   (ix) Associate Director, ANU Legal Workshop;
(g) **ANU College of Science**
   (i) Dean;
   (ii) Deputy Dean (Education);
   (iii) Director, Australian Centre for the Public Awareness of Science;
   (iv) Director, The Fenner School of Environment and Society;
   (v) Director, Mathematical Sciences Institute;
   (vi) Director, Research School of Astronomy and Astrophysics;
   (vii) Director, Research School of Biology;
   (viii) Director, Research School of Chemistry;
   (ix) Director, Research School of Earth Sciences;
   (x) Director, Research School of Physics and Engineering.

5 **Repeal**

The *Academic Board (Election of Members) Order 2015* is repealed.