COUNCIL

The 424th meeting of the Council will be held at 5:00pm on Thursday 19 February 2015 at ANU House, Level 11, 52 Collins Street, Melbourne. Any additional papers and briefing materials will be provided on the day.

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

Kate Molloy
Director
Corporate Governance and Risk Office

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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 16 days before the meeting.
AGENDA ON THE INTERNET
The agenda and minutes for meetings of Council are available on the Internet at the URL:

http://about.anu.edu.au/governance-structure/council/meetings
PART 1 – PROCEDURAL ITEMS

* 1 ANNOUNCEMENTS AND APOLOGIES

No apologies have been received 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, sections 25 to 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 26, Other Business.
5. The Chair will ask if there are any agenda items that need to be re-sequenced.

* 5 MINUTES

RECOMMENDATION It is recommended that the Council confirm the minutes of the meeting held on 5 December 2014 (1381/2014).
COUNCIL MINUTES

The 423rd meeting of the Council was held at 8.30m on Friday, 5 December 2014 in the R C Mills Room, Chancelry Building, ANU campus, Canberra.

ANU Council:

Present:
The Chancellor, Professor Gareth Evans AC QC (in the Chair)
The Vice-Chancellor, Professor Ian Young AO
Pro-Chancellor Ms Robin Hughes AO
Dr Doug McTaggart
Mr David Miles AM
Mr Graeme Samuel AC
Professor Suzanne Cory AC
Professor Patrick Dodson
Ms Naomi Flutter
Professor Matthew Colless
Professor Tim Senden
Dr Karen Hussey
Mr Matthew King
Mr Ben Niles, PARSA
Mr Ben Gill, ANUSA

Apologies:
Professor Nick Glasgow, Chair, Academic Board

ANU Executive and Senior Management:
Deputy Vice-Chancellor (Research) – Professor Margaret Harding
Pro-Vice Chancellor (Research and Research Training) – Professor Jenny Corbett
Pro-Vice Chancellor (Student Experience) – Professor Richard Baker
Executive Director, Administration and Planning – Mr Chris Grange
Alastair Sinton, Chief Finance Officer

Chancelry staff:
Director, Corporate Governance and Risk Office - Kate Molloy
Governess Officer, Corporate Governance and Risk Office – Leslie McDonald
Manager, Corporate Governance and Policy – Andrew Heath

Observers (for Council agenda item 7, Strategic Review of ANU by 2020 – Vice-Chancellor’s update):
Ms Tracey McNicholl, Assistant Director, Planning and Performance Measurement Division
Ms Sarah Withers, Manager, Corporate Planning, Planning and Performance Measurement Division.

PART 1: PROCEDURAL ITEMS

1. ANNOUNCEMENTS

The Chancellor welcomed to the 423rd meeting of Council new member, Professor Matthew Colless, who takes up his position on Council following the election by Deans and Heads of Research Schools in September and Mr. Ben Gill who joins Council as the ANUSA President.

Council was advised that today’s meeting would adjourn from 10:00-11:45 am in order that members might attend the launch at Black Mountain of the National Agricultural and Environmental Sciences Precinct – a CSIRO and ANU collaboration – at which the Chancellor and Vice-Chancellor would join Mr. Simon McKeon, CSIRO Board Chair, in the unveiling of the plaques by Industry Minister, the Hon. Ian Macfarlane MP.
Members further noted that Council meeting would resume at 11:45am.

2. LEAVE OF ABSENCE

No leave of absence was granted for the meeting.

3. DISCLOSURE OF MATERIAL PERSONAL INTEREST

Dr. Doug McTaggart advised Council members that he had been appointed as Chairman, QIMR Berghofer, a large independent and 70 year old medical research institute in Brisbane; and as a member of the Prime Minister’s Expert Advisory Panel on the White Paper on the Reform of the Federation.

Mr. Graeme Samuel informed Council that he has been appointed to lead the review of Australia’s independent medical research institutes and asked Council to note his appointment.

No other member disclosed a material personal interest in any matter on the agenda.

4. ARRANGEMENT OF AGENDA

Council agreed that Agenda item 9, ANU Investment Management Model (Domestic Equities), regarding Divestment, and Agenda item 32 ANU Legal Counsel Advice – Divestment - would be taken in conjunction with the Vice-Chancellor’s report, Item 6.

No additional agenda items were starred.

Unstarred items were approved on the motion of the Vice-Chancellor.

5. COUNCIL MINUTES

Council resolved to confirm the minutes of the meeting held on 3 October 2014 (126/2014).

PART 2: KEY BUSINESS ITEMS

6. VICE-CHANCELLOR'S REPORT

The Vice-Chancellor introduced his report, addressing the following issues:

6.1 Divestment

Council noted that following the October Council decision to divest from seven resources companies there had been extensive media reporting, some negative, with The Australian Financial Review (AFR) running 53 stories (including 12 front page stories) totalling 30,000 words over a three-week period. On the other hand, the University had received more than 7,000 emails (97% supportive), including petition-based emails, supporting the divestment decision signed by over 10,000 people. Responses from staff, students and alumni were overwhelmingly supportive. The University has provided responses to all emails and letters received.

Council noted that the Vice-Chancellor met with Michael Stutchbury, Editor-in-chief AFR, representatives of the Minerals Council and Mr. David Knox, CEO, Santos. At the request of Liberal Democrat Senator David Leyonhjelm, the Vice-Chancellor also appeared before the Hearings of Senate Estimates Committee to respond to a range of questions. ****

Council further considered the divestment issue under Agenda Items 9 and 32.

6.2 Higher Education Reforms

Council noted that the Higher Education Reform (deregulation) legislation, introduced to the Senate during the November sitting, was defeated and that the Minister subsequently introduced a new Bill in the House of Representatives. The Bill has now been held over until
the 2015 Autumn Sitting of Parliament. A number of concessions feature in the new Bill. Amongst them are:

- Student loans debt will continue to be CPI adjusted
- A transition fund will be established, as a buffer, to facilitate a smooth rollout of fee deregulation
- An additional scholarship scheme will be established to support low socio-economic, regional and rural students

****

Amongst items still on the government's agenda are the following:

- Maintenance of a National Collaborative Research Infrastructure Scheme and the
- Future Fellows Scheme

6.3 ARC Grants

Council noted the report on ARC grants and the university’s performance in securing Discovery Projects (DP), Discover Indigenous (DI) and Discovery Early Career Researcher Awards (DECRA) grants. Overall, ANU won approximately $35 million across these schemes.

6.4 Student Applications

As reported at the October meeting of Council, student applications for 2015 remain strong. Applications for domestic undergraduate students are up 10% on the same time last year. Total applications exceed last year and ANU is one of only two universities in NSW/ACT with an increase in domestic applications. In relation to international acceptances, as anticipated, these are tailing down slightly, but are holding at 20% to 30% up when compared with figures for the February 2013 period. ****

6.5 ANU Telephone Appeal

Alumni Relations & Philanthropy (AR&P) has commenced the first ANU Telephone Appeal, being conducted by students employed part-time over a six-week period, from 3 November to 13 December 2014. The program aims to engage with a broad cross-section of the University’s domestic alumni community, encouraging them to stay connected with ANU.

Annual Giving forms the cornerstone of a long-term, integrated and successful fundraising strategy, and studies at universities across the globe show that an institution’s philanthropic success is directly linked to a robust Annual Giving strategy. It was noted that ANU is one of the few top universities in the world not to have mounted such a campaign.

Alumni are contacted prior to calling and given the opportunity to exclude themselves from the Telephone Appeal to ensure that no cold-calls are made. Importantly, all calls are made by students who have been trained extensively. Although fund raising is an element of the appeal, connecting alumni with current students and the University is the main objective.

In addition, the Appeal wishes to engage Council members to seek their support, and, to this end, members may anticipate a call preceded by an email from Dr. Colin Taylor, Director, Alumni Relations and Philanthropy, to invite their involvement over the coming week.

6.6 Student Forums

Council noted that the Vice-Chancellor has conducted a series of 10 student round-tables with groups of students to discuss with them what attracted them to ANU and what they value in their education. This has proved to be valuable information in developing the next strategic plan to 2025. The elements students see as most important in their education are:

- The small size of the University
- The campus environment
- The residential experience
- Research as part of their degree
- Flexible degree structures
- Functioning IT
6.7 Director, National Security College  Rory Medcalf, who is presently Director, International Security Program at the Lowy Institute for International Policy has been appointed the new Director of the National Security College. He will follow Michael L’Estrange who was the inaugural Director. Medcalf is highly regarded in both academic and public service circles.

6.8 Giant Magellan Telescope  
The Vice-Chancellor informed Council that a contract had now been executed for the final stage of the Giant Magellan Telescope (GMT) project, valued at $1.05 billion, of which Australia’s contribution is $65 million. This now ensures that sufficient funds are in place to enable the build of the Telescope.

Council noted the report of the Vice-Chancellor.

7. REVIEW OF ANU BY 2020 – VICE-CHANCELLOR’S UPDATE

At its strategic retreat held on 21 February 2014, Council resolved that a strategic review of ‘ANU by 2020’ be undertaken by a small Working Group of Council, comprising the Chancellor, Vice-Chancellor, Pro-Chancellor, Dr Doug McTaggart and Dr Tim Senden.

At its meeting held on 3 October 2014, Council resolved that the ANU strategy be extended to 2025, the Working Group convene on 4 December, and that the Vice-Chancellor provide an update to Council the following day.

The Vice-Chancellor advised that it had been agreed by the Working Group that the ‘ANU to 2025’ strategic plan would have a solely strategic focus, with some of the essentially operational objective and metrics in ‘ANU by 2020’ being located in accompanying more detailed operational plans.

A full draft would be presented for Council consideration and discussion at its strategic retreat on 20 February 2015, based on the following proposed structure outlined below:

**Vision: (Tier 1)**
- To be Australia’s national university
- To be Australia’s finest (standard-setting) university

**Aims (Tier 2)**
- Research excellence of international significance in disciplines of national importance
- Innovative education for Australia’s next generation of thought leaders
- Public policy engagement leading the nation

**Foundations (Tier 3)**
- Our people, staff, students, alumni, access and equity
- Our campus

Within the aim of ‘Research Excellence’, the 2025 plan needed to address:
- Meeting defined standards of research excellence.
- Achieving critical mass and concentration in research disciplines of national importance.
- Training the next generation of researchers and articulating the characteristics and benefits of the University’s PhD offering.
- Connecting research with innovation, application and commercialization and having the capacity and an organisational culture that is responsive to addressing the changing government agenda.

Within the aim of ‘Innovative Education’, the plan needed to address:
- Defining the nature of the student experience
- Adopting innovative delivery methods
- Matching degree structures to student and national needs
- Redefining entry requirements
Further enhancing the residential experience

Within the aim of ‘Public Policy Engagement’, the plan needed to address:

- Meeting defined standards of excellence.
- Developing strong institutional support, including through the Crawford School of Public Policy and Public Policy Fellows program
- Ensuring effective integration of policy research, teaching and outreach with mainstream university research and education culture

Council agreed on the broad shape and focus of the 2025 plan and endorsed the proposal for the Vice-Chancellor to undertake staff and student consultation in early February 2015. Council approved the work undertaken to date, reaffirming the areas of strategic focus and importance and agreed to engage in more detailed discussion at its strategic retreat.

Council further noted that finalisation of the plan may not occur until mid-2015 and is likely to be subject to further review, pursuant to the passage of legislation to implement a deregulated fee environment.

Resolved:
That Council:
1. Approve the broad shape and focus of the new ‘ANU to 2025’ plan, as presented by the Vice-Chancellor;
2. Endorse the proposed staff and student consultation program, scheduled for early February 2015;
3. Discuss a detailed initial draft of the 2025 plan at its strategic retreat on 20 February 2015.
4. Discuss in detail in that context the Vice-Chancellor’s detailed report on performance to date against the ‘ANU by 2020’ strategic plan.

10. UNION COURT REDEVELOPMENT – A NEW BEGINNING

Council noted the paper and presentation given by the Deputy Vice-Chancellor (Academic) and the Executive Director (Administration and planning), regarding a conceptual framework for the redevelopment of the Union Court precinct, for which Council approval was sought in order to enable the next stage of development – production of an Urban Design and Block Plan – to proceed.

Council was advised that, in May 2013, a process began to imagine the future of Union Court and the possibilities for redevelopment. In this period, extensive consultation and analysis of options for the site has been undertaken.

Council was further advised that feedback during the work undertaken to date has been overwhelmingly positive, from students, from staff and from tenants. In addition, the National Capital Authority has been briefed and is highly supportive of the concept. The National Capital Authority has also asked for a presentation to their Board on 12 December 2014.

Issues raised during Council discussion included the need for close examination by the Finance Committee of the financial modelling involved, including in particular the proposed ANU capital contribution; the need for clear identification to Council of actual and proposed concept-development costs at all stages; the implications for other building projects, including further meeting residential accommodation needs; and the need for close attention to child care facilities.

Resolved
That Council:
1. Note the work undertaken to date on the redevelopment of Union Court precinct proposal.
2. Endorse the commencement of the next stage of the work – development of an Urban Design Plan ****.
3. Request Finance Committee to assess the merits of packaging a structured investment opportunity ****, as part of a total investment proposition.
4. Receive a report back from Finance Committee with its advice on financing options, **** and that, at such time that successive stages of the development are approved by Council, the Committee monitor and oversee each subsequent stage of the development reporting progress regularly to Council.
5. Note that subsequent stages will be brought to Council for consideration and approval.

11. REVISED UNIVERSITY FINANCIAL PROJECTIONS 2014

Council was advised that the updated financial projection reports a net operating result, before depreciation, of $66.2m representing an increase of $3.2m (5.2%) over 2013, but a decline of $9.1m (12.1%) over the September projection. The net operating result of $24.2m is $4.8m (24.9%) better than 2013 and represents an improvement of $6.1m (33.7%) over the September forecast.

Council considered the revised financial projections for 2014 and noted the accompanying analysis and report of the University’s financial position.

Resolved:
That Council note the revised 2014 University financial projections.

12 ANU SUBSIDIARY ENTITIES 2015 BUDGET & CONSOLIDATED 2015 BUDGET

The University currently recognises the following subsidiary entities in accordance with AASB 10 Consolidated Financial Statements:
- ANU Enterprise Pty Limited;
- BRU Holdings Pty Limited;
- SA2 Holdings Pty Limited;
- ANU Section 68 Pty Limited; and
- ANU (UK) Foundation

ANU Section 68 Pty Limited was liquidated in June 2014 and as such has not prepared a budget for 2015. In addition ANU (UK) Foundation has not engaged in any financial activity to date, apart from incurring bank fees of circa GBP10.00 per month, and as such has also not prepared a budget for 2015.

The University budget for 2015 reflects the budget endorsed by Finance Committee on 19 September and approved by Council on 3 October 2014.

In discussion, Council commented upon the need to incorporate a YTD against Budget result for future reporting. In response, management advised of the intention to move towards accrual-based budgeting to better facilitate reporting on a year to date against budget basis.

Resolved:
That Council approve the ANU Subsidiary Entities’ 2015 budget and the University’s Consolidated Budget for 2015.

13 CAMPUS PLANNING AND DEVELOPMENT COMMITTEE (CPDC)

At the July Council meeting, Council was advised of a planned review of the existing and long standing Campus Planning and Development Committee (CPDC). The CPDC was first established in the 1950s as a Committee of Council. A copy of the existing terms of reference and membership accompanied the paper considered by Council.
Council noted that the review of the Committee was an extension of a process begun with the 2010 development of the new Campus Master Plan 2030. The review also took into account the new Capital Management Planning Framework and approval process as approved by Council during 2014. Under the approved new framework, a funding program for major capital works is now in place and an annual recommendation is presented to Council on major developments.

In discussion, Council noted the paper which detailed the benefits of having in place a management committee to facilitate statutory and related planning approval processes to enable the University’s campus master plan to be realised and for the fast tracking of such approvals by performing the function of an authorised delegate, pursuant to meeting such requirements as stipulated by the National Capital Authority (NCA), in respect of land planning and implementation.

The requirements to achieve Authorised Delegate Status are threefold:

- Agreement on Building Heights and Green Spaces on Campus;
- Development of Precinct Codes which support the CMP 2030 and provide definitive guidelines to developments within designated precincts on campus; and
- Development of an appropriate Management and Reporting Structure.

Council noted that, under the proposed management committee structure, technical, architectural and other specialist advice would form important inputs to the planning process.

After consideration, Council resolved that a governance overlay was essential, requiring the establishment of a Council Committee responsible for final decision-making in respect of campus master planning and consideration of evolving strategies for the built environment ****.

Processes for consultation with staff and students were considered and clarified, including noting the desirability of indigenous involvement with the management committee community to contribute an important cultural overlay for the built environment.

Council restated that whilst major capital developments and specific projects continue to come to Council for its approval, as the governing authority, overall decision-making in respect of campus master planning must rest with Council not only on the financial commitment, but also in respect of design and contextual issues.

**Resolved**

That Council approve that:

1. The current CPDC be disbanded with thanks to current serving members
2. A new Campus Planning and Development Management Committee be established with Terms of Reference reflecting its role and status, as agreed by Council
3. The current CPDC Chairperson be invited to chair the newly established CPDC for a term of 3 years
4. New Committee members be identified, reviewed and appointed to the Committee in accordance with the membership appointment process identified in the Terms of Reference
5. Processes be established for input by local indigenous communities in respect of built environment considerations as part of the campus master plan
6. Final approval of design, funding proposals and evolving strategies pertaining to the campus master plan be matters reserved for Council approval, as the governing authority and
7. A Council Committee be established **** with responsibility for, and oversight of, master planning of the ANU University campus.
PART 3: STRATEGIC ISSUES

14. EDUCATION AT ANU

The Deputy Vice-Chancellor (Academic), Professor Marnie Hughes-Warrington, gave a presentation to Council on the University’s progress against 2014 milestones in the Education Portfolio Operational Plan and to propose goals for ANU 2025 education.

Amongst the key points discussed were:

- ANU has achieved a four point improvement over 2013 in respect of ATAR rankings
- ANU has achieved a 2% improvement over 2013 in respect of course satisfaction as assessed by students
- When compared with the Go8, ANU continues to rank number 1 in relation to overall satisfaction, number 3 in respect of good teaching, but number 7 in respect of generic skills. The University does build broad generic capabilities to enable students to find a job, in particular, skills in problem solving, diagnosis, developing solutions, and writing, but there is a need to better teach students how to express and communicate these acquired and developed skills to an employer.
- A program of curriculum reform has been conducted in 18 months with a rationalisation of low performing programs from 669 in 2013 to 507 in 2014. Of note, small classes are now structured with a minimum threshold and further consolidation, or closure, likely. Programs with low enrolments continue to be closely monitored to assess the appropriate actions in place to improve viability, or otherwise.
- ANU is now fully AQF compliant and ready for 2015 commencements. The introduction of flexible double degrees has established an offering of distinction and value, unique to ANU. Academic integrity is not compromised as a result of flexible doubles, with both major and minor components structured in a way to ensure that students are aware of the rules and requirements at the point of enrolment.
- The benefits of online course delivery are that reach and access is both national and international, with a capacity to meet the particular needs of various cohorts – low socio-economic, indigenous and postgraduate, noting the example of the online postgraduate coursework offering in Law drawing 900 students across Australia.
- Donations, by College, show significant variability and highlights areas to better target for future philanthropic support.
- ANU is now the first university outside of the United Kingdom to benefit from Higher Education Academy (HEA) fellowships resulting in a significant uplift in professional development and a reaffirmation of the importance of good teaching. ANU now has the opportunity to become the Australian hub for education fellowships.
- Evidence of teaching (minimum of 10%) must be shown by academic staff when presenting their cases for academic promotion.
- Policy issues needing to be addressed in the future include:
  - Live lectures becoming special, public events and small-class interactions becoming the defining approach to education
  - ANU and an international partner co-hosting the world’s first Institute of Advanced Studies in educational innovation to accredit fellows and provide competitive fellowships
    - All undergraduate students being admitted to ANU on the basis of academic and co-curriculum achievements and students can graduate with degrees and a co-curriculum award in recognition of learning experiences gained outside of the classroom
    - ANU achieving an ‘educational community’ ten times greater that its 2015 alumni population with that community continuing to learn with ANU over their lifetime.

Council thanked Professor Hughes-Warrington for a comprehensive and insightful assessment of the key issues driving education at ANU and needing to frame strategic approaches through to 2025.

Resolved:
That Council note the report on progress against 2014 milestones in the Education Operational Plan and proposed goals for ANU 2025 education.
PART 4: OTHER MATTERS FOR DECISION

15. 2015 INTERNAL AUDIT WORK PLAN

Council noted that the 2015 Internal Audit Work Plan (IAWP) provided by Ernst & Young auditors, was developed in consultation with the Corporate Governance & Risk Office (CGRO). In developing the 2015 IAWP the following documentation was considered:

- ANU Entity-wide Risk Management Framework;
- ANU Entity-wide Risk Profile;
- Australian National Audit Office audit activity;
- Previous audit activities, findings or issues; and
- Emerging issues.

Additionally, the ANU Executive, College Deans, General Managers and Service Division Directors were consulted to seek their advice on potential audit topics and areas of focus.

The IAWP incorporates a broad range of internal audits including compliance based audits, performance improvement audits, data processing audits and operational control audits.

Resolved:
That Council approve the ANU 2015 internal audit work plan.

16. CORAL BELL SCHOOL OF ASIA PACIFIC AFFAIRS – CHANGE OF SCHOOL NAME

Council noted that the proposed change in School name, which has the full support of relevant staff, builds on the University’s claims to national importance and the distinctive character of ANU, and appropriately recognizes the scholarly eminence of Professor Bell. It further noted that a longer-term outcome is likely to be further organisational and structural changes and a rationalisation of discipline offerings between the Crawford School and Coral Bell School within CAP, and between CAP and CASS.

Resolved:
That Council approve the renaming of the School of International, Political and Strategic Studies to the Coral Bell School of Asia Pacific Affairs.

17. FRAUD CONTROL FRAMEWORK

Resolved:
That Council approve the ANU Fraud Control Framework.

18. DISSOLUTION OF THE AUSTRALIAN FOUNDATION FOR MENTAL HEALTH

Resolved:
That Council approve the dissolution of The Australian Foundation for Mental Health Research (ANU) in accordance with section 14(3) of The Australian National University Endowment For Excellence Statute 2012.

PART 5: OTHER MATTERS FOR NOTING

19. AUDIT AND RISK MANAGEMENT COMMITTEE – SUMMARY OF MAJOR ITEMS CONSIDERED

Council noted the summary of major items considered by the Audit & Risk Management Committee (ARMC) at its meeting held on 12 November 2014.
20. FINANCE COMMITTEE – SUMMARY OF MAJOR ITEMS CONSIDERED

Council noted the summary of the major items considered by the Finance Committee at its meeting held on 12 November 2014.

21. REVIEW OF PERFORMANCE – AUDIT AND RISK MANAGEMENT AND FINANCE COMMITTEES

Council noted the report on the outcomes of the biennial self-assessment of the Audit & Risk Management Committee and the Finance Committee.

22. 2014 UNIVERSITY RANKINGS AND STRATEGIC IMPLICATIONS

Council noted the report on 2014 international rankings and their strategic implications for ANU. The Vice-Chancellor added that medical sciences performance percolates other rankings and often volume measures impact the ANU, given our size. The impact of publications and the need for achieving uplift in HiCi’s remain priority action areas. Council further observed that ANU ranks lower, compared with other Go8 universities, in relation to external engagement with employers, corporations and business. Corporate connectivity presents an opportunity for future growth.

23. ADMINISTRATIVE REFORM AT ANU – UPDATE

Council noted the progress report on administrative reform initiatives underway at ANU, in particular, the series of information sessions running across campus where 1850 staff were booked to attend sessions and 1450 attended 47 sessions over one week.

24. UNIVERSITY ICT AND IT INFRASTRUCTURE PROGRAM OF WORK FOR 2015

Council noted the University’s ICT and IT infrastructure program of work planned for 2015.

25. CAPITAL BUILDING FINANCIAL SUMMARY REPORT

Council noted the Capital Building Financial Summary Report.

26. ACADEMIC BOARD

Council noted the report from the meeting of the Academic Board held on 26 September 2014 (1081/2014).

27. POWER OF ATTORNEY

Council noted the transactions over which the Investment Manager and Acting Investment Manager exercised the Power of Attorney between 12 September 2014 and 5 November 2014.

28. UNIVERSITY SEAL REPORT

Council noted the documents to which the University Seal had been affixed since the meeting of Council held on 3 October 2014.

29. REPORT OF SIGNIFICANT VISITS AND EVENTS, GRANTS AND CONSULTANCIES

Council noted the report of significant visits and events, grants and consultancies (187/2014).
30. LEGISLATION

Council

1. Approved the following legislation:
   (a) Academic Misconduct Statute 2014
   (b) Appeals Statute 2014
   (c) Pro-Chancellorship Statute 2014

2. Noted the Assessment Rules (No. 2) 2014 made by the Vice-Chancellor under subsection 9.5 of the Vice-Chancellorship Statute 2013; and


31. APPOINTMENT TO THE BOARD OF GOVERNORS OF THE ENDOWMENT FOR EXCELLENCE

Council approved the following changes to the Board of Governors of the ANU Endowment for Excellence, in accordance with s3(1) of The Australian National University Endowment for Excellence Rules 2012:

1. Accepted the resignation of Mr Tony Hartnell as President and appointed him as a Governor under s3(1)(d) until 19 February 2017; and
2. Approved the appointment of Dr Vince FitzGerald as President, Board of Governors of the ANU Endowment of Excellence until 31 May 2018.

In approving the changes to the Board of Governors, Council recorded its appreciation for the contribution made by Mr. Tony Hartnell, who, through his stewardship as President, has seen the Endowment for Excellence Board develop with a truly philanthropic focus.

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PART 6: OTHER BUSINESS

33. QUESTION TIME

There were no matters raised in Question Time.

34. OTHER BUSINESS

No other business was raised.

35. NEXT MEETING

Council noted that its next meeting will be held on 19 February 2015 (business meeting of Council), followed by Council’s strategic retreat, on 20 February 2015, at ANU House, Melbourne.
PART 2 – KEY BUSINESS ITEMS

C* 6 - 11 Confidential to Council Members
PART 4 – OTHER MATTERS FOR DECISION

C* 12  Confidential to Council Members
13. VOLUNTARY CODE OF BEST PRACTICE FOR THE GOVERNANCE OF AUSTRALIAN UNIVERSITIES

PURPOSE  To consider the University’s conformance with the Voluntary Code of Best Practice for the Governance of Australian Universities.

AUTHOR  Manager, Corporate Governance and Policy

REVIEWED BY  Director, Corporate Governance and Risk Office

APPROVED BY  Vice-Chancellor

SPONSOR  Vice-Chancellor

RECOMMENDATION  That Council confirm the University’s conformance with the Voluntary Code of Best Practice for the Governance of Australian Universities for the 2014 reporting period.

ACTION REQUIRED  For decision

SUPPORTING MATERIAL

Council adopted the Voluntary Code of Best Practice for the Governance of Australian Universities on 23 September 2011.

Voluntary Code – Statement of Conformance

The attached statement is presented to Council to demonstrate the University’s conformance with the Voluntary Code. The statement demonstrates that the governance arrangements of the University remain consistent with the prescriptions of the Voluntary Code, noting opportunities to further strengthen governance arrangements (and hence conformance with the Voluntary Code).

In addition, a benchmarking assessment was undertaken by the Corporate Governance and Risk Office in May 2014 using the 2014 ASX Corporate Governance Principles. Overall the University’s corporate governance arrangements are consistent with the ASX Principles (making reasonable allowance for the fact that the University is not a publicly listed corporation engaging in commercial activities). Suggested improvements for adoption align with the recommendations arising from the Walker review. In particular, these include:

- Establishment of a policy in the disclosure of significant decisions and issues impacting the University;
- Establishing a policy governing executive remuneration; and
- Improving the quality of disclosure of the University’s governance arrangements, principally through the annual report and website.

The Vice-Chancellor has endorsed all of these suggested improvements and development of proposals and/or implementation of all of them is currently underway. Proposals, as appropriate, will be brought forward to Council for approval or noting in 2015.

Council is asked to note that to achieve a better alignment with the processes for the preparation of the annual report, Council will be asked to again consider conformance with the Voluntary Code at its 4 December meeting. Thereafter, and for future reporting purposes, the annual confirmation of conformance will occur at the December meeting of Council.

PART 4 – OTHER MATTERS FOR DECISION
In addition to being provided with an annual statement of conformance with the Voluntary Code, in the future Council will be provided with evidence that demonstrates conformance with the requirements of the *Australian National University Act 1991*, or its successor, and the *Public Governance, Performance & Accountability Act 2013*. This will enable the University to comprehensively attest in the annual report that it is meeting its stated governance requirements.

**ATTACHMENT**

13.1 Voluntary Code of Best Practice in University Governance (147/2011)
13.2 Statement of Conformance with Voluntary Code (14/2015)
VOLUNTARY CODE OF BEST PRACTICE FOR THE GOVERNANCE OF AUSTRALIAN UNIVERSITIES

1: A university should have its objectives and/or functions specified in its enabling legislation

2: A university’s governing body should adopt a statement of its primary responsibilities, to include:
   (a) appointing the Vice-Chancellor as the Chief Executive Officer of the university, and monitoring his/her performance;
   (b) appointing other senior officers of the university as considered appropriate;
   (c) approving the mission and strategic direction of the university, as well as the annual budget and business plan;
   (d) overseeing and reviewing the management of the university and its performance;
   (e) establishing policy and procedural principles, consistent with legal requirements and community expectations;
   (f) approving and monitoring systems of control and accountability, including general overview of any controlled entities. A controlled entity is one that satisfies the test of control in s.50AA of the Corporations Act;
   (g) overseeing and monitoring the assessment and management of risk across the university, including commercial undertakings;
   (h) overseeing and monitoring the academic activities of the university;
   (i) approving significant commercial activities of the university.

A university’s governing body, while retaining its ultimate governance responsibilities, may have an appropriate system of delegations to ensure the effective discharge of these responsibilities.

3: A university should have the duties of the members of its governing body and sanctions for the breach of these duties specified in its enabling legislation. Other than the Chancellor, the Vice-Chancellor and the Presiding Member of the Academic Board, each member should be appointed or elected ad personam. All members of the

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1 In the case of a university established under the Corporations Act, a reference to enabling legislation is taken to mean its constitution and/or, where applicable, the Corporations Act.
governing body should be responsible and accountable to the governing body. When exercising the functions of a member of the governing body, a member of the governing body should always act in the best interests of the university.

Duties of members should include the requirements to:
(a) act always in the best interests of the university as a whole, with this obligation to be observed in priority to any duty a member may owe to those electing or appointing him or her;
(b) act in good faith, honestly and for a proper purpose;
(c) exercise appropriate care and diligence;
(d) not improperly use their position to gain an advantage for themselves or someone else; and
(e) disclose and avoid conflicts of interest (with appropriate procedures for that purpose similar to those for public companies).

There should be safeguards, exemptions and protections for members of a university’s governing body for matters or things done or omitted in good faith in pursuance of the relevant legislation. Without limitation, this should include such safeguards, exemptions and protections as are the equivalent of those that would be available were the member a director under the Corporations Act. A university (with the exception of those subject to the Corporations Act) should have a requirement included in its enabling legislation that its governing body has the power (by a two-thirds majority) to remove any member of the governing body from office if the member breaches the duties specified above. A member should be required, automatically, to vacate the office if he or she is, or becomes, disqualified from acting as a Director of a company or managing corporations under Part 2D.6 of the Corporations Act.

4: If permitted by its enabling legislation, a university should develop procedures;
a) to provide that the Chancellor and Deputy Chancellor hold office subject to retaining the confidence of the governing body; and
b) to deal with removal from office if the governing body determines that such confidence is no longer held.

5: Each governing body should make available a programme of induction and professional development for members to build the expertise of the governing body and to ensure that all members are aware of the nature of their duties and responsibilities.

6: On a regular basis, at least once each two years, the governing body should assess its performance, the performance of its members and the performance of its committees. The Chancellor should have responsibility for organising the assessment process, drawing on external resources if required. On an annual basis, the governing body should also review its conformance with this Code of Best Practice and identify needed skills and expertise for the future.

7: The size of the governing body should not exceed 22 members. There should be at least two members having financial expertise (as demonstrated by relevant
qualifications and financial management experience at a senior level in the public or
private sector) and at least one member with commercial expertise (as demonstrated
by relevant experience at a senior level in the public or private sector). Where the size
of the governing body is limited to less than 10 members, one member with financial
expertise and one with commercial expertise would be considered as meeting the
requirements. There should be a majority of external independent members who are
neither enrolled as a student nor employed by the university. There should not be
current members of any State or Commonwealth parliament or legislative assembly
other than where specifically selected by the governing body itself.

8: A university should adopt systematic procedures for the nomination of prospective
members of the governing body for those categories of members that are not elected.
The responsibility for proposing such nominations for the governing body may be
delegated to a nominations committee of the governing body that the Chancellor
would ordinarily chair.

Members so appointed should be selected on the basis of their ability to contribute to
the effective working of the governing body by having needed skills, knowledge and
experience, an appreciation of the values of a university and its core activities of
teaching and research, its independence and academic freedom and the capacity to
appreciate what a university’s external community needs from it.

To provide for the introduction of new members consistent with maintaining continuity
and experience, members’ terms should generally overlap and governing bodies should
establish a maximum continuous period to be served. This should not generally exceed
12 years unless otherwise specifically agreed by the majority of the governing body.

9: A university should codify its internal grievance procedures and publish them with
information about the procedure for submitting complaints to the relevant ombudsman
or the equivalent relevant agency.

10: The annual report of a university should be used for reporting on high level outcomes.

11: The annual report of a university should include a report on risk management within
the organisation.

12: The governing body should oversee controlled entities by:
(a) ensuring that the entity’s board possesses the skills, knowledge and experience
necessary to provide proper stewardship and control of the entity;
(b) appointing some directors to the board of the entity who are not members of the
governing body or officers or students of the university;
(c) ensuring that the board of the entity adopts and regularly evaluates a written
statement of its own governance principles;
(d) ensuring that the board documents a clear corporate and business strategy which
reports on and updates annually the entity’s long-term objectives and includes an
annual business plan containing achievable and measurable performance targets and milestones; and
(e) establishing and documenting clear expectations of reporting to the governing body, such as a draft business plan for consideration and approval before the commencement of each financial year and at least quarterly reports against the business plan.

13: A university should assess the risk arising from its involvement in the ownership of any entity (including an associated company as defined in the Accounting Standards issued by the Australian Accounting Standards Board), partnership and joint venture. The governing body of a university should, where appropriate in light of the risk assessment, use its best endeavours to obtain an auditor’s report (including audit certification and management letter) of the entity by a State, Territory or Commonwealth Auditor-General or by an external auditor.

14: A University should disclose in its Annual Report its compliance with this Code of Best Practice and provide reasons for any areas of non-compliance.

This Code was approved out-of-session by the Ministerial Council for Tertiary Education and Employment on 27 July 2011.
### 2015 STATEMENT OF CONFORMANCE

**Voluntary Code of Best Practice for the Governance of Australian Universities**

<table>
<thead>
<tr>
<th>Principle</th>
<th>Conformance</th>
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<tbody>
<tr>
<td>1</td>
<td>A university should have its objectives and/or functions specified in enabling legislation.</td>
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| 2 | A university’s governing body should adopt a statement of its primary responsibilities, to include:  
(a) appointing the Vice-Chancellor as the Chief Executive Officer of the university and monitoring his/her performance;  
(b) appointing other senior officers of the university as considered appropriate;  
(c) approving the mission and strategic direction of the university, as well as the annual budget and business plan;  
(d) overseeing and reviewing the management of the university and its performance;  
(e) establishing policy and procedural principles, consistent with legal requirements and community expectations;  
(f) approving and monitoring systems of control and accountability, including general overview of any controlled entities. A controlled entity is one that satisfies the test of control in s. 50AA of the *Corporations Act*;  
(g) overseeing and monitoring the assessment and management of risk across the university, including commercial undertakings;  
(h) overseeing and monitoring the academic activities of the university;  
(i) approving significant commercial activities of the university. | On 13 August 2004, Council adopted a ‘Statement of Primary Responsibilities’ (491/2004) which was updated on 27 May 2011. On 23 September 2011, Council delegated to the Vice-Chancellor its authority to appoint other senior officers of the University, excluding the Chancellor and Pro-Chancellor. On 26 July 2013, Council delegated to the Vice-Chancellor its authority to make Rules in addition to the Council’s power in relation to specified Statutes. |
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<tr>
<td>2 A university’s governing body, while retaining its ultimate governance responsibilities, may have an appropriate system of delegations to ensure the effective discharge of these responsibilities.</td>
<td>While retaining its ultimate governance responsibilities, on 12 July 2001 Council delegated responsibility for the oversight and management of delegations of authority to the Vice-Chancellor. This excludes however all matters listed in section 18(4) of the Australian National University Act 1991, which cannot be delegated. Delegations within the University are governed by the Delegations of Authority policy, which is located at: <a href="https://policies.anu.edu.au/ppl/document/ANUP_004806">https://policies.anu.edu.au/ppl/document/ANUP_004806</a>. Specific details on delegations within the University is available at: <a href="http://www.anu.edu.au/staff/delegations">http://www.anu.edu.au/staff/delegations</a>.</td>
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<td>3 A university should have the duties of the members of its governing body and sanctions for the breach of these duties specified in its enabling legislation. Duties of members should include the requirements to: (a) act always in the best interested of the university as a whole, with this obligation to be observed in priority to any duty a member may owe to those electing or appointing him or her; (b) act in good faith, honestly and for a proper purpose; (c) exercise appropriate care and diligence; (d) not improperly use their position to gain an advantage for themselves or someone else; and (e) disclose and avoid conflicts of interest (with appropriate procedures for that purpose similar to those for public companies). When exercising the functions of a member of the governing body, a member of the governing body should always act in the best interested of the university. All members of the governing body should be responsible and accountable to the governing body. A university (with the exception of those subject to the Corporations Act) should have a requirement included in its enabling legislation that its governing body has the power (by a two-thirds majority) to remove any member of the governing body from office if the member breaches the duties specified above.</td>
<td>The duties of Council members is specified in sections 25, 26, 27, 28, and 29 of the Public Governance, Performance &amp; Accountability Act 2013. These sections cover the duties to exercise appropriate care and diligence; to act in good faith, honestly and for a proper purpose; to not make improper use of position; and to disclose interests. Section 15 of the Public Governance, Performance &amp; Accountability Act 2013 imposes a collective duty on the Council to ensure that the University is governed in a way that promotes proper use of public resources, the achievement of its purposes; and financial sustainability. Section 9(2) of the Australian National University Act 1991 requires Council to act in all matters concerning the University that will best promote the interests of the University. Section 15(1)(k) of the Australian National University Act 1991 provides procedures for the removal of a Council member if that Council member has breached his or her duties under sections 25, 26, 27, 28, or 29 of the Public Governance, Performance &amp; Accountability Act 2013. Further, section 30 of the Public Governance, Performance &amp; Accountability Act 2013 empowers the Minister for Education to remove members of Council appointed by the Minister for a breach of his or her duties under sections 25, 26, 27, 28, or 29. All members of Council are subject to the requirement of the Public Governance, Performance &amp; Accountability Act 2013 in regard to the management of conflicts of interest. In addition, Council members are subject to the Responsibilities of Members of Council and University Officers policy (<a href="https://policies.anu.edu.au/ppl/document/ANUP_000457">https://policies.anu.edu.au/ppl/document/ANUP_000457</a>). All members of Council and Council Committees provide an annual disclosure of interests, from which a register of interests is maintained. The register is available for inspection at any time and is tabled at least annually for Council members to review.</td>
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<td>Other than the Chancellor, the Vice-Chancellor and the Presiding Member of the Academic Board, each member should be appointed or elected ad personam.</td>
<td>All members of Council, other than the Chancellor and the Vice-Chancellor, are appointed ad personam. The Walker review of the ANU Act 1991 and governance arrangements has identified opportunities to further strengthen the University’s compliance in this regard. Council will consider the review’s findings and recommendations and determine its response, in respect of implementation, over the course of 2015.</td>
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<td>There should be safeguards, exemptions and protections for members of a university’s governing body for matters or things done or omitted in good faith in pursuance of the relevant legislation. Without limitation, this should include such safeguards, exemptions and protections as are the equivalent of those that would be available were the member a director under the Corporations Act.</td>
<td>The Public Governance, Performance &amp; Accountability Act 2013 requires that a Council member must, “exercise his or her powers, perform his or her functions and discharge his or her duties honestly, in good faith and for proper purpose.” This implies a legislative protection that if a Council member exercised his/her power honestly, in good faith and for proper purpose then he/she would not be in breach of this duty. The University executes with all Council members a ‘Council Deed of Indemnity &amp; Access’. This deed indemnifies a Council Member, on a full indemnity basis and to the full extent permitted by law, against all liabilities incurred by the Council Member as a Council Member of the University in relation to legal proceedings. The University also provides Directors and Officers insurance coverage for up to $20 million for all Council members.</td>
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<td>A member should be required, automatically, to vacate the office if he or she is, or becomes disqualified from acting as a Director of a company or managing corporations under Part 2D.6 of the Corporations Act.</td>
<td>Section 15(1)(j) of the Australian National University Act 1991 provides that if a member of Council is or becomes disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001, the member’s office becomes vacant.</td>
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| 4 If permitted by its enabling legislation, a university should develop procedures:  
(a) to provide that the Chancellor and Deputy Chancellor hold office subject to retaining the confidence of the governing body; and  
(b) to deal with removal from office if the governing body determines that such confidence is no longer held. | Procedures regarding the Chancellor and Pro-Chancellor retaining the confidence of the Council are provided for in section 3 of the Chancellorship Statute 2012 and section 3 of the Pro-Chancellorship Statute 2014 respectively. |
Each governing body should make available a programme of induction and professional development for members to build the expertise of the governing body and to ensure that all members are aware of the nature of their duties and responsibilities.

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<td>5</td>
<td>An induction program is organised for new Council members which takes into account their skills and experience and any specific knowledge they require. This includes one-on-one meetings with the Chancellor, Vice-Chancellor, Deputy Vice-Chancellors, Executive Director (Administration &amp; Planning), Chief Financial Officer, Legal Counsel and the Director, Corporate Governance &amp; Risk Office. New Council members are given an induction kit which includes:</td>
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<td>- Council Members Handbook</td>
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<td>- ANU Strategic Plan</td>
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<td>- ANU Annual Report for the previous year</td>
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<td>- University Executive structure and portfolio</td>
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<td>- ANU Code of Conduct</td>
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<td>- Copy of the Australian National University Act 1991</td>
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<td>- Copy of the Public Governance, Performance &amp; Accountability Act 2013</td>
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<td>- Copy of the Voluntary Code of Best Practice for the Governance of Australian Universities</td>
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<td>- Copy of the Corporate &amp; Academic Governance standards from the Higher Education</td>
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<td>- Standards Framework (Threshold Standards) 2011</td>
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<td>- Council minutes and extracts from Council’s strategic retreat meetings for the year</td>
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<td>As part of the induction process, new and re-appointed/elected Council members asked to complete a disclosure and declaration form which details all potential conflicts of interest, and attests to their standing as a fit and proper person. In addition the University executes a Deed of Indemnity and Access for each member of the Council.</td>
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<td>In the interests of good governance and as required, Council members are encouraged to undertake professional development activities. Where, in the evaluation of a Council member’s performance, a skills gap is identified, the Chancellor will discuss with the member, resources and training which might be provided to assist.</td>
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<td>The Walker review, undertaken in 2014, has identified opportunities to further strengthen the University’s compliance in this regard, and Council will consider this matter over the course of 2015, for implementation, as appropriate.</td>
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| 6 | On a regular basis, at least once each two years, the governing body should assess its performance, the performance of its members and the performance of its committees. The Chancellor should have responsibility for organising the assessment process, drawing on external resources if required. On an annual basis, the governing body should also review its conformance with this Code of Best Practice and identify needed skills and expertise for the future. Under the current Chancellorship, Council evaluated its performance in March 2011 and February 2013 (and is scheduled to again evaluate its performance in 2015). The Council has adopted the following methodology for the last two evaluations of its performance:  
  - The Chancellor conducts one-on-one confidential conversations with Council members with the aim of giving and receiving feedback on individual performance, getting a sense of members’ degree of comfort or otherwise with present Council structure and process, and discussing any other issue of concern or interest relating to the strategic direction of ANU.  
  - The Chancellor tables a report summarizing the major issues and themes discussed over the course of the one-on-one meetings with Council members.  
  - Council discusses this report at its annual strategic retreat. Reports on the self-assessment of the Finance Committee and the Audit and Risk Management Committee were considered by Council on 5 December 2014. Annually, Council reviews its conformance with the Code of Best Practice and identifies needed skills and expertise for the future. Needed skills and expertise for the future were discussed at the Council retreat held on 21 February 2014 (and are scheduled for discussion again on 19 February 2015). Council reviews its conformance to the Code on an annual basis through the preparation and consideration of this Statement of Conformance. |

7 | The size of the governing body should not exceed 22 members. | Section 10(1) of the Australian National University Act 1991 prescribes the membership of the Council, which is currently set at 15 members. |
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| **7** There should be at least two members having financial expertise (as demonstrated by relevant qualifications and financial management experience at a senior level in the public or private sector) and at least one member with commercial expertise (as demonstrated by relevant experience at a senior level in the public or private sector). Where the size of the governing body is limited to less than 10 members, one member with financial expertise and one with commercial expertise would be considered as meeting the requirements. | Section 10(4) and 10(5) of the *Australian National University Act 1991* prescribes that the membership of the Council appointed by the Minister must include two members who possess a high level of relevant financial expertise and one member who possesses a high level of commercial expertise respectively. The appointed members of Council that currently serve to meet this requirement are:  
  - Mr Graeme Samuel AC  
  - Dr Doug McTaggart  
  - Mr David Miles AM  
  - Ms Naomi Flutter  
| **There should be a majority of external independent members who are neither enrolled as a student nor employed by the university.** | Sections 10(6) and 32(1) of the *Australian National University Act 1991* prescribe that neither the 7 members of Council appointed by the Minister, nor the Chancellor, may be a staff member or student of the University. By virtue of these provisions, the majority of members of Council are considered to be external independent members. |
| **There should not be current members of any State or Commonwealth parliament or legislative assembly other than where specifically selected by the governing body itself.** | Section 10(6) of the *Australian National University Act 1991* prescribe that an appointed member of Council may not be a member of the Commonwealth Parliament; or a State Parliament; or the legislature of a Territory. |
| **8** A university should adopt systematic procedures for the nomination of prospective members of the governing body for those categories of members that are not elected. The responsibility for proposing such nominations for the governing body may be delegated to a nominations committee of the governing body that the Chancellor would ordinarily chair. Members so appointed should be selected on the basis of their ability to contribute to the effective working of the governing body by having needed skills, knowledge and experience, an appreciation of the values of a university and its core activities of teaching and research, its independence and academic freedom and the capacity to appreciate what a university's external community needs from it. To provide for the introduction of new members consistent with maintaining continuity and experience, members’ terms should generally overlap and governing bodies should establish a maximum continuous period to be served. This should not generally exceed 12 years unless otherwise specifically agreed by the majority of the governing body. | In 2004, the Council adopted a set of guidelines for the Nominations Committee, to embody and supplement the statutory requirements set out in section 10 of the *Australian National University Act 1991*. The guidelines place an expectation on the Nominations Committee that nominees recommended to the Minister for membership to Council will include:  
  - people who must have an appreciation of the values of the University and its core activities of teaching and research, its independence and academic freedom, and the capacity to appreciate what the University's external community needs from it;  
  - at least two of the members who must have a high level of relevant financial expertise;  
  - at least one member who must have a high level of relevant commercial expertise;  
  - a desirable balance of skills, expertise and gender amongst the members of Council; |
In addition, the guidelines explicitly exclude from consideration any person who is:

- a member of any parliament in Australia;
- a member of staff of the University;
- a student of the University; or
- a member of the Nominations Committee itself.

The Nominations Committee of Council has developed a succession plan to progressively renew the appointed membership of Council, and is guided by the following key principles in its nomination of Council members for Ministerial approval:

- The need to ensure a level of continuity within its membership such that where possible members’ terms of office should overlap;
- The importance of achieving gender equity in Council’s composition;
- The importance of representation from States and Territories in addition to New South Wales and Victoria to be factored in to the balance of Council’s composition;
- The imperative to have an indigenous member of Council by 2016; and
- The need for renewal, with Council members normally serving for a maximum of 8 years.

This succession plan is currently being implemented, with some notable milestones already having been achieved:

- The Council’s first indigenous member, Mr Patrick Dodson, was appointed by the Minister in July 2014, on the recommendation of the Nominations Committee;
- Three long-term Council members retired on 30 June 2014, after each serving on Council for ten years. These members were replaced with three new members appointed by the Minister on the recommendation of the Nominations Committee, the three new Ministerial appointments were: Professor Suzanne Cory, Mr Patrick Dodson and Ms Naomi Flutter;
- The terms of the external members of the Council are now staggered over the coming four years to maintain a level of continuity whilst Council membership is being refreshed.
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| 9 A university should codify its internal grievance procedures and publish them with information about the procedure for submitting complaints to the relevant ombudsman or the equivalent relevant agency. | The University has codified its internal grievance procedures. Staff may seek resolution of grievances in accordance with the Staff Grievance Policy and its associated procedures. Equally, students may seek resolution of their grievances in accordance with the Student Complaint Resolution Policy and its associated procedures. Further information regarding these policies is available at: [https://policies.anu.edu.au](https://policies.anu.edu.au).
In 2014, the University also established a policy and supporting procedures in compliance with the Public Interest Disclosure Act 2013. This encourages staff and other eligible public officials to report suspected wrongdoing within the University. In accordance with the Act, the University has appointed two Authorised Officers to receive reports of disclosable conduct. Further information regarding the operation of this scheme is available at: [http://www.anu.edu.au/about/governance/frameworks-disclosures/public-interest-disclosure](http://www.anu.edu.au/about/governance/frameworks-disclosures/public-interest-disclosure) |
<p>| 10 The annual report of a university should be used for reporting on high level outcomes. | The Council approved the 2013 Annual Report at its 28 March 2014, which was subsequently tabled in the Australian Parliament. The report focused on high level outcomes of the University. Council will again consider the University’s 2014 Annual Report for approval at its 27 March 2015 meeting. |
| 11 The annual report of a university should include a report on risk management within the organisation. | The Council approved the 2013 Annual Report at its 28 March 2014, which included a statement on the audit and risk management arrangements and activities of the University (page 106). Council will consider the 2014 Annual Report, which will contain a comparable section, for approval at its 27 March 2015 meeting. |</p>
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<th>Principle Descriptor</th>
<th>Conformance Descriptor</th>
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<td>12</td>
<td>The governing body should oversee controlled entities by:</td>
<td>Please refer to Appendix 1 for the details of conformance for Principle 12.</td>
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<td>(a) ensuring that the entity’s board possesses the skills, knowledge and experience necessary to provide proper stewardship and control of the entity;</td>
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<td>(b) appointing some directors to the board of the entity who are not members of the governing body or officers or students of the university;</td>
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<td>(c) ensuring that the board of the entity adopts and regularly evaluates a written statement of its own governance principles;</td>
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<td>(d) ensuring that the board documents a clear corporate and business strategy which reports on and updates annual the entity’s long-term objectives and includes and annual business plan containing achievable and measurable performance targets and milestones; and</td>
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<td>(e) establishing and documenting clear expectations of reporting to the governing body, such as a draft business plan for consideration and approval before the commencement of each financial year and at least quarterly reports against the business plan.</td>
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<td>A university should assess the risk arising from its involvement in the ownership of any entity (including an associated company as defined in the Accounting Standards issued by the Australian Accounting Standards Board), partnership and joint venture.</td>
<td>Please refer to Appendix 2 for the details of conformance for Principle 13.</td>
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<td></td>
<td>The governing body of a university should, where appropriate in light of the risk assessment, use its best endeavours to obtain an auditor’s report (including audit certification and management letter) of the entity by a State, Territory or Commonwealth Audit-General or by an external auditor.</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>A university should disclose in its annual report its compliance with this Code of Best Practice and provide reasons for any areas of non-compliance.</td>
<td>The Council approved the 2013 Annual Report at its 28 March 2014, which included a statement on conformance with the Code of Best Practice (page 93). Council will consider the 2014 Annual Report, which will contain a comparable section, for approval at its 27 March 2015 meeting.</td>
</tr>
</tbody>
</table>

This Code was approved out-of-session by the Ministerial Council for Tertiary Education and Employment on 27 July 2011.
Appendix 1 – Principle 12 Controlled Entities Conformance

Principle 12: The governing body should oversee controlled entities by:

a) ensuring that the entity’s board possesses the skills, knowledge and experience necessary to provide proper stewardship and control of the entity;
b) appointing some directors to the board of the entity who are not members of the governing body or officers or students of the university;
c) ensuring that the board of the entity adopts and regularly evaluates a written statement of its own governance principles;
d) ensuring that the board documents a clear corporate and business strategy which reports on and updates annual the entity’s long-term objectives and includes annual business plan containing achievable and measurable performance targets and milestones; and
e) establishing and documenting clear expectations of reporting to the governing body, such as a draft business plan for consideration and approval before the commencement of each financial year and at least quarterly reports against the business plan.

In 2014 the University had five controlled entities overseen by the Finance Committee and the Council:

**ANU Enterprise Pty Ltd**

ANU Enterprise is a wholly-owned company of the University, established in 1979. It is staffed by over 100 employees and currently operates three businesses, ANUedge, Australian Scientific Instruments Pty Limited and The Social Research Centre Pty Limited. ANU Enterprise Pty Limited is governed by a board comprising a mix of senior ANU staff and independent external directors, with appropriate skills, experience in business, development, accounting and higher education.

ANU Enterprise Pty Limited provides an annual business plan and proposed budget, as well as regular reports on financial performance and other operational matters, to the Finance Committee and to the Council. ANU Enterprise Pty Limited is audited by the Australian National Audit Office as required by the Public Governance, Performance & Accountability Act 2013.

**ANU (UK) Foundation**

The ANU (UK) Foundation is constituted in England and Wales, and operates for the purpose of facilitating donations and bequests that may arise in the United Kingdom. The Foundation is governed by a board comprising a mix of senior ANU staff and independent external directors, with appropriate skills, experience in business, development, accounting and higher education.

Directors and Trustees Reports and Financial Statements are provided annually by the Foundation to the Council. The Foundation is exempted from the requirement for Australian National Audit Office audit. Accounts are prepared by an independent accountant.
BRU Holdings Pty Ltd, SA2 Holdings Pty Ltd and ANU Section 68 Pty Ltd

These entities are specific purpose vehicles relating to participation in a building development (ANU Section 68), and construction and operation of student accommodation (BRU Holdings Pty Limited, SA2 Holdings Pty Limited). These entities are governed by a board comprising of senior ANU staff, which is considered appropriate in the circumstances of the limited scope of the entities.

Budgets and business plans are considered annually by the Finance Committee, and approved by the Council. Regular reports are also received outlining financial performance and forecast occupancy levels. BRU Holdings Pty Limited and SA2 Holdings Pty Limited are audited by the Australian National Audit Office as required by the Public Governance, Performance & Accountability Act 2013.
Appendix 2 – Principle 13 Risk Assessment for Owned Entities, Partnerships & Joint Ventures Conformance

Principle 13: A university should assess the risk arising from its involvement in the ownership of any entity (including an associated company as defined in the Accounting Standards issued by the Australian Accounting Standards Board), partnership and joint venture. The governing body of a university should, where appropriate in light of the risk assessment, use its best endeavours to obtain an auditor’s report (including audit certification and management letter) of the entity by a State, Territory or Commonwealth Audit-General or by an external auditor.

Investments in associated entities including joint ventures are only considered after due diligence and risk assessment has been undertaken by the University’s Investment Office. The identification of potential risks associated with investment transactions and the management of these risks forms part of the Investment Director’s responsibilities. The University endorses AS/NZS ISO 31000:2009 Risk management – Principles and guidelines and has implemented a Risk Management policy.

The Investment Advisory Committee, a sub-committee of the Finance Committee, considers significant investments and risk structures. The Investment Advisory Committee comprises the Vice-Chancellor, Chair of Finance Committee, Chief Financial Officer, and six persons with expertise in finance and investments. Other partnerships or joint ventures may be entered into by the University on the basis of recommendations by the Senior Executive after due diligence and input from a range of offices and committees.

The University Technology Transfer Office and Business Development Office within the Innovation & Advancement portfolio also have a significant role in overseeing frameworks for developing associated entities from research to operational ventures such as spin-off companies in relation to utilisation of ANU Intellectual Property.

For the purposes of equity accounting of associated entities, ANU obtains copies of the most recent financial statements. Based on the risk profile of the entity, an external auditor generally undertakes the audit of associates. The University has not historically sought to acquire a management letter, as the audit reports are unqualified.
PART 5 – OTHER MATTERS FOR NOTING

C* 14  Confidential to Council Members
15 DIRECTORSHIPS AND OTHER INTERESTS

PURPOSE
To note a standing disclosure of directorships and other relevant interests of Council members as at 1 February 2015.

PREPARED BY
Manager, Corporate Governance and Policy

REVIEWED BY
Director, Corporate Governance and Risk

APPROVED BY
Director, Corporate Governance and Risk

SPONSORED BY
Chancellor

RECOMMENDATION
That Council note the list of directorships and other relevant interests disclosed by Council members as at 1 February 2015 (16/2015).

BACKGROUND
Section 29 of the Public Governance, Performance and Accountability Act 2013 imposes a duty on officials (which includes members of Council and Council Committees) of a Commonwealth entity who have a material personal interest that relates to the affairs of the entity to disclose details of the interest.

Section 15(1)(k) of the Australian National University Act 1991 and section 30 of the Public Governance, Performance and Accountability Act 2013 makes provision for the possible removal from office, if a Council member breaches their duty to disclose relevant interests.

The University’s Conflict of Interest and Commitment Policy and the Responsibilities of Members of Council and University Officers Policy also reinforce an expectation that Council and Council Committee members will declare all relevant interests and excuse themselves from the deliberations and decision-making on any matter where a conflict or perception of a conflict exist.

On 21 February 2008, Council approved the following statement:

A member of Council who has a material personal interest in a matter that is being considered, or is about to be considered, by Council must disclose the nature of the interest at a meeting of Council. The disclosure must be made as soon as possible after the relevant facts have come to the member’s knowledge and must be recorded in the minutes of the meeting. Unless Council otherwise determines, the member must not be present during any deliberation by Council on the matter and must not take part in any decision of Council on the matter. Further, for the purpose of making this determination, any member who has a material personal interest in the matter to which the disclosure relates must not be present during any deliberation by Council on whether to make the determination and must not take part in making the determination.

Council recognises that the potential exists for all Council members to have a conflict of interest depending on their connections with various parts of the University. Although many potential conflicts between the private interests and public duties of Council members are often inconsequential, it is the responsibility of Council members to declare relevant interests annually and to update this information as circumstances change.

The Corporate Governance and Risk Office maintains a Register of Relevant Directorships & Other Interests on behalf of the Council. The Register is updated for the annual declarations of interests process, as and when Council members make further disclosures during Council
meetings, or when a new Council member is appointed. The Register, while not published, is a public document. In the interests of transparency and accountability it can be viewed upon request at any time by an interested person.

For this year’s declarations process, the Corporate Governance and Risk Office undertook consolidation of five different forms as a first measure to simplify existing processes.

Work will continue over 2015 to further streamline the form, in readiness for the 2016 round of annual disclosures of relevant directorships and other interests.

ATTACHMENT
15.1 Register of Relevant Directorships & Other Interests (16/2015)
## REGISTER OF RELEVANT DIRECTORSHIPS AND OTHER INTERESTS
(as at 1 February 2015)

### COUNCIL MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Nature of Potential/Perceived Conflict of Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gareth Evans</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Ian Young</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Robin Hughes</td>
<td>• Spouse is engaged in an ARC Discovery project with Professor Howard Morphy of ANU</td>
</tr>
</tbody>
</table>
| Douglas McTaggart     | • Director, Suncorp Ltd and subsidiaries – Potential financial transactions  
                        • Director, UGL – Potential engineering contracts  
                        • Chair, QLD Public Service Commission – Reforms activities in the public sector  
                        • Member, Prime Minister’s Expert Advisory Panel on the White Paper for the Reform of the Federation – Possible reform for the tertiary education sector  
                        • Chairman, QIMR Berghofer Institute of Medical Research – Potential collaborative or competitive research |
| Suzanne Cory          | • No conflicts declared                                                                                                                                                           |
| Patrick Dodson        | • Director, Yawuru Corporation  
                        • Chair, Nyamba Buru Yawuru Ltd                                                                                                                                                  |
| Naomi Flutter          | • Co-President, Harvard Club of Australia  
                        • Member, NSW Innovation & Productivity Council                                                                                                                                 |
| David Miles           | • Chair of Uniseed Management Pty Ltd; Uniseed and ANU Enterprise have a co-investment.  
                        • Chair of Legalsuper Pty Ltd  
                        • Member in 2006 of expert group which conducted a review of the Australian venture capital industry at the request of the Federal Treasurer and the Minister for Industry, Tourism and Resources  
                        • Appointed by the Australian Government to review the Cooperative Research Centres Program                                                                                           |
| Graeme Samuel         | • Vice-Chancellor’s Professorial Fellow, Faculty of Business and Economics, Monash University (on a part-time remunerated basis)  
                        • Appointed by the Australian Government to chair a review of Australia’s independent medical research institutes                                                                 |
| Matthew Colless       | • Vice-Chair, Giant Magellan Telescope Organisation Board (appointed to represent ANU) – ANU is a partner in the GMTO, which is building the Giant Magellan Telescope                                    |
| Karen Hussey          | • No conflicts declared                                                                                                                                                           |
| Tim Senden            | • No conflicts declared                                                                                                                                                           |
| Matthew King          | • Member of the ANU Branch Committee of the National Tertiary Education Union – Potential for perceived conflict of interest between decisions made at Council level and the interests of NTEU members |
| Ben Niles             | • President, ANU Postgraduate & Research Students’ Association                                                                                                                     |
| Ben Gill              | • President, ANU Students’ Association                                                                                                                                              |
## NON-COUNCIL MEMBER COMMITTEE MEMBERS

<table>
<thead>
<tr>
<th>Name</th>
<th>Nature of Potential/Perceived Conflict of Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geoffrey Knuckey</td>
<td>• Member, Audit Committee, National Health and Medical Research Council – NHMRC provides research grants to ANU</td>
</tr>
<tr>
<td></td>
<td>• Chair, Finance &amp; Risk Management Committee, Australian Medical Council Ltd – AMC accredits the medical course provided by ANU</td>
</tr>
<tr>
<td></td>
<td>• Chair, Audit &amp; Risk Management Committee, ACT Health – ACT Health contracts research from ANU</td>
</tr>
<tr>
<td>Jeremy Chandler</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Janine McMinn</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Mark Ridley</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Keith Lyon</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Siobhan McKenna</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Susan Bitter</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Darren Keogh</td>
<td>• Executive level manager and shareholder, Macquarie Group – if a matter arose relating to the Macquarie Group there may need to be a consideration of potential conflicts</td>
</tr>
<tr>
<td>Julie Steiner</td>
<td>• Managing Director, Odgers Berndtson – undertakes recruitment work for ANU</td>
</tr>
<tr>
<td>Professor Carmen</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Lawrence</td>
<td></td>
</tr>
<tr>
<td>Ms Hilary McPhee</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Professor Kiaran</td>
<td>• No conflicts declared</td>
</tr>
<tr>
<td>Kirk</td>
<td></td>
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</tbody>
</table>
16 COUNCIL MEETINGS 2015 AND 2016

PURPOSE
To consider Council’s meeting program and proposed site visits for 2015 and note proposed meeting dates for 2016.

PREPARED BY
Director, Corporate Governance and Risk Office

REVIEWED BY
Director, Corporate Governance and Risk Office

APPROVED BY
Vice-Chancellor

SPONSOR
Chancellor

RECOMMENDATION
That Council consider its meeting program and proposed site visits for 2015 and approve proposed meeting dates for 2016.

ACTION REQUIRED
For discussion ☐  For decision ☐  For information ☑

BACKGROUND

(a) 2015 Council meetings
Council members are asked to note 2015 meeting dates listed below, accompanied by a thumbnail outline of the major agenda items. A more detailed schedule of key business items proposed for the year is included as Attachment 16.1:

Thursday 19 and Friday 20 February 2015 – Council meeting and planning day

Friday 27 March 2015 – Annual Financial Statements, Annual Report, Reconciliation Action Plan, Access and Equity Operational Plan

Friday 29 May 2015 – ANU by 2025 final draft for feedback, ANU Portfolio Plan Framework, Report on Federal Budget 2016, Projected Financial Results and KPIs, Marketing, Strategic Communications and Branding analysis

Sunday, 28 June 2015 – Special Meeting of Council to appoint new Vice-Chancellor

Friday 24 July 2015 – ANU by 2025 for approval, 2017 Fees Review, International Rankings analysis

Friday 2 October 2015 – 2016 Budget, 2015 Consolidated Financial Projections, ANU Portfolio Plan for approval


In addition, Attachment 17.2 aligns the rolling agenda with Council’s obligations pursuant to the ANU Act 1991, as a means of mapping how Council is fulfilling its requirements under the Act.

(b) Strategic Presentations and Discussion Topics
A strategic presentation is included in the agenda for each Council meeting. In addition, site visits are planned throughout the year to enable Council members to readily engage with academic staff and students. Council is asked to consider the following:

February – Presentation by Vice-Chancellor: ANU by 2025: Discussion of issues and initial 2025 draft strategy

PART 5 – OTHER MATTERS FOR NOTING
March – a presentation by Professor Mick Dodson, National Centre for Indigenous Studies: Indigenous education, research and public policy at ANU.

May – Presentation by Pro-Vice Chancellor (International and Outreach): Update on international student analysis and market diversification strategy implementation

July – Presentation by: Deputy Vice-Chancellor (Academic): Innovation and Quality in Education at ANU

October – Presentation by: Pro-Vice Chancellor (Innovation and Advancement): Innovation and Commercialisation at ANU, or,

- Presentation by: Director (Alumni Relations and Philanthropy): Strengthening Alumni Relations and Growing Philanthropy – report on strategy implementation

December – Presentation by: Deputy Vice-Chancellor (Research): Research performance at ANU

(c) Site Visits
The following site visits for 2015 are proposed for Council’s consideration and, as far as possible, seek to align with strategic presentations planned over the year:

March - Site visit and lunch with staff and students hosted by Tjabal Indigenous Higher Education Centre.

May – Site visit to student residences, meet with Registrars and student representatives.

Council is also asked to consider on the evening of 28 May, prior to Council, members attending the final session of the student leadership program being run by Professor Richard Baker, Pro-Vice Chancellor (Student Experience). Participating students include the Tuckwell scholars. At the conclusion of the course that evening, Council members will be invited to join students for dinner at Bruce Hall.

July – Site visit to Union Court to tour current facilities, meet with ANU Union, Sports Union and join ANUSA for lunch

October – Site visit and lunch with staff at Mt Stromlo, led by Council member, Professor Matthew Colless

December – Site visit and lunch with staff at the John Curtin School of Medical Sciences.

Council members might also like to attend one or more of the VC’s Public Lecture series, designed to showcase ANU academic talent.

(d) Proposed 2016 Council meetings
Council members are asked to approve the proposed 2016 meeting schedule and to note that a proposed 2016 site visits schedule will be brought to the 2016 December meeting of Council:

Friday, 19 February 2016
Friday, 25 March 2016
Friday, 27 May 2016
Friday, 22 July 2016
Friday, 30 September 2016
Friday, 2 December, 2016.
ATTACHMENTS

16.1 2015 Schedule of key business agenda items
16.2 2015 Strategic agenda
## 2015 SCHEDULE OF KEY BUSINESS AGENDA ITEMS

<table>
<thead>
<tr>
<th>Council Meeting Date</th>
<th>Key business agenda items</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 and 20 February 2015</td>
<td>- VC Terms and Conditions of Appointment and Annual Performance Review</td>
</tr>
<tr>
<td></td>
<td>- Chancellorship – term concludes 31-12-15</td>
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<td>- Selection of a new Vice-Chancellor</td>
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<td>- 2015 Council self-evaluation - options</td>
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<td>- Outcomes from Review of ANU Act 1991 and Governance Arrangements – Professor Sally Walker to attend for this item</td>
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<tr>
<td></td>
<td>- 2015 – 2016 Council Meetings, Strategic Topics and site visits</td>
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<td></td>
<td>- Directorships and other interests - Annual Disclosure</td>
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<td></td>
<td>- Honorary Doctorate Nomination – Prof Rao</td>
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<td>- Statement of Compliance with Voluntary Code of Best Practice in University Governance</td>
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<td>- ANU Emeritus Faculty Annual report 2014</td>
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<td>- Prizes and Scholarships Approvals 2014</td>
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<td></td>
<td>- 2015 Student Admissions update</td>
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<td><strong>Planning day: ANU by 2025</strong></td>
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<td></td>
<td>- <em>Presentation, questions and discussion of key challenges, opportunities and implications for ANU of Higher Education reforms</em></td>
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<tr>
<td></td>
<td>- <em>Consideration of report following review of ANU Act 1991 and Governance Arrangements</em></td>
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<tr>
<td>27 March 2015</td>
<td>- Annual Financial Statements, including Subsidiaries and ANAO Audit Clearance Statement</td>
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<td>- ANU Annual Report 2014</td>
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<td>- Pooled Capital Planning and Expenditure Proposals</td>
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<td>- Executive Search for a new Vice-Chancellor – Julie Steiner to meet with Council</td>
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<td>- Student Enrolments Update Report</td>
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<td>- Report on Grant Applications 2015</td>
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<td>- Access and Equity Operational plan</td>
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<td>- Reconciliation Action Plan Progress Report</td>
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<td>- Report of Gender Equity Oversight Committee and 2015 Plan</td>
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<td>- Statutes, Rules and Orders, as applicable</td>
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<td>- Finance Committee Charter</td>
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<td>- Nominations Committee Charter</td>
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<td>- Honorary Degrees Committee Charter</td>
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<td>- Audit and Risk Management Committee Charter/ToR Cttee</td>
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<td>- Emeritus Professors and Emeritus Fellows</td>
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<td></td>
<td><strong>Strategic topic: presentation by Professor Mick Dodson, Indigenous education, research and public policy at ANU.</strong></td>
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</table>

*Note: The table continues with other items not listed here.*
## 2015 SCHEDULE OF KEY BUSINESS AGENDA ITEMS

<table>
<thead>
<tr>
<th>Council Meeting Date</th>
<th>Key business agenda items</th>
</tr>
</thead>
</table>
| 29 May 2015          | - VC Report on Federal Budget  
                      | - Projected 2015 Financial Results and KPIs  
                      | - Subsidiaries Quarterly Performance Reports  
                      | - ANU by 2025 – final draft for feedback  
                      | - ANU Portfolio Plan framework (and key metrics) for Education, Research, Outreach and Public Policy  
                      | - Marketing, Strategic Communications and Branding – analysis and report on outcomes  
                      | - Melbourne Engagement Strategy  
                      | - Investment Management Model – Outsourcing update report  
                      | - Honorary Doctorate Nomination/s  
                      | - Academic Board Annual Report  
                      | - Work, Health and Safety Performance Report  
                      | - Endowment for Excellence Annual Report to Donors  
                      | - Centralisation of Finance Function – Progress report  
                      | - Progress on Student Enrolments 2015  
                      | *(Proposed) Strategic topic: National and International Outreach*  
                      | - *International student analysis and market diversification strategy* |
| 28 June 2015 Special meeting of Council | - Appointment of new Vice-Chancellor |
| 24 July 2015         | - ANU by 2025 – Plan approval  
                      | - 2017 Fees Review  
                      | - International rankings report and strategic implications for ANU  
                      | - Conduct of Council Members Policy  
                      | - Disclosure of Significant Information Policy (PGPA)  
                      | - Union Court Redevelopment – Progress report  
                      | - Asset naming proposals – report of ANU Asset Naming Committee/Capital Planning and Development Cttee half year report/ OR proposal to establish Capital Planning and Buildings Committee of Council  
                      | - Ethics Committees Annual Reports  
                      | - Various Commercial-in-Confidence items  
                      | - ICT renewal at ANU – half year progress report on results and deliverables  
                      | - Administrative efficiency reforms – half year progress report  
                      | - Briefing – PGPA Act 2013 – a year on – Ken Grime  
                      | - Student Enrolments 2015 – update report  
                      | *(Proposed) Strategic topic: Excellence in Education Teaching and Learning – Innovation and Quality in Education, online learning EdX MOOCS* |
| 2 October 2015 | 2015 Consolidated University Financial Projections  
- 2016 Recurrent (Allocation) Budget  
- 2016 Consolidated University Budget TBA  
- Union Court redevelopment – Detailed Concept Plan and funding proposal (or December)  
- ANU 4 year Portfolio Plan 2016 – 2019  
- International rankings reports and strategic implications for ANU  
- Report on Grant Applications  
- Capital building Financial Summary report  
- Honorary Doctorate Nomination/s  
- Report on Alumni relations and Philanthropy – Strategy development and progress report  
- Entity-wide Risk Management Framework and profile – annual update, as applicable  
- ARMC Charter – annual review  
- 2016 Council meeting dates – to note (reminder)  
- Student Enrolments 2015 – update report  

*(Proposed) Strategic topic: Innovation and Commercialisation at ANU*

*Or*

- *Strengthening Alumni relations and growing philanthropy at ANU – report on strategy implementation*

| 4 December 2015 | ANU by 2025 – report on 2015 outcomes  
- Union Court redevelopment – Detailed Concept Plan and funding proposal  
- Review of Council Performance  
- Review of Performance - Council Committee Reports  
- NIG report 2015  
- 2016 Annual Audit Plan  
- Statutes, Rules and Orders, as applicable  
- 2016 ICT Priorities  

*(Proposed) Strategic topic: Excellence in Research*

- Research performance at ANU
<table>
<thead>
<tr>
<th>Function</th>
<th>No.</th>
<th>Item</th>
<th>Report from</th>
<th>19 Feb</th>
<th>27 Mar</th>
<th>29 May</th>
<th>24 July</th>
<th>2 Oct</th>
<th>4 Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Oversight</td>
<td></td>
<td>1. Approving the mission and strategic direction of the University</td>
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<td></td>
<td>1.1</td>
<td>Strategic Retreat: ANU by 2025</td>
<td>Vice-Chancellor</td>
<td>X</td>
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<td></td>
<td>1.2</td>
<td>Strategic Topic: Indigenous Education, Research &amp; Public Policy at ANU</td>
<td>Professor Mick Dodson Director, NCIS</td>
<td>X</td>
<td></td>
<td></td>
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<td></td>
<td>1.3</td>
<td>Strategic Topic: National &amp; International Outreach, International student analysis and market diversification strategy</td>
<td>Pro Vice-Chancellor (International &amp; Outreach)</td>
<td>X</td>
<td></td>
<td></td>
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<td></td>
<td>1.4</td>
<td>Strategic Topic: Excellence in Education, Teaching &amp; Learning – Innovation and Quality in Education, Online Learning, EdX and MOOCS</td>
<td>Deputy Vice-Chancellor (Academic)</td>
<td>X</td>
<td></td>
<td></td>
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<td></td>
<td>1.5</td>
<td>Strategic Topic: Engaged Alumni: Strengthening alumni relations and growing philanthropy at ANU – report on strategy implementation OR Innovation and Commercialisation at ANU</td>
<td>Pro Vice-Chancellor (International &amp; Outreach) OR Pro Vice-Chancellor (Innovation &amp; Advancement)</td>
<td>X</td>
<td></td>
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<tr>
<td></td>
<td>1.6</td>
<td>Strategic Topic: Excellence in Research – Research Performance at ANU</td>
<td>Deputy Vice-Chancellor (Research)</td>
<td>X</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>1.7</td>
<td>ANU by 2025 – Final draft for feedback</td>
<td>Vice-Chancellor</td>
<td>X</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>1.8</td>
<td>ANU by 2025 – Plan approval</td>
<td>Vice-Chancellor</td>
<td>X</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>1.9</td>
<td>Four year Portfolio Plan – approval</td>
<td>Vice-Chancellor</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2. Ensuring that the vision and goals are turned into effective management systems

| 2.1 | ANU Portfolio Plan Framework (and key metrics for Education, Research, Outreach and Public Policy) | Vice-Chancellor | X |

3. Monitoring the implementation of the strategic plan

| 3.1 | Melbourne Engagement Strategy | Chancellor | X |
| 3.2 | International rankings report and strategic implications for ANU | Vice-Chancellor | X X |
| 3.3 | ANU by 2025 – report on 2015 outcomes | Vice-Chancellor | X |
| 3.4 | ICT Renewal at ANU – Half year progress report on results and deliverables | Executive Director, Administration & Planning | X |
| 3.5 | Administrative efficiency reforms – half year progress report | Executive Director, Administration & Planning | X |
| 3.6 | Report on alumni relations and philanthropy – strategy development and progress report | Vice-Chancellor | X |
| 3.7 | 2016 ICT Priorities | Executive Director, Administration & Planning | X |

4. Ensure the effective operation of Council including the induction and professional development of Council members and the evaluation of the performance of Council and its committees

<p>| 4.1 | Chancellorship (term concludes 31 Dec 2015) | Pro-Chancellor | X |
| 4.2 | Membership of Council – Nominations Committee recommendation to the Minister (Graeme Samuel Ministerial appointment – term concludes 31 July 2015) | Chancellor | X |
| 4.3 | Council Self-Evaluation – Options | Chancellor | X |</p>
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<tr>
<td>4.4</td>
<td>Outcomes from Review of ANU Act 1991 and Governance Arrangements – Professor Sally Walker to attend for this item</td>
<td>Chancellor</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4.5</td>
<td>2015/16 Council Meetings, Strategic Topics and Site Visits</td>
<td>Chancellor</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4.6</td>
<td>Annual Disclosure of Directorships &amp; Other Interests</td>
<td>Chancellor</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4.7</td>
<td>Statement of Compliance with Voluntary Code of Best Practice in University Governance</td>
<td>Chancellor</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>4.8</td>
<td>Nominations Committee Charter</td>
<td>Chancellor</td>
<td>X</td>
<td></td>
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<tr>
<td>4.9</td>
<td>Conduct of Council &amp; Council Committee Members policy</td>
<td>Chancellor</td>
<td>X</td>
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Ensuring effective overall management

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<td>5.</td>
<td>Appointing the Vice-Chancellor and monitoring his or her performance</td>
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<tr>
<td>5.1</td>
<td>Vice-Chancellor Terms &amp; Conditions of Appointment</td>
<td>Chancellor</td>
<td>X</td>
<td></td>
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<tr>
<td>5.2</td>
<td>Vice-Chancellor Annual Performance Review</td>
<td>Chancellor</td>
<td>X</td>
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<tr>
<td>5.3</td>
<td>Selection of a new Vice-Chancellor</td>
<td>Chancellor</td>
<td>X¹</td>
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6. Overseeing and reviewing overall management performance

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<tr>
<td>6.1</td>
<td>Projected 2015 Financial Results and KPIs</td>
<td>Vice-Chancellor</td>
<td>X</td>
<td></td>
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<tr>
<td>6.2</td>
<td>Subsidiaries quarterly performance reports</td>
<td>Chief Financial Officer</td>
<td>X</td>
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</table>

¹ Special meeting of Council to be held on 28 June 2015 to appoint a new Vice-Chancellor
<table>
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<tr>
<th></th>
<th>Title</th>
<th>Responsible Official</th>
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<tr>
<td>6.3</td>
<td>Marketing, Strategic Communications and Branding – analysis and report on outcomes</td>
<td>Pro Vice-Chancellor (International &amp; Outreach)</td>
<td>X</td>
</tr>
<tr>
<td>6.5</td>
<td>Endowment for Excellence Annual Report to Donors</td>
<td>Vice-Chancellor</td>
<td>X</td>
</tr>
<tr>
<td>6.6</td>
<td>Centralisation of Finance Function Progress Report</td>
<td>Executive Director, Administration &amp; Planning</td>
<td>X</td>
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<tr>
<td>6.7</td>
<td>Union Court Redevelopment – Progress Report</td>
<td>Executive Director, Administration &amp; Planning</td>
<td>X</td>
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<tr>
<td>6.11</td>
<td>2015 Consolidated University Financial Projections</td>
<td>Chief Financial Officer</td>
<td>X</td>
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<tr>
<td>6.12</td>
<td>Union Court Redevelopment – Detailed concept plan and funding proposal</td>
<td>Executive Director, Administration &amp; Planning</td>
<td>X</td>
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<tr>
<td>6.13</td>
<td>Capital building financial summary report</td>
<td>Chief Financial Officer</td>
<td>X</td>
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<tr>
<td>6.14</td>
<td>Commonwealth Superannuation Scheme update</td>
<td>Chief Financial Officer</td>
<td>X</td>
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<tr>
<td>6.15</td>
<td>Australian Government Actuary Report on Commonwealth Superannuation Scheme</td>
<td>Chief Financial Officer</td>
<td>X</td>
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<tr>
<td>6.16</td>
<td>Standard &amp; Poor’s Rating of the ANU</td>
<td>Chief Financial Officer</td>
<td>X</td>
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</table>

7. Monitoring the academic activities and performance of the University

<table>
<thead>
<tr>
<th></th>
<th>Title</th>
<th>Responsible Official</th>
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<tbody>
<tr>
<td>7.1</td>
<td>Honorary Doctorate Nominations, as applicable</td>
<td>Chancellor</td>
<td>X</td>
</tr>
<tr>
<td>7.2</td>
<td>ANU Emeritus Faculty Annual Report 2014</td>
<td>Vice-Chancellor</td>
<td>X</td>
</tr>
<tr>
<td>7.3</td>
<td>Prizes and Scholarships Approvals 2014</td>
<td>Chair, Academic Board</td>
<td>X</td>
</tr>
<tr>
<td>7.4</td>
<td>2015 Student Admissions Update</td>
<td>Vice-Chancellor</td>
<td>X</td>
</tr>
<tr>
<td>7.5</td>
<td>Report on Grant Applications 2015</td>
<td>Deputy Vice-Chancellor (Research)</td>
<td>X</td>
</tr>
<tr>
<td>7.6</td>
<td>Access &amp; Equity Operational Plan</td>
<td>Pro Vice-Chancellor (Student Experience)</td>
<td>X</td>
</tr>
<tr>
<td>7.7</td>
<td>Reconciliation Action Plan Progress Report</td>
<td>Pro Vice-Chancellor (Student Experience)</td>
<td>X</td>
</tr>
<tr>
<td>7.8</td>
<td>Report of Gender Equity Oversight Committee and 2015 Plan</td>
<td>Vice-Chancellor</td>
<td>X</td>
</tr>
<tr>
<td>7.9</td>
<td>Emeritus Professors &amp; Emeritus Fellows</td>
<td>Director, HR</td>
<td>X</td>
</tr>
<tr>
<td>7.10</td>
<td>Academic Board Annual Report</td>
<td>Chair, Academic Board</td>
<td>X</td>
</tr>
<tr>
<td>7.11</td>
<td>Ethics Committees Annual Reports</td>
<td>Deputy Vice-Chancellor (Research)</td>
<td>X</td>
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</tbody>
</table>

**Ensuring responsible financial and risk management**

**8. Approving the annual budget**

| 8.1 | Pooled Capital Planning and Expenditure Proposals | Executive Director, Administration & Planning | X |
| 8.2 | 2017 Fees Review | Deputy Vice-Chancellor (Academic) | X |
| 8.3 | 2016 Recurrent (Allocation) Budget | Chief Financial Officer | X |
| 8.4 | 2016 Consolidated University Budget | Chief Financial Officer | X |
## 9. Approving and monitoring systems of control and accountability

| 9.1 | Annual Financial Statements, including subsidiaries, ANAO Interim Audit Report and ANAO Audit Clearance Statement | Chief Financial Officer | X |
| 9.2 | ANU Annual Report 2014 | Vice-Chancellor | X |
| 9.3 | Approval of Statutes, Rules and Orders, as applicable | Vice-Chancellor | X | X | X | X | X |
| 9.4 | Finance Committee Charter | Chair, Finance Committee | X |
| 9.5 | Honorary Degrees Committee Charter | Chancellor | X |
| 9.6 | Audit & Risk Management Committee Charter | Chair, Audit & Risk Management Committee | X |
| 9.7 | Asset Naming proposals – report of the ANU Asset naming Committee/Capital Planning & Development Committee half year report OR Proposal to establish a Capital Planning and Buildings Committee of Council | Vice-Chancellor | X |
| 9.8 | Audit & Risk Management Committee Charter – Annual Review | Chair, Audit & Risk Management Committee | X |
| 9.9 | National Institutes Grant Report 2015 | Vice-Chancellor | X |
| 9.10 | Finance Committee and Audit & Risk Management Committee Annual Self-Assessment | Chair, Finance Committee Chair, Audit & Risk Management Committee | X |
9.13 2014 Control Self-Assessment Report  
Executive Director, Administration & Planning  

<table>
<thead>
<tr>
<th>10. Overseeing and monitoring the assessment and management of risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1 Vice- Chancellor’s Report on Federal Budget</td>
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<tr>
<td>10.2 Work, Health &amp; Safety Performance Report</td>
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<tr>
<td>10.3 Entity-wide Risk Management Framework and Profile – Annual Update, as applicable</td>
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<tr>
<td>10.4 2016 Annual Audit Plan</td>
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<td>10.5 Insurance Renewal</td>
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<tr>
<th>11. Ensuring the University's compliance with legal requirements</th>
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<tbody>
<tr>
<td>11.1 Disclosure of Significant Information Policy</td>
</tr>
<tr>
<td>11.2 Briefing - PGPA Act 2013 – A year on</td>
</tr>
</tbody>
</table>
17 ANU EMERITUS FACULTY ANNUAL REPORT 2013

PURPOSE  
To note the Annual Report of the ANU Emeritus Faculty for the year ended 31 December 2014.

PREPARED BY  
Chair, ANU Emeritus Faculty

REVIEWED BY  
Chair, ANU Emeritus Faculty

APPROVED BY  
Chair, ANU Emeritus Faculty

SPONSOR  
Vice-Chancellor

RECOMMENDATION  
That Council note the Annual Report for 2014 of the ANU Emeritus Faculty.

ACTION REQUIRED  
For discussion ☐  For decision ☐  For information ☑

ATTACHMENT  
17.1 ANU Emeritus Faculty Annual Report 2014 (17/2015).
ANU Emeritus Faculty
Chair’s Report to the 2014 Annual General Meeting

Introduction

Let me report that the ANU Emeritus Faculty has had a full and engaging year. In keeping with the principal aims of the Emeritus Faculty, we have continued 1) to contribute to the intellectual and cultural life of the University, 2) to enhance the reputation of the University and its values and, in particular, 3) to foster collegiality among our members. Our numbers have increased, our lectures have, for the most part, been well-attended and our luncheons have been both convivial and informative. We have been involved in a range of diverse activities which it is my privilege to outline in this Report.

ANU Parking Fee Issue

We were all taken aback at the beginning of the year when the University proposed to charge Emeritus Faculty members a parking fee of $336.50 for on-campus parking. Like any number of other Emeriti, I raised the issue with the University administration. I did so through Professor Michael Cardwell-Hall who serves as our liaison with the administration. Michael is a good advocate for our Faculty and agreed to make the case for us.

On Wednesday, the 5th of February, he informed me in an email that: “I have followed up with EDAP on the points that you raised. It appears that charging Emeritus Faculty for parking was a mistake and that is to be reversed.”

I believe we can conclude from the rapid resolution of this issue that the Vice-Chancellor and Senior members of the administration continue to recognize the value that the Emeritus Faculty contributes to the University.

Collegial Lunches

Adrian Gibbs was in charge of organizing collegial lunches this year. We followed the practice that we established last year to organize discussion at these lunches around a particular topic. Various members of our Faculty and others were called upon to lead these discussions. A list of these lunch discussions is as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Speaker</th>
<th>Topic</th>
</tr>
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<tbody>
<tr>
<td>Mar 5th</td>
<td>Jane O’Dwyer</td>
<td>“The social media”.</td>
</tr>
<tr>
<td>Apr 2nd</td>
<td>Geoff Davies</td>
<td>“Sack the economists”.</td>
</tr>
<tr>
<td>May 7th</td>
<td>Luis von Ahn</td>
<td>&quot;Harnessing human time to address societal problems&quot;.</td>
</tr>
<tr>
<td>June 4th</td>
<td>Liz Truswell</td>
<td>based on The Conversation article &quot;Higher Education: the age of Pyne the destroyer begins&quot;.</td>
</tr>
<tr>
<td>Jul 2nd</td>
<td>Will Steffen</td>
<td>“The climate wars: dispatches from the front line”.</td>
</tr>
<tr>
<td>Aug 6th</td>
<td>Bryan Furnass</td>
<td>“Do we need carbon for transport?”</td>
</tr>
<tr>
<td>Sept 3rd</td>
<td>Tom Swann</td>
<td>Fenner School “Divestment - divesting ourselves of climate-damaging and unethical investments&quot;.</td>
</tr>
<tr>
<td>Nov 5th</td>
<td>Patrick Troy, Don Anderson, John Molony</td>
<td>“Gough Whitlam's Legacy: some Emeritus Faculty views&quot;.</td>
</tr>
<tr>
<td>Dec 3rd</td>
<td>Fyfe Bygrave and Adrian Gibbs</td>
<td>“The Nobels and IgNobels 2014&quot;.</td>
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Monthly Lecture Series

Adrian Gibbs was also in charge of organizing our monthly lecture series which is held at 24 Balmain Crescent. The series had a rich combination of offerings. A majority of speakers were from our Faculty:

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<thead>
<tr>
<th>Date</th>
<th>Speaker</th>
<th>Topic</th>
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<tbody>
<tr>
<td>Jan 15th</td>
<td>Colin Groves</td>
<td>“Georgia - yet another cradle of humanity”.</td>
</tr>
<tr>
<td>Feb 19th</td>
<td>Maureen Burdett</td>
<td>“The World of Poetry – from the Cradle to the Grave”.</td>
</tr>
<tr>
<td>Mar 19th</td>
<td>Bryan Furnass</td>
<td>“Half a century of health care in Canberra - a personal saga”.</td>
</tr>
<tr>
<td>Apr 16th</td>
<td>Barry Ninham</td>
<td>“Aqua Incognita: Why ice floats on water and Galileo 400 years on&quot;.</td>
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<tr>
<td>May 21st</td>
<td>Prame Chopra</td>
<td>“Commercialising Research – a rollicking yarn”.</td>
</tr>
<tr>
<td>Jul 16th</td>
<td>Ian Cowan</td>
<td>“Macropus portugalsensis; a kangaroo-like creature drawn in an early Portuguese manuscript”.</td>
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<td>Aug 20th</td>
<td>Ron Wells</td>
<td>“False Paternity”.</td>
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Sept 17th       Elizabeth Truswell: “Early Antarctic exploration: intersection of art and science.”
Nov 19th        Jenny Goldie: “The need for degrowth of population”.

Research in Retirement Forum

On 30th of April, we held our Second ‘Research in Retirement Forum’ at which seven members of our Faculty – Derek Wrigley, John Sandeman, James Fox, Adrian Gibbs, Stjepan Marčelja, Maeve O’Collins and Mike Rickard – gave presentations on their current research. The purpose of this all day forum was to provide an opportunity for members to acquaint themselves with the variety of research that continues to be carried out within our Faculty. Given the success of the past two years, we plan to hold another Research in Retirement Forum next year.

Sponsored Lectures and Discussions

This year the Emeritus Faculty sponsored two special lectures: On March 12th in the Manning Clark Lecture Theatre, Iain McCalman, Research Professor at the University of Sydney, gave a talk entitled “The Great Barrier Reef – a passionate view” based on his award-winning book and, then later in the year, on the 14th August in the lecture theatre of the Roland Wilson Building, Professor Helen Small, Professor of English Literature at the University of Oxford gave a talk entitled “The Value of the Humanities” which was based on her recent book.

The Emeritus Faculty also sponsored a panel discussion on the 29th of April on the topic: “Has journalism a future?” Taking part in this discussion in the Law Link Lecture Theatre were Caroline Fisher, Stephen Matchett, Matthew Ricketson, and Lenore Taylor. All of these events were arranged by Colin Steele and attracted considerable audiences.

The Emeritus Faculty has continued its tradition of support for the Poets’ Lunch which members are always welcome to attend. This year the Poets’ Lunch was held on the 4th of December.

Oral History Project

Peter Stewart has been in charge of this ongoing oral history project since 2008. Up until this year, he has recorded interviews with 32 members of our Faculty. This year Peter interviewed the following additional members: 1) Angela Giblin (musician and teacher); 2) Chris Bryant (biochemical parasitologist and science communicator) and 3) Michael Gore (engineer, physicist, and founder of Questacon). Another interview with Cedric Mims (epidemiologist and writer) is in preparation and will be released in the new year. These interviews are available at http://www.anu.edu.au/emeritus/oral_history.html

The John Molony Prize

The ANU Emeritus Faculty established the John Molony Prize for “the best PhD thesis, submitted in the School of History, as determined by a committee and informed by examiners’ reports”. This year the selection committee met on 6 November 2014 and decided to award the prize to Dr Shelley Richardson for her thesis, “Family Experiments: Professional Middle Class Families in Australia and New Zealand c 1880-1920”. A payment of $500 was made by the Faculty to the ANU Endowment Office in support of this prize.

Fred Ward Room

Over a year ago, following on from a lecture on Fred Ward given by Derek Wrigley, the ANUEF Committee set out to obtain a collection of Fred Ward furniture and to dedicate its small meeting room to Fred Ward’s memory. Over the past year, with the help of the University Heritage Officer, Amy Jarvis, we have managed to acquire a matching set of four Fred Ward chairs as well as another of Ward’s ‘classic’ chairs. We also have copies of the drawing for these chairs which we plan to frame. We have also acquired a filing cabinet and a waste paper basket but we are still looking for a genuine Fred Ward table, which is one of the hardest of his pieces to obtain. With Derek Wrigley’s support, we will continue the quest next year.
The ANU eTexts

We had only one eText for the year: Bryan Furnass "Do we need carbon for transport? Challenges and opportunities".

The Emeritus: The ANUEF e-magazine

Ian Mathews, with the assistance of Giles Pickford and Connie Stamos, have continued to publish The Emeritus which is sent out to our membership. Vol. 5, No 11 was published on the 4th of December this year.

ANU E Press Summations Series

I would like to call attention to the fact that the ANU E Press has established a publication series intended to allow senior academics at the ANU and in particular Emeritus Faculty “to re-address their own work and present the best of this work with retrospective insight”. The Press is eager to receive manuscripts that present collected works of long-standing (including previous published papers) by ANU academics. Anyone interested in preparing a manuscript can contact me (james.fox@anu.edu.au) for information.

Technology: Upgrades and Purchases

2014 saw the Faculty enhance its capability with the purchase of a number of items of equipment as well as undertaking a major upgrade of our computing facilities.

Early in the year we purchased an Ashton TRANSPORTA 120 Watt Portable Wireless Public Address System for use in lectures and other events. This device will be utilised increasingly as our speakers become more familiar with its benefits, thus ensuring that our audiences are better able to hear their presentations.

Our aging and very slow computers were replaced this year with four new computers. The two PCs in the members' area were replaced with Standard Optiplex 9020 SFF PCs and P2314H 23" Professional Widescreen monitors. The two PCs in the Administration area were replaced with Optiplex 9020 SFF "High Spec" PCs and P2314H 23" Professional Widescreen monitors. All PCs are now running Windows 8.1 and have Microsoft Office Professional installed. The Admin PCs have both been equipped with the complete Adobe Cloud suite of software to facilitate the work done on the Oral History Project and similar projects.

Another important purchase was of a Zenius Classic ID Card Printer with CARDPRESSO XS Card Issuer Software which enables the Faculty to produce its plastic membership cards each year. The old method was very labour intensive and only resulted in a laminated paper card. The new cards are more durable and production is far more efficient.

Special mention must be made of the superb IT support provided to the Faculty again this year by one of our members: Nik Fominas. It is through Nik’s efforts that all of the enhancements to our IT have been possible.

Nik has now informed the Committee that, after 11 years of continuous service to the Faculty, he will be stepping down from most of the many tasks that he carries out for us. We wish him well in his ’retirement’ but we now need volunteers with IT skills from our membership to be able to carry on with our activities.

Our Premises: The Molony Building, 24 Balmain Crescent

We have been told informally not to expect the landscaping of the joint backyard that we share with the Academy of the Social Sciences, to be done at any time in the near future. The books in our library have now been carefully catalogued by Ailsa Solley. These books are available for use by our members and we are happy to receive additions to the library, particularly of books written by our members.
The East Coast Project

The East Coast Project has been a continuing research project connected with the Emeritus Faculty for many years. John Molony, the Chair and Initiator of this Project, has provided the following account of the work of the Project.

The East Coast Project: John Molony

In 2008 a few members of the Emeritus Faculty joined together to form a research group which became known as the East Coast Project (ECP). Since then, a hard core of six has met each month while overall membership has varied from eight to ten.

The initial purpose was to examine evidence of European pre-Cook contact with the Australian east coast. Subsequently, we decided to include Cook's charting of that coast in 1770. The vast mass of Cook material prompted us to lay particular emphasis on the description and judgement of the land and relations with the Aborigines. The primary sources used have been the journals written on the Endeavour by James Cook, Joseph Banks, Sydney Parkinson and James Matra, with reference also to the account by Abel Tasman of his voyage around southern Van Diemen's Land in 1642 and by William Dampier, who was briefly on our west coast in 1688.

The evidence for pre-European contact based on numerous artefacts, ranging from the so-called Mahogany Ship near Warrnambool, Victoria, to an alleged Portuguese garden in Queensland, proved generally unrewarding and often extremely farfetched. An exception was the work done by a group of CSIRO and university, principally Wollongong, scientists, the results of which were published in Archaeol. Oceania 34, 1999. On an ancient beach at Fraser Island they had uncovered a lead weight, 11 by 6 cm, probably used in a fishing net. They concluded that the weight 'was originally in place at the level where we found it, was formed of lead mined in France...and reached this site some time between 1410 and 1627 AD.'

Recently we heard that an object closely resembling a stone cannon ball, found at Disaster Bay near Eden and in close proximity to some stone ruins at Bittangabee Bay, is under examination to determine, if possible, its authenticity and provenance. We are convinced that the Bittangabee ruins are eminently worthy of an archaeological dig to determine whether they date from the 1840s, as has been officially claimed by the National Parks and Wildlife Service, or from an earlier period. Thus far we have established that all the stone on the site is of local origin, but lacking the means to embark on a dig, even were permission granted to do so, we cannot develop our interest.

We have given due consideration to the much disputed Dieppe maps, 1536-1566. Our conclusion is that, individually and collectively, these maps establish that Portuguese mariners visited and charted the Australian east coast some years before 1536. Our eventual publication of our work on the maps will assuredly result in a lively debate.

For Cook we concentrated on his week at Botany Bay and the seven weeks spent at the Endeavour River (Cooktown). The Botany Bay Aborigines were unwearied in resisting their visitors and strove to persuade them to 'go away'. Nonetheless a little knowledge was gained of their lives, dwellings, weapons and food, but nothing of the language. Cook said, 'we could know but very little of their customs as we never were able to form any connections with them.'

After a period of prudent hesitation, the Guugu Yimithirr at Cooktown gradually established friendly relations with Cook and his people. They were marred on one occasion over an argument regarding turtles, but reconciliation was rapidly achieved. A great deal was learnt of the customs of the Guugu Yimithirr people, as well as some of their language, including the name 'kangaroo'.

Two visits and lectures given at Cooktown helped us establish strong links with the relevant people, including the Aborigines. We were able to contribute significantly to the naming of Reconciliation Rocks there, as well as to the work in progress of a statue of the 'little old man', the Aboriginal elder mainly responsible for reconciliation. We propose to maintain those links and support Cooktown's right to be accepted as the first place of Reconciliation in Australia.

The East Coast Project will continue to function as a means of helping members of the Emeritus Faculty to maintain their academic work and foster collegiality among them.
Deaths and Obituaries


Obituaries have already been published in The Emeritus for some of these members (Leslie Zines, Geoffry Norman Mercer, Tony McMichael and Michael Grantham-Greene). Others are in preparation.

The Emeritus Faculty held a special lunch meeting on the 5th of November to discuss the legacy of Gough Whitlam and we are currently looking for someone to write a remembrance of Gough Whitlam’s time at the ANU when he was a Visiting Fellow in Political and Social Change in the Research School of Pacific and Asian Studies.

The Emeritus Faculty gave its support to a Saturday Dinner in The Great Hall, University House on the 15th of November to honour the memory of Richard (Dick) Essex Barwick. The dinner by all accounts was a great success!

Since James Grieve stepped down as Obituary Officer toward the end of last year, members of the Committee have been involved in finding individuals to write obituaries for publication in The Emeritus and for deposit in our file. We are still searching for a new Obituary Officer.

New Members

Our numbers have now passed the 250 mark. This year, we admitted 29 new members to our Faculty. Their names are as follows:

- Dorothy Broom
- Paul Gatenby
- Lawrence Cram
- Jeremy Shearmur
- Duncan Campbell
- John Hutchinson
- Harold Brookfield
- Lynette LY Lim
- Bruce Kent
- David West
- David McDougall
- William MacCallum
- Arvind Kalia
- Michael McKinley
- Rick Kuhn
- Philip Rose
- Nigel Lendon
- John Richards
- Christopher Mann
- Tezer Esat
- Kevin Windle
- Roger Hillman
- Judith McDougall
- Christine Campbell
- John Richards
- Neil Trudinger
- Gerlese Sachse-Akerlind
- Linda Hort

William Compston
Special Thanks

I want to thank and congratulate all the members of our Committee who have worked hard to make our activities possible. In particular, I want to thank those members of the Committee who will be stepping down from their positions at the end of this year: Mike Rickard, Elizabeth Truswell, Shirley Pipitone, Judith Caton and Colin Steele.

I would further like to thank Adrian Gibbs for his tireless efforts in arranging our lectures and luncheon discussions; Jan O’Connor for her diligent work as our Secretary; Nik Fominas for his exceptional work in keeping us technologically functioning; Derek Wrigley for all his considerable help; Amy Jarvis, the ANU’s Heritage officer, for her help in securing the Fred Ward furniture for us; Ian Mathews, Giles Pickford and Connie Stamos for their work on The Emeritus; Ailsa Solley for the cataloguing of library books and Michael Cardew-Hall for his continuing strong support of the Emeritus Faculty.

James J. Fox
ANU EF Chair
11 December 2014
To the members of The Australian National University Emeritus Faculty

Scope

I have audited the financial report of The Australian National University, Emeritus Faculty as set out in the Income, Expenditure and Statement of Financial Position Report attached. The Australian National University, Emeritus Faculty committee is responsible for the financial report. I have conducted an independent audit of the financial report in order to express an opinion on it to the members.

The audit has been conducted in accordance with Australian Audit Standards to provide reasonable assurance whether the financial report is free of material misstatement. My procedures included examination of evidence supporting the amounts and other disclosures in the financial reports and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards, other mandatory professional reporting requirements and the requirements of The Australian National University, Emeritus Faculty so as to present a view which is consistent with my understanding of the organisation’s financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion the financial report presents fairly in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and the requirements of The Australian National University, Emeritus Faculty the financial position of the Faculty as at 30 November 2014 and the results of its operations for the year ended.

Pauline Hore JP(Act); CPA
20 Ross Smith Cres
Seullin ACT 2614
22 January 2015
THE AUSTRALIAN NATIONAL UNIVERSITY
EMERITUS FACULTY

INCOME AND EXPENDITURE STATEMENT FOR THE YEAR
1 December 2013 - 30 November 2014

INCOME

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Members Fees</td>
<td>6180.00</td>
</tr>
<tr>
<td>Refreshment recovery</td>
<td></td>
</tr>
<tr>
<td>Donation</td>
<td>0.86</td>
</tr>
<tr>
<td>Interest</td>
<td></td>
</tr>
<tr>
<td>Kioloa</td>
<td>1,113.25</td>
</tr>
<tr>
<td>Recovered from ANU</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$7,294.11</td>
</tr>
</tbody>
</table>

LESS EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postage</td>
<td>343.70</td>
</tr>
<tr>
<td>Stationery</td>
<td>48.17</td>
</tr>
<tr>
<td>Education Fund</td>
<td></td>
</tr>
<tr>
<td>News Letters/Printing</td>
<td></td>
</tr>
<tr>
<td>Project Books</td>
<td>312.59</td>
</tr>
<tr>
<td>Equipment</td>
<td>1619.80</td>
</tr>
<tr>
<td>Events</td>
<td>687.66</td>
</tr>
<tr>
<td>Credit Union Fees</td>
<td>81.75</td>
</tr>
<tr>
<td>Annual Return</td>
<td></td>
</tr>
<tr>
<td>Catering /Kitchen</td>
<td>144.44</td>
</tr>
<tr>
<td>AGM</td>
<td>264.95</td>
</tr>
<tr>
<td>Room Set-up</td>
<td>40.00</td>
</tr>
<tr>
<td>Molony Prize</td>
<td>1000.00</td>
</tr>
<tr>
<td>Other</td>
<td>8.65</td>
</tr>
<tr>
<td>Kioloa</td>
<td>49.50</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$4,601.21</td>
</tr>
<tr>
<td>Less</td>
<td></td>
</tr>
<tr>
<td>Owing from ANU</td>
<td>$1,199.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$3,402.21</td>
</tr>
<tr>
<td><strong>Surplus for the Year</strong></td>
<td>$3,891.90</td>
</tr>
</tbody>
</table>

STATEMENT OF FINANCIAL POSITION AS AT 30 November 2014

ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash at Credit Union</td>
<td>12590.93</td>
</tr>
<tr>
<td>Credit Union Shares</td>
<td>10.00</td>
</tr>
<tr>
<td>Owing from ANU</td>
<td>1199.00</td>
</tr>
<tr>
<td>Petty Cash Balance</td>
<td>243.53</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$14,043.46</td>
</tr>
</tbody>
</table>

MEMBERS' FUNDS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance at 1 December 2013</td>
<td>10151.56</td>
</tr>
<tr>
<td>Add Surplus (Deficit) for Year</td>
<td>3891.90</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$14,043.46</td>
</tr>
</tbody>
</table>

EDUCATION FUND BALANCE $10,420.00

P. A. Scardoni
Honorary Treasurer

Pauline Hore JP (ACT) CPA
Honorary Auditor
18 PRIZES AND SCHOLARSHIPS APPROVALS 2014

PURPOSE To note Prizes and Scholarships approvals for 2014.

PREPARED BY Director, Corporate Governance and Risk Office

REVIEWED BY Director, Corporate Governance and Risk Office

APPROVED BY Vice-Chancellor

SPONSOR Vice-Chancellor

RECOMMENDATION That Council note the Prizes and Scholarships approved for 2014 (18/2015).

ACTION REQUIRED
For discussion ☐ For decision ☐ For information ☑

ATTACHMENT
18.1 Prizes and Scholarships approvals report 2014 (18/2015)
THE AUSTRALIAN NATIONAL UNIVERSITY

REPORT TO COUNCIL

SCHOLARSHIPS & PRIZES

Approvals 1 January to 31 December 2014

NEW RESEARCH SCHOLARSHIPS

- Lesslie Scholarship in Landscape Conservation & Ecology (646/2014)
- Indigenous Music HDR Scholarship (651/2014)
- Miscellaneous Scholarship (662/2014)
- Postgraduate Research Support (674/2014)
- Postgraduate Research Scholarship (675/2014)

NEW COURSEWORK SCHOLARSHIPS

- Fenner School National Arboretum Canberra Honours Scholarship (647/2014)
- Sir Paul Strzelecki Honours Scholarship (648/2014)
- Crompton Undergraduate Scholarship for Organ (650/2014)
- Myrtle Thomas Scholarship (652/2014)
- Charles Barry Osmond Honours Scholarship (663/2014)
- RSAA Space Environment Research Centre (SERC) Postgraduate Scholarship (677/2014)
- Dorothy Mayhew-Hironen Scholarship (681/2014)
- NICTA ANU Women in Optimisation Research Excellence Scholarship (682/2014)
- Westpac Bicentennial Foundation Asian Exchange Scholarship (686/2014)
- ANU International Excellence Scholarship (687/2014)

REVISED COURSEWORK SCHOLARSHIPS

- National Parks Association of the ACT Honours Scholarship in Biodiversity Management in National Parks & Nature Reserves (649/2014)
- Fenner School Director’s Honours Awards (653/2014)
- Action Trust Honours Scholarship (654/2014)
- Leonard and Margaret Doman Undergraduate Scholarship for Flute (655/2014)
- Ethel Tory Language Scholarship for Asian Languages (656/2014)
- National Merit Scholarship (659/2014)
- National University Scholarship (660/2014)
- Dunbar Physics Honours Scholarship (664/2014)
- Bhati Family Travel Grant (665/2014)
- ARC Centre of excellence for Plant Energy Biology Honours Scholarship (665/2014)
- Tjabal Indigenous Higher Education Centre Accommodation Grant (672/2014)
- Bok Honours Year Scholarship in Astrophysics (684/2014)
- Hedley Bull Master of International Relations (Advanced) (688/2014)
- Littleton Groom Memorial Award (689/2014)
- Veolia Mulwaree Woodlawn Bioreactor Engineering Scholarship (690/2014)
- ANU National Security College Scholarship for Aboriginal & Torres Strait Island Students (691/2014)
- ANU National Security College Policy (692/2014)

REVISED RESEARCH SCHOLARSHIPS

- Lesslie Scholarship in Landscape Conservation & Ecology (646a/2014)
- Domestic Student PhD Scholarship (657/2014)
• Australian Postgraduate Award - Domestic (658/2014)
• Anjeli Nathan Memorial Scholarship (667/2014)
• International Postgraduate Research Scholarship (668/2014)
• International Student PhD Scholarship (669/2014)
• Australian Postgraduate Award – International (670/2014)
• HDR Merit HDR Fee Remission Merit Scholarship (671/2014)
• Woodrofe PhD Scholarship (673/2014)
• Master of Philosophy – International (678/2014)
• Olin J Eggen Award (679/2014)
• Joan Duffield Research Award (680/2014)
• Master of Philosophy – Domestic (683/2014)

NEW PRIZES

• Gender and Medicine Essay Year Three Prize (1073/2014)
• ANU Achievement Prize for Third-Year Physics (1304/2014)
• The Marcia Ruff Hewitt Jazz and Contemporary Music Prize for Large Ensemble (1299/2014)
• The Marcia Ruff Hewitt Jazz and Contemporary Music Prize for Jazz Vocal Ensemble (1298/2014)
• The Marcia Ruff Hewitt Jazz and Contemporary Music Prize for A Singer Songwriter (1300/2014)
• Mechanical and Manufacturing Prize (724/2014)
• The Clark Davis Ivins Memorial Prize for First Year Security Studies (729/2014)
• The Coral Bell Memorial Prize for Second Year Security Studies (730/2014)
• The Paul Dibb Memorial Prize for Third Year Security Studies (731/2014)
• Gatweny Prize for Excellence in Internal Medicine (728/2014)
• Boronia Prize Emerging Artist Support Scheme (EASS) Ceramics (733/2014)
• Boronia Prize Emerging Artist Support Scheme (EASS) Furniture (734/2014)
• Boronia Prize Emerging Artist Support Scheme (EASS) Glass (736/2014)
• Boronia Prize Emerging Artist Support Scheme (EASS) Gold and Silversmithing (735/2014)
• Boronia Prize Emerging Artist Support Scheme (EASS) Textiles (737/2014)
• Elspeth Young Award (738/2014)

REVISED PRIZES

• Statistical Society of Australia (Canberra Branch) Prize for the Bachelor of Statistics (1302/2014)
• Statistical Society of Australia (Canberra Branch) Prize for the Master of Applied Statistics (1303/2014)
• John Buckingham Research Project Awards (722/2014)
• John Buckingham Research Project Prize (723/2014)
• Robert and Helen Crompton Award (726/2014)
• Friends Chamber Music Prizes (725/2014)
• Kate Buchdahl Memorial Prize (727/2014)
• Director of Science Education Commendation (732/2014)
19  2015 STUDENT ADMISSIONS UPDATE

PURPOSE  
To consider a progress report on 2015 student admissions.

PREPARED BY  
Director, Planning and Performance Measurement

REVIEWED BY  
Director, Planning and Performance Measurement

APPROVED BY  
Executive Director (Administration and Planning)

SPONSOR  
Vice-Chancellor

RECOMMENDATION  
That Council note the progress report on 2015 student admissions.

ACTION REQUIRED  
For discussion □  For decision □  For information ☒

The accompanying report provides an update in respect of 2015 student admissions as at 15 January 2015. Progress reports will be provided to Council at each meeting over 2015.

The key highlights for Council to note, are as follows:

- Domestic Undergraduate 1st Preferences for ANU are up year-on-year (YoY) 11% and year-on-year Offers are up 6.2%
- ANU still needs to make another 309 additional Domestic Undergraduate offers in order to meet its 2015 target
- Demand for Flexible Doubles is up 9% year-on-year
- ANU has seen a 5% year-on-year decrease in the number of offers made for Domestic Postgraduate Coursework
- ANU has seen a 20% year-on-year increase in the number of Domestic HDR student offers and a 2% year-on-year increase in acceptances at this early stage
- International Undergraduate demand has increased 18% year-on-year but acceptances are down 4% year-on-year.
- ANU has a 10% year-on-year increase in its Semester 1 International Postgraduate Coursework Acceptances
- International Higher Degree by Research (HDR) acceptances are up 15% year-on-year
- Figures remain preliminary as more offers are still to be made and acceptances are still being processed.

Council is asked to note the accompanying report.

ATTACHMENT
19.1 2015 Student admissions progress report and appendix (22/2015).
BRIEFING PAPER

TITLE PROGRESS REPORT ON STUDENT ADMISSIONS

DATE 15th January 2014

AUTHOR Angela Watkins, Director of Student Recruitment and Admissions

Purpose
To provide a progress report on student admissions across domestic, international, coursework and research cohorts.

DOMESTIC

DOMESTIC: Undergraduate

Throughout the final quarter of 2014, preferences increased for ANU from both domestic UG student and International student cohorts. As at Main round 2015, 1st preferences for ANU were up 11% (as at 5th January). A summary of data is attached in Table 1 of Appendix A.

As at 19th January 2015 and including the Main round offers run on 19th January, ANU has made 3256 offers, an increase of 6.2% on total offers made as at Main round 2014 (3060 offers). ANU still needs to make 309 additional offers to make if we are to meet our targets for 2015 (assuming the same rate of conversion and the same rate of duplicate offers as 2014). Offer rate growth is mainly in FDD Arts/SS/Bs/Sc with 125 more offers made in the same time period as 2014. Conversion rates are modelling quite well because of the larger proportions of offers made to applicants from the ACT and the non-school leaver cohorts both which have a higher take-up rate than the other groups.

Demand for the Associate Degree demand is interesting in that the School leaver cohort 1st preferences is up 6 students (from only 2 in 2014). Conversely the non-school leaver cohort has seen a decline in preferences from 19 to 11 which maps the overall declining trend lines of the school leaver cohort.

Further work across the portfolio with both Marketing and SCPA should ensure we extend the Change of Preference (COP) campaign to the end of January and into February. Further local media coverage on student stories should be sought to impact local conversion and further marketing opportunities for late offer students should be a part of the marketing campaign throughout January as a part of 2015/16 COP campaign to ensure late offer round students are targeted as aggressively as the early round students.

DOMESTIC: Postgraduate

Postgraduate applications domestically has been fairly flat but comparatively stronger than competitors and this appears to be a trend that is seen across the ACT/NSW sector as other institutions have recorded drops in postgraduate numbers or flat growth. Overall, for preferences and offers within UAC, ANU has seen a decrease in 1st preferences by 6% however it should be noted that the whole of UAC has seen a decrease of 17%, University of Sydney has seen a drop in 1st preferences (unique applications) of 18%, UNSW is down 8% and University of Canberra has seen a drop in 1st preferences of 27%. These are UAC only numbers and therefore do not include the direct applications. Including direct applications for ANU only, we have seen an overall decrease in the numbers of offers issued by 5%. Using current UAC data, the largest movements in demand downwards have been for the JD, Psychology and Public Health. Increases in demand are mainly in Physiotherapy and Allied Health areas.
DOMESTIC: HDR

Demand has increased by 8% in terms of domestic applications for PhD study at the ANU which has translated into a 20% increase in the number of offers and a 2% increase in acceptances (4 students). This is only an early indication as HDR are enrolled throughout the year. For some further School data please refer to Table 1 in Appendix A.

INTERNATIONAL

For some market indicators please refer to the Table 2 in Appendix A. It should also be noted that admission are currently processing outstanding ECOEs so these numbers are interim for Sem 1 only. Table 3 shows the Sem 1 current country breakdown.

INTERNATIONAL: Undergraduate Sem 1 update

Demand for undergraduate overall for Sem 1 has been strong with an increase of 18% in the total number of applications for Sem 1. This has mainly been driven by increases in applications from China (32%), India (30%), Hong Kong (49%) and Malaysia (25%). Singapore demand has remained flat this year for Sem 1. At this point in time this growth has not translated into acceptances with current UG acceptances at -4% (9 students down). China remains as having the strongest growth of acceptances at around 8% but relative to actual numbers India has seen a large increase but its base is small so actual numbers are single digit. Malaysia has seen the largest drop in acceptances with 8 students currently accepting against 23 last year. Hong Kong and Singapore have maintained the same number of acceptances as last year and hence the % drop in undergraduate acceptances as a result of Malaysia’s falling numbers.

INTERNATIONAL: Postgraduate Coursework

As at 19 January 2015 the University has seen a 10% increase in acceptances for Sem 1 PGC and this semester will see the highest number of new commencing students at the ANU in the last 5 years. The overall base of applications for Sem 1 is flat with around the same number of applications in total however we have made 3% more offers and have 77 more acceptances at the same point in time as last year.

Relatively flat demand from China has been strengthened by emerging market demand for ANU with an increase in applications from India (33%), Pakistan (23%). We have had increases in acceptances from decreased/flat application bases from both Bangladesh and Vietnam and Indonesia (107% increase in acceptances from an increased applicant base of 21% - 31 students).

Areas of concern and focus at this point for 2015 are ensuring our China market is maintained and carrying out market research to analyze the high number of applications received from Singapore (91 applications) but the poor conversion rate from this market (5 students at this point in time for Sem 1). At this point in time, sector data is not available.

INTERNATIONAL: HDR

Year to date overall performance of the HDR cohort has increased by 15% in acceptances and increases in the applicant base of 739 students overall (15%+ on 214). Despite an increase in applications from China of 25%, there was only an increase in the number of offers issued of 2% (1 student) and a drop in acceptances of 27% (4 students). Current increases in demand for HDR are mainly from Indonesia (74% increase in applications – 19 students in 2014 to 33 students in 2015) and Pakistan (23% increase in applications). There are also increases from Bangladesh, Singapore and Hong Kong but the applicant base of these are relatively small. As the baseline numbers are relatively small, % increases and decreases are often single digit only numbers. Please refer to the country breakdowns in Appendix A, Table 3.
Diversification Scholarship:

Late in Dec 2014 we launched a piloted “International Excellence Scholarship” to encourage diversification of our markets. This award was targeted at three key markets: India, Malaysia and Indonesia. The award had to be applied for and in a similar way to the Tuckwell award, seeking students who had contributed to society and showed some evidence of leadership/leadership qualities. The award was open to both PG and UG students and only marketed to those who had an offer. Of the 24 offered, 10 thus far have accepted with three days still left to accept the award. Further assessment as to the efficacy of this will be carried out post start of Sem 1.

Interim Outcomes and Recommendations

That the Senior Management Group consider the following recommendations for discussion at the Senior Management Group:

1. The ANU College of Engineering and Computer Science (CECS) to undertake market research to gauge demand for Engineering overall and Engineering at the ANU. Despite their changes in ATAR, demand still fell in the UG space.
2. That the ANU College of Law consider setting quotas for Law single degrees to support load planning. Law increased its ATAR this year and as result made less offers. Consideration needs to be made in how this affects EFTSL in other Colleges given the demand for the FDD and the difficulty of controlling intake.
3. Development of a clear articulation of the PHB/R&D program and marketing plan for 2015.
4. Development of a campaign to clearly articulate to careers advisors and students the benefits of bonus points so they are aware of their possible ability for entry to the ANU. Bonus points have impacted positively on our ability to make more offers.
5. Development of a longer COP campaign to be prolonged well into late January to ensure that appropriate messages continue to be pushed out to late offer holders/COP audiences.
7. Development of a PGC and UG international scholarship plan early in 2015 to promote this more broadly and to assist in developing some of the emerging markets we have seen strong growth.
8. To ensure we maintain our strong China position as well as diversify the overall strong demand for PGC programs. Markets such as Indonesia, India and Vietnam will be a strong focus of the international marketing plan.
9. Market research to be undertaken in Malaysia and Singapore to gauge Sem 1 initial data against how the rest of the sector is performing.
10. Admission turnaround times will continue to be a key focus for 2015 and creating efficiencies either through centralizing offer making of working with college administrative teams to support admission will be a key area of activity and focus.
### TABLE 1 - Semester 1 and Semester 2 to date, excluding internal transfers

**Domestic Admission Summary and factors affecting demand**

<table>
<thead>
<tr>
<th>Program Career</th>
<th>2014 Jan 19th</th>
<th>2015 Jan 19th</th>
<th>% Change</th>
<th>Summary of Performance as at 19th January 2015</th>
<th>Factors affecting this cohort/data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Higher Degree Research</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Applications</td>
<td>449</td>
<td>485</td>
<td>+8%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Offers</td>
<td>291</td>
<td>340</td>
<td>+17%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acceptances</td>
<td>188</td>
<td>193</td>
<td>+3%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Applications and offers for the year have seen increases however conversion from offer to acceptance should be an area for improvement going forward into 2015</td>
<td>Data not available on cohort/state split</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>CASS, CBE and CAP have had modest growth in the percentage increase in acceptances for HDR study. CBE made 75% more offers (14) in 2015 and converted 7 of these students into enrolments. Science had 10% more applications and made 27% more offers (113 to 143) but converted less of these offers (84 to 79) a drop of 6%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>JJ CSMR doubled their number of applications from 7 to 14 and made an additional 3 offers and converted less students (down from 6 to 5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Psychology saw a large drop in applications (down from 12 to 5), they</td>
<td></td>
</tr>
</tbody>
</table>
made 3 offers of which only 1 students converted (same number as last year)

### Postgraduate Coursework (as at 19th Jan)

<table>
<thead>
<tr>
<th>Description</th>
<th>Total</th>
<th>UAC</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unique Applications (direct and UAC)</td>
<td>2297</td>
<td>2175</td>
<td>-5%</td>
</tr>
<tr>
<td>Total unique offers (NB UAC data included in this is ONLY sem 1)</td>
<td>2128</td>
<td>2031</td>
<td>-5%</td>
</tr>
<tr>
<td>Acceptances (Direct only at the moment – excludes UAC)</td>
<td>822</td>
<td>843</td>
<td>+3%</td>
</tr>
</tbody>
</table>

- Flat demand overall across sector – refer to notes in briefing paper
- ACT growth is negative (-21%) within UAC, indicating current local economic environment. NSW is relatively strong for ANU with 8% growth in preferences from here (UAC overall growth/decline is -17%)
- There appears to be relatively stronger demand for the ANU PGC programs. According to UAC data, all states (except QLD), UAC show a decline in 1st preferences of between 13% and 18% whereas the ANU has shown growth across all of the states (except Victoria and ACT)
- Data issues across UAC and Direct Offers means that accurate benchmarking has become challenging
- Lack of data on many programs of competitions as programs code changes and are combined mean that mapping the data is more of a challenge
- AQF changes may have impacted on demand for PGC as the whole sector has seen large decreases in demand. ANU relies heavily on local demand and the local economy has slowed down which has affected local demand for programs
- Need for a marketing plan for local PGC to include working with Colleges to work within public sector promoting degrees

### Undergraduate (as at 19th Jan)

<table>
<thead>
<tr>
<th>Description</th>
<th>Total</th>
<th>UAC</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unique preferences</td>
<td>3380</td>
<td>3751</td>
<td>+11%</td>
</tr>
</tbody>
</table>
Offers (as at Main round only and includes 213 Direct offers: mainly Honours students and Diploma of Languages so assume 1 year programs)

<table>
<thead>
<tr>
<th></th>
<th>Offers</th>
<th>Acceptances/enrolments (projected)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3153</td>
<td>3477</td>
</tr>
<tr>
<td></td>
<td>+10%</td>
<td></td>
</tr>
</tbody>
</table>

- Demand for PhB was steady from last year as at 5 January, however, offers decreased from 77 in 2014 to 55 in 2015. 1st preferences for the vertical doubles has decreased 0.7% with an increase in the BA/MIA and both others down.

- Demand for flexible doubles in general increased by 1.2%. Offers in FDD Arts/SS/Bus/Sci increased, engineering was stable and Law decreased.

- Nationally, overall preliminary applications decreased by 0.9% (October Gov figs) with increases from schools leavers by 2.2% and a large decrease in non-school leavers. Non-year 12 applications decreased nationally by 7% (October Gov figs). This has impacted our UAC counterparts more than the ANU who has not traditionally relied on this cohort for the majority of its UG students. The ANU has seen an increase in unique applications to the ANU as of 19th January of 11%

- ANU has seen an increase in its preferences from the ACT by 2%. This goes against the national average which has seen a decrease of 8.3% from ACT/NSW for 2015 entry (School leavers only: October Gov figs). This is reflective of ANU demand and a 2.5% increase

- Law increased its UG ATAR from 96 to 97 which has resulted in a drop in the number of offers issued by Law - impacting some of the FDD offers issued

- CECS increases its base ATAR from 87 to 90 but demand is still poor for Engineering and market research may need carrying out with this cohort in particular on driver for demand overall

- Law and CASS have well established forced offer strategies in place during the UAC offer rounds - strategic forced offers have high conversion rates. Forced offers from 2014 and 2015 will be tracked to ensure academic progress is satisfactory.

- Implementation of a university-wide PHB program has commenced but is still a mostly manual process for admissions. This will need to be a focus for 2015

- Aggressive initial recruitment/marketing campaign and an integrated COP campaign resulted in strong growth in 1st preferences as UAC closed and maintenance of this strong position throughout the campaign period.

- Accommodation deadline moved in line with main round close of preferences for UAC and the outcome of this in terms of...
overall in the year 12 feeder group from the ACT.

• ANU has seen a 0.6% increase in unique preferences from Victoria from the same date 2014 (Schools leavers Gov October figs).

• Main round offers for Engineering are down at ANU, but also appear to be down across other major competitors such as UNSW University of Sydney and Wollongong.

• Main round offers for music are slightly up this year, but down at UNSW and University of Sydney.

conversion is yet to be assessed in trms of impact

• Increased and improved targeted recruitment and marketing activity both in market and via traditional marketing channels

• Uncertainty around deregulation and fees appears to have had little impact on demand for ANU programs despite the expectation that this would create concerns within the market.

* The sector benchmarking figures are solely those issued via the stat TACS and do not account for the direct application/offer processes many institutions offer to the non-school leaver cohorts.
### TABLE 2 - International Admission Summary and factors affecting demand

<table>
<thead>
<tr>
<th>Program Career</th>
<th>2014 Jan 19th</th>
<th>2015 Jan 19th</th>
<th>Overall % Increase</th>
<th>Summary of Performance as at 16th January 2015</th>
<th>Factors affecting this cohort</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2014 Jan 19th</td>
<td>2015 Jan 19th</td>
<td>Overall % Increase</td>
<td>Summary of Performance as at 16th January 2015</td>
<td>Factors affecting this cohort</td>
</tr>
<tr>
<td>Higher Degree Research</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Applications</td>
<td>847</td>
<td>923</td>
<td>9%</td>
<td>YTD Overall performance of the HDR cohort has increased by 15% in acceptances (sem 1 and 2). Performance in acceptances has grown at the highest rate since 2011.</td>
<td></td>
</tr>
<tr>
<td>Offers</td>
<td>336</td>
<td>359</td>
<td>7%</td>
<td>Between 2013 to 2014 (same time period) there was a decline in overall acceptances</td>
<td></td>
</tr>
<tr>
<td>Acceptances</td>
<td>66</td>
<td>76</td>
<td>15%</td>
<td>S1, 2015 numbers are tracking well with a 14% increase in acceptances</td>
<td>Growth Drivers:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>S1, 2015 Offer to Acceptances Conversion is at 10%</td>
<td>• Development of Regional responsibilities and regional strategy and more specific market-related activity with increased ISR focus on key growth markets. This is especially noted in markets such as India</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Development and Implementation of a market specific International Communications plan that is facilitated by Hobson’s</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• International Excellence Scholarships was piloted at the end of 2014 and marketed only at applicants from India, Indonesia and Malaysia. Of the 24 awards given, 10 have accepted and there is still a week to close of acceptances. It is anticipated that this will impact both conversion and acceptances from these markets.</td>
</tr>
<tr>
<td>Postgraduate Coursework</td>
<td></td>
<td></td>
<td></td>
<td>YTD Overall performance of PGC is strong and acceptances has increased by 10% YTD compared with 2% increase at the same time last year</td>
<td></td>
</tr>
<tr>
<td>Applications</td>
<td>6914</td>
<td>7735</td>
<td>12%</td>
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<tr>
<td>Offers</td>
<td>4731</td>
<td>4859</td>
<td>3%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acceptances</td>
<td>771</td>
<td>845</td>
<td>10%</td>
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</tr>
</tbody>
</table>
- Overall increase of 10% for Semester 1, 2015 on track to deliver the best acceptance numbers for International PGC Students in 5 years.
- S1, 2015 Offer to acceptance conversion at 20%

**Growth Obstacles and recommendations:**
- There still appears to be a high number of good students who are overlooked for an offer from Colleges. There needs to be work towards an overarching admission guidelines/admission manual to provide clear guidance on qualification conversions and more rigorous cross checking of students who are rejected. Centralization of admissions where possible will standardize many admission decisions.
- Change Management and staff attrition both within admissions and the sales team may have affected our mid year admissions turnaround times market development. The new team is still training and hence turnaround times will improve as staff are trained up on our systems.
- 10% Fee Increases and fluctuating exchange rates may have affected some of the more competitive markets. The biggest falls in numbers are UG demand from Malaysia (-50%) and Singapore (-

<table>
<thead>
<tr>
<th>Undergraduate</th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Unique preferences/applications (of which 321/297 are UAC preferences)</td>
<td>2824 *321</td>
<td>3192 *297</td>
<td>16% (exc UAC)</td>
<td></td>
</tr>
<tr>
<td>Offers (direct only - exc UAC)</td>
<td>1590</td>
<td>2178</td>
<td>37%</td>
<td></td>
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<tr>
<td>Acceptances/enrolments (direct: exc UAC)</td>
<td>293</td>
<td>314</td>
<td>7%</td>
<td></td>
</tr>
<tr>
<td>- Overall UG at 7% increase overall.</td>
<td>- Overall -4% growth for S1, 2015</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>*UAC has been excluded from these figures to allow for better comparison year on year. UAC offers include multiple offers to the same student and data was not available on unique applicants. Offer data is also not yet available for UAC applicants so they have been omitted from the majority of this data.</td>
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</table>
10%). Market research will be carried out and GO8 benchmarking to see if this has fallen across the sector

- The ANU remains uncompetitive in the scholarships available to students and we have had many students take up offers in our GO8 counterparts when offered a scholarship.
- Strong growth in European, US and Canadian markets in key markets
- We are still processing ECOE’s so this data is still going to fluctuate between now and census date.

Overall, at this point in time, student growth appears to be stable, however there is some flattening of demand from China and within the PGC market.

There still appears to be some discrepancies within the international data as when ISR ran our own statistics from the HRSA, it was found we had 1182 total acceptances, which indicates a 13.5% increase. It is expected that the admission scoping project undertaken with PPM will improve data integrity and accuracy.
TABLE 3 - Country breakdown of Semester 1 International data as at 19th January 2015

Sem 1 2015 overall, YTD

<table>
<thead>
<tr>
<th>Year</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>% Change from 2014 to 2015</th>
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<td>Academic Career</td>
<td>Data</td>
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<td>Higher Degree Research</td>
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<td>395</td>
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<td>Postgraduate Coursework</td>
<td>Applicants</td>
<td>3,438</td>
<td>3,711</td>
<td>3,815</td>
<td>3,922</td>
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<td>Undergraduate</td>
<td>Applicants</td>
<td>1,697</td>
<td>1,433</td>
<td>1,309</td>
<td>1,840</td>
<td>2,168</td>
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<tr>
<td>International Applicants</td>
<td>5,547</td>
<td>5,539</td>
<td>5,578</td>
<td>6,404</td>
<td>6,817</td>
<td>6%</td>
</tr>
<tr>
<td>International Offers</td>
<td>3,950</td>
<td>3,617</td>
<td>3,552</td>
<td>4,307</td>
<td>4,813</td>
<td>12%</td>
</tr>
<tr>
<td>International Acceptances</td>
<td>1,103</td>
<td>978</td>
<td>974</td>
<td>1,041</td>
<td>1,109</td>
<td>7%</td>
</tr>
<tr>
<td>Total Applicants</td>
<td>5,547</td>
<td>5,539</td>
<td>5,578</td>
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<td>974</td>
<td>1,041</td>
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<td>7%</td>
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## Top 10 performing international markets

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<td></td>
<td>Offers</td>
<td>38</td>
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<td></td>
<td></td>
<td>Acceptances</td>
<td>12</td>
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<tr>
<td></td>
<td>Postgraduate Coursework</td>
<td>Applicants</td>
<td>1,393</td>
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<td></td>
<td></td>
<td>Offers</td>
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<tr>
<td>INDIA Offers</td>
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<td>42</td>
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<td>32</td>
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<td>81</td>
</tr>
<tr>
<td>BANGLADESH Acceptances</td>
<td>16</td>
<td>19</td>
<td>26</td>
</tr>
</tbody>
</table>
| Country     | Program            | Applicants | Offers | Acceptances | % of Offers
|-------------|--------------------|------------|--------|-------------|---------------
<p>| SINGAPORE   | Higher Degree Research | 11, 11, 9, 6, 9 | 8, 10, 6, 4, 8 | 4, 5, 3, 1, 4 | 50% |
|             | Postgraduate Coursework | 73, 69, 39, 58, 91 | 42, 34, 26, 27, 22 | 19, 8, 10, 10, 5 | 57% |
|             | Undergraduate       | 265, 197, 155, 145, 155 | 190, 130, 84, 96, 104 | 39, 24, 11, 15, 15 | 7% |
| HONG KONG   | Higher Degree Research | 2, 3, 3, 3, 7 | 1, 2, 1, 2, 7 | 0, 1, 0, 0, 0 | 133% |
|             | Postgraduate Coursework | 55, 46, 25, 17, 28 | 32, 28, 18, 12, 13 | 5, 7, 5, 3, 4 | 55% |
|             | Undergraduate       | 69, 51, 56, 98, 146 | 44, 35, 42, 74, 117 | 14, 5, 3, 19, 20 | 49% |
| MALAYSIA    | Higher Degree Research | 16, 14, 19, 10, 13 | 11, 9, 15, 3, 5 | 3, 5, 5, 1, 2 | 30% |
|             | Postgraduate Coursework | 77, 86, 95, 96, 76 | 60, 57, 52, 69, 43 | 15, 10, 8, 22, 14 | -21% |
|             | Undergraduate       | 362, 273, 216, 243, 304 | 287, 216, 173, 170, 240 | 25% |</p>
<table>
<thead>
<tr>
<th>Country</th>
<th>Higher Degree Research</th>
<th>Postgraduate Coursework</th>
<th>Undergraduate</th>
</tr>
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20  ACADEMIC BOARD REPORT

PURPOSE  To consider the report from the Academic Board.

PREPARED BY  Corporate Governance and Risk Office

REVIEWED BY  Chair, Academic Board

APPROVED BY  Vice-Chancellor

SPONSOR  Vice-Chancellor

RECOMMENDATION  That Council note the report from the meeting of the Academic Board held on 12 December 2014.

ACTION REQUIRED
For discussion ☐  For decision ☐  For information ☑

ATTACHMENT
ACADEMIC BOARD

Meeting No. 6/2014 of the Academic Board was held on Friday 12 December 2014 at 9.30am in the RC Mills Room, Chancelry.

Present: Professor Glasgow, Professor Young, Professor Harding, Professor Hughes-Warrington, Dr Lithander, Professor Corbett, Professor Baker, Ms Mathey, Mr Erickson, Dr Gustavson, Professor Taylor, Professor Leitch, Professor Huntington, Professor Bottomley, Professor Kirk, Professor van Leeuwen, Professor Carver, Professor Dovers, Professor Raymer, Professor Elliott, Professor Powers, Professor Renz, Associate Professor Strazdins, Associate Professor Gani, Dr Fahrer, Dr Winterberg, Dr Orthia, Professor Kewley, Ms Veness, Ms Apps, Mr Niles, Mr Gill, Ms Martin, Dr KcKinnon, Dr Sadeghi, Ms Stewart and Ms Willis.

Observers: Associate Professor Newitt, Mr Dampney, Mr Heath, Ms Alcorn, Professor Martin, Mrs Stevens, Ms Petersen and Ms Daas.

Apologies: Professor Pitchford, Associate Professor van der Eng, Professor Cardew-Hall, Professor Dodson, Professor Fargher, Professor Coulhon, Professor Pickering, Associate Professor Ferris, Professor Lindesay and Professor Makkai.

In Attendance: Ms Easton.

Unconfirmed Minutes

Part 1 – Procedural Items

Item 1 Apologies and Announcements

Item 1.1 Apologies

The apologies recorded above were received.

Item 1.2 Announcements

The Chair welcomed to their first meeting as Board members; Professor Huntington, Dean ANU College of Engineering & Computer Science and Mr Ben Gill ANUSA President.

The Chair noted that the all staff communication process for the Board is working well. Ten observers were confirmed for the meeting today and several others had to be turned away. The Chair noted it is pleasing to see the broader community take an interest in the Board.

Item 2 Conduct of Academic Board Members

Resolution

The Academic Board resolved to note the information on conduct of members under the Public Governance, Performance & Accountability Act 2013.

Item 3 Starred Items

The starred items were 1-10, 12, 13, 15, 23, 24, 32, 35, 39, 43-46. The unstared items were dealt with as proposed in the agenda.

Resolution

The Academic Board resolved to approve unstared items.
Item 4 Minutes
The Board noted the following amendments to the Minutes on page 23 of the Agenda papers, under the ANU College of Law list of programs;

- The Grad Cert of Australian Migration Law and Practice should be AQF Level 8 – not 9
- The Master of Military Law should be AQF Level 9 - not 8.

Resolution
Following a minor amendment the Academic Board resolved to confirm the Minutes (1081/2014) of meeting 5/2014 of the Academic Board held on 26 September 2014 as a true and accurate record.

Item 5 Matters Arising from the Minutes & Action Items
Resolution
The Academic Board noted the current action items list (803a/2014).

Item 6 Confidential Items
No confidential items were discussed.

Part 2 – Information Flow

Item 7 Report from the Vice-Chancellor
The Vice-Chancellor presented a verbal report, commenting on three broad items: the ANU strategic plan, updates from the federal government and review of the ANU Act;

- Council have noted that they are keen to see a refresh/update of the ANU strategic plan. The Vice-Chancellor noted that early in 2015 a process of broad consultation about the refresh of the plan will be undertaken. Reflecting on ANU by 2020 the Vice-Chancellor noted that it was rich in performance indicators, a reflection of the time in which it was developed. ANU by 2020 is a mix of strategic and operational planning. ANU now has quite a lot more depth of planning. In refreshing the plan the hope is to see something significantly shorter that focuses on big strategic issues. Metrics would then flow on and appear in operational plans at College and divisional levels. In initial conversations about the plan the Vice-Chancellor has noted research concentration is a consideration –unless we are able to convince government to provide more resources then we have to have debate what it is we can do with the resources available that is truly at world class level. Important across the sector will be the push from government on applied research and university/industry interaction. On the teaching front, the role technology is playing in changing education, the role of the large lecture and how we shape education going forward need to be considered. In relation to public policy and external outreach, ANU has lots of good things happening but as an organisation not convinced have yet taken to a level where that is important.

- The fee deregulation proposal was defeated in the Senate. The legislation will be reintroduced to the House of Representatives, but won’t be debated again until they meet in 2015. This mean that by time gets back to the Senate, it is unlikely we will know the outcome before the middle of next year.

- The Minister for Education has commissioned a review of the ANU Act. The Act was very out of date. The Review is being chaired by Professor Sally Walker. Professor Walker is a lawyer, a principal at Deloitte and a former Vice-Chancellor and President of Deakin University. Professor Walker has spoken to all members of Council including staff and student representatives to Council across a number of years. She has also consulted with people across the university and externally. The Vice-Chancellor reported that he has seen a draft of the report. The final version will go to the Minister. Broadly the VC noted the review will provide a supportive document for the university.

- The Vice-Chancellor offered congratulations to Chris Browne has been recognised as one of Australia’s top university teachers. Mr Browne has won an Award for Teaching Excellence (Early Career) as part of the Australian government’s 2014 Australian Awards for University Teaching.

The Board formally expressed their congratulations to Chris Browne.
During question time the following issue was raised with the Vice-Chancellor;

One of the long standing big picture problems ANU has is a disconnect between the Chancellery and staff and students. The consequence of this disconnect is that things that go on in the Chancellery, such as policy development, often have little impact on the day to day business of the university. This is sometimes because staff and students aren’t aware of the policies. But even if they are they are often not understood, and hence ignored. The flip side of this is that the developers of university policy sometimes seem unaware of what staff and students do each day. A nice idea that MIT uses is executive “office hours”. For example, the Vice-Chancellor could allocate some time to 15 minute slots that any member of the university community could sign up for to have a chat. It would be easy for all university executives to publicise such office hours.

The Vice-Chancellor noted that he didn’t have any issue with this suggestion and will consider it further. The Vice-Chancellor reported that he did start this year a regular process of visiting Colleges. In conjunction with ANUSA and PARSA round table discussions have been held with students. The challenge is getting people to come. In any large organisation communication is an issue – the Vice-Chancellor indicated he is happy to consider ways in which communication can be improved.

**Action**
Dr Orthia to follow up on this issue with the Vice-Chancellor.

**Resolution**
The Academic Board resolved to note the report and comments made in discussion.

**Item 8  Report from the Deputy Vice-Chancellor (Academic)**

The Deputy Vice-Chancellor (Academic) presented a verbal report, commenting on matters including;

- Two hundred and ninety three program reviews have been completed this year. This means the university is ready for the AQF compliance review next year. The Deputy Vice-Chancellor (Academic) acknowledged the hard work of Colleges and of the Academic Standards and Quality team – with thanks in particular to Jake Francis and Ewan Evans.
- Today ANU anticipates signing a contract with QUT training to provide support for their Educational Fellowship Scheme. Congratulations to the team at the Centre for Higher Education Learning & Teaching.
- Westpac has asked ANU to join the Best & Brightest program. The program is supporting outstanding post-doctoral researchers.

**Resolution**
The Academic Board resolved to note the report and comments made in discussion.

**Item 9  Report from the Deputy Vice-Chancellor (Research)**

The Deputy Vice-Chancellor (Research) presented a verbal report, commenting on matters including;

- We are currently in the thick of the ERA submission process. The Deputy Vice-Chancellor (Research) formally acknowledged the work of the panel chairs Andrew Cockburn and Keith Dowling. Thank you to the university and academic community for participating. Through January we will still need to load and finalise elements before we start dummy loading in for ARC. We are currently well positioned, and the Deputy Vice-Chancellor (Research) reported she was pleased with the progress.
- The Deputy Vice-Chancellor (Research) noted she had been in consultation with the ARC who are considering the possibility of combining ERA with HERDC due to concerns over requirements, overhead and the burden involved in these processes.
- Delays on the fee deregulation legislation impact on other funding areas. Until that is resolved we won’t have a decision on future fellows or centres for excellence.
Priorities for 2015 include engagement with industry; demonstration and communication of the impact and engagement in research.

Resolution
The Academic Board resolved to note the report and comments made in discussion.

Item 10 Report from the Chair

The Chair reported there are several suggestions for hot topics already coming in for 2015. This part of the agenda is important to allow full and frank discussion of important academic issues the University is grappling with. The preference is to have one hot topic discussion per meeting. This does mean though that decisions have to be made between competing hot topic ideas. The Steering Committee does this. If members have any thoughts on how we can balance these things, the Chair would welcome hearing from them.

Resolution
The Academic Board resolved to note the report.

Item 11 Approvals by Executive Action

The Chair reported that the following approval had been made out of session by Executive Action;

- Executive Action by the Chair 5/2014 (1082/2014); Master of Strategic Studies (MSTST) and the Master of Strategic Studies (Advanced) (VSTST).

The Chair reported that on 11 December 2014 he had approved the following out of session item (formal paperwork will be reported to Meeting 1/2015);

- UAC schedule S4102 (Appendix A) for converting the Hong Kong Diploma of Secondary Education (HKDSE) into a university entrance rank for the purpose of admission for domestic undergraduate applicants.

Resolution
The Academic Board noted the report on approvals by Executive Action by the Chair and endorsed the decisions taken.

Item 12 General Question Time

No items were raised.

Part 3 – Strategy & Planning

Item 13 Hot Topic: Indigenous Engagement

The Chair noted that this Hot Topic item was to draw the attention of Academic Board to the Tjabal Centre five key approaches to pursue in the coming year and to note the Tjabal Centre’s 2015 Operational Plan.

Professor Baker, Pro Vice-Chancellor (Student Experience) introduced the discussion and noted one of the highlights he has had this year has been working with Anne Martin, Fiona Petersen, Robyn Daas and the team in the Tjabal Centre. Tjabal provides a great outreach service to potential students and then close engagement when students are on campus. The area works closely with Professor Dodson and the National Centre for Indigenous Studies. The Tjabal team has worked hard to create a powerful feeling of place for the community. The importance of place, people and respect for education; these three things come together very profoundly at Tjabal. The team would welcome Board members to drop in there and visit. ANU is the only Australian university that has indigenous students from every state and territory. There are record numbers of indigenous students graduating next year.

Ms Anne Martin Director Tjabal Centre reported that last week the centre hosted kids from Cape York. The team was enthused by the engagement of the group. At the coming graduations there are three indigenous students graduating with first class honours. The Centre is looking at
engaging with graduating students encouraging further studies or returning and teaching. The Centre is impressed with level of engagement they have with Colleges. As reported at the last Board meeting the Indigenous tutoring scheme has been discontinued, and the University has now putting in a bid under a replacement scheme. A decision on when those applications will be considered is yet to be announced and in the interim twelve months funding has been provided to cover until submissions are reviewed. Engagement between the Centre, Chancery and Colleges has been strong. Tjabal is looking forward to increasing student numbers and continuing to support and work with all areas.

The Board then had a broad discussion that covered the questions highlighted in the agenda papers and the following items were noted;

- Recent developments in curriculum include a new indigenous study major. The courses can be found on ‘Programs and Courses’ searching using code INDG.
- The importance of engaging with families not just with schools.
- Ms Daas from Tjabal commented on the value of engagement with families. At her previous institution she wrote to every potential student’s parents and family. The letters went to school principals who then gave the letters to the parents. Many parents got in touch in response to the letters and they then set up meetings in the local area with the families. Parents thought the personal contact was great and it was supported by a clear communication strategy.
- The Board discussed recruitment activity and where postgraduate students are coming from. Ms Martin noted that more and more students want to go on to further studies. Tjabal is working to enhance communication with students about what their next choices are. Next year the Centre would like to set up discussion with College input about what is the next stage for individual student journey.
- It is encouraging to see the students graduating have lots of aspirations. There is global interest in indigenous studies. The biggest cohort of graduating students currently is in graduate law. These students provide a leadership role and mentor other students.
- There is merit in providing leadership opportunities for these students. Many were already leaders in their own community. The leadership theme is transformative.
- The Board discussed communication, raising awareness and how we can improve engagement with Tjabal. Informal engagement at the grass roots is strong but from the Academic College point of view this might benefit from being formalised. Tjabal will propose discussion in the New Year with some of the Deans, to kick off a chat. Both areas could benefit from conversation about who the students are, how they are going and to synchronise the approach to the students.
- Tjabal is planning a twilight gathering in 2015. This will be a good way to bring everybody together, showcase the Centre and what it does.
- College RAP committees seem to have lost visibility. Perhaps it is time to revisit and re-set the agenda with Tjabal as a leader.
- The role and importance of Tjabal as a strategy and policy leader in the area needs to be recognised. Reconciliation is important to the University. The ‘Recognise’ campaign is the big ticket item nationally. Tjabal is starting to have conversations around campus.
- Challenges still exist for scholarships and residential halls. John XXIII has funded four positions for indigenous students.

The Chair thanked Anne and her staff for the papers, discussion and information and congratulated them on a wonderful contribution to University life.

Resolution

The Academic Board:

i) discussed the issues and questions outlined in the paper ‘Tjabal at a glance’
ii) noted the Tjabal Centre’s 2015 Operational Plan

Item 14 Academic Board Annual Reporting Timetable

Resolution

The Academic Board approved the 2015 Annual Reporting Timetable.
Item 15  Pathways to the PhD Working Party Report

Professor Corbett, Pro Vice-Chancellor (Research and Research Training) provided the Committee with an overview of the report on the Pathways to the PhD Working Party and the recommendations.

Professor Corbett noted:

- The Working Party has focused on candidate’s skills and their characteristic rather than via degree structures. The process has identified competencies that ANU want students to take away with them.
- Evidence of research experience and training is essential.
- The current process is that each PhD applicant is looked at as an individual case. This approach intends to just build on the current process and make it a bit more systematic and transparent.
- The list of evidence does not include anything that is not currently required.
- Work is underway on a ‘PhD Admissions Competencies and Evidence Checklist Matrix’ that will look at bringing information from the tables in the report into a more user friendly approach. This would allow key evidence to be highlighted and ticked off against the competencies. Although the principles are mandatory it is not envisaged that the checklist would be. A simplified version of this matrix could be provided to potential students to allow them to go through a basic self-assessment process.
- Completions: only 50% to 60% on time over the last 6 years.

The Board discussed the report and the following items were noted:

- It is important to be aware of significant difference between education systems. In comparing different systems particularly differences between the US and Australia it is beneficial if the panel has someone with strong experience of the system.
- The approach supports multiple pathways, is there data to support claims that students prefer Masters over Honours degrees? The Pro Vice-Chancellor (Research and Research Training) noted that there is data at the national level about enrolment in honours, however we don’t collect information on prior degrees in the students system so we are not able to actually see what background the cohort enters with.
- There is variance across the disciplines as to student preference for Honours or Masters. Astronomy or Astrophysics is one area where students have a clear preference for Masters.
- Competency requirements; students need a clear process to make cases about equivalence or waivers. The candidates pre-screening tool needs to ensure it is not too blunt and encourages candidates that they still need to talk to the areas.

The Chair thanked the Pro Vice-Chancellor (Research and Research Training) for the report.

Action
The Pro Vice-Chancellor (Research and Research Training) to provide a report back to the final Board meeting in 2016. Noting any modifications that may need to be made based on the experience at that point.

Resolution
The Board: Endorsed the recommendations of the Pathways to the PhD Working Party;

Item 16  Education Portfolio Operational Plan: Progress Report December 2014

Resolution
The Academic Board noted the report on progress against 2014 milestones in the Education Operational Plan.
Item 17  Access and Equity Operational Plan

Resolution
The Academic Board endorsed the Access and Equity Operational Plan (1096/2014) for consideration by Council.

Item 18  ANU Mental Health and Wellbeing Operational Plan 2014-15

Action
Progress report to be presented at AB3/2015.

Resolution
The Academic Board noted the ANU Mental Health and Wellbeing Plan 2014-15 and that a progress report will be presented at UEC3/2015 and AB3/2015.

Part 4 – Academic Quality & Standards

Item 19  English language skills provision at ANU

Resolution
The Academic Board approved the proposed priority list of actions for English language support and note leads and dates for completion.

Item 20  Key Performance Indicator (KPI) B5: Student Experience of Learning & Support (SELS)

Resolution
The Academic Board approved:
1. the responses made by Colleges in the ANU by 2020 KPI B5 spreadsheet;
2. the cases made by Colleges for the retention of courses with an Overall Satisfaction rate of <50% for 2 (or 3) subsequent semesters and that the DVCA will schedule a meeting with the dean and associate dean education of each of the relevant colleges to discuss.

Item 21  Acceptance of Malaysian Matrikulasi Certificate for Admission to ANU

Resolution
The Academic Board approved the following recommendations:
1. ANU recognise the Malaysian Matrikulasi Certificate as an assessable qualification for entry into undergraduate studies.
2. UAC schedule S9462 (Appendix 21A) be approved for converting the Malaysian Matrikulasi Certificate rank into a university entrance rank.
3. That the UAC schedule does not satisfy the English Language requirements for the University.

Item 22  General Certificate of Education Advanced Levels Entry Requirements

Resolution
The Academic Board approved the following recommendations:
1. That ANU accepts the proposed schedule for GCE Advanced Level (A2) completed from 2010 onwards including:
   a. The aggregate is calculated on the basis that at Advanced Level (A2) A* = 6, A = 5, B = 4, C = 3, D = 2, E = 1.
   b. The aggregate is the sum of all Advanced Level (A2) subjects taken in the same academic year and at most one Advanced Level subject from the preceding or following academic year.
   c. Advanced Subsidiary (AS) subjects are not to be used in calculating the aggregate.
   d. The schedule can be used for an incomplete Pre-U Diploma with grades converted as follows: D1 = 6.5, D2 = 6.0, D3 = 5.5, M1 = 5.0, M2 = 4.0, M3 = 3.5, P1 = 3.0, P2 = 2.5, P3 = 2.0. Fail grades (U) are not to be assessed or used to determine the number of subjects completed.
e. If 4 or more subjects are presented the best 4 or best 3 subjects will be used, whichever provides the highest rank, in calculating the aggregate.

f. Critical Thinking and General Studies subjects will not be used in calculating the aggregate.

2. That the proposed schedule be used for the assessment of international and domestic students.

3. That the proposed schedule will remove the current process of case-by-case assessment of programs with an entrance rank of 90 or above.

4. That the proposed schedule will be approved for one year only and a review of these standards will be reported at CAAC 5/2015.

Item 23 Degree Transfer Working Party

The Deputy Vice-Chancellor (Academic) reported that the Degree Transfer Working Party was undertaken by the Registrar, Student Administration from May to August 2014. During the Flexible Double Degree management group meetings in 2012-2013, the business processes associated with program transfers were identified as requiring an in depth review and benchmarking exercise.

Resolution

The Academic Board approved the following recommendations from the degree transfer working party:

1. That nomenclature for Program Transfer be changed to Degree Transfer.

2. The development by the Deputy Registrar, Student Administration of clear, publicly accessible and standardised degree transfer governance and business processes within the admission regulatory framework to CAAC 1/2015 for implementation by the May deadline for second half year terms in 2015.

3. The development by the Registrar, Student Administration and the Executive Officer, DVC (Academic) of the term ‘academic standing’ definition as a positive attribute to ESQC by 31/03/2015.

4. That two student initiated degree transfer deadlines be implemented for 2015.

5. That the current paperless degree transfer business process be extended to all colleges from the date this report is accepted.

6. That the decision about the introduction of another administrative fee in the current fee deregulation discussion and whether the timing is appropriate with the impending introduction of an online application form solution be considered by the Deputy Vice Chancellor (Academic) and Vice Chancellor.

Item 24 Honours Working Party Report

Item 24.1 Revision of the Honours Working Party Report (CAAC)

Resolution

The Academic Board approved the proposed revisions to recommendations 19 and 22 of the Honours Working Party Report.

Item 24.2 Honours Working Party (ESQC)

Action

Colleges provide feedback to policy regs@anu.edu.au by no later than 2 February 2015 on any courses that utilise 4000-level codes and are not honours courses, and advise how they will implement recommendation 14.4 of the honours working party by 1 January 2016

Resolution

The Academic Board approved:

1. the proposed revisions to the Honours Working Party recommendations as detailed in Appendix 24.2B.

2. the revised honours proformas as attached in Appendices D onwards.

3. that Colleges provide feedback to policy regs@anu.edu.au by no later than 2 February 2015 on any courses that utilise 4000-level codes and are not honours courses, and advise how they will implement recommendation 14.4 of the honours working party by 1 January 2016
Item 25  Admission Following Exclusion

Resolution
The Academic Board approved the following recommendations:

1. That applicants excluded from university studies, also be excluded from admission to ANU in the applicable career for the period of exclusion
2. When the period of exclusion has been served, the applicant may apply to the ANU in accordance with the standard admission criteria for the program for which they are seeking admission
3. If the applicant does not meet the standard admission criteria, they may submit a request for special consideration. The request for special consideration will be referred to the relevant ANU College for consideration.

Item 26  Review of Mature Aged Entry

Resolution
The Academic Board approved the proposed change to accept all Australian bridging/preparatory programs approved by UAC for domestic students.

Item 27  The Allocation of Academic Bonus Points to International Applicants for Entry in 2016

Resolution
The Academic Board approved that academic bonus points recognised under the National Access Scheme, be awarded to international students applying through the UAC for entry in 2016.

Item 28  New Diplomas – English Language Entry Standards

Resolution
The Academic Board approved:

1. The ANU English language admission requirement for the proposed new ANU College Diplomas be at the same level as ANU College Foundation Studies Standard, IELTS 6.0 (with at least 5.5 in each component). Approval is recommended for a two-year period with quarterly monitoring of progress data to be reported to CAAC.
2. The ANU English Language Admission Requirements for Student Policy be updated to include the English Language Requirements for the Diploma of Computing and Diploma of Liberal Studies in “Table 1: Accepted English Language Tests”.

Item 29  Access English Admission Requirements

Resolution
The Academic Board endorsed for transmission to the Vice-Chancellor for approval a change to the English Language Admission Requirements for Students Policy, excluding programs with an Academic IELTS overall score of 6.5 or more (or equivalent), from being packaged with ANU Access English.

Item 30  Diploma of Computing Admission Requirements – Year 12 Equivalence

Resolution
That Academic Board approved the extension of admission requirements to accommodate high achieving school leavers from target countries as outlined in the admission table at Appendix 30B.

Item 31  Approval Process for Manually Issued Letters of Offer for Admission

Resolution
The Academic Board approved the process for approving content in manually issued letters of offer for admission.
Part 5 – Policy Development

Item 32  Paid Outside Work

The Deputy Vice-Chancellor (Research) noted the intention of the new Paid Outside Work (the 52 Day Rule) policy and procedure was to make it clear and simple so people understand their obligations. By mid-January there should be a short form available. An update will be included in the 1 February 2015 Research Newsletter.

The Board briefly discussed the item and noted;

- Under the new policy, clause nine, makes it clear that in paid outside Work University resources are not to be used. Where a person is given a title are they allowed to use that in their outside work. This is covered under clause 10 however there can be some grey areas in this and the Deputy Vice-Chancellor (Research) is happy to discuss examples so we can be clear how they are covered under policy.
- Under the new enterprise agreement there is a cap on how academic days are counted. Are the 52 days included in that? The Deputy Vice-Chancellor (Research) will follow up with the Director, Human Resources and seek clarity.

Resolution

The Academic Board endorsed the Paid Outside Work policy and procedure for approval by the Vice-Chancellor.

Item 33  Joint and Dual-Award PhD Degrees

Resolution

The Academic Board endorsed for approval by the Vice-Chancellor:
- The new Joint and Dual Award PhD Degree Policy;
- The new Joint and Dual Award PhD Degree Procedure;
- The new Proposal to Establish a Joint or Dual Award PhD form;
- The new Joint or Dual Award PhD Application form;
- The revised Dual-Award Agreement form;
- That the following documents be repealed as they are being replaced with the above:
  a. PhD Degree Program Collaborations Policy;
  b. Dual-Award (including Cotutelle) PhD Degree Collaborations Procedure;
  c. Dual-Award (including Cotutelle) PhD Degree Collaborations - 788PhDcollabflowchartjul08.doc;
  d. Dual-Award (including Cotutelle) PhD Degree Collaborations - ANU Dual-Award and Cotutelle proposal form.rtf;
  e. Dual-Award (including Cotutelle) PhD Degree Collaborations - Dual Award Agreement proforma.doc;
  f. Dual-Award (including Cotutelle) PhD Degree Collaborations - Dual Award-Co-tutelle Establishment Steps with legend 2.pdf;
  g. PhD Degree Program Collaborations - 788PhDcollabflowchartjul08.doc;
  h. PhD Degree Program Collaborations - ANU Dual-ward and Cotutelle proposal form.rtf;
  i. PhD Degree Program Collaborations - Dual Award Co-tutelle Establishment Steps with legend 2.pdf; and
  j. PhD Degree Program Collaborations - Dual ward Agreement proforma.doc

Item 34  Co-taught courses (shared teaching events)

Resolution

The Academic Board approved the proposed principles for the use of co-taught courses.
Item 35  Student Assessment (Coursework) Policy and Procedure

The Board discussed revisions to the Student Assessment (Coursework) Policy, Student Assessment (Coursework) Procedure, Course Outline Template, and new Special Consideration guidelines. The following was noted:

- There is concern about the penalty and the count of the working days. If an assignment is due on Friday there is potential to see a lot of late assessment items come in late on a Monday. This raises issues of logistics and equity.
- The Deputy Vice-Chancellor (Academic) noted the paper had been through a rigorous consultation process that started in April. There was much discussion around calendar versus working days.
- Where adherence to professional standards is required it could be clearly noted in the course outline that professional behaviour in terms of timely submission is required and late submission will also be penalised in the learning outcomes.
- Once approved the Deputy Vice-Chancellor (Academic) will ensure a rigorous information flow so it is incorporated by Colleges in their update to the course outlines. Associate Deans Education are asked to ensure action and communication in the Colleges.

There were some objections noted to the resolution however it was passed by the majority of the Board.

Resolution

The Academic Board:
1. endorsed for transmission to the Vice-Chancellor for approval:
   a. The revised Student Assessment (Coursework) Policy;
   b. The revised Student Assessment (Coursework) Procedure.
2. approved:
   a. The new Special Consideration guidelines; and
   b. The revised Course Outline Template

Item 36  Degree Transfer inclusion in Admissions Procedure

The Board noted a minor correction to this paper; on agenda page 225, paragraph eight, last dot point, insert the words “all College of Arts and Social Sciences Master (Advanced) programs except the” before the words Master of Arts (Advanced).

Resolution

The Academic Board endorsed for transmission to the Vice-Chancellor for approval the revised Admissions procedure to align degree transfers (note the change of nomenclature from program transfer) with the admissions process.

Item 37  Academic Programs and Courses Accreditation Policy

Resolution

The Academic Board endorsed for transmission to the Vice-Chancellor for approval the revised Academic Programs and Courses Accreditation Policy.

Item 38  Scholarships (Coursework) Procedure

Resolution

The Academic Board endorsed for transmission to the Vice-Chancellor for approval the proposed scholarship procedure.

Item 39  Indicators for academic promotion

The Board briefly discussed the proposed indicators for research, service - engagement, clinical education and education for promotion within the University. It was noted that this item requires discussion and consultation in Colleges and for feedback to be provided to the Deputy Vice-Chancellor (Academic).
Action
Board members to provide feedback on the following items to dvc.academic@anu.edu.au by 1 February 2015:

a. the proposed indicators for research, service - engagement, clinical education and education (Appendices 39A-D);
b. the proposed revisions to the academic promotions procedure (Appendix 39E)

Resolution
The Academic Board:
1. Noted the request to provide feedback on the following items to dvc.academic@anu.edu.au by 1 February 2015:
   a. the proposed indicators for research, service - engagement, clinical education and education (Appendices 39A-D);
   b. the proposed revisions to the academic promotions procedure (Appendix 39E)
   This feedback will be incorporated and presented for further discussion as a hot topic at Academic Board 1/2015.
2. noted the report on academic promotion indicators (Appendix 39F).

Part 6 – Reports from Committees

Item 40 Report from University Education Committee

Resolution
The Academic Board noted the report from University Education Committee meeting no. 6/2014 (1091/2014).

Item 41 Report from University Research Committee

Resolution
The Academic Board noted the report from University Research Committee meeting no. 5/2014 (1085/2014).

Item 42 Report from University Access & Equity Committee

Resolution
The Academic Board noted the report from University Access and Equity meeting held 29 October 2014 (1382/2014).

Part 7 – Accreditation

Item 43 Undergraduate Awards

Item 43.1 Undergraduate Program Reviews

Resolution
The Board approved the undergraduate coursework programs be reaccredited as detailed below;
ANUCECS Bachelor of Advanced Computing (Honours); ACOM (1272/2014)
Bachelor of Advanced Computing (Research and Development) (Honours); AACRD (1273/2014)
Bachelor of Information Technology; BIT (1274/2014)

Item 43.2 New Undergraduate Minors

Resolution
The Board approved the minor be accredited as detailed below;
ANUCAP Korean Studies; KORS-MIN (1276/2014)
Item 43.3 College-approved changes for noting

Resolution
The Board noted that amendments to the following undergraduate Awards, majors, minors and specialisations have been approved by the relevant ANU College.

Awards:
ANUCMBE
• Bachelor of Medical Science; BMEDS

Majors
ANUCAP
• Thai Language; THAI-MAJ
• Pacific Studies; PAST-MAJ

Minors
ANUCAP
• Pacific Studies; PAST-MIN

Item 43.3 New Undergraduate Program

Resolution
The Board approved the undergraduate coursework program be accredited as detailed below;
ANUCASS
Diploma of Liberal Studies; DipLibSt (1282/2014)

Attachment 43.3A: Diploma academic coordination matrix

Resolution
The Board approved the Academic Coordination Responsibility Matrix as a model for delivery of ANUC delivered ANU Diploma programs.

Attachment 43.3B: Business processes for ANU College admissions

Resolution
The Board approved the Business Process Maps between ANU and ANUC for admission to schedule 2 programs.

Item 43.5 Disestablishment of Minors

Resolution
The Board approved:
1. The Turkish minor be disestablished as detailed below.
2. The following program orders be amended to remove the Turkish minor for 1 January, 2015:
   a) Bachelor of Art History and Curatorship (BAHCR)
   b) Bachelor of Arts (BARTS)
   c) Bachelor of Arts/Master of International Affairs (BARTVMIA)
   d) Bachelor of Development Studies (BDEVS)
   e) Bachelor of European Studies (BEURO)
   f) Bachelor of International Relations (BIR)
   g) Bachelor of International Security Studies (BINSS)
   h) Bachelor of Languages (BLANG)
   i) Bachelor of Middle Eastern and Central Asian Studies (BMECA)

Item 44 Graduate Coursework Awards

Item 44.1 Graduate Coursework Program Reviews

Resolution
The Board approved the graduate coursework programs be reaccredited as detailed below;
ANUCMBE
Master of Clinical Psychology; 7601 (1279/2014)
Item 44.2 Amendments to Graduate Coursework Awards

Resolution
The Board approved the amendments to Graduate Coursework Awards be accredited as detailed below;
ANUCMBE
Master of Clinical Psychology; 7601XMCPSY (1280/2014)
Master of Public Health (Advanced); VPUBH (753a/2014)

Item 44.3 Disestablishment of Graduate Coursework Awards

Resolution
The Board approved the disestablishment of the Graduate Coursework Awards as detailed below;
ANUCAP
Graduate Certificate in Strategic Studies; 6817 (1278/2014)
Graduate Diploma in Strategic Studies; 6816 (1278/2014)
Graduate Diploma in International Affairs; 6815 (1278/2014)
Graduate Certificate in International Relations; 6811 (1278/2014)
Graduate Preparatory Program, Crawford; 5085 (1278/2014)
Doctor of Diplomatic Studies; 7831 (1277/2014)

Item 44.4 Disestablishment of Graduate Coursework Specialisations

Resolution
The Board approved the disestablishment of the Visual Culture Research specialisation as detailed below;
ANUCASS
Visual Culture Research; VICR-SPEC (1275/2014)

Item 44.5 College-approved changes for noting

Resolution
The Board noted that amendments to the following graduate coursework Awards and specialisations have been approved by the relevant ANU College.

Awards
ANUCAP
Substitution of one compulsory course and addition of new core courses:
• Master of International Relations; MINTR
• Master of International Relations (Advanced); VINTR

ANUCASS
Removal of five disestablished core courses:
• Master of Digital Arts; MDIGA
• Master of Digital Arts (Advanced); VDIGA

ANUCMBE
Addition of new core course:
• Master of Public Health; MPUBH

Specialisations
ANUCASS
• Global Health and Development; GLHD-SPEC
• Health and Environment; HELE-SPEC
• Health and Gender; HEGE-SPEC
• Health and Indigenous Australia; HEIN-SPEC
• Health Policy and Ethics; HEPE-SPEC
Item 45  Higher Degree Research Programs

Resolution
The Board:
• approved the 4 Higher Doctorates reviews (Doctor of Laws; Doctor of Letters; Doctor of Medicine; Doctor of Science).

Part 8 – Items of Other Business

Item 46  Any other business

The Chair thanked Board members for all the hard work they had undertaken on behalf of the Board this year and wished everyone a very pleasant break.

The Board thanked Professor Glasgow for his hard work and leadership.

Resolution
The Academic Board noted the matters raised and the responses.

MTE
17/12/14
21  POWER OF ATTORNEY

PURPOSE  To consider a list of documents signed under Power of Attorney by the Investment Manager between 7 November 2014 and 16 January 2015.

PREPARED BY  Investment Office

REVIEWED BY  Chief Finance Officer

APPROVED BY  Executive Director, (Administration and Planning)

SPONSOR  Executive Director (Administration and Planning)

RECOMMENDATION  That Council note that the Investment Manager exercised the Power of Attorney over the attached transactions between 7 November 2014 and 16 January 2015.

ACTION REQUIRED  For discussion  ☐  For decision  ☐  For information  ☑

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

<table>
<thead>
<tr>
<th>No.</th>
<th>Date</th>
<th>Reference</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1169</td>
<td>07/11/2014</td>
<td>200501874</td>
<td>Vantage Private Equity Growth Limited Proxy Form appointing the Chairman of the meeting to vote for the resolution on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1170</td>
<td>28/11/2014</td>
<td>4.4.9.131</td>
<td>ACT Discharge of Mortgage Form Mortgage #326464 Volume 24 Folio 2331 / Block 8 Section 29 division of Turner 27 Froggatt Street Turner ACT 2612 (JA and BBA Ballard Mortgagors)</td>
</tr>
<tr>
<td>1171</td>
<td>03/12/2014</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s second holding of Woolworths Limited on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1172</td>
<td>03/12/2014</td>
<td>201211748</td>
<td>Request to Consolidate Holdings re the University’s two holdings in Woolworths Limited on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1173</td>
<td>03/12/2014</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s second holding f Computershare Limited on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1174</td>
<td>03/12/2014</td>
<td>201211748</td>
<td>Request to Consolidate Holdings re the University’s two holdings in Computershare Limited on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1175</td>
<td>03/12/2014</td>
<td>201211749</td>
<td>Change of Address Notification re the University’s second holding of iShares on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1176</td>
<td>03/12/2014</td>
<td>201211749</td>
<td>Request to Consolidate Holdings re the University’s two holdings in iShares on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1177</td>
<td>10/12/2014</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s holding in Amalgamated Holdings Limited on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1178</td>
<td>10/12/2014</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s second holding in Medibank on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1179</td>
<td>10/12/2014</td>
<td>2501211748</td>
<td>Change of Address Notification re the University’s third holding in Medibank on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1180</td>
<td>10/12/2014</td>
<td>201211748</td>
<td>Change of Name Request re the University’s third holding in Medibank on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1181</td>
<td>10/12/2014</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s second holding in Sonic Health Care on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1182</td>
<td>10/12/2014</td>
<td>201211748</td>
<td>Request to Consolidate Holdings re the University’s two holding sin Sonic Health Care on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1183</td>
<td>10/12/2014</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s holding in Henderson Group PLC on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1184</td>
<td>11/12/2014</td>
<td>200600873</td>
<td>Proxy form appointing the Chairman of the Meeting to vote as directed by the University re change of responsible entity re the University’s holding in Pinnacle Global shares High Alpha Trust on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>1185</td>
<td>15/12/2014</td>
<td>201211748</td>
<td>Letter to Computershare Investor Services Limited requesting electronic communications and registering email address re shareholdings on behalf of the Long Term Investment Pool</td>
</tr>
<tr>
<td>No.</td>
<td>Date</td>
<td>Reference</td>
<td>Description</td>
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<tr>
<td>1186</td>
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<td>Direct Credit request re the University’s holding in Medibank on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1187</td>
<td>15/12/2014</td>
<td>201211748</td>
<td>Direct Credit Request re the University’s holding in Amalgamated Holdings Limited on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1188</td>
<td>05/01/2015</td>
<td>201211749</td>
<td>Address Change Notification Advice re the University’s holding of Bank of Queensland Convertible Preference Shares on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1190</td>
<td>09/01/2015</td>
<td>201211748</td>
<td>Change of Address Notification re the University’s collateral holding of Australia and New Zealand Banking Group shares on behalf of the Long Term Investment Pool</td>
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<td>1191</td>
<td>09/01/2015</td>
<td>201211762</td>
<td>Address Change Notification Advice re the University’s holding of Australian Industrial REIT on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1192</td>
<td>09/01/2015</td>
<td>201211749</td>
<td>Change of Address Notification re the University’s holding of Australia and New Zealand Banking Group Subordinated Notes on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1193</td>
<td>16/01/2015</td>
<td>201211748</td>
<td>Direct Credit Request re the University’s holding of Amalgamated Holdings Limited on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1194</td>
<td>16/01/2015</td>
<td>201211748</td>
<td>Direct Credit Request re the university’s second holding of Henderson Group Plc on behalf of the Long Term Investment Pool</td>
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<tr>
<td>1195</td>
<td>16/01/2015</td>
<td>201211748</td>
<td>Direct Credit Request re the University’s holding of Henderson Group Plc on behalf of the Long Term Investment Pool</td>
</tr>
</tbody>
</table>
22 UNIVERSITY SEAL REPORT

PURPOSE To consider uses of the University Seal.

PREPARED BY Office of Vice-Chancellor

REVIEWED BY Vice-Chancellor

APPROVED BY Vice-Chancellor

RECOMMENDATION That Council note that the documents to which the University Seal has been affixed since the meeting of Council held on 5 December 2014.

ACTION REQUIRED For discussion ☐ For decision ☐ For information ☑

SUPPORTING MATERIAL

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.

A list of documents to which the University Seal has been affixed since the meeting of Council held on 5 December 2014 is as follows:

30 January 2015 Pro-Chancellorship Statute 2014
30 January 2015 Academic Misconduct Statute 2014
30 January 2015 Appeals Statute 2014
23  SIGNIFICANT VISITS AND EVENTS, GRANTS AND CONSULTANCIES

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

PREPARED BY Office of Strategic Communications and Public Affairs

REVIEWED BY Director, Strategic Communications and Public Affairs

APPROVED BY Vice-Chancellor

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

ACTION REQUIRED For discussion ☐ For decision ☐ For information ☑

BACKGROUND

At each meeting of Council, a summary report of significant visits and events is provided. The accompanying report includes a new section – Confidential Significant Events Register – which reports meetings that have been conducted with government and other political leaders over the course of the reporting period.

ATTACHMENT

23.1 Report of significant visits and events, grants and consultancies (26/2015).
Significant Events from 3 November 2014 – 7 January 2015

What constitutes a Significant Event?
A public lecture, event or seminar which attracts over 200 guests, a named lecture of historical significance, a visit by a significant overseas guest, a visit by an international delegation, a visit or talk by a local or federal member, building opening, or awarding of major prize

NOVEMBER

VIP Event
ANU College of Asia and the Pacific, Australian Centre on China in the World
Monday 3 November 2014
Seminar hosted by Professor the Hon Bob Carr and the Australia China Relations Institute, UNSW. Professor Nick Bisley from La Trobe University gave the keynote address titled “East China Sea: Does ANZUS apply?”

VIP Event
ANU College of Asia and the Pacific, National Security College
Wednesday 5 November 2014
Valedictory address by Professor Michael L’Estrange AO, outgoing Head of National Security College, titled “The connection between public policy and academia: the case of the National Security College”.

Book Talk
ANU/Canberra Times meet the author series
Tuesday 11 November 2014
Peter FitzSimons, journalist with The Sydney Morning Herald and Sun-Herald, spoke about his most recent book Gallipoli. 310 guests in attendance

VIP Event
College of Asia and the Pacific
Tuesday 11 November 2014
Delegation from Universiti Kebangsaan Malaysia (UKM) led by their Vice-Chancellor, Professor Datuk Dr Noor Azlan Ghazali, attended dinner at Courgette restaurant with the Deputy Vice-Chancellor (Academic), Dean of the ANU College of Asia and the Pacific, Dean of the ANU College of Law and the Dean of the ANU College of Medicine, Biology & Environment.

Partner Visit
Global Malaysia Studies Network
Wednesday 12 November 2014
Professor Datuk Dr Noor Azlan Ghazali and the delegation from UKM met with the Vice-Chancellor and other ANU staff to sign an MOU.

VIP Event
Alumni Relations and Philanthropy
Thursday 13 November 2014
2014 ANU Celebration of Giving Event
This is the annual donor Thank You Event which was this year held at University House.

Press Gallery Briefing
Thursday 13 November 2014
Briefing to Press Gallery by ANU academics prior to the addresses to Parliament by President Xi Jinping (China) and Prime Minister Narendra Modi (India).

Seminar
ANU College of Medicine, Biology & Environment, Fenner School of Environment & Society
Thursday 13 November 2014
Fenner seminar on the impact of weather events on solar energy consumption. Attended by Nicole Lawder MLA, Member for Brindabella.

VIP Event
Research School of Chemistry, ANU College of Physical & Mathematical Sciences
Friday 14 November 2014
The opening of the Research School of Chemistry Building was attended by the Chief Scientist, Professor Ian Chubb AC and the Vice-Chancellor.

Lecture
ANU Climate Institute, ANU Energy Change Institute, Fenner School of Environment and Society, ANU College of Medicine, Biology & Environment
Monday 17 November 2014
Solar Oration delivered by Dr Greg Bourne, hosted by Pro Vice-Chancellor (Innovation) and opening remarks by Mr Simon Corbell MLA, ACT Attorney-General and Minister for the Environment.

VIP Event
ANU College of Medicine, Biology & Environment, John Curtin School of Medical Research
Tuesday 18 November 2014
Announcement of Centenary Cancer Chair and the formalisation of the Synergy for Health in Canberra (SYNCH) partnership by ACT Chief Minister, Katy Gallagher MLA.

VIP Event
ANU College of Physical & Mathematical Sciences, Research School of Physics & Engineering
Tuesday 18 November 2014
Launch of the Metal Organic Chemical Vapour Deposition Reactors of the Australian National Fabrication Facility by Senator Zed Seselja, Senator for the ACT representing the Minister for Education and attended by Pro Vice-Chancellor (Innovation).

VIP Event
ANU College of Engineering and Computer Science
Thursday 20 November 2014
Opening of the ARC Centre of Excellence for Robotic Vision, a node of ANU.

Building Opening
Postgraduate and Research Students’ Association (PARSA)
Friday 21 November 2014
The Vice-Chancellor officially opened the new PARSA office.

Centre Opening
ARC Centre of Excellence for the Dynamics of Language
Monday 24 November 2014
Launch of the ARC Centre of Excellence for the Dynamics of Language hosted by the Vice-Chancellor and opened by Ms Kelly O’Dwyer MP, Member for Higgins representing the Minister for Education.
Awards
Office of the Vice-Chancellor
Monday 24 November 2014
Vice-Chancellor and Deputy Vice-Chancellor (Research) officiated the ANU Staff Awards.

Event
Office of the Vice-Chancellor
Tuesday 25 November 2014
End-of-year celebration for ANU contributors to The Conversation hosted by Vice-Chancellor and Mr Andrew Jaspan, Editor-in-Chief of The Conversation.

Major Event
ANU College of Law
Tuesday 25 November 2014
Memorial service for Professor Tony McMichael AO.

Literary dinner
Tuesday 25 November 2014
‘Eat, drink and be literary’ event with William McInnes (actor and author)
110 paying guests in attendance

Major event
Office of the Deputy Vice-Chancellor
Wednesday 26 November 2014
Blow up the lecture part III
Panel discussion with Professor Armando Fox, UC Berkeley, Professor Gabrielle Bammer, ANU, Mr Benjamin Niles, President of PARSA and Mr Sam Parkinson, year 8 Telopea Park Student

VIP Visit
Office of the Vice-Chancellor
Thursday 27 November 2014
Meeting with a delegation of Swiss Scientists hosted by the Vice-Chancellor.

DECEMBER

VIP Visit
College of Asia & the Pacific
Monday 1 December 2014
The China Entrepreneurs Club hosted a meeting with Chinese business, education and former government officials.

Summer School
College of Physical & Mathematical Sciences
Monday 1 December 2014
Opening of the Canberra International Physics Summer School by the Vice-Chancellor.
Major Event  
National Centre for Indigenous Studies  
Monday 1 December 2014  
Annual reconciliation lecture delivered by the Hon Fred Chaney AO.

VIP Event  
College of Asia & the Pacific  
Monday 1 December 2014  
2014 Vietnam Update opened by the Chancellor.

Short Course  
ANU College of Medicine, Biology & Environment, Fenner School of Environment & Society  
Tuesday 2 December 2014  
The Vice-Chancellor welcomed participants and World Bank officials to the annual ANU-Australian Bureau of Statistics summer course.

Conference  
ANU College of Physical & Mathematical Sciences, Research School of Physics & Engineering  
Tuesday 2 December 2014  
ACT Minister Simon Corbell gave the opening remarks at the Optical Society’s (OSA) Congress on Light, Energy and the Environment.

VIP Event  
ANU College of Physical & Mathematical Sciences, Research School of Physics & Engineering  
Tuesday 2 December 2014  
The Pro Vice-Chancellor (Innovation) launched the Applied Mathematics Endowment Fund and the Technology Development Endowment Fund.

VIP Event  
College of Arts & Social Sciences  
Wednesday 3 December 2014  
The Eureka Symposium was opened by Senator Kate Lundy, ACT. A dinner following the opening was attended by the Hon Andrew Leigh MP Member for Fraser, Nick Champion MP Member for Wakefield, Lucy Wicks MP Member Robertson and Michael McCormack MP Member Riverina.

VIP Event  
ANU College of Physical & Mathematical Sciences, Research School of Physics & Engineering  
Wednesday 3 December 2014  
The Vice-Chancellor introduced Professor Alex Zelinsky, Chief Defence Scientist and Head of the Defence Science and Technology Organisation who delivered the keynote address at the International Physics Summer School.

VIP Event  
ANU College of Physical & Mathematical Sciences, Research School of Physics & Engineering  
Thursday 4 December 2014  
Chief Scientist, Professor Ian Chubb AC launched the book, Aqua Incognita, by Emeritus Professor Barry Ninham.
VIP Visit
Office of the Vice-Chancellor
Thursday 4 December 2014
The Vice-Chancellor met with a delegation of officials from Papua New Guinea.

VIP Event
ANU College of Medicine, Biology & Environment, Research School of Biology
Friday 5 December 2014
The Hon Ian Macfarlane, Minister for Industry launched the National Agricultural and Environmental Sciences Precinct, a joint partnership between ANU and CSIRO. Attended by Vice-Chancellor and Deputy Vice-Chancellor (Research).

VIP Event
Energy Change Institute
Thursday 4 December 2014
Discussion panel on “The Future of Energy Based on Light” with Professor Steven Chu, Harvard University.

VIP Event
Energy Change Institute
Thursday 4 December 2014
Conference dinner for the OSA Congress on Light Energy and the Environment attended by Deputy Vice-Chancellor (Research), Professor Steven Chu, the Chief Scientist and the Hon Dr Andrew Leigh MP Member for Fraser.

VIP Event
Energy Change Institute
Friday 5 December 2014
OSA Conference plenary session by Professor Steven Chu and opening by US Ambassador HE John Berry.

VIP Event
Australian Institute of Physics Congress
Monday 8 December 2014
The Congress plenary session by Professor Steven Chu was attended by Minister Christopher Pyne MP. The Vice-Chancellor was also in attendance.

VIP Event
Office of the Vice-Chancellor
Monday 8 December 2014
Honorary Doctorate ceremony for Professor Steven Chu officiated by Pro-Chancellor and attended by Vice-Chancellor.

Major Event
Monday 8 December 2014
In conversation public event at Llewellyn Hall with Professor Brain Schmidt AC, ANU Professor Steven Chu, Professor Lawrence Kraus, Arizona University and ANU, and Professor Lisa Randall, Harvard University. More than 600 paying guests.

VIP Event
Office of the Vice-Chancellor
Monday 8 December 2014
Honorary Doctorate dinner for Professor Steven Chu, attended by Vice-Chancellor.
VIP Event
Australian Command and Staff College
Monday 8 December 2014
Graduation of the Australian Command and Staff College students. Attended by Pro-Chancellor, Vice-Chancellor and Defence Forces officials.

VIP Event
Centre for European Studies
Monday 8 December 2014
Professor Jacqueline Lo was awarded the Palmes Academique. VIPs welcomed by Pro Vice-Chancellor (Research & Research Training) with French Ambassador and Former French Prime Minister in attendance.

VIP Event
Australian Science Olympiads celebration
Monday 8 December 2014
Deputy Vice-Chancellor (Academic) delivered the address to the Australian Science Olympiads celebration in Melbourne.

VIP Event
Energy Chance Institute
Tuesday 9 December 2014
Energy Update opened by Oliver Yates, CEO, Clean Energy Finance Corporation and keynote delivered by Professor Steven Chu. The Hon Gary Gray AO MP, Shadow Minister for Resources in attendance.

Major Event
Wednesday 10 December 2014
Professor Steven Chu delivered an address to the National Press Club.

VIP Event
National Centre for Biography
Tuesday 9 December 2014
The Governor-General launched the book Paul Hasluck: A life. Attended by Vice-Chancellor.

VIP Visit
Office of the Vice-Chancellor
Wednesday 10 December 2014
The Vice-Chancellor hosted a visit to campus by a delegation of Pakistani Higher Education officials.

Literary Dinner
Monday 15 December 2014
‘Eat, drink and be literary’ event with Shaun Micallef (actor, author and comedian). 210 paying guests in attendance

Partner Visit
Chinese Academy of Sciences, People’s Republic of China
Wednesday 17 December 2014
A delegation from the Chinese Academy of Sciences, led by President Professor Chinli Bai, met with the Vice-Chancellor, Deputy Vice-Chancellor (Research), Pro Vice-Chancellor (Innovation) and College representatives. Professor Bai was then awarded an Honorary Doctorate by the Vice-Chancellor.
JANUARY

VIP Event
ANU College of Asia & the Pacific, Australian Centre on China in the World
Tuesday 6 January 2015
The Vice-Chancellor welcomed delegates to the international conference on Taiwan.

VIP Event
National Youth Science Forum
Wednesday 7 January 2015
The Vice-Chancellor spoke at the opening of the National Youth Science Forum at Parliament House.
### Grants and Consultancies

**Awarded between 15 November 2014 and 28 January 2015**

<table>
<thead>
<tr>
<th>College</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Arts and Social Sciences</td>
<td>2</td>
</tr>
<tr>
<td>College of Asia and the Pacific</td>
<td>3</td>
</tr>
<tr>
<td>College of Engineering and Computer Science</td>
<td>4</td>
</tr>
<tr>
<td>College of Medicine, Biology and Environment</td>
<td>5</td>
</tr>
<tr>
<td>College of Physical and Mathematical Sciences</td>
<td>7</td>
</tr>
</tbody>
</table>

**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.
<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>ACT Gambling and Racing Commission</td>
<td>Prof Bryan Rodgers</td>
<td>The Client Cohort Longitudinal Study and the Family and Friends Longitudinal Study - 2nd Year of Project</td>
<td>$304,012</td>
</tr>
<tr>
<td>Reconciliation Australia</td>
<td>Dr Nicholas Biddle</td>
<td>The effectiveness of Narragunnawali: Evaluating and supporting Reconciliation in schools</td>
<td>$85,000</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>
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<tr>
<td>Academy of Korean Studies</td>
<td>Dr Jong-Sung You</td>
<td>The Cause and Consequences of Election Campaign Restrictions: Korea and China Compared</td>
<td>$23,522</td>
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<tr>
<td>Academy of the Social Sciences in Australia</td>
<td>Prof Miranda Stewart</td>
<td>Gender Equality in Australia's Tax and Transfer System</td>
<td>$8,500</td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Dr Brendan Taylor</td>
<td>Project activities of the Australian Member Committee of the Council for Security Cooperation in the Asia Pacific (AusCSCAP)</td>
<td>$35,000</td>
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<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Prof Hal Hill</td>
<td>Australian Development Economic Workshop (ADEW)</td>
<td>$49,995</td>
</tr>
<tr>
<td>Deutsche Gesellschaft fur Internationale Zusammenarbeit (GIZ) GmbH</td>
<td>Dr Robert Costanza</td>
<td>Economics of Land Degradation (ELD) Initiative</td>
<td>$152,413</td>
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<tr>
<td>National Geographic Society</td>
<td>Prof Simon Haberle</td>
<td>Prehistoric settlement and palaeoenvironments of the Comoros, far Western Indian Ocean.</td>
<td>$23,036</td>
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<tr>
<td>The Canberra Hospital</td>
<td>Prof Premachandra Athukorala</td>
<td>Contribution to Research Papers: Antibiotic Resistance and Corruption; and Child Malnutrition</td>
<td>$25,000</td>
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<tr>
<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
<td>Title</td>
<td>Total Amount Awarded</td>
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<tr>
<td>Australian National University (ANU)</td>
<td>Dr Shayne Flint</td>
<td>Working with industry to extend student research and professional skills using student-run start-ups</td>
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<td>Dr Stephen Gould</td>
<td>Local Similarity Matching Algorithms</td>
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<td>Australian Association of Gerontology</td>
<td>Dr Joanna Brooks</td>
<td>Daily activities of driving</td>
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<td>Mr Kim Kiely</td>
<td>Impacts of age-related sensory loss</td>
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<td>Dr Susan Breen</td>
<td>Travel application: 28th Fungal Genetics Conference</td>
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<td>Grains Research and Development Corporation (GRDC)</td>
<td>Mr Michael Taleski</td>
<td>Investigating CEP peptide control of plant growth and development in response to nitrogen availability</td>
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<td>Group of Eight</td>
<td>Prof Andrew Cockburn</td>
<td>Study of the evolution of dichromatism using quantitative measures of the strength of natural selection (Beata Matysiokova)</td>
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<td>Ms Katrina Randall</td>
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<td>Dr Charani Ranasinghe</td>
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<td>Prof Stephen Hyde</td>
<td>Polycontinuous Patterns in Self-Assembled Materials</td>
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<td>Commonwealth Department of Industry</td>
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<td>Prof David Hinde</td>
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<td>Prof Neil Manson</td>
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<td>Prof Yuri Kivshar</td>
<td>Nanoantenna-enabled photon management for upconverting nanoparticles</td>
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<td>Travel funds to attend the 'Weakly Bound Exotic Nuclei' workshop in Brazil (May 2015)</td>
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<td>Prof Vincent Craig</td>
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<td>Tianjin EDBA Technology Development CO. LTD.</td>
<td>Prof Ronald Pace</td>
<td>Developing Mimetics of Photosystem II for Hydrogen Generation: Research &amp; Development and Licence Agreement between The ANU and Tianjin EDBA Technology Development CO. LTD.</td>
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<td>University of Canberra</td>
<td>Dr Susan Stocklmayer</td>
<td>National Mentoring for Science and Mathematics Teachers</td>
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24 LEGISLATION

PURPOSE
To approve legislation, to note legislation made by the Vice-Chancellor and Deputy Vice-Chancellor (Academic); and to note a progress report in relation to the 2014 review of University legislation.

PREPARED BY Corporate Governance and Risk Office
REVIEWED BY Director, Corporate Governance and Risk Office
APPROVED BY Vice-Chancellor
SPONSORED BY Vice-Chancellor

RECOMMENDATION
That Council:

1. Approve the following legislation:
   - Parking and Traffic Statute 2015

2. Note legislation made by the Vice-Chancellor under subsection 9.5 of the Vice-Chancellorship Statute 2013:
   - Academic Board and Committees Rules 2014
   - Academic Board (Election of Members) Order (No. 2) 2014
   - Academic Board (Election of Members) Order 2014 (No. 3)
   - Academic Misconduct Rules 2014
   - Appeals Rules 2014
   - Assessment Rules 2014 (No. 3)
   - Discipline Rules 2014
   - Fees Rules 2014
   - Higher Doctorates Rules (No. 2) 2014
   - Tuition Fees Order 2014
   - Tuition Fees Order 2015

3. Note legislation made by the Deputy Vice-Chancellor (Academic):
   - ANU Medical School Academic Progress Order 2014

   and

3. Note a further report on progress with the 2014 review of University legislation.

ACTION REQUIRED
For discussion ☑ For decision ☑ For information ☐

BACKGROUND
1. Legislation for approval:

1.1 Parking and Traffic Statute 2015
The Statute is to be amended to enable the introduction of a new parking system. The new system will see the general replacement of parking labels and include the introduction of virtual permits and online payment for timed parking on campus. The new system will include introduction of number plate recognition technology for verification of vehicle registrations against parking eligibility (subsection 7(5)). Following the review of the Statute under the 2014 review of legislation, the Legal Office advises that the Statute will be amended to conform to the current Australian Road Rules, and to revise the drafting style and language, later this year.
2. Legislation made by the Vice-Chancellor under subsection 9.5 of the Vice-Chancellorship Statute 2013 for noting

2.1 Academic Board and Committees Rules 2014 (commenced on 2 January 2015):

Following Council’s approval of the Academic Board and Committees Statute 2014 at its October 2014 meeting, consequential changes were made to the Rules. The Rules were amended to:

- include formal procedures to govern elections to the Academic Board;
- liberalise the rules in respect of the appointment of alternates for members of the Board and committees;
- add the Dean of Medical and Health Sciences to the membership of the University Education and Research Committees;
- remove the University Access and Equity Committee from the Rules (though the committee will continue as a University committee but not under these Rules.)

2.2 Academic Board (Election of Members) Order (No. 2) 2014 (was to have to commenced on 2 January 2015 but has since been superseded by Order No. 3):

Following Council’s approval of the Academic Board and Committees Statute 2014 at its October 2014 meeting, consequential changes were made to the Order. The Order was amended to change the definition of offices eligible for membership under paragraph 6(1)(i) of the Statute from “4 persons elected from among the number of Deans and Directors of academic schools or centres” to “4 members of the academic staff elected from among the membership of the College Executive Committees of the ANU Colleges, not being a Dean of a College.”

2.3 Academic Board (Election of Members) Order 2014 (No. 3) (commenced on 2 January 2015):

At its meeting on 5 December 2014, Council approved a recommendation to change the name of the School of International, Political and Strategic Studies in the ANU College of Asia and the Pacific to the Coral Bell School of Asia Pacific Affairs. As a consequence, the name change needs to be reflected in the election of members Order. The Order includes the amendments from Order (No. 2) above.

2.4 Academic Misconduct Rules 2014 (commenced on 23 December 2014):

As noted under the Academic Misconduct Statute item, it was decided that the academic misconduct elements of the Discipline Rules would be transferred to dedicated legislation - the Academic Misconduct Rules - so as to keep the arrangements dealing with behavioural misconduct and academic misconduct, by students, clear and distinct.

The main features of the Rules are:

- to define clearly academic misconduct;
- to establish processes for dealing with allegations of academic misconduct across a number of different levels of inquiry for looking at allegations of academic misconduct, at the course level, multiple allegations across colleges, research misconduct and serious research misconduct;
- to provide at rule 34 that appeals against reviewable decisions would be dealt with under the Appeals Rules.

2.5 Appeals Rules 2014 (commenced on 23 December 2014):

As noted under the Appeals Statute item it was decided that arrangements for appeals in respect of matters concerning student behavioural and academic misconduct, set out in several instruments, should be placed into a new consolidated instrument. The advantages are:

PART 5 – OTHER MATTERS FOR NOTING
a streamlining of student appeals arising from the Discipline Rules and Academic Misconduct Rules and potentially, legislation dealing with student medical leave and student appeals from the information infrastructure rules;

- to provide for a larger number of members of an appeals panel who would be available to serve on appeals committees;

- that an appeals committee presiding over all sets of rules would help with consistency of decision making;

- to provide clear and consistent grounds for appeals of decisions under several rules.

2.6 Assessment Rules 2014 (No. 3) (commenced on 1 January 2015):

The Academic Board recommended approval of special arrangements for the ANU Medical School in relation to supplementary assessments (rules 14 and 15). Assessment Rules (No. 2) 2014 provided that:

- all students must accept or reject an offer of a supplementary assessment “within 7 working days after the day the offer is made to the student.” (subrule 14(4); and

- students are to be given “adequate notice” of the form, time and place of a supplementary assessment (subrule 15(2)).

The Rules were amended so that:

- those students offered supplementary assessments for a course offered by the Medical School do not have to formally accept or reject the offer (subrule 14(5); and

- the Medical School may set the time for a supplementary examination “not earlier that 3 working days after the day the student is notified of eligibility for a supplementary assessment (subrule 15(4)).

In addition the Division of Student Administration recommended that subrule 10(1) be amended to specify an initial limit of 20 working days within which a student may discuss a result with the Course Convenor. Further, the entire rule has been redrafted to provide enhanced clarity about the sequence of the review and appeals processes.

2.7 Discipline Rules 2014 (commenced on 23 December 2014):

The Rules were amended as a consequence of the decision to separate the arrangements dealing with behavioural misconduct and academic misconduct. The Rules now cover behavioural misconduct while academic misconduct is under the Academic Misconduct Rules. The principal amendments:

- provide that the Rules deal with matters of behavioural misconduct as described in rule 3;

- provide at rule 20 that appeals against reviewable decisions would be dealt with under the Appeals Rules;

- revise the existing penalties that may be imposed by the Vice-Chancellor or the prescribed authority;

- remove the powers to “order a re-assessment in a course to which the alleged misconduct is related” and to “cancel, adjust or award any passing grade for any examination”;

- add new penalties which allow the Vice-Chancellor the option of asking the student to agree to undertake counselling and allow the Vice-Chancellor and the prescribed authority the option of notifying relevant professional, government or other organisations of a decision in relation to a student.

2.8 Fees Rules 2014 (commenced on 1 January 2015):

The Fees Rules have been revised to improve their internal consistency and clarity of expression.

PART 5 – OTHER MATTERS FOR NOTING
2.9 Higher Doctorates Rules (No. 2) 2014 (commenced 22 November 2014):

The Rules were amended to:

- require at paragraphs 3(2)(b) and 6(3)(b) that staff members of Panels have “appropriate expertise” in the field of the applicant’s work, in place of “at least good knowledge”;
- require at subrules 4(1) and 7(1) that candidates supply 4 copies of their works in place of “so many copies” as determined by the DVC or Dean of the Medical School;
- require at subrules 5(1) and 8(1) that the DVC or Dean of the Medical School must appoint “not fewer than 3 expert examiners who have international standing in their field and who do not hold an academic or honorary academic appointment of the University” in place of “not fewer than 3 examiners, of whom at least 2 must not be members of the staff of the University.”
- delete existing rule 9 which reads “If an Associate Dean or the Dean of the ANU Medical School is also an applicant under these Rules:
  - the Deputy Vice-Chancellor must appoint another qualified person to perform the functions of the relevant Dean under these Rules; and
  - the Associate Dean or Dean of the ANU Medical School, as the case requires, is to be regarded only as the applicant for the purposes of these Rules.”

As the concern addressed in rule 9 is covered clearly by the University Conflict of Interest policy, it does not need to be restated in the Rules.

2.10 Tuition Fees Order 2014 (commenced on 1 January 2015):

The Tuition Fees Order gives legislative authority for certain fees and sets out a framework for the calculation of those fees. The new Order publishes this information for 2015.

2.11 Tuition Fees Order 2015 (commenced on 23 January 2015):

The Order was amended to correct an error in the preceding Order in relation to the domestic tuition fee shown in Schedule 1 for the degree of Juris Doctor.

3. Legislation made by the Deputy Vice-Chancellor (Academic):

3.1 ANU Medical School Academic Progress Order 2014 (commenced on 1 January 2015):

The Order was made to comply with subrule 10(3) of the Academic Progress Rules which requires that a student in the ANU Medical School “must reach a satisfactory standard (within the meaning of the relevant Order made by the Deputy Vice-Chancellor).”

Members of Council might be interested to know that apart from the Tuition Fees Orders and the Parking and Traffic Statute, the amendments of existing legislation and the several new items of legislation are a direct result of the 2014 review of University legislation, as commissioned by Council.

4. 2014 Review of Statutes, Rules and Orders – further report on progress with the review:

At its meeting on 5 December 2014, Council noted a progress report in relation to the review of University legislation and noted that a further report on progress would be provided for its meeting in February 2015.

It is pleasing to report that the 17 instruments completed and registered with the Federal Register of Legislative Instruments before the end of the year included the 11 items of student legislation that needed to be in place by 1 January 2015.
16 instruments remain to be finalised:

- 12 instruments await finalisation of drafting instructions, or are with the drafter, and it is expected that they will be completed within the first half of 2015: Coursework Awards Rules, Endowment for Excellence Statute and Rules, Halls of Residence Rules, Information Infrastructure and Services Statute and Rules, Liquor Statute, Medical Leave Rules, Parking and Traffic Statute, Research Awards Rules and Residential Colleges Affiliation Statute and Rules;
- 6 instruments will be reviewed again once changes to the ANU Act 1991 have been decided: Membership of the Council Statute and the 2 associated Rules, Convocation Statute and Rules and the Deputy Vice-Chancellorship Statute; and
- the Vice-Chancellorship Statute will be reviewed again as part of a review of the University’s delegations arrangements.

ATTACHMENTS

24.2 Academic Board and Committees Rules 2014 (29/2015)
24.3 Academic Board (Election of Members) Order (No. 2) 2014 (30/2015)
24.4 Academic Board (Election of Members) Order 2014 (No. 3) (31/2015)
24.5 Academic Misconduct Rules 2014 (32/2015)
24.6 Appeals Rules 2014 (33/2015)
24.7 Assessment Rules 2014 (No. 3) (34/2015)
24.8 Discipline Rules 2014 (35/2015)
24.9 Fees Rules 2014 (36/2015)
24.10 Higher Doctorates Rules (No. 2) 2014 (37/2015)
24.11 Tuition Fees Order 2014 (38/2015)
24.12 Tuition Fees Order 2015 (39/2015)
24.13 ANU Medical School Academic Progress Order 2014 (40/2015)
THE AUSTRALIAN NATIONAL UNIVERSITY

Australian National University Act 1991

PARKING AND TRAFFIC STATUTE 2015

The Council of The Australian National University makes the following Statute under section 51 of the Australian National University Act 1991.

Dated: 20 February 2015.

Professor the Hon Gareth Evans AC QC FASSA
CHAPELLOR

[GENERAL NOTE: This Statute is made by the Council under section 51 of the Australian National University Act 1991 (“the ANU Act”). It should be read in conjunction with Australian Capital Territory road transport legislation (which applies within the University and includes, but is not limited to, the following Acts:
(a) the Road Transport (General) Act 1999;
(b) the Road Transport (Alcohol and Drugs) Act 1977;
(c) the Road Transport (Dimensions and Mass) Act 1990;
(d) the Road Transport (Driver Licensing) Act 1999;
(e) the Road Transport (Public Passenger Services) Act 2001;
(f) the Road Transport (Safety and Traffic Management) Act 1999;
(g) the Road Transport (Vehicle Registration) Act 1999.

The ACT legislation incorporates and gives effect to the Australian Road Rules (the publication known as the Australian Road Rules, ISBN 0 7240 8874 1, published by the National Road Transport Commission on 19 October 1999). In accordance with the ANU Act, this Statute enacts supplementary legislation for the regulation or control of traffic, or of the parking, stopping, standing or leaving of vehicles, on land occupied by the University. The fees specified in this Statute are exclusive of any government fees and charges.]
## PARKING AND TRAFFIC STATUTE 2015

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PART 1 — PRELIMINARY

1 Name of Statute
1 (1) This Statute is the Parking and Traffic Statute 2015.

2 Commencement
2 (1) This Statute commences on the day after it is registered.

3 Interpretation
3 (1) In this Statute, unless the contrary intention appears:

administrative charge means a charge to which subsection 40 (1) refers.

approved e-payment method means an e-payment method approved under section 63.

authorised vehicle means a motor vehicle:
(a) in respect of which a decision under subsection 8 (1) or (3) is in force; or
(b) that, through an action taken by or on behalf of an appropriate authority of the Australian Capital Territory, the Commonwealth or a State, is to be taken to be a motor vehicle used by a disabled person.

authorised vehicle label means a label issued in respect of the motor vehicle that:
(a) if the label is issued by the designated authority - bears the words “AUTHORISED” and contains such numbers, symbols or other matter as the designated authority determines; or
(b) if the label is issued by an authority authorised by the designated authority under subsection 8 (2) to decide that a motor vehicle is an authorised vehicle - bears words indicating that the motor vehicle has been determined by that authority to be an authorised vehicle and is in a form approved, in writing, by the designated authority; or
(c) if the label is issued by or on behalf of an appropriate authority of the Australian Capital Territory, the Commonwealth or State because the motor vehicle is used by a disabled person - bears words to the effect that it is so used.

authorised vehicle sign means a traffic sign bearing the words “RESERVED PARKING AUTHORISED VEHICLE PARKING ONLY”.

bicycle means a vehicle with 1 or more wheels that is built to be propelled by human power through a belt, chain or gears (whether or not it has an auxiliary motor), and:
(a) includes a pedicab, penny-farthing, scooter, tricycle and unicycle; but
(b) does not include a wheelchair, wheeled recreational device, wheeled toy, or any vehicle with an auxiliary motor capable of generating a power output of over 200 watts (whether or not the motor is operating).

bicycle parking sign means a traffic sign bearing the words “BICYCLE PARKING”.

bus stop means the area to which a bus stop sign applies.

bus stop sign means a traffic sign bearing the words “BUS STOP”.

bus zone sign means a traffic sign bearing the words “BUS ZONE”.
clearway sign means a traffic sign bearing the words “CLEARWAY” with or without either or both of the following:

(a) an inscription indicating the days or times when it applies;
(b) an inscription indicating the times when the area to which the sign applies is a clearway zone.

combination means a group of vehicles consisting of a motor vehicle connected to 1 or more vehicles.

controlled parking hours, in relation to a length of road or an off-street parking area, means the hours (if any) specified on the permissive parking sign applying to the length of road or off-street parking area.

correctly displayed: an authorised vehicle label, disability permit, parking permit label or parking voucher is correctly displayed in a vehicle if the label, permit or voucher is displayed:

(a) in (or, for a motor bike or trailer, on) the front left-hand side of the vehicle or, if the label, permit or voucher requires the driver to display the label or voucher in or on a part of the vehicle, in or on that part of the vehicle; and
(b) in such a way that all of the particulars stated on the label, permit or voucher are clearly visible from outside the vehicle.

Court means the Magistrates Court established under the Magistrates Court (Civil Jurisdiction) Act 1982 of the Australian Capital Territory.

designated authority means the Vice-Chancellor (or, except in section 64 (Delegation by designated authority), a delegate of the Vice-Chancellor).

drive includes be in control of.

driver: for a vehicle, is the person who is driving the vehicle (except a motor bike, bicycle, animal or animal-drawn vehicle) other than a person pushing a motorised wheelchair.

drive line: for a road, means a line marked along the road at or near the far left or far right of the road (except any part of the kerb of a road).

e-payment method means a method for payment using an electronic device.

infringement means a contravention of any of the provisions of this Statute.

infringement notice means an infringement notice under Part 8.

loading zone means a length of a road or off-street parking area to which a loading zone sign applies.

loading zone sign means a traffic sign bearing the words “LOADING ZONE” with or without either or both of the following:

(a) an inscription indicating a period for which a person may park a vehicle in the loading zone to which the sign applies;
(b) an inscription indicating the times when the area to which the sign applies is a loading zone.

mail zone sign means a traffic sign or road marking bearing the words “MAIL ZONE”.

minibus zone sign means a traffic sign or road marking bearing the words “MINIBUS ZONE” or “UNISAFE BUS STOP”.

motor bike means a motor vehicle with 2 wheels, and includes:

(a) a 2-wheeled vehicle with a sidecar attached to it that is supported by a third wheel; and
(b) a vehicle with 3 wheels that is ridden in the same way as a vehicle with 2 wheels.

motor bike parking sign means a traffic sign bearing the words “MOTOR BIKE PARKING”.

motor vehicle means a vehicle that is built to be propelled by a motor that forms part of the vehicle, including an object that was designed or adapted for use as a vehicle, but is incapable of being so used because:
(a) a part has, or parts have, been removed from it; or
(b) it is in a wrecked or damaged condition.

**no entry sign** means a traffic sign bearing the words “NO ENTRY”.

**no exit sign** means a traffic sign bearing the words “NO EXIT”.

**no parking sign** means a traffic sign bearing the words “NO PARKING”, with or without an inscription indicating the times when parking is prohibited.

**no stopping sign** means a traffic sign bearing the words “NO STOPPING”, with or without an inscription indicating the times when stopping is prohibited.

**officer** means a traffic officer appointed by the designated authority for the purposes of giving effect to this Statute.

**off-street parking area** means an area of University land, other than a road or part of a road, determined by the designated authority, in writing, to be an off-street parking area, and includes:

(a) the entrances to, and exits from, the determined area; and
(b) the passageways in, and any other part of the area of, the determined area.

**park**, in relation to a vehicle, means cause or permit the vehicle to remain stationary while not under the control of the driver, and **parked** and **parking** have corresponding meanings.

**parking control sign** means any of the following:

(a) an authorised vehicle sign;
(b) a bicycle parking sign;
(c) a bus zone sign;
(d) a clearway sign;
(e) a loading zone sign;
(f) a mail zone sign;
(g) a minibus zone sign;
(h) a motor bike parking sign;
(i) a no parking sign;
(j) a no stopping sign;
(k) a people with disabilities parking sign;
(l) a permissive parking sign;
(m) a permit parking sign;
(n) a taxi zone sign;
(o) a truck zone sign;
(p) a works zone sign.

**parking permit** means a parking permit issued under section 7.

**parking permit label**, for a parking permit, means a parking permit label issued under section 7 for the permit.

**permit parking sign** means a traffic sign bearing the words “PERMIT PARKING” with or without any relevant inscription, including an inscription designating a length of road, or an off-street parking area, for use by a particular permit or authority holder or by holders of a particular kind of permit or authority.

**permissive parking sign** means a traffic sign indicating any or all of the following in relation to the length of road or off-street parking area to which the sign applies:

(a) that times limits apply to parking on the length of road or in the off-street parking area;
(b) that paid parking applies to the length of road or off-street parking area;
(c) for an off-street parking area – that the area is a parking station.
parking voucher means a document issued by the designated authority (by means of a voucher vending machine) that authorises the standing or parking of a vehicle on a road or in an off-street parking area.

people with disabilities parking sign means a traffic sign bearing the words “RESERVED PARKING AUTHORISED VEHICLES ONLY” and a picture of a person seated in a wheelchair.

prescribed penalty means a penalty to which subsection 40 (2) refers.

reminder notice means a reminder notice under Part 8.

rider means a person who is riding a bicycle except a passenger or a person walking beside and pushing a bicycle.

road means a street, road or lane (including a street, road or lane on or forming part of a bridge), including a gutter of that street, road or lane that forms part of the University land.

road marking means a word, figure, mark, line, symbol, sign or other device marked on the road or the kerb of a road, or on any part of an off-street parking area or other area of University land, in accordance with this Statute, and includes any reflective material used in so marking the line, symbol, sign or other device.

taxi zone sign means a traffic sign bearing the words “TAXI ZONE”.

traffic control equipment means a device used to regulate traffic including, but not limited to:

(a) a bollard; or
(b) a boom gate; or
(c) a roller door; or
(d) electronic components and systems used to operate a bollard, boom gate or roller door.

traffic sign means a board, plate, screen, sign, signal, flag, notice, beacon or other device whether or not illuminated:

(a) bearing approved markings, being -
   (i) the letters “A N U” or a representation of the Arms of the University; and
   (ii) any other inscription consisting wholly of words or other symbols, or partly of words and partly of other symbols, authorised by this Statute; and

(b) erected, placed or displayed on, near or above a road, or in another area of University land, in accordance with this Statute.

tax truck zone sign means a traffic sign bearing the words “TRUCK ZONE”.

University land means the land occupied by the University in the Australian Capital Territory.

vehicle includes:

(a) a motor vehicle, trailer and tram; and
(b) a bicycle; and
(c) an animal-drawn vehicle, and an animal that is being ridden or drawing a vehicle; and
(d) a combination; and
(e) a motorised wheelchair that can travel at over 10 kilometres per hour (on level ground);

but does not include another kind of wheelchair, a train, or a wheeled recreational device or wheeled toy.

voucher vending machine means a device that:

(a) is designed to issue a parking voucher on payment of a fee; and
(b) is installed on or near a road, or in or near an off-street parking area, in accordance with this Statute.
**wheelchair** means a chair mounted on 2 or more wheels that is built to transport a person who is unable to walk or has difficulty in walking, but does not include a pram, stroller or trolley.

**wheeled recreational device** means a wheeled device, built to transport a person, propelled by human power or gravity, and ordinarily used for recreation or play, and:

(a) includes rollerblades, roller skates, skateboards or similar wheeled devices; but

(b) does not include a golf buggy, pram, stroller or trolley, or a bicycle, wheelchair or wheeled toy.

**wheeled toy** means a child's pedal car, scooter or tricycle or a similar toy, but only when it is being used only by a child who is under 12 years old.

**works zone sign** means a traffic sign bearing the words “WORKS ZONE”.

(2) If a traffic sign is temporarily covered with a hood bearing approved markings, as specified in paragraph (a) of the definition of **traffic sign** that traffic sign is, while so covered, to be taken for the purposes of this Statute, to be a traffic sign having effect according to the tenor of those approved markings.

(3) An arrow inscribed on a traffic sign erected on a side of a road otherwise than parallel to the boundary of the road is to be taken to be pointing on that side in the direction in which it would point if the sign were turned through an angle of not more than 90 degrees until parallel to that boundary and facing the middle of that road.

(4) The area, being a part of a road or another area of University land, to which a traffic sign (being a sign inscribed with an arrow) applies is:

(a) the area bounded by:

(i) the part of the boundary of the road, or the part of the boundary of that other area, on or near which the sign is erected or displayed, between that sign and another such sign erected or displayed on or near the same boundary nearest in the direction indicated by the arrow; and

(ii) road markings adjacent to that boundary or part of that boundary; or

(b) a bay for the parking of a motor vehicle marked by road markings on the road or other place in which the sign is erected or displayed between that sign and another such sign erected or displayed in that street or other area nearest in the direction indicated by the arrow; or

(c) the area bounded by:

(i) the part of the boundary of the road or the part of the boundary of the other area, on or near which the sign is erected or displayed, between that sign and another such sign erected or displayed on or near the same boundary nearest in the direction indicated by the arrow; and

(ii) imaginary lines drawn adjacent and at right angles to that boundary and half way across the road or other area; and

(iii) imaginary lines joining the extremities of the lines referred to in subparagraph (ii);

as the case requires.

(5) However, the area, being a part of a road or another area of University land, to which a traffic sign (being a sign regulating traffic “beyond this point”) applies is the area being part of the boundary of the road, or the part of the boundary of another area of University land, in front of which the sign is erected or displayed, and bounded by the boundary of the road or other area of University land, as the case requires.
(6) If there are 2 or more joint owners or part owners of a motor vehicle, each joint owner or part owner is to be regarded, for the purposes of this Statute, as the owner of the motor vehicle.

PART 2 — TRAFFIC SIGNS, ROAD MARKINGS, ETC

4 Traffic signs and road markings

4 (1) The designated authority may authorise:
   (a) the erection, placing or displaying on, near or above a road, or in another area of University land, of a traffic sign; or
   (b) the temporary covering of an existing traffic sign that is on, near or above a road, or in another area of University land with a hood bearing approved markings, as described in paragraph (a) of the definition of traffic sign in subsection 3 (1); to regulate, prohibit or restrict the stopping or parking of motor vehicles or to specify the manner in which motor vehicles may be parked in the road or other area.

(2) The designated authority may authorise the placing of a road marking on a road or kerb of a road, or on any part of another area of University land, for the purposes of a provision of this Statute, and either alone or in combination with a traffic sign.

(3) The designated authority may suspend an authorisation in relation to a traffic sign on, near or above a road or in another area:
   (a) while the road or other area or a portion of the road is being repaired or maintained; or
   (b) for a period determined by the designated authority;
and, for the period of the suspension, the traffic sign to which the authorisation relates ceases to be a traffic sign and the designated authority must cause it to be removed or covered.

(4) The designated authority may, from time to time, remove an authorisation, determination or suspension in relation to a traffic sign or road marking and, if the authorisation for a traffic sign or road marking is revoked, the designated authority must cause the traffic sign to be removed or the road marking to be obliterated, as the case requires.

5 Damage, removal, etc. of traffic signs, etc.

5 (1) A person must not:
   (a) erect, place or display a board, plate, sign, signal, flag, notice, beacon, gate or other device that may be mistaken for a traffic sign on, near or above any road or other area of University land, unless it is a traffic sign and the person is giving effect to an authorisation of the designated authority under section 4; or
   (b) mark a word, figure, mark, line, symbol, sign or other device that may be mistaken for a road marking on any part of a road or other area of University land, unless the person is giving effect to an authorisation of the designated authority under that section; or
   (c) remove, move, damage, deface, obscure, cover up or otherwise interfere with a traffic sign, or a road marking unless the person is acting under the authority of the designated authority.
PART 3 — PERMIT PARKING

6 Permit parking areas

6 (1) For this Statute:
   (a) the designated authority may, in writing, determine where a particular permit or
       authority holder, or the holder of a particular kind of permit or authority, may
       park; and
   (b) an area is taken to be designated for a particular permit or authority holder, or the
       holder of a kind of permit or authority, if a permit parking sign applying to that
       area bears an inscription specifying that particular permit or authority holder or
       that kind of permit or authority.

7 Parking permits

7 (1) The designated authority may issue a permit (a parking permit) to an eligible person
    authorising the parking of a vehicle on a length of road, or in an off-street parking area,
    designated by a permit parking sign for use by the holder of that permit or by holders of that
    kind of parking permit.

   (2) For subsection (1), an eligible person is any of the following:
       (a) a member of the staff of the University;
       (b) a student of the University;
       (c) a person who frequently visits the University on University business;
       (d) a resident in University House, Graduate House, a hall of residence, an affiliated
           college or any other accommodation facility approved, in writing, by the
           designated authority for this paragraph;
       (e) a person ordinarily present on University land in the course of the person’s
           employment;
       (f) anyone else if the designated authority considers that the issue of a parking permit
           to the person is justified.

   (3) A parking permit may be of any kind decided the designated authority.

   (4) A parking permit may apply only to particular stated days or times.

   (5) If the designated authority issues a parking permit to a person for a vehicle, the designated
    authority may also issue a label (a parking permit label) to the person for the permit.

   (6) If the designated authority issues a parking permit label to a person for a parking permit for
    a vehicle, the permit is issued subject to the condition that the label must be correctly displayed
    in the vehicle when the vehicle is parked on a length of road, or in an off-street parking area, as
    authorised by the permit.

   (7) If the designated authority issues a single parking permit to a person that applies to 2 or
    more vehicles, the permit is issued subject to the condition that the person must ensure that, at
    any time, only one of the vehicles is parked on a length of road, or in an off-street parking area,
    as authorised by the permit.
(8) A parking permit may be issued subject to any other conditions decided, in writing, by the designated authority.

(9) A parking permit, or parking permit label:
   (a) must state:
       (i) the vehicle (or vehicles) to which it applies; and
       (ii) when it expires; and
   (b) may include anything else that the designated authority considers appropriate.

8   Authorised vehicle labels

8 (1) The designated authority may, in writing, decide that a motor vehicle that is:
   (a) owned by the University; or
   (b) that is used in an official capacity in the conduct of the affairs or operations of the University;

is an authorised vehicle.

(2) The designated authority may, in writing, authorise a body that uses University premises in the conduct of its affairs or operations to make decisions under subsection (3).

(3) If a body is so authorised, it may, in writing, decide that a motor vehicle that is:
   (a) owned by the body; or
   (b) used in an official capacity in the conduct of the affairs or operations of the body;

is an authorised vehicle.

(4) On deciding that a motor vehicle is an authorised vehicle, the designated authority, or body authorised under subsection (2), as the case requires, must issue an authorised vehicle label in respect of the motor vehicle.

9   Replacement of lost etc. parking permit labels

9 (1) The designated authority may, on application by the holder of a current parking permit, issue a replacement parking permit label for the permit if satisfied that the label has been lost, stolen, destroyed or damaged.

(2) If the parking permit label has been damaged, the label must be returned with the application.

10  Determined fees for parking permits and labels

10 (1) The designated authority may, in writing, determine the fees payable to the University for the issue of parking permits and replacement parking permit labels.

(2) The fee payable for the issue of a parking permit must not be more than:
   (a) if the permit is for a calendar year - $3,500; and
   (b) if the permit is for less than a calendar year - a pro-rata amount and an administration fee determined, in writing, by the designated authority.
(3) The fee payable for the issue of a parking permit for a single day must not be more than $50.

(4) The fee payable for the issue of a replacement parking permit label must not be more than $50.

(5) The designated authority may, in writing, determine:
   (a) how and when fees payable for the issue of a parking permit or replacement parking permit label must or may be paid; and
   (b) when the fees are taken to have been paid (or not paid).

11 Surrender of parking permits

11 (1) The holder of a current parking permit may surrender the permit by written notice given to the designated authority.

(2) If a parking permit label has been issued for the parking permit, the holder of the permit must return the label with the notice under subsection (1).

(3) The notice under subsection (1) may include a request for a refund of a part of the fee paid on the issue of the permit.

(4) The parking permit is taken to have been surrendered on the later of the following:
   (a) the day the notice under subsection (1) is received by the designated authority;
   (b) if a parking permit label was issued for the permit – the day the label is returned to the designated authority.

(5) If the notice under subsection (1) included a request for a refund and the unexpired term of the parking permit at the time of its surrender was at least one calendar month, the University must pay the person who was the holder of the permit the amount worked out using the formula:

\[ A \times NM. \]

(6) In subsection (5):

A means the amount of the fee payable to the University, at the time the surrendered parking permit was issued, for the issue of that kind of parking permit for a calendar year.

NM means the number of whole calendar months in the unexpired term of the permit at the time of its surrender.

12 Conduct in relation to parking permits and labels

12 (1) A person must not remove, change, damage, or otherwise interfere with, a parking permit label that is in or on a vehicle unless the person is:
   (a) the driver or owner of the vehicle; or
   (b) the holder of the parking permit for which the label was issued; or
   (c) acting with the authority of a person mentioned in paragraph (a) or (b).

(2) The holder of a parking permit must ensure that the conditions of the permit are complied with.

(3) A person must not misuse a parking permit.
A person must not misuse, falsify, or tamper with, a parking permit label for a parking permit.

13 Cancellation of parking permits

13 (1) The designated authority may cancel a parking permit if the permit holder:
(a) is given at least 4 infringement notices in a calendar year that are not successfully challenged; or
(b) is no longer eligible to be issued with a parking permit; or
(c) contravenes section 12(2), (3) or (4) (Conduct in relation to parking permits and labels); or
(d) otherwise contravenes this Statute.

(2) If the designated authority proposes to cancel a parking permit, the designated authority must give the permit holder a written notice:
(a) stating that the designated authority proposes to cancel the parking permit; and
(b) giving a brief explanation for the proposed cancellation; and
(c) stating that the permit holder may, within 14 days after the day the permit holder receives the notice, give a written response to the designated authority about the notice.

(3) In deciding whether to cancel the parking permit, the designated authority must consider any response given to the designated authority by the permit holder in accordance with the notice.

(4) The designated authority must give the permit holder written notice of the designated authority's decision.

(5) If the designated authority decides to cancel the permit, the cancellation takes effect at the end of the day when notice of the decision is given to the person or, if the notice states a different day of effect, at the end of that day.

(6) If the designated authority decides to cancel the permit and a parking permit label has been issued for the permit, the permit holder must return the label to the designated authority as soon as practicable, but not later than 21 days after the day the holder is given written notice of the decision.

PART 4 — VOUCHER PARKING

14 Voucher parking schemes

14 (1) The designated authority may establish and operate a voucher parking scheme for any length of road or off-street parking area.

(2) For a voucher parking scheme, the designated authority may:
(a) set aside a length of road or off-street parking area as a voucher parking area; and
(b) adopt the methods of, and schemes for, the payment of parking fees the designated authority considers appropriate; and
(c) install, on or near the road or in or near the off-street parking area, devices designed to issue a parking voucher on payment of a fee.
15 Determined parking fees

15 (1) The designated authority may, in writing, determine the fee, not exceeding $50 per day, payable for standing or parking a motor vehicle or trailer on a length of road, or in an off-street parking area, set aside as a voucher parking area.

(2) If the designated authority determines a fee under subsection (1), the designated authority must, in writing, specify the period to which the fee relates.

(3) A voucher vending machine must be adjusted so that, on payment of the fee determined under subsection (1) by a method specified on the machine, a single parking voucher is issued for the period specified under subsection (2) for the fee.

16 Purchase and display of vouchers

16 (1) A person must not, during controlled parking hours, permit a motor vehicle or trailer to stand or be parked on a length of road, or in an off-street parking area, to which a voucher parking sign applies unless:

(a) the standing or parking of the vehicle is authorised by a current parking voucher that:
   (i) has been issued by a voucher parking machine or has otherwise been issued by the designated authority; and
   (ii) is correctly displayed in the vehicle; or
(b) the person has paid, by an approved e-payment method, the relevant fee determined under section 15 for standing or parking the vehicle for the period for which the vehicle has been standing or parked.

(2) A person does not contravene subsection (1) in relation to a motor vehicle or trailer if the person displayed a current parking voucher in or on the vehicle in accordance with that subsection and took reasonable steps to ensure that the voucher remained so displayed.

17 Interference with displayed parking vouchers

17 (1) A person must not remove, change, damage, or otherwise interfere with, a parking voucher that is in or on a vehicle standing or parked on a road or in an off-street parking area unless the person is:

(a) the driver or owner of the vehicle; or
(b) the person who obtained the voucher or on whose behalf the voucher was obtained; or
(c) a person acting with the authority of a person mentioned in paragraph (a) or (b).

18 Interference with voucher vending machines etc.

18 (1) A person must not:

(a) insert in a voucher vending machine anything except coins, or a credit or debit card, appropriate for the machine; or
(b) attach or affix anything to, place anything on, or stand anything against, a voucher vending machine.

(2) A person must not:
(a) do anything that interferes with (or is likely to interfere with) the proper working of a voucher vending machine; or
(b) fraudulently operate a voucher vending machine.

19 Unauthorised installation of voucher vending machines
19 (1) A person must not, except with the authority of the designated authority, install or place, on or near a road, or in or near an off-street parking area, a device that so nearly resembles a voucher vending machine as to be reasonably capable of being mistaken for a voucher vending machine.

20 Unauthorised removal etc. of voucher vending machines
20 (1) A person must not, except with the authority of the designated authority, remove, move, damage, deface, paint, write on, obscure, or otherwise interfere with, a voucher vending machine.

21 Evidence of authorised installation of voucher vending machines
21 (1) Evidence that a voucher vending machine was installed on or near a road, or in or near an off-street parking area, is evidence that it was installed with the authority of the designated authority.

22 Suspension of operation of certain provisions
22 (1) If, for any reason, the designated authority is satisfied that the operation of any provision of sections 14 to 21 is likely to cause excessive inconvenience to members of the public, the designated authority may, by instrument, suspend the operation of that provision in relation to a specified place for not more than 7 days.

(2) The designated authority may, at any time, in writing, revoke an instrument under subsection (1) and, in that case, the suspension effected by the instrument ceases to have effect on the day following the date on which the instrument is revoked.

23 Circumstances in which section 16 not contravened
23 (1) A person does not contravene section 16 if the person stops or parks a motor vehicle:
   (a) to avoid a contravention of this Statute; or
   (b) to carry out a manoeuvre of the motor vehicle that is required or not prohibited by this Statute;
and the motor vehicle does not remain stopped or parked for a period longer than is reasonable in the circumstances.

(2) Section 16 does not apply on a day that is a public holiday.

(3) A person does not contravene section 16 if the person stops or parks a motor vehicle:
   (a) because of a breakdown or accident involving the motor vehicle; or
   (b) to the extent necessary to avoid impending danger or collision with a person, motor vehicle or animal.
A person does not contravene section 16 if the person stops or parks a motor vehicle during a stoppage because of the nature of the traffic.

PART 5 — TRAFFIC CONTROL EQUIPMENT

24 Traffic control equipment
24 (1) The designated authority may, by instrument, authorise the installation of traffic control equipment in or near a road or in an off-street parking area.

25 Abuse of traffic control equipment
25 (1) A person must not:
(a) operate traffic control equipment otherwise than in accordance with the instructions (if any) affixed to, or appearing on, the equipment; or
(b) do anything that interferes with (or is likely to interfere with) the proper working of traffic control equipment.

26 Unauthorised installation of, or interference with, traffic control equipment
26 (1) A person must not, except with the authority of the designated authority:
(a) install or place, in or near a road or in an off-street parking area, a device that so nearly resembles traffic control equipment as to be reasonably capable of being mistaken for traffic control equipment; or
(b) attach or affix anything to, place anything on, or stand anything against, traffic control equipment.

27 Unauthorised removal etc., of traffic control equipment
27 (1) A person must not, except with the authority of the designated authority, remove, move, damage, deface, paint, write on, obscure, or otherwise interfere with traffic control equipment.

28 Evidence of authorised installation of traffic control equipment
28 (1) Evidence that traffic control equipment was installed in or near a road or in an off-street parking area is evidence that it was installed with the authority of the designated authority.

PART 6 — PARKING GENERALLY

29 Regulation of parking in off-street parking areas
29 (1) If a no entry sign is erected on or near a road at an exit from an off-street parking area and facing towards the road, the driver of a motor vehicle must not enter the off-street parking area by that exit.
(2) If a no exit sign is erected on or near an entrance to an off-street parking area from a road and facing away from the road, the driver of a motor vehicle must not leave the off-street parking area by that entrance.

(3) If a part of an off-street parking area is marked by road markings into bays for the parking of motor vehicles, a person must not park a motor vehicle in that part of the area:
   (a) except within one of those bays; or
   (b) so that any part of the motor vehicle is upon or across such a road marking.

(4) A person must not park a motor vehicle in an off-street parking area so as to:
   (a) obstruct, or be likely to obstruct, the entrance to, or exit from that area of any other motor vehicle; or
   (b) impede, or be likely to impede, the removal from that area of any other motor vehicle; or
   (c) cause, or be likely to cause, unreasonable inconvenience to other persons using, or attempting to use, the area for the parking of a motor vehicle.

30 Parking in loading zones

30 (1) Subject to subsection (2), the area to which a loading zone sign applies is, for the purposes of this section, a loading zone.

(2) If a loading zone sign bears an inscription indicating the times when a motor vehicle may be parked, the area to which the sign applies is, for the purposes of this section, a loading zone only during the times so indicated.

(3) A person must not park a motor vehicle in an area that is for the time being a loading zone except for the purposes of unloading or loading goods from or on to the motor vehicle.

(4) A person must not park a motor vehicle in an area that is for the time being a loading zone for a period that exceeds the shorter of the following periods:
   (a) the period during which goods are unloaded from or loaded onto the motor vehicle;
   (b) if the loading zone signs applying to the loading zone indicate a period of time for which a motor vehicle may park - the period indicated on the signs;
   (b) if the loading zone signs applying to the loading zone do not indicate a period of time for which a motor vehicle may park – 30 minutes.

31 Driving, etc., motor vehicles otherwise than on roads, etc., prohibited

31 (1) Except with the permission of the designated authority or with other lawful excuse, a person must not drive or park a motor vehicle on any area of University land other than a road or off-street parking area.

32 Stopping, etc. adjacent to boundary of road

32 (1) Subject to subsection (2), a person must not stop or park a motor vehicle on a road except with the left-hand side of the motor vehicle immediately adjacent to the left-hand boundary of the road.
A person must not stop or park a motor vehicle on a portion of a one-way traffic road that is adjacent to the right-hand boundary of the road, and is the area to which a parking control sign applies, except in accordance with the sign and with the right-hand side of the motor vehicle immediately adjacent to the right-hand boundary of the road.

33 Stopping and parking in roads regulated by traffic signs, etc.

33 (1) A person must not park a motor vehicle contrary to a road marking or a parking control sign.

(2) If a no stopping sign inscribed with an arrow is erected on a side of a road, a person must not stop or park a motor vehicle on that side of the road between the sign and:
   (a) the nearest intersection or junction of that road and another road; or
   (b) another such no stopping sign;
whichever is the closer, in the direction indicated by the arrow on the sign.

(3) If a no parking sign is erected on a side of a road, a person must not park a motor vehicle on that side of the road between the sign and the nearest intersection or junction of that road and another road, or between the sign and another such no parking sign, whichever is the closer in the direction indicated by the arrow on the sign.

(4) A person must not park a motor vehicle so that any part of the motor vehicle is adjacent to the side of a road or off-street parking area marked with a continuous yellow edge line.

(5) If a parking control sign is erected on or near the boundary of a road or in or near an off-street parking area, a person must not park a motor vehicle in the part of the road or off-street parking area to which the parking control sign applies:
   (a) if the parking control sign indicates a period of time for or during which parking is permitted - for a period exceeding or outside the period so indicated; and
   (b) if the parking control sign indicates angle parking - otherwise than at such angle to that boundary as is indicated by the sign; and
   (c) if the parking control sign indicates that parking is reserved for a particular motor vehicle only, for authorised vehicles only or for motor vehicles included in a specific class of authorised vehicles only - unless:
      (i) the motor vehicle is that particular motor vehicle, an authorised vehicle, or an authorised vehicle included in the class so specified, as the case requires; and
      (ii) in the case of an authorised vehicle - an authorised vehicle label is correctly displayed in the motor vehicle; and
   (d) if the parking control sign is a permit parking sign - unless:
      (i) a parking permit is in force for the vehicle for the area to which the sign applies; and
      (ii) the person complies with the relevant conditions (if any) to which the permit is subject; and
      (iii) if a parking permit label has been issued for the permit – the label is correctly displayed in the motor vehicle.

(6) It is not an offence against subsection (5) if:
(a) the inscription on the sign also indicates that the qualification on parking inscribed on the sign only applies during specified times; and
(b) a person parks a motor vehicle in the part of the road to which the sign applies otherwise than during those specified times.

(7) It is a defence to a prosecution for an offence against subsection (1) (insofar as it relates to road markings), (3) or paragraph (5)(c) or (d) if the defendant satisfies the Court that he or she had stopped the motor vehicle for the purpose of:

(a) setting down at the boundary of the road a passenger and the luggage or goods (if any) of the passenger; or
(b) permitting a person who, before the motor vehicle was stopped, was standing on the boundary of the road to enter the motor vehicle and taking up from the boundary of the road the luggage or goods (if any) of that person which were then with that person;

and the period for which the motor vehicle was so stopped was no longer than was reasonable for that purpose.

34 Bus stops

34 (1) A person must not stop or park a motor vehicle, other than a motor omnibus, so that any part of it is within a bus stop.

35 Parking and stopping in off-street parking areas and other places

35 (1) If a no parking sign or a no stopping sign is erected, placed or displayed in an area of University land, not being part of a road, a person must not park a motor vehicle, or stop a motor vehicle as the case requires, in the part of that place to which the sign applies.

(2) If a parking control sign is erected, placed or displayed in a part of such a place and an inscription on the sign indicates a period of time for or during which parking is permitted in the part of that place to which the sign applies, a person must not park a motor vehicle in that part of that place for a period exceeding or outside the period so indicated.

(3) If a parking control sign is erected, placed or displayed in a part of such a place and an inscription on the sign indicates that parking is reserved for a particular motor vehicle only, for authorised vehicles only or for motor vehicles included in a specified class of authorised vehicles only, a person must not park a motor vehicle in that part of that place unless:

(a) the motor vehicle is that particular motor vehicle, an authorised vehicle, or an authorised vehicle included in the class so specified, as the case requires; and
(b) in the case of an authorised vehicle, an authorised vehicle label is correctly displayed in the motor vehicle; and
(c) in the case of a disabled driver vehicle, a valid disability permit is correctly displayed in the motor vehicle.

(4) If a permit parking sign is erected, placed or displayed in a part of such a place, a person must not park a motor vehicle in that part of that place unless:

(a) a parking permit is in force for the motor vehicle for the area to which the sign applies; and
(b) the person complies with the relevant conditions (if any) to which the permit is subject; and
(c) if a parking permit label has been issued for the permit - the label is correctly displayed in the vehicle.

(5) It is not an offence against subsection (1), (2), (3) or (4) if:
(a) the inscription on the sign also indicates that the prohibition or qualification on stopping or parking referred to in that subsection only applies during specified times; and
(b) a person stops or parks a motor vehicle in the part of the place to which the sign applies otherwise than during those specified times.

36 Motor vehicles not to be stopped or parked dangerously, etc.

36 (1) A person must not stop or park a motor vehicle upon a road or other area of University land, in such a position, in such a condition, or in such circumstances, as to be likely to cause danger, obstruction or unreasonable inconvenience to other persons using that road or other area of University land.

PART 7 — REGULATION OF BICYCLES ON UNIVERSITY LAND

37 Bicycles: traffic signs

37 (1) The designated authority may authorise:
   (a) the erection, placing or displaying on, near or above a road, or in another area of University land, of a traffic sign; or
   (b) the temporary covering of an existing traffic sign that is on, near or above a road, or in another area of University land with a hood bearing approved markings, as specified in paragraph (a) of the definition of traffic sign in subsection 3 (1); to regulate the riding and use of bicycles.

(2) The rider of a bicycle must not ride or use a bicycle in a manner contravening the instructions on a traffic sign erected under subsection (1).

38 Bicycles: helmets to be worn

38 (1) The rider of a bicycle must wear a bicycle helmet (of a kind approved under the laws of the Australian Capital Territory) securely fitted and fastened on the rider's head, unless the rider is exempt from wearing a bicycle helmet under another law of this jurisdiction.

(2) The rider of a bicycle must not carry a passenger on the bicycle unless:
   (a) the passenger is wearing an approved bicycle helmet securely fitted and fastened on the passenger's head; or
   (b) the passenger is exempt from wearing a bicycle helmet under another law of this jurisdiction.
39 **Bicycles: lifting of restrictions**

39 (1) In spite of anything else contained in this Statute, the designated authority may, by notice, declare that restrictions on the use of bicycles do not apply for a period and for a place mentioned in the declaration.

**PART 8 — INFRINGEMENT NOTICES ETC**

40 **Prescribed penalties and administrative charges**

40 (1) An administrative charge in relation to an infringement is the amount not exceeding $100 determined by the designated authority from time to time to cover the costs reasonably incurred by the University in handling the infringement.

(2) A prescribed penalty in relation to an infringement is the amount not exceeding $1000, together with any applicable administrative charge, determined by the Council from time to time to be the prescribed penalty for the infringement.

41 **Infringement notice: motor vehicles**

41 (1) If there are reasonable grounds for believing that an infringement has been committed in respect of a motor vehicle, an officer may serve or cause to be served an infringement notice in accordance with this Part.

(2) An infringement notice may be served on the responsible person for the motor vehicle at the time of the infringement or, if there is more than 1 responsible person for the motor vehicle at that time, on each or any of them:

(a) by giving it to the person; or
(b) by securely placing or attaching the notice on or to the motor vehicle in a conspicuous position; or
(c) by post, facsimile, email, or personally, or by leaving it at his or her last-known place of residence or business with a person apparently over the age of 16 years and apparently an occupant of, or employed at, that place; or
(d) if the owner of a motor vehicle has delivered a statutory declaration to the designated authority in accordance with subsection 53 (4) or (5) - by serving the notice personally or by post, facsimile or email on the person whose name is specified in the statutory declaration as being in charge of the motor vehicle at the time of the alleged infringement or by leaving it at his or her last-known place of residence or business with a person apparently over the age of 16 years and apparently an occupant of, or employed at, that place.

(3) An infringement notice that is served by being placed on, or affixed to, the motor vehicle concerned may be addressed to “the owner” of the motor vehicle without further description.

(4) If an infringement notice is to be served by post, it may be addressed:

(a) if it is to be served on the owner of the motor vehicle in respect of which the offence is alleged to have been committed, to the owner at the latest address of the owner in the record of registration of the motor vehicle; or
(b) if it is to be served on a person whose name is specified in a statutory declaration delivered to the designated authority in accordance with subsection 53 (4) or (5), to that person at the address shown in the statutory declaration.

42 Infringement notice: bicycle riders

42 (1) If there are reasonable grounds for believing that an infringement has been committed by a rider of a bicycle, an officer may cause to be served on the rider an infringement notice in accordance with this section.

(2) The officer may request suitable identification from the rider of the bicycle.

(3) If the rider of the bicycle does not provide suitable identification, the officer may impound the bicycle at the nearest convenient place where it can be safely and securely left without contravening this Statute, or causing or being likely to cause a danger or obstruction, until such suitable identification is provided.

(4) If the officer impounds the bicycle, neither the officer nor the University is to be liable for damage occasioned by the impounding of the bicycle.

(5) Upon receipt of suitable identification, an infringement notice must be served by giving it to the identified person and the person’s bicycle must be returned.

43 Infringement notice: content

43 (1) An infringement notice must:

(a) subject to subsection 41 (3), clearly specify the full name, or surname and initials, and address of the person on whom it is served; and

(b) if the infringement notice relates to a motor vehicle, clearly specify the registration number of the motor vehicle concerned; and

(c) clearly specify the day, time and place of the alleged infringement; and

(d) give a short description of the alleged infringement; and

(e) state the prescribed penalty payable by the person for the alleged infringement; and

(f) contain a notification to the person on whom it is served that:

(i) the person may pay the prescribed penalty for the alleged infringement or dispute liability for the alleged infringement within 28 days after the date on which the infringement notice is served on the person; and

(ii) the person may apply to the designated authority for additional time in which to pay the prescribed penalty or dispute liability for the alleged infringement; and

(iii) if the person pays the prescribed penalty within the 28 days (or any additional time allowed by the designated authority), then unless the infringement notice is withdrawn and any penalty refunded:

(A) any liability of the person for the infringement is discharged; and

(B) the person is not to be prosecuted for the offence; and

(C) the person is not to be taken to have been convicted of the offence; and
(iv) if the person wishes to dispute liability for the alleged infringement, the issue may be referred to the Court; and
(v) if the Court finds against the person or the person is prosecuted for the offence, the person may be convicted of the offence and ordered to pay a penalty and costs, and may be subject to other Court orders; and
(vi) if the person does not pay the prescribed penalty, or dispute liability for the offence, within the 28 days (or any additional time allowed by the designated authority), a reminder notice may be served on the person for the alleged infringement, or the person may be prosecuted for the offence; and
(vii) if the penalty is not paid within 28 days of service of the notice and whether a reminder notice is served on the person or not, the prescribed penalty is increased by the administrative charge; and

(g) explain how the person may pay the prescribed penalty or dispute liability for the alleged infringement and how the person may apply for additional time to pay the prescribed penalty or dispute liability for the alleged infringement; and
(h) contain a statement setting out the procedures under this Part relating to the withdrawal of infringement notices and the consequences of the withdrawal of a notice and may contain such other particulars, if any, as the designated authority considers necessary.

44 Infringement notice: extension of time to pay

44 (1) If the person on whom the infringement notice is served applies in writing to the designated authority, within 28 days after the date of service of the notice, for a stated additional time of not longer than 6 months to pay the prescribed penalty, the designated authority must:

(a) allow or refuse to allow the additional time; and
(b) tell the person in writing of the decision and, if the decision is a refusal, the reasons for it.

45 Infringement notice: withdrawal

45 (1) The person on whom an infringement notice is served may apply to the designated authority, in writing, for the withdrawal of the notice within 28 days after the day when the infringement notice is served on the person (or any additional time allowed by the designated authority or mentioned in section 47).

(2) If the designated authority receives an application under subsection (1), the designated authority must:

(a) withdraw the notice or refuse to withdraw the notice; and
(b) tell the person in writing of that decision and, if the decision is a refusal, the reasons for it.

(3) For the purposes of subsection (1), a statutory declaration made and given to the designated authority in accordance with section 53 is taken to be an application made by the person to the designated authority for the withdrawal of the notice.
(4) If an infringement notice has been served on a person, the designated authority may, at any time, by notice in writing served on the person in accordance with this section, withdraw the infringement notice.

(5) A notice of withdrawal of an infringement notice under subsection (2) or (4) may be served on a person by serving the notice on the person personally or by post or by leaving it at his or her last known place of residence or business with a person apparently over the age of 16 years and apparently an occupant of, or employed at, that place.

46 Infringement notice: payment

46 (1) Subject to section 47, the prescribed penalty payable by a person under an infringement notice is payable:

(a) within 28 days after the date of service of the notice; or

(b) if the person applies to the designated authority within the 28 days for additional time to pay and the additional time is allowed - within the additional time allowed by the designated authority; or

(c) if the person applies to the designated authority within the 28 days for additional time to pay and the application is refused - within 7 days after the day the person is told of the refusal or 28 days after the date of service, whichever is later; or

(d) if the person applies to the designated authority within the 28 days for the withdrawal of the notice and the application is refused - 28 days after the date of service.

(2) If the amount of the prescribed penalty and any administrative charge is paid by cheque or electronic transfer, payment is not to be regarded as having been made until the cheque is honoured upon presentation or the transfer of funds has been completed.

47 Infringement notice: payment after reminder

47 (1) If:

(a) an infringement notice has been served on the person for an infringement; and

(b) the infringement notice has not been withdrawn; and

(c) the prescribed penalty has not been paid to the designated authority within the time for payment under section 46; and

(d) the person has not given a statutory declaration in accordance with subsection 53 (4) or (5); and

(e) written notice disputing liability has not been given to the designated authority in accordance with subsection 45 (1); and

(f) a reminder notice has not previously been served on the person for the offence; the person is liable to pay to the designated authority, within 28 days after the date of service by the designated authority of a reminder notice, the sum of the prescribed penalty for the infringement and the administrative charge.

(2) If the amount of the prescribed penalty and any administrative charge is paid by cheque or electronic transfer, payment is not to be regarded as having been made until the cheque is honoured upon presentation or the transfer of funds has been completed.
48 Infringement notice: payment discharges liability

48 (1) If an infringement notice has been served on a person and before:

(a) the expiration of the period of 28 days specified in the infringement notice (or any additional time allowed by the designated authority or mentioned in section 47) and before service of a summons in respect of the alleged infringement; or

(b) the notice is withdrawn;

the amount of the prescribed penalty for the infringement, together with any applicable administrative charge, is paid in accordance with the relevant notice and a statement, signed by the owner of the motor vehicle or bicycle or by the person on whom the notice was served, to the effect that he or she does not wish the matter to be dealt with by the Court is received by the designated authority:

(c) any liability of a person in respect of the alleged infringement is to be treated as having been discharged;

(d) no further proceedings are to be taken in respect of the alleged infringement; and

(e) no person is to be regarded as having been convicted for the alleged infringement.

(2) If the amount of the prescribed penalty and any administrative charge is paid by cheque or electronic transfer, payment is not to be regarded as having been made until the cheque is honoured upon presentation or the transfer of funds has been completed.

49 Infringement notice: withdrawn after payment

49 (1) If:

(a) an infringement notice has been served on a person; and

(b) the person has paid the prescribed penalty for the infringement, or the prescribed penalty and the administrative charge, as the case requires, in relation to the alleged infringement in accordance with the relevant notice; and

(c) the notice is subsequently withdrawn;

the designated authority must cause to be refunded to the person an amount equal to the amount so paid.

50 Reminder notices

50 (1) A reminder notice in relation to an infringement in respect of a motor vehicle may be served on the person who was the owner of the motor vehicle at the time of the infringement, or if there is more than 1 owner of the motor vehicle at that time, on each or any of them:

(a) by giving it to the person; or

(b) by post, facsimile, email, or personally, or by leaving it at his or her last-known place of residence or business with a person apparently over the age of 16 years and apparently an occupant of, or employed at, that place; or

(c) if the owner of a motor vehicle has delivered a statutory declaration to the designated authority in accordance with subsection 53 (4) or (5) - by serving the notice personally or by post, facsimile or email on the person whose name is specified in the statutory declaration as being in charge of the motor vehicle at the time of the alleged infringement or by leaving it at his or her last-known place of residence or business with a person apparently over the age of 16 years and apparently an occupant of, or employed at, that place.
(2) If such a reminder notice is to be served by post, it may be addressed:

(a) if it is to be served on the owner of the motor vehicle in respect of which the
offence is alleged to have been committed, to the owner at the latest address of
the owner in the record of registration of the motor vehicle; or

(b) if it is to be served on a person whose name is specified in a statutory declaration
delivered to the designated authority in accordance with subsection 53 (4) or (5),
to that person at the address shown in the statutory declaration.

(3) A reminder notice may be served on the rider of a bicycle by serving the notice on the
person by post, facsimile, email, or personally, or by leaving it at his or her last known place of
residence or business with a person apparently over the age of 16 years and apparently an
occupant of, or employed at, that place.

(4) A reminder notice must:

(a) state that the person has not paid the prescribed penalty for the alleged
infringement to which the notice relates; and

(b) state that the infringement notice has not been withdrawn and that neither a
statutory declaration nor written notice disputing liability have been received by
the designated authority; and

(c) include a short description of the alleged infringement and the date of service of
the infringement notice; and

(d) state the date of service of the reminder notice; and

(e) state that the prescribed penalty and administrative charge are now payable; and

(f) advise the person that they may pay the prescribed penalty and administrative
charge or dispute liability for the infringement within 28 days after the day when
the reminder notice is served on the person; and

(g) advise the person that he or she may apply to the designated authority for
additional time in which to pay the prescribed penalty and administration charge or
dispute liability for the offence; and

(h) advise the person that if he or she pays the prescribed penalty and administrative
charge within the 28 days (or any additional time allowed by the designated
authority), then, unless the infringement notice is withdrawn and any penalty
refunded:

(i) any liability of the person for the infringement is discharged; and

(ii) the person will not be prosecuted in Court for the infringement; and

(iii) the person will not be taken to have been convicted of the infringement; and

(i) if the person wishes to dispute liability for the infringement, the issue may be
referred to the Court; and

(j) if the Court finds against the person or the person is prosecuted in Court for the
infringement, the person may be convicted of the infringement and ordered to pay
a penalty and costs, and may be subject to other Court orders.

(5) In addition, the reminder notice must explain:

(a) how the person may pay the prescribed penalty and administrative charge, or
dispute liability for the infringement; and
(b) how the person may apply for additional time to pay the prescribed penalty and administrative charge, or dispute liability for the infringement.

51 Service more than once

51 (1) Nothing in this Part prevents the service of more than one infringement notice or reminder notice in respect of the same infringement, but it is sufficient for the application of subsection 48 (1) to a person on whom more than one such notice has been served for that person to pay the relevant penalty together with any applicable administrative charge and to make the statement referred to in that subsection in accordance with any one of the notices so served.

52 Declaration of liability by Court

52 (1) If a person on whom an infringement notice or reminder notice is served, within 28 days after the date of the notice:

(a) furnishes to the designated authority a statutory declaration under section 53; or
(b) applies for withdrawal of the notice under subsection 45 (1);
the designated authority may before the end of the period of 180 days after the furnishing of the statutory declaration or the lodgement of the application under subsection 45 (1) (as the case requires), apply to the Court for a declaration that the person is liable to pay the designated authority the prescribed penalty for the infringement, together with any applicable administrative charge, to which the notice relates.

(2) An application under subsection (1) must be accompanied by a copy of any statutory declaration furnished under section 53 in respect of the infringement.

(3) If a person referred to in subsection (1) disputes liability, and before the hearing of proceedings in respect of the alleged infringement commences the person wishes to pay to the designated authority the prescribed penalty for the infringement, the person is liable to pay to the designated authority the sum of:

(a) the prescribed penalty for the infringement; and
(b) the administrative charge; and
(c) the disbursements (if any) incurred by the designated authority, including any fee paid on the lodgement of an application under subsection (1).

(4) If a person referred to in subsection (1) pays the sum referred to in subsection (3), the designated authority must discontinue the proceedings in respect of the infringement.

(5) If the designated authority does not make application to the Court under subsection (1) within the period referred to in that subsection, the designated authority must notify the person referred to in that subsection that no further action will be taken in relation to that person in respect of the infringement.

(6) Unless the Court otherwise orders:

(a) if the Court makes a declaration sought under subsection (1), the respondent must pay the costs of the designated authority; and
(b) if the Court refuses to make a declaration sought under subsection (1), the designated authority must pay the costs of the respondent.
53 Liability of owner and actual offender for infringement

53 (1) Except as provided in this section:

(a) if an infringement involving a motor vehicle occurs, the owner of the motor vehicle at the time of the infringement is taken to have committed the infringement; and

(b) if an infringement involving the rider of a bicycle occurs, the rider of the bicycle at the time of the infringement is taken to have committed the infringement;

even though the person who actually committed the infringement (the actual offender) may have been someone else.

(2) Nothing in this section affects the liability of an actual offender other than the owner of the motor vehicle or the rider of the bicycle, as the case requires, but:

(a) the owner or rider and the actual offender must not both be liable for the same infringement; and

(b) if a penalty has been imposed on a person in respect of an infringement, a further penalty must not be imposed upon or recovered from another person for the same infringement.

(3) The owner of a motor vehicle is not to be taken to have committed an infringement if the motor vehicle concerned was, at the time of the alleged infringement, stolen or illegally taken or used.

(4) The owner of a motor vehicle or alleged rider of a bicycle must not, by virtue of this section, be taken to have committed an infringement if, within 28 days after the date of an infringement notice or reminder notice served in respect of the alleged infringement, the owner or alleged rider delivers or posts to the designated authority a statutory declaration made by the owner stating:

(a) that it is made for the purposes of this section; and

(b) that he or she was not in charge of the motor vehicle, or the rider of the bicycle, at the time of the alleged infringement; and

(c) the name and home or business address of the person who was in charge of the motor vehicle, or the rider of the bicycle, as the case requires, at that time; and

(d) all relevant facts supporting those statements.

(5) If the owner of a motor vehicle is a body corporate, the body corporate is not, by virtue of this section, to be taken to have committed an infringement if, within 28 days after the date of an infringement notice or reminder notice served in respect of the alleged infringement, a director, manager or secretary of the body corporate delivers or posts to the designated authority a statutory declaration made by him or her stating:

(a) that it is made for the purposes of this section; and

(b) that the motor vehicle was not being used for the purposes of the body corporate at the time of the alleged infringement; and

(c) the name and home address of the person who was in charge of the motor vehicle at that time; and

(d) all relevant facts supporting those statements.

(6) If an infringement notice or reminder notice has been served on the owner of a motor vehicle or the alleged rider of a bicycle in respect of an alleged infringement, the owner or alleged rider may, within 28 days after the date of the notice, deliver or post to the designated
authority a statutory declaration made by the owner or alleged rider or by some persons having knowledge of the facts stating:

(a) that it is made for the purposes of this section; and

(b) that the owner was not in charge of the motor vehicle, or that the alleged rider was not the rider of the bicycle, at the time of the alleged infringement; and

(c) that he or she has not been able to ascertain who was in charge of the motor vehicle or the rider of the bicycle at that time; and

(d) the nature of the inquiries made for the purpose of ascertaining the name and address of the person who was in charge of the motor vehicle or the rider of the bicycle at that time.

(7) If an infringement notice or reminder notice has been served on a body corporate as the owner of a motor vehicle in respect of an alleged infringement, a director, manager or secretary of the body corporate may, within 28 days after the date of the notice, deliver or post to the designated authority a statutory declaration made by him or her or by some person having knowledge of the facts stating:

(a) that it is made for the purposes of this section; and

(b) that to his or her knowledge from the facts as set out in the statutory declaration, the motor vehicle was not being used for the purposes of the body corporate at the time of the alleged infringement; and

(c) that he or she has not been able to ascertain who was in charge of the motor vehicle at that time; and

(d) the nature of the inquiries made for the purpose of ascertaining the name and address of the person who was in charge of the motor vehicle at that time.

(8) If a person makes a statutory declaration under subsection (6) or (7), the designated authority may refer the matter to the Court for determination.

(9) At the hearing of a prosecution for an infringement against the owner of a motor vehicle or the alleged rider of a bicycle who has furnished a statutory declaration under subsection (6) or (7), the Court must dismiss the charge if it is satisfied (whether on the statement contained in the statutory declaration or otherwise) that:

(a) the owner was not in charge of the motor vehicle or the rider of the bicycle at the time of the alleged infringement; and

(b) the inquiries made for the purpose of ascertaining the name and the address of the person who was in charge of the motor vehicle or the rider of the bicycle at that time were reasonable in the circumstances of the case and were carried out with due diligence.

54 Copy of statutory declaration to be served with summons

54 (1) If a person is named in a statutory declaration delivered or posted to the designated authority in accordance with subsection 53 (4) or (5) as being the person who was in charge of the motor vehicle or the rider of the bicycle at the time of an alleged infringement, the person must not be found guilty of the infringement unless a copy of the statutory declaration was affixed to the summons for the infringement at the time when the summons was served on that person.
If a person is named in a statutory declaration delivered or posted to the designated authority in accordance with subsection 53 (4) or (5) as being the person who was in charge of the motor vehicle or the rider of the bicycle at the time of an alleged infringement, the statutory declaration is admissible in evidence in a prosecution in respect of that infringement against that person, and is evidence that that person was in charge of the motor vehicle or the rider of the bicycle at that time.

In a prosecution for an infringement, a document purporting to be a statutory declaration delivered or posted to the designated authority in accordance with subsection 53 (4) or (5) is, unless the contrary is shown, to be taken to be such a statutory declaration, duly made and delivered or posted.

Court proceedings not prejudicial

Except as provided by subsection 48 (1), nothing in this section in any way prejudices or affects the institution or prosecution of proceedings in respect of an alleged infringement or limits the amount of the fine that may be imposed by the Court in respect of infringements.

Effect of Part

Nothing in this Part is to be construed as requiring the serving of an infringement notice under this Part or as affecting the liability of a person to be prosecuted in the Court in respect of an alleged infringement in relation to which:

(a) an infringement notice has not been served; or

(b) an infringement notice has been served and withdrawn in accordance with this Part.

PART 9 — MISCELLANEOUS

Designated authority may suspend parking restrictions

In spite of anything else contained in this Statute, the designated authority may, by notice, declare that parking restrictions, or parking restrictions of a particular kind, do not apply for a period and for a place mentioned in the declaration.

Evidence of registration of motor vehicle

For the purposes of this Statute, a document issued by an authority or person having responsibility for the registration of motor vehicles in a State or Territory stating that, during a specified period or on a particular date, a person mentioned in the document was the person whose name was registered as the owner of a particular motor vehicle is evidence of the matters stated in the document.

In a prosecution for an infringement, a document purporting to be a document referred to in subsection (1) and purporting to be signed by an authority or person referred to in that subsection is admissible in evidence as such a document without proof of the signature of the person by whom it purports to have been issued or of the fact that he or she was the authority or person concerned.
59 Powers and duties of officers

59 (1) An officer must do all things in his or her power to ensure that this Statute is observed, and, in all cases not expressly provided for, an officer may give such reasonable directions to persons driving vehicles upon any road or other area of University land as are necessary for the safe and efficient regulation of the traffic on that road or in that area.

(2) A person must not fail to obey a reasonable direction of an officer given under subsection (1).

60 Removal of motor vehicles causing obstruction, etc.

60 (1) If an unattended motor vehicle is left abandoned, stopped or parked in contravention of this Statute or so that the motor vehicle is, in the opinion of an officer, causing or likely to cause a danger or obstruction to persons using the area of University land on which it is standing, the officer may cause the motor vehicle to be moved to the nearest convenient place where it can be left without contravening this Statute or causing or being likely to cause such a danger or obstruction, without liability for damage occasioned by the moving of the motor vehicle.

(2) For the purposes of subsection (1), an officer may, if after reasonable inquiry the driver or owner of a motor vehicle cannot be found or the person in charge of a motor vehicle does not comply with a request by the officer to move the motor vehicle to a place indicated by the officer, enter the motor vehicle for the purpose of moving the motor vehicle under that subsection, and effect the removal of the motor vehicle accordingly, without liability for damage occasioned by the entry or removal.

61 Offences

61 (1) A person who contravenes or fails to comply with a provision of this Statute is guilty of an offence.

(2) A person who commits an offence against this Statute may be prosecuted summarily before the Court and the Court may, where no other penalty is expressly provided, impose a penalty not exceeding $1000.

62 Recovery of costs

62 (1) An amount equal to the costs reasonably incurred by the University under section 60 in relation to the removal of a motor vehicle is a debt due to the University from the owner of the motor vehicle, and may be recovered in a court of competent jurisdiction.

(2) The designated authority may determine from time to time fees not exceeding $500 to be charged and recovered from the person who committed the infringement to cover the costs reasonably incurred by the University in identifying the owners of motor vehicles.

63 Approval of e-payment method

63 (1) The designated authority may, in writing, approve an e-payment method for a person to pay a fee determined under section 10 (Determined fees for parking permits and labels) or section 15 (Determined parking fees).
64 Delegation by designated authority

64 (1) The designated authority may, in writing, delegate all or any of the designated authority’s powers and functions under this Statute to a member of the staff of the University.

65 Transitional – saving of forms

65 (1) If a form required or convenient to be used under the Statute repealed by section 66 (the former statute) or by a similar provision in another repealed statute is printed before the commencement of this Statute, it may be used as if it were printed for the purposes of this Statute and a reference in that form to a provision of the former statute is to be regarded for all purposes as being a reference to the equivalent provision in this Statute.

(2) Subsection (1) ceases to have effect 12 months after the commencement of this Statute.

66 Repeal

66 (1) The Parking and Traffic Statute 2013 is repealed.

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THE AUSTRALIAN NATIONAL UNIVERSITY

Academic Board and Committees Statute 2014

ACADEMIC BOARD AND COMMITTEES RULES 2014

I, Professor Ian Young, Vice-Chancellor of The Australian National University acting in accordance with subsection 50(3) of the Australian National University Act 1991 and subsection 9.5 of the Vice-Chancellorship Statute 2013 make these Rules for section 11 of the Academic Board and Committees Statute 2014.

Dated: 18 November 2014.

Professor Ian Young AO
VICE-CHANCELLOR

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PART 1 - PRELIMINARY

1 Name of Rules and commencement
1.1 These Rules are the Academic Board and Committees Rules 2014.
1.2 These Rules commence on 2 January 2015.

2 Definitions
2.1 In these Rules, unless the contrary intention appears:

alternate means a person appointed under rule 4, 21 or 26 to act for the member when that member is unable to attend a meeting of the Board or the relevant Committee;
Board means Academic Board;
Returning Officer includes Deputy Returning Officer;
Statute means the Academic Board and Committees Statute.
[Note: the terms Board, Rules, academic staff and College Executive Committee are defined in the Statute]

PART 2 - ACADEMIC BOARD - GENERAL

3 Academic Board -- Meetings
3.1 The Chair of the Academic Board is to convene all meetings of the Board and preside at all meetings of the Board at which he or she is present.

[Note: It is expected that the Board will meet at least 6 times per year.]
3.2 At a meeting of the Board, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

3.3 The Chair of the Board must convene a meeting of the Board at any time if asked to do so by at least 50% of the members.

3.4 The procedures of the Board are to be determined by the Chair taking into account the advice of the members.

3.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Board.

3.6 At a meeting of the Board, the Chair has a deliberative and a casting vote.

3.7 If the Chair is for any reason unable to convene or chair a meeting of the Board or otherwise perform the functions or duties of Chair of the Board, the Deputy Chair is to act in the place of the Chair.

4 Academic Board -- Alternates

4.1 If a Registrar is unable to attend a meeting, the Registrar may appoint, as an alternate to attend that meeting, a person who holds a senior management role in a Division for which the Registrar has direct responsibility.

4.2 If a Dean of an ANU College is unable to attend a meeting, the Dean may appoint, as an alternate to attend that meeting, an academic staff member who is a member of the College Executive Committee of the Dean’s College.

4.3 If the Dean of Medicine and Health Sciences is unable to attend a meeting, the Dean may appoint, as an alternate to attend that meeting, a senior member of the academic staff of the ANU Medical School.

4.4 If the University Librarian is unable to attend a meeting, the University Librarian may appoint, as an alternate to attend that meeting, a person who holds a senior management role in the University Library and who reports directly to the University Librarian.

4.5 If an elected academic staff member from a College is unable to attend a meeting, the Dean of that College may nominate an alternate to attend that meeting.

4.6 If an elected member of a College Executive Committee is unable to attend a meeting, the member may appoint, as an alternate to attend that meeting, an academic staff member who is a member of any College Executive Committee.

4.7 If a member of the general staff is unable to attend a meeting, the member of the general staff may appoint, as an alternate to attend that meeting, another member of the general staff approved by the Chair.

4.8 If a student member is unable to attend a meeting, the student member may appoint, as an alternate to attend that meeting, a student member from the governing body of the relevant student organisation.

4.9 If a member nominated under paragraph 6.1(t) of the Statute is unable to attend a meeting, the member may appoint, as an alternate to attend that meeting, a member of the academic staff who is an indigenous person.
5 **Academic Board -- Rights of alternates**

5.1 An alternate for a member of the Board:
   
   (a) counts towards the Board’s quorum;
   
   (b) may speak, move and vote on matters before the Board;
   
   (c) may not be nominated to hold the position of Deputy Chair or otherwise assume the Chair.

6 **Academic Board -- Vacancies**

6.1 If an elected or appointed member is absent for 3 meetings of the Board without the approval of the Chair, the member may be removed from the Board and the Chair may appoint a person who would otherwise be eligible for election or appointment to the position to complete the remainder of the former member’s term of office.

6.2 If an elected position of a member falls vacant due to:
   
   (a) the resignation of the member; or
   
   (b) the death of the member; or
   
   (c) the member ceasing to hold the requisite qualifications for the position;

the Chair may appoint a person who would otherwise be eligible to hold the position to complete the remainder of the former member’s term of office.

6.3 The Chair must consult with the Dean of the relevant College before making an appointment under this rule in relation to a position referred to in paragraphs 6.1(j) to (p) of the Statute.

**PART 3 – ACADEMIC BOARD – ELECTIONS**

**Division 1 -- General**

7 **Election to be conducted in accordance with Schedule**

7.1 An election of a member of the Board must be conducted in accordance with the Schedule.

7.2 However, for paragraph 6(1)(j) to (p) of the Statute, a College Dean may adopt an alternative election procedure (in whole or part) for the election of academic staff from the Dean’s college.

8 **Nominations not exceeding vacancies**

8.1 If, at an election, the number of nominations does not exceed the number of seats to be filled, the Returning Officer must declare the persons nominated to be elected.

8.2 If, after all nominees have been declared elected, not all positions have been filled, the Returning Officer must re-open nominations for a further period not longer than 14 days.

8.3 If, at the end of that further period, there are still insufficient nominations to fill all positions, the Returning Officer is to declare the unfilled positions to be casual vacancies, to be filled in accordance with the Rules.
9 Ineligible votes not to be accepted

9.1 The Returning Officer must not accept a vote at an election unless the Returning Officer is satisfied:
   (a) that it has been cast by a person eligible to vote at the election; and
   (b) that the person has voted only once at the election.

10 Electronically conducted election

10.1 Notwithstanding any other provision of these Rules, an election conducted under these Rules may be conducted using the internet.

10.2 If an election is to be conducted using the internet:
   (a) a reference in these Rules to a notice board includes a reference to the appropriate page of the University's internet website or to an email sent to an appropriate email address, or to the email addresses of each constituent for the election; and
   (b) if a standard official email address within the University's email system is provided to a person, that email address may be regarded as the person's address; and
   (c) voting papers for the election may be provided by email or on the internet; and
   (d) the Schedule applies to an election with such modifications as the Returning Officer regards as necessary for the conduct of the election using the internet.

10.3 In spite of paragraph 10.2(d), if an election is to be conducted using the internet, the Returning Officer must ensure that the ballot is secret and that the identity of each person voting is kept separately from the person's vote.

Division 2 -- Electing a member of Academic Staff to the Board

11 Nominations

11.1 If an election of a member of the Board referred to in paragraph 6(1)(j) to (p) of the Statute is necessary, the Returning Officer must:
   (a) give to each person eligible to vote at the election; and
   (b) publish on appropriate notice boards at the University;
   a notice:
   (c) stating that an election is necessary; and
   (d) inviting nominations of persons eligible for election; and
   (e) specifying the form in which nominations must be made; and
   (f) fixing a date and time by which nominations must reach the Returning Officer.

11.2 A notice under subrule 11.1 is taken to have been given to a person if a copy of a publication in which that notice is published is sent to the person.

12 Voting papers

12.1 If there are more nominations than the number of positions to be filled at an election under this Part, the Returning Officer must send to each person eligible to vote at the election a voting paper and a notice:
   (a) setting out how the voter's preference must be shown; and
(b) specifying a date and time by which voting papers must reach the Returning Officer.

13 Who is eligible to be a candidate and to vote at an election under this Division?

13.1 A candidate, or a person eligible to vote, must be a person who, on the pay day immediately before the day on which nominations for the election were invited:
   (a) satisfied the definition of academic staff, and
   (b) was paid salary by the University on that pay day.

13.2 However, paragraph 13.1(b) does not apply in relation to a candidate or a person eligible to vote if he or she holds an academic appointment in a particular College and is nominated as an academic staff member for the purposes of the Statute by the Dean of that College.

13.3 In subrule 13.1, pay day means a day on which the salary of the majority of the persons referred to in that subrule is paid.

Division 3 -- Electing a member of the General Staff to the Board

14 Nominations

14.1 If an election of a member of the Board referred to in paragraph 6(1)(q) of the Statute is necessary, the Returning Officer must:
   (a) give to each person eligible to vote at the election; and
   (b) publish on appropriate notice boards at the University;
   a notice:
   (c) stating that an election is necessary; and
   (d) inviting nominations of persons eligible for election; and
   (e) specifying the form in which nominations must be made; and
   (f) fixing a date and time by which nominations must reach the Returning Officer.

14.2 A notice under subrule 14.1 is taken to have been given to a person if a copy of a publication in which that notice is published is sent to the person.

15 Voting papers

15.1 If there are more nominations than the number of positions to be filled at an election under this Part, the Returning Officer must send to each person eligible to vote at the election a voting paper and a notice:
   (a) setting out how the voter's preference must be shown; and
   (b) specifying a date and time by which voting papers must reach the Returning Officer.

16 Who is eligible to be a candidate and to vote at an election under this Division?

16.1 For the purposes of paragraph 6(1)(q) of the Statute and this Division, member of the general staff means a person who, on the pay day immediately before the day on which nominations for the election were invited under rule 14:
16.2 In subrule 16.1, \textit{pay day} means a day on which the salary of the majority of persons referred to in paragraph 16.1(a) is paid.

\textit{Division 4 -- Electing a member of a College Executive Committee to the Board}

17 \textbf{Nomination}

17.1 If an election of a member of the Board referred to in paragraph 6(1)(i) of the Statute is necessary, the Returning Officer must:

(a) give to each person eligible to vote at the election; and

(b) publish on appropriate notice boards at the University;

a notice:

(c) stating that an election is necessary; and

(d) inviting nominations of persons eligible for election; and

(e) specifying the form in which nominations must be made; and

(f) fixing a date and time by which nominations must reach the Returning Officer.

17.2 A notice under subrule 17.1 is taken to have been given to a person if a copy of a publication in which that notice is published is sent to the person.

18 \textbf{Voting papers}

18.1 If there are more nominations than the number of positions at an election under this Part, the Returning Officer must send to each person eligible to vote at the election a voting paper and a notice:

(a) setting out how the voter's preference must be shown; and

(b) specifying a date and time by which voting papers must reach the Returning Officer.

19 \textbf{Who is eligible to be a candidate and to vote at an election under this Division?}

19.1 A candidate or a person eligible to vote under this Division must hold a position mentioned in an Order made by the Vice-Chancellor for the purposes of paragraph 6(1)(i) of the Statute setting out the titles of each member of the College Executive Committees who is entitled to vote.

19.2 However, for this rule and clause 3 of the Schedule, for the purposes of electing members of College Executive Committees, College Deans may not be nominated but may nominate an eligible person and may vote in the election.

19.3 Also, if a person is acting in a position on behalf of a member of a College Executive Committee, the person may nominate or vote in the election upon production of documentary evidence to the Returning Officer from the substantive office holder (or a more senior delegate) attesting that they have been formally appointed to act in the position.

19.4 If an person acting in a position is permitted to cast a vote under subrule 19.3 at an election, the substantive office holder may not vote at that election.
19.5 Despite subrule 19.3, a person holding an acting appointment of less than 12 months duration is not eligible to be nominated under this rule.

PART 4 - UNIVERSITY RESEARCH COMMITTEE

20 University Research Committee -- General

20.1 There is to be a committee to be known as the University Research Committee.

20.2 Each of the following is to be a member of the University Research Committee:
   (a) the Deputy Vice-Chancellor (Research) as Chair of the Committee;
   (b) the Pro Vice-Chancellor (Research and Research Training);
   (c) the Registrar (Student Administration);
   (d) the Dean of Medicine and Health Sciences;
   (e) the Director of the Division of Research Services;
   (f) the Chair of each of the University’s Human Research Ethics Committee, the Animal Experimentation Ethics Committee and the ANU Recombinant DNA Monitoring Committee;
   (g) the Dean of each ANU College or his or her nominee;
   (h) 1 academic staff member from each ANU College nominated by the Dean of that College and appointed by the Chair;
   (i) the Director of the ANU National Centre for Indigenous Studies;
   (j) 1 senior academic researcher appointed by the Chair of the Committee;
   (k) 1 early career academic researcher appointed by the Chair of the Committee;
   (l) the University Librarian;
   (m) 1 postgraduate student appointed by the Chair of the Committee in consultation with the President of the Postgraduate and Research Students' Association Inc.;
   (n) 1 undergraduate student appointed by the Chair of the Committee in consultation with the President of the Australian National University Students' Association Inc.;
   (o) 1 member of the general staff appointed by the Chair of the Committee;
   (p) not more than 2 additional members appointed by the Chair of the Committee to provide a diversity of views if the Chair believes the current membership of the Committee does not reflect the academic and cultural diversity of the University.

20.3 The Deputy Chair of the Committee is to be elected from among their number by the members of the Committee.

20.4 Subject to sub-rule 20.5, the term of appointment of each appointed member of the Committee is to be 2 years, but may be renewed.

20.5 The term of appointment of each appointed member of the Committee mentioned in paragraph 3.2(m) and (n) is to be 1 year, but may be renewed.

21 University Research Committee -- Alternates

21.1 If the Registrar (Student Administration) is unable to attend a meeting, the Registrar may appoint, as an alternate to attend that meeting, a person who reports directly to the
Registrar and who holds a senior management role in a Division for which the Registrar has
direct responsibility.

21.2 If the Director of the Division of Research Services is unable to attend a meeting, the
Director may appoint, as an alternate to attend that meeting, a person who holds a senior
management role in the Division of Research Services and who reports directly to the
Director.

21.3 If the Chair of the University's Human Research Ethics Committee, the Animal
Experimentation Ethics Committee or the ANU Recombinant DNA Monitoring Committee, is
unable to attend a meeting, the Chair of the Committee may appoint the Deputy Chair of that
Committee as an alternate to attend the meeting.

21.4 If the Director of the ANU National Centre for Indigenous Studies is unable to attend
a meeting, the Director may appoint, as an alternate to attend that meeting, a member of the
academic staff who is also an indigenous person.

21.5 If the University Librarian is unable to attend a meeting, the University Librarian may
appoint, as an alternate to attend that meeting, a person who holds a senior management
role in the University Library and who reports directly to the University Librarian.

21.6 If the Dean of Medicine and Health Sciences is unable to attend a meeting, the Dean
may appoint, as an alternate to attend that meeting, a senior member of the academic staff
of the ANU Medical School.

22 University Research Committee -- Rights of alternates

22.1 An alternate for a member of the Committee:
   (a) counts towards the Committee's quorum;
   (b) may speak, move and vote on matters before the Committee;
   (c) may not be nominated to hold the position of Deputy Chair or otherwise
       assume the Chair.

23 University Research Committee -- Terms of reference

23.1 The Committee may advise the Academic Board or the Vice-Chancellor:
   (a) on matters relating to research and research training at the University; and
   (b) on major issues relevant to the University's strategic plans and overarching
       policy; and
   (c) on any matter referred to the Committee by the Academic Board, the Vice-
       Chancellor, the Chair of the Committee or a member of the University
       Executive with portfolio responsibility for research.

23.2 The Committee, in carrying out its role is:
   (a) to monitor the development of the University's policies and plans in relation to
       research; and
   (b) to advise on the coordination of the University's research effort; and
   (c) to monitor the quality of the University's research activities.

24 University Research Committee -- Meetings

24.1 The Chair of the Committee (or, if the Chair is not present, the Deputy Chair) is to
convene all meetings of the Committee and preside at all meetings of the Committee at
which he or she is present.

[Note: it is expected that the Committee will meet at least once every 2 months.]
24.2 At a meeting of the Committee, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

24.3 The Chair of the Committee must convene a meeting of the Committee at any time if asked to do so by at least 50% of the members.

24.4 The procedures of the Committee are to be determined by the Chair taking into account the advice of its members.

24.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Committee.

24.6 At a meeting of the Committee, the Chair has a deliberative and a casting vote.

**PART 5 - UNIVERSITY EDUCATION COMMITTEE**

**25 University Education Committee -- General**

25.1 There is to be a committee to be known as the University Education Committee.

25.2 Each of the following is to be a member of the University Education Committee:

(a) the Deputy Vice-Chancellor (Academic) as Chair of the Committee;
(b) the Pro Vice-Chancellor (Student Experience);
(c) the Pro Vice-Chancellor (International and Outreach);
(d) the Dean of Medicine and Health Sciences;
(e) the Dean of each ANU College or his or her nominee;
(f) 1 academic staff member from each ANU College nominated by the Dean of that College and appointed by the Chair;
(g) the Dean of Students;
(h) the Director of the Tjabal Indigenous Higher Education Centre;
(i) the Registrars;
(j) the University Librarian;
(k) 1 postgraduate student appointed by the Chair of the Committee in consultation with the President of the Postgraduate and Research Students' Association Inc.;
(l) 1 undergraduate student appointed by the Chair of the Committee in consultation with the President of the Australian National University Students' Association Inc.;
(m) one General Manager of a College appointed by the Chair of the Committee;
(n) 1 member of the general staff appointed by the Chair of the Committee;
(o) not more than 2 additional members appointed by the Chair of the Committee to provide a diversity of views if the Chair believes the current membership of the Committee does not reflect the academic and cultural diversity of the University.

25.3 The Deputy Chair of the Committee is to be elected from among their number by the members of the Committee.

25.4 Subject to subrule 25.5, the term of appointment of each appointed member of the Committee is to be 2 years, but may be renewed.
25.5 The term of appointment of each appointed member of the Committee mentioned in paragraph 25.1.1(k) and (l) is to be 1 year, but may be renewed.

26 University Education Committee -- Alternates

26.1 If a Registrar is unable to attend a meeting, the Registrar may appoint, as an alternate to attend that meeting, a person who reports directly to the Registrar and who holds a senior management role in a Division for which the Registrar has direct responsibility.

26.2 If the Director of the Tjabal Indigenous Higher Education Centre is unable to attend a meeting, the Director may appoint, as an alternate to attend that meeting, a person who is a member of the academic staff and is an indigenous person.

26.3 If the University Librarian is unable to attend a meeting, the University Librarian may appoint, as an alternate to attend that meeting, a person who holds a senior management role in the University Library and who reports directly to the University Librarian.

26.4 If the Dean of Medicine and Health Sciences is unable to attend a meeting, the Dean may appoint, as an alternate to attend that meeting, a senior member of the academic staff of the ANU Medical School.

27 University Education Committee -- Rights of alternates

27.1 An alternate for a member of the Committee:
   (a) counts towards the Committee's quorum;
   (b) may speak, move and vote on matters before the Committee;
   (c) may not be nominated to hold the position of Deputy Chair or otherwise assume the Chair.

28 University Education Committee -- Terms of reference

28.1 The Committee may advise the Academic Board or the Vice-Chancellor:
   (a) on matters relating to the University's educational programs including postgraduate coursework and activities; and
   (b) on major issues relevant to the University's strategic plans and overarching policy; and
   (c) on any matter referred to the Committee by the Academic Board, Vice-Chancellor, the Chair of the Committee or a member of the University Executive with portfolio responsibility for education.

28.2 The Committee, in carrying out its role is:
   (a) to monitor the development of the University's policies and plans in relation to education; and
   (b) to advise on the coordination of the University's educational activities; and
   (c) to monitor the quality of the University's educational programs and activities.

29 University Education Committee -- Meetings

29.1 The Chair of the Committee (or, if the Chair is not present, the Deputy Chair) is to convene all meetings of the Committee and preside at all meetings of the Committee at which he or she is present.

[Note: it is expected that the Committee will meet at least once every 2 months.]
29.2 At a meeting of the Committee, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

29.3 The Chair of the Committee must convene a meeting of the Committee at any time if asked to do so by at least 50% of the members.

29.4 The procedures of the Committee are to be determined by the Chair taking into account the advice of its members.

29.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Committee.

29.6 At a meeting of the Committee, the Chair has a deliberative and a casting vote.

PART 6 - GENERAL

30 Committee alternates -- General

30.1 An appointed member of a Committee who is unable to attend a meeting of the Committee may nominate an alternate from the same category of membership to attend the meeting on his or her behalf.

30.2 An alternate must be a person who would otherwise be eligible to be chosen as a member of the Committee.

30.3 An alternate attending a meeting of a Committee has the same rights and obligations as the substantive member in whose place the alternate attends the meeting.

31 Committee vacancies

31.1 If a member is absent for 3 meetings of a Committee without the approval of the Chair, the member may be removed from the Committee and the Chair may appoint a person who would otherwise be eligible for appointment to the position to complete the remainder of the former member’s term of office.

31.2 If a position of a member falls vacant due to:
(a) the resignation of the member; or
(b) the death of the member; or
(c) the member ceasing to hold the requisite qualifications for the position;
the Chair may appoint a person who would otherwise be eligible for appointment to the position to complete the remainder of the former member’s term of office.

32 Subcommittees

32.1 The Academic Board or a Committee established under these Rules may establish one or more subcommittees to assist it in the carrying out of its functions.

33 Repeal

33.1 The Australian National University Academic Board and Committees Rules 2013, as amended and in force immediately before the commencement of these Rules, are repealed.
SCHEDULE

1. In the conduct of an election under these Rules the Returning Officer must allow the intervals set out below between the following events:
   (a) between the publication of the fact that an election is necessary and the time prescribed for the receipt of nominations, not less than 14 and not more than 30 days;
   (b) between the time prescribed for the receipt of nominations and the issue of voting papers, not more than 28 days;
   (c) between the time of issuing voting papers and the time by which voting papers must reach the Returning Officer, not less than 14 and not more than 60 days.

2.(1) Nominations of candidates must be made to the Returning Officer.
   (2) In sending a notice or voting paper to a person eligible to vote, the Returning Officer may send the notice or voting paper:
       (a) by messenger to a place within the University that seems appropriate to the Returning Officer; or
       (b) by post to an address which seems appropriate to the Returning Officer; or
       (c) by electronic means to an email or internet address which seems appropriate to the Returning Officer.
   (3) However, if a person entitled to vote at an election held under this Rule applies to the Returning Officer personally for a voting paper at a time after voting papers have been sent in relation to the election, and before the close of the poll, the Returning Officer may deliver a voting paper to the person personally or by electronic means to the person’s email or internet address.

3. A nomination must be signed by 2 persons qualified to vote at the election and must contain the written consent of the candidate to nomination.

4. With every voting paper there must be issued:
   (a) an envelope that is marked 'Voting Paper'; and
   (b) another envelope that is addressed to the Returning Officer and on which is endorsed a form of declaration.

5.(1) Every voting paper must contain the names of the candidates in alphabetical order (the names of any retiring candidates being indicated).
   (2) If a voting paper is lost or destroyed a duplicate must be supplied on written application to the Returning Officer.

6. There must be set out at the head of every ballot paper the following instructions:
   "INSTRUCTIONS TO VOTER
   1. Indicate your preference, or the order of your preference, on this voting paper by writing the number 1 against the name of the candidate for whom you wish to vote or by writing a series of consecutive numbers, beginning with the number 1, against the names of the candidates for whom you wish to vote, one number being written against the name of each such candidate. You are not required to write a number against the name of every candidate.
   2. Place this voting paper in the envelope marked ‘Voting Paper’. "

ACADEMIC BOARD AND COMMITTEES RULES 2014
3. Seal that envelope and place it in the envelope addressed to the Returning Officer.

4. Sign the declaration on the envelope addressed to the Returning Officer and post or deliver the envelope to the Returning Officer.”

7. A voter must vote in conformity with the instructions set out in clause 6.

8. All envelopes referred to in paragraph 4.(b) that are received by the Returning Officer must remain unopened until the close of the poll, at which time the Returning Officer or his or her deputy must:
   (a) open each envelope in respect of which the declaration has been signed by a qualified voter;
   (b) place the envelopes containing the voting papers together; and
   (c) after all the envelopes containing the voting papers have been so placed together, open the envelopes and ascertain the result of the election.

9. Each candidate is entitled to nominate a scrutineer to represent the candidate at the scrutiny.

10. Neither the Returning Officer nor anyone acting as deputy of the Returning Officer nor any scrutineer may in any way disclose or aid in disclosing in what manner any voter has voted.

11. A voting paper must be accepted if it is received by the Returning Officer before the close of the poll.

12. The Returning Officer must decide whether any voting paper is to be accepted or rejected.

13. In an election at which only 1 candidate is to be elected, the result of the election must be determined in the following manner:
   (a) the Returning Officer must count the first preference votes given for each candidate on all unrejected voting papers;
   (b) the candidate who has received the largest number of first preference votes must, if that number constitutes an absolute majority of votes, be elected;
   (c) if no candidate has received an absolute majority of first preference votes, the counting of votes must proceed as follows:
      (i) the candidate who has received the fewest first preference votes is to be excluded, and each voting paper counted to that candidate must be counted to the candidate next in the order of the voter's preference;
      (ii) if a candidate then has an absolute majority of votes that candidate is elected, but if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the fewest votes, and counting each of that candidate's voting papers to the unexcluded candidate next in the order of the voter's preference, must be repeated until 1 candidate has received an absolute majority of votes; and
      (iii) the candidate who has received an absolute majority of votes is elected.

14. In an election at which more than 1 candidate is to be elected, the result of the election must be determined in the manner following:
   (a) the first preference votes given for each candidate on all unrejected voting papers are to be counted;
(b) the aggregate number of such first preference votes is to be divided by 1 more than the number of candidates required to be elected, and the quotient increased by 1, disregarding any remainder, is to be the quota, and (except as provided in paragraph (j)) no candidate is to be elected until the candidate obtains a number of votes equal to or greater than the quota;

(c) any candidate who has, upon the first preference votes being counted, a number of such votes equal to or greater than the quota is to be declared elected;

(d) if the number of such votes obtained by any candidate is equal to the quota, the whole of the voting papers on which a first preference vote is recorded for such elected candidate must be set aside as finally dealt with;

(e) if the number of such votes obtained by any candidate is in excess of the quota, the proportion of votes in excess of the quota is to be transferred to the other candidates not yet declared elected, next in the order of the voter's preferences, in the following manner:

(i) all the voting papers on which a first preference vote is recorded for the elected candidate must be re-examined, and the number of second preference votes, or (in the case provided for in clause 16) third or next consecutive preferences, recorded for each unelected candidate must be counted;

(ii) the surplus of the elected candidate must be divided by the total number of votes obtained by that candidate on the counting of the first preference votes, and the resulting fraction, truncated to 6 decimal places, is the transfer value;

(iii) the number of second or other preferences ascertained in subparagraph (i) to be recorded for each unelected candidate, must be multiplied by the transfer value and the calculated product expressed as an integer (ignoring any fraction);

(iv) the resulting number must be credited to each unelected candidate, and added to the number of votes obtained by each unelected candidate on the counting of the first preference votes;

(f) if on the counting of the first preference votes or on any transfer:

(i) more than 1 candidate has a surplus, the largest surplus is to be first dealt with; and

(ii) after subparagraph (i) has been complied with, more than 1 candidate has a surplus, the then largest surplus is to be dealt with, and so on; provided that if 1 candidate has obtained a surplus at a count or transfer previous to that at which another candidate obtains a surplus, the surplus of the former is to be first dealt with; and

(iii) more than 1 candidate has a surplus of the same number of votes, the highest on the poll at the count or transfer at which they last had an unequal number of votes is to be the first dealt with, and if they had an equal number of votes at all preceding counts or transfers, the Returning Officer must decide by lot which candidate's surplus is to be first dealt with;

(g) if the number of votes obtained by a candidate is raised up to or above the quota by a transfer under paragraph (f):

(i) the candidate is to be declared elected, and in such case, notwithstanding the fact that the candidate may have reached the quota, such transfer is to be completed, and all the votes to which the candidate is entitled from the transfer must be transferred to the

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candidate, but no votes of any other candidate are to be so transferred; then

(ii) the whole of the voting papers on which such votes are recorded are to be set aside as finally dealt with; then

(iii) the candidate's surplus must be transferred to the candidates next in the order of the voters' respective preferences, in the following manner:

(A) the voting papers on which are recorded the votes obtained by the elected candidate in the last transfer must be re-examined, and the number of third, or (in the case provided for in clause 16) next consecutive preferences recorded for each unelected candidate on each such voting paper counted;

(B) the surplus of the elected candidate must be divided by the total number of voting papers mentioned in subsubparagraph (A), and the resulting fraction, truncated to 6 decimal places, is the transfer value;

(C) the number of preferences, ascertained in subsubparagraph (A) to be recorded for each unelected candidate, must be multiplied by the transfer value and the calculated product expressed as an integer (ignoring any fraction);

(D) the resulting number must be credited to each unelected candidate, and added to the number of votes previously obtained by that candidate;

(h) if, after the first preference votes have been counted and all surpluses (if any) have been transferred in accordance with this Schedule, no candidate, or less than the number of candidates required to be elected, has or have obtained the quota:

(i) the candidate who is lowest on the poll is to be excluded, and all the votes obtained by that candidate are to be transferred to the candidates next in the order of the voters' respective preferences, in the same manner as is directed in paragraph (e); then

(ii) the votes obtained by such excluded candidate as first preference votes must first be transferred, the transfer value of each vote in this case being 1; then

(iii) the other votes of such excluded candidate must then be dealt with in order of the transfers in which, and at the transfer value at which, that candidate obtained them; and then

(iv) each of the transfers which takes place under subparagraphs (ii) and (iii) is to be regarded for all purposes to be a separate transfer;

(i) if a number of votes obtained by a candidate is raised up to or above the quota by any such transfer:

(i) the candidate must be declared elected, and, in such case, notwithstanding the fact that the candidate may have reached the quota, such transfer is to be completed, and all the votes to which the candidate is entitled from the transfer must be transferred to the candidate, but no other votes must be so transferred; then

(ii) the whole of the voting papers on which such votes are recorded must be set aside as finally dealt with; then

(iii) the surplus must be transferred to the candidates next in the order of the voters' respective preferences in the same manner as is directed in
subparagraph (g)(iii); provided that such surplus must not be dealt with until all the votes of the excluded candidate have been transferred; and then

(iv) if any surplus exists it must be dealt with before any other candidate is excluded;

(j) the same process of excluding the candidate lowest on the poll and transferring that candidate's votes to other candidates must be repeated until all the candidates, except the number required to be elected, have been excluded, and the unexcluded candidates who have not already been so declared, must then be declared elected.

15. If 2 or more candidates have the same number of votes and it becomes necessary to exclude 1 of them, then whichever of the candidates was lowest on the poll at the last count or transfer at which they had an unequal number of votes, must be excluded and, if such candidates have an equal number of votes at all preceding counts or transfers or if there was no preceding count or transfer, the Returning Officer must decide by lot which candidate must be excluded.

16. In determining which candidate is next in the order of the voter's preference, any candidates who have been declared elected or who have been excluded must not be considered, and the order of the voter's preference must be determined as if the names of such candidates had not been on the voting paper.

17. If on any count or transfer it is found that on any voting paper there is no candidate next in the order of the voter's preference, that voting paper must be set aside as exhausted.

18. The Returning Officer may, on the request of any candidate setting forth the reasons for the request, or of the Returning Officer's own motion, recount the voting papers received in connection with any election.

19.(1) If, before the poll is declared at an election, the Returning Officer is satisfied that the election has been vitiated by reason of an irregularity in the course or conduct of the election, the Returning Officer may declare the election to be void from the commencement of the election or from such point in the proceedings of the election as the Returning Officer specifies in the declaration, being a point in those proceedings after the notification of the fact that the election was necessary but before the occurrence of the irregularity.

(2) If, under subclause (1), the Returning Officer declares an election to be void from the commencement of the election, the Returning Officer must, as soon as practicable after making the declaration, conduct a further election in accordance with these Rules in place of the void election.

(3) If, in pursuance of subclause (1), the Returning Officer declares an election to be void from a point in the proceedings after the notification of the fact that the election was necessary, the Returning Officer must determine what further proceedings in the election are necessary to ensure that the election will be regularly conducted and must, subject to subclause (4), conduct those further proceedings in accordance with these Rules in place of the void proceedings.

(4) In the conduct of any further proceedings in an election under subclause (3), the Returning Officer may, notwithstanding anything contained in clause 1, determine the intervals to be allowed between the occurrence of any events in the course of those further proceedings.
I, Professor Ian Young, Vice-Chancellor of The Australian National University acting in accordance with subsection 50(3) of the *Australian National University Act 1991* and subsection 9.5 of the *Vice-Chancellorship Statute 2013* make these Rules for paragraph 6(1)(i) of the *Academic Board and Committees Statute 2014*.

Dated: 18 November 2014.

Professor Ian Young AO

VICE-CHANCELLOR

1 Name of Order

1.1 This is the Academic Board (Election of Members) Order (No. 2) 2014.

2 Commencement

2.1 This Order commences on 2 January 2015.

3 Interpretation

3.1 In this Order:

*Statute* means the *Academic Board & Committees Statute*.

4 College Executive Committee members

4.1 For paragraph 6(1)(i) of the Statute the holders of the following offices are to be regarded as members of College Executive Committees:

**ANU College of Arts and Social Sciences**
- Dean
- Associate Dean (Education)
- Associate Dean (Research Training)
- Associate Dean (Students)
- Director of Research
- Director, Research School of Humanities and the Arts
- Director, Research School of Social Sciences

**ANU College of Asia and the Pacific**
- Dean
• Associate Dean (Education)
• Associate Dean (Research)
• Associate Dean (Higher Degree Research)
• Director, School of International, Political and Strategic Studies
• Director, Regulatory Institutions Network
• Director, School of Culture, History and Language
• Director, Crawford School of Public Policy
• Director, Australian Centre on China in the World

ANU College of Business and Economics
• Dean
• Associate Dean (Education)
• Associate Dean (Research)
• Associate Dean (Higher Degree Research)
• Director, Research School of Accounting and Business Information Systems
• Director, Research School of Finance, Actuarial Studies and Applied Statistics
• Director, Research School of Management
• Director, Research School of Economics

ANU College of Engineering and Computer Science
• Dean
• Deputy Dean
• Associate Dean (Education)
• Associate Dean (Higher Degree Research)
• Associate Dean (Information Technology)
• Associate Director (Research)
• Director, Research School of Engineering
• Director, Research School of Computer Science
• Chair, ANU College of Engineering and Computer Science Advisory Forum
• Early Career Research Representative

ANU College of Law
• Dean
• Deputy Dean
• Associate Dean (Research)
• Associate Dean (Education)
• Head, School of Law
• Director, ANU Legal Workshop

ANU College of Medicine, Biology and Environment
• Dean
• Director, Science Education
• Director, The Fenner School of Environment and Society
• Director, The John Curtin School of Medical Research
• Dean, ANU Medical School
• Director, Research School of Biology
• Director, Research School of Psychology
• Director, Research School of Population Health

ANU College of Physical and Mathematical Sciences
• Dean
• Director, Science Education
• Director, Mathematical Sciences Institute
• Director, Research School of Astronomy and Astrophysics
• Director, Research School of Chemistry
• Director, Research School of Earth Sciences
• Director, Research School of Physics and Engineering
• Director, Centre for the Public Awareness of Science

5 Repeal
5.1 The Academic Board (Election of Members) Order 2014 is repealed.
I, Professor Ian Young, Vice-Chancellor of The Australian National University acting in accordance with subsection 50(3) of the Australian National University Act 1991 and subsection 9.5 of the Vice-Chancellorship Statute 2013 make these Rules for paragraph 6(1)(i) of the Academic Board and Committees Statute 2014.

Dated: 9 December 2014.

Professor Ian Young AO
VICE-CHANCELLOR

1 Name of Order
1.1 This is the Academic Board (Election of Members) Order 2014 (No. 3).

2 Commencement
2.1 This Order commences on 2 January 2015.

3 Interpretation
3.1 In this Order:
Statute means the Academic Board & Committees Statute.

4 College Executive Committee members
4.1 For paragraph 6(1)(i) of the Statute the holders of the following offices are to be regarded as members of College Executive Committees:

ANU College of Arts and Social Sciences
• Dean
• Associate Dean (Education)
• Associate Dean (Research Training)
• Associate Dean (Students)
• Director of Research
• Director, Research School of Humanities and the Arts
• Director, Research School of Social Sciences

ANU College of Asia and the Pacific
• Dean
• Associate Dean (Education)
• Associate Dean (Research)
• Associate Dean (Higher Degree Research)
• Director, Coral Bell School of Asia Pacific Affairs
• Director, Regulatory Institutions Network
• Director, School of Culture, History and Language
• Director, Crawford School of Public Policy
• Director, Australian Centre on China in the World

**ANU College of Business and Economics**
• Dean
• Associate Dean (Education)
• Associate Dean (Research)
• Associate Dean (Higher Degree Research)
• Director, Research School of Accounting and Business Information Systems
• Director, Research School of Finance, Actuarial Studies and Applied Statistics
• Director, Research School of Management
• Director, Research School of Economics

**ANU College of Engineering and Computer Science**
• Dean
• Deputy Dean
• Associate Dean (Education)
• Associate Dean (Higher Degree Research)
• Associate Dean (Information Technology)
• Associate Director (Research)
• Director, Research School of Engineering
• Director, Research School of Computer Science
• Chair, ANU College of Engineering and Computer Science Advisory Forum
• Early Career Research Representative

**ANU College of Law**
• Dean
• Deputy Dean
• Associate Dean (Research)
• Associate Dean (Education)
• Head, School of Law
• Director, ANU Legal Workshop

**ANU College of Medicine, Biology and Environment**
• Dean
• Director, Science Education
• Director, The Fenner School of Environment and Society
• Director, The John Curtin School of Medical Research
• Dean, ANU Medical School
• Director, Research School of Biology
• Director, Research School of Psychology
• Director, Research School of Population Health

**ANU College of Physical and Mathematical Sciences**
• Dean
• Director, Science Education
• Director, Mathematical Sciences Institute
• Director, Research School of Astronomy and Astrophysics
• Director, Research School of Chemistry
• Director, Research School of Earth Sciences
• Director, Research School of Physics and Engineering
• Director, Centre for the Public Awareness of Science

5 Repeal
5.1 The Academic Board (Election of Members) Order (No. 2) 2014 is repealed.
The Vice-Chancellor of The Australian National University makes these Rules under section 3 of the Academic Misconduct Statute 2014.

Dated: 18 December 2014.

Professor Ian Young AO
VICE-CHANCELLOR

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# ACADEMIC MISCONDUCT RULES 2014

## PART 1 PRELIMINARY

### 1 Name of Rules and commencement

1.1 These Rules are the Academic Misconduct Rules 2014.

1.2 These Rules commence on the day after they are registered.

### 2 Application of these Rules

2.1 These Rules apply to all students of the University.

### 3 The academic integrity principle

3.1 The objective of these Rules is to ensure that academic integrity is respected and observed at the University.

### 4 Interpretation

4.1 In these Rules, unless the contrary intention appears:

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academic integrity has the meaning given to it in rule 5;
academic misconduct has the meaning given to it in rule 6;
Act means the Australian National University Act 1991;
allegation of academic misconduct means a report made in accordance with subrule 13.2 or a written record made under subrule 13.3;
alleged academic misconduct means alleged academic misconduct referred to in subrule 13.1;
Appeals Committee means an Appeals Committee established under the Appeals Rules;
assessment work means the output of a task which is required to be performed by a student for assessment;
assessment includes a task that is required to be performed by a student for a judgment to be made of the student's level of performance in relation to a program or course, including:
(a) an examination;
(b) a task required to be performed by a student for the assessment of the student's performance;
(c) a thesis, dissertation, minor thesis, research project, written report, assignment or essay undertaken for the assessment of the student's performance;
(d) a task required to be performed by a person for the purpose of enabling the person to qualify for admission as a student in a program or course; cheating means the breach of rules regarding formal examinations, or dishonest practice in informal examinations, tests or other assessments;
Examples:
(i) use of prohibited material or equipment for unfair advantage;
(ii) consultation with other persons during the course of the assessment where this is prohibited.
college means an ANU College;
collusion has the meaning given to it in rule 8;
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 the production by students of essays or theses of case studies or the attendance and participation by students in seminars or workshops;
course convenor means the person in charge of a course (and for the ANU Medical School, means the Deputy Dean of the Medical School in the College of Medicine, Biology and Environment);
Dean, in relation to a student, means the Dean of the college responsible for the program in which the student is or was enrolled or is or was seeking enrolment;
Deputy Vice-Chancellor in relation to a matter, means the person who holds office as a Deputy Vice-Chancellor who has portfolio responsibility for the matter, including a nominee of the Deputy Vice-Chancellor appointed in accordance with rule 36;
examination venue means a place at which students are required to attend for the purpose of assessment under controlled conditions;
fabrication means the representation of data, observation or other research activity as genuine, comprehensive or original when it is not. This includes inventing the data, using data gathered by other researchers without acknowledgment, falsifying data or wilfully omitting data to obtain desired results;
initial review means review under Part 5 of these Rules;
**inquiry process** means the process of investigating a report of academic misconduct, including any appeal from a decision;

**inquiry officer** means a person who conducts an inquiry under Part 6;

**invigilator** means any person, including a member of the academic or general staff of the University, who is employed by or acting on behalf of the University to attend examinations and/or supervise students who are undertaking examinations conducted by or on behalf of the University (including examinations conducted by other national or international educational institutions);

**member of ANU** means a person who is a member of staff, a student or an invigilator;

**original work** means work that is genuinely produced by a student specifically for the particular assessment task for which it is submitted;

**poor academic practice** has the meaning given to it in rule 9;

**plagiarism** has the has the meaning given to it in rule 7;

**Registrar** includes a nominee of the Registrar appointed under rule 36;

**research misconduct** includes:

(a) fabrication of data;

(b) plagiarism;

(c) other conduct that:

(i) improperly appropriates the intellectual property or contributions of others;

(ii) intentionally impedes the progress of research; or

(iii) risks corrupting the research record or compromising the integrity of research practices;

**review officer** means a person who conducts an initial review under Part 5;

**serious research misconduct** means research misconduct where:

(a) there is recurrence or continuation of conduct that has previously been found to be research misconduct by the student;

(b) there is failure to follow research protocols approved by research ethics committees or statutory licence conditions, where that failure has resulted in harm, or unreasonable risk of harm, to humans, animals or the environment;

(c) there is deliberate publishing of false research results that become part of the public record;

(d) serious harm to the University, or to other students, staff or visitors occurs as a result of reckless and wilful disregard for the consequences of the conduct;

**student** means a person who is or was enrolled in, or seeking enrolment in, a program or a course offered by the University, or who is or was given permission by the University to audit a program or course offered by the University;

**supervisor** means a person:

(a) appointed to supervise the candidature of a research student under the Research Awards Rules; or

(b) appointed to supervise a student’s thesis or research project for coursework students;

**Vice Chancellor** includes a nominee of the Vice-Chancellor appointed under rule 36;

**work** includes written, oral, numerical, audio, visual or other material that is submitted for assessment;

**working day** means a day other than a weekend, public holiday or University holiday.
PART 2 STUDENT ACADEMIC CONDUCT

5 The academic integrity principle
  5.1 The academic integrity principle is the principle that a student’s work is genuine and original, completed only with the assistance allowed according to the rules, policies and guidelines of the University.
  5.2 In particular:
     (a) the academic integrity principle requires the words, ideas, scholarship and intellectual property of others used in the work to be appropriately acknowledged;
     (b) a person is in breach of the academic integrity principle if he or she engages in collusion.

6 Academic misconduct
  6.1 It is academic misconduct if a student:
     (a) in relation to an assessment:
         (i) cheats;
         (ii) engages in plagiarism;
         (iii) improperly colludes with another person;
         (iv) acts, or assists another person to act, dishonestly or unfairly in or in connection with an examination;
         (v) takes a prohibited document into an examination venue;
         (vi) fails to comply with examination or assessment rules or directions;
         (vii) engages in other conduct with a view to gaining unfair or unjustified advantage; or
         (viii) submits work that is not original; or
     (b) in relation to research, commits research misconduct.

7 Plagiarism
  7.1 For the purposes of these Rules, a person engages in plagiarism if he or she uses another person’s work as though it is his or her own work.
  7.2 Without limiting subrule 7.1, a person uses another person’s work as though it is his or her own work if he or she uses the other person’s work without appropriate attribution.
  7.3 A student is responsible for ensuring that he or she is fully informed about the appropriate methods of acknowledgement for any assessable work that he or she submits.

8 Collusion
  8.1 For the purposes of these Rules, “collusion” means the involvement of more than one person in an instance of academic dishonesty.
  8.2 However, it is not collusion if:
     (a) a person’s involvement is unintentional;
     (b) if a person collaborates by undertaking work jointly, in accordance with course requirements.
9 Poor academic practice

9.1 For the purposes of these Rules, it is not academic misconduct if a person’s behaviour constitutes only poor academic practice.

9.2 Subject to subrule 9.3, it is poor academic practice to fail to conform to the academic integrity principle where that failure is:

(a) excusable due to mitigating circumstances (including personal, emotional, or health-related circumstances);
(b) due to unintended, careless, inadvertent or uninformed behaviour which is excusable.

9.3 Subrule 9.2 does not apply where:

(a) the failure to conform to the academic integrity principle is severe; or
(b) there has been repeated similar behaviour.

PART 3 INTERIM ACTION

10 Interim exclusion by the Deputy Vice-Chancellor

10.1 Subject to sub-rule 10.2, the Deputy Vice-Chancellor may, by written notice, deny a student in relation to whom an allegation of academic misconduct has been made access to all or any of the facilities of the University, or to any part of the University premises or to any activities conducted by or on behalf of the University.

10.2 The Deputy Vice-Chancellor must not deny a student access under subrule 10.1 unless he or she considers that the alleged academic misconduct is of a serious nature.

10.3 A denial of access under this rule is in force for the period specified in the notice, or until the conclusion of the inquiry process, whichever first occurs.

10.4 If the Deputy Vice-Chancellor exercises his or her powers under this rule, he or she must, as soon as is practicable, give to the student:

(a) a copy of the notice; and
(b) a written statement setting out the reasons for the action and advising the student that he or she has a right to apply for review of the decision under the Appeals Rules.

11 Exclusion of student from attendance at an examination venue

11.1 If it appears to a responsible person that the academic misconduct has occurred during, or in respect of, an assessment, the responsible person may exclude the student from attendance at that examination venue.

11.2 The power conferred by this rule must not be exercised unless, in the opinion of the responsible person, the exclusion is necessary to preserve order and decorum in an examination venue or to preserve the integrity of the conduct of the assessment.

11.3 In this rule, “responsible person”, in relation to assessment, means:

(a) if the conduct occurs at an examination venue, the invigilator;
(b) the course convenor;
(c) the Registrar.

11.4 If a responsible person exercises his or her powers under this rule in relation to a student, he or she must, as soon as possible after the action is taken:

(a) make a report of the decision and the circumstances relating to it; and
if the decision is made by a person other than the Registrar, forward the report to the Registrar.

11.5 The student must be advised in writing of the decision and the reasons for the action as soon as possible after any decision or action is taken in accordance with subrule 11.1

12 Enrolment not terminated by interim action

12.1 A student’s enrolment is not terminated by action taken under this Part.

PART 4 REPORT OF ACADEMIC MISCONDUCT

13 Alleged academic misconduct

13.1 For the purposes of these rules, there is alleged academic misconduct if:

(a) in accordance with subrule 13.2, a person reports a belief that a student may have engaged in academic misconduct; or

(b) in accordance with subrule 13.3, a course convenor makes a written record of his or her belief that a student may have engaged in academic misconduct.

13.2 A person (whether or not a member of ANU) who believes that a student may have engaged in academic misconduct must report that belief to the course convenor, supervisor or the Registrar.

13.3 A course convenor or supervisor who believes that a student may have engaged in academic misconduct must make a written record of that belief.

14 Reference of alleged academic misconduct to the Registrar

14.1 A course convenor must refer an allegation of academic misconduct to the Registrar if it appears to be an allegation of:

(a) academic misconduct in research;

(b) academic misconduct in another college;

(c) academic misconduct involving more than one college.

14.2 A supervisor must refer an allegation of academic misconduct to the Registrar in all circumstances.

PART 5 INITIAL REVIEW

15 Allegations of academic misconduct to be reviewed

15.1 Subject to subrule 15.2 and rule 16, a course convenor must carry out an initial review of an allegation of academic misconduct.

15.2 A course convenor is not required to carry out an initial review of an allegation of academic misconduct if he or she has referred it to the Registrar under rule 14.

15.3 Subject to rule 16, if the Registrar receives an allegation of academic misconduct he or she must appoint an appropriate review officer to carry out an initial review of the alleged academic misconduct.

15.4 Subrule 15.3 applies whether:

(a) the Registrar receives the allegation of academic misconduct directly; or
the allegation of academic misconduct is referred to the Registrar under rule 14.

15.5 In this rule, “appropriate review officer” means:

(a) the associate dean, in the case of:
   (i) a report of academic misconduct across colleges;
   (ii) a report of academic misconduct in relation to research;

(b) in any other case, the course convenor.

16 Power of Registrar to initiate inquiry without initial review

16.1 This rule applies if it appears to the Registrar that an allegation of academic misconduct relates to alleged serious research misconduct.

16.2 Where this rule applies, the Registrar may refer the alleged academic misconduct for inquiry under Part 6 without an initial review being conducted.

17 Decision by review officer to terminate the process

17.1 A review officer may decide that he or she will not conduct an initial review for the reason that:

(a) there are not adequate grounds for deciding that the student has engaged in the alleged academic misconduct;

(b) the allegation is frivolous, vexatious or not made in good faith; or

(c) in the circumstances, it is not appropriate to take further action.

17.2 In making a decision under this rule, the review officer is not required to conduct a hearing.

17.3 If a review officer makes a decision under this rule, the review officer must, within 5 working days after the decision:

(a) notify the Registrar; and

(b) give to the student a written notice that:
   (i) sets out the alleged misconduct and contains copies of any substantive material on which the allegations were made; and
   (ii) informs the student that the allegations have been considered by the review officer, who has decided that he or she has decided to terminate the review process, setting out the reasons for that decision.

18 Notification of initial review

18.1 If the review officer has not terminated the process under rule 17, the review officer must give written notification to the student that an initial review is to be conducted.

18.2 The notification must:

(a) provide the substance of the alleged misconduct;

(b) offer the student the opportunity to be heard;

(c) be accompanied by:
   (i) a copy of these rules; and
   (ii) a copy of any information provided to support the allegation.

(d) be given to the student:
   (i) if the investigation is to be conducted as a result of an allegation being made, within 10 working days after the allegation is made;
18.3 The review officer must also notify the Registrar that an initial review is to be conducted.

19 Meeting with the review officer

19.1 If the student wishes to be heard, the student must advise the review officer within working 5 days after the day on which the student is given the notice.

19.2 If the review officer is advised in accordance with sub-rule 19.1 that the student wishes to be heard, the review officer must arrange a meeting with the student, to be held within 5 working days after receiving that advice.

19.3 The purpose of the meeting is to assist the review officer to decide:

(a) whether there is substance to the allegation; and
(b) if there is substance, whether the alleged conduct constitutes poor academic practice or academic misconduct.

19.4 The review officer must act fairly and give the student a reasonable opportunity to be heard in relation to the allegation.

19.5 At the meeting, the student may be accompanied by another person who may:

(a) observe the proceedings;
(b) with the express approval of the review officer, act as an advocate.

19.6 If the student does not advise that he or she wishes to be heard, the review officer may determine the matter without further communication with the student and in the absence of any evidence or representation from the student.

20 Decision by the review officer

20.1 If, after conducting the review, the review officer decides that there is no substance to the allegation, the matter is concluded and he or she must inform the student and the Registrar in writing within 3 working days after making the decision.

20.2 If the review officer decides that the student’s conduct constitutes poor academic practice, the review officer must take action under rule 21.

20.3 If the review officer decides that the student’s conduct may constitute academic misconduct the investigation officer must refer the matter to the Registrar.

20.4 The review officer must, within 5 working days, notify the student and the Registrar in writing of a decision under this rule.

21 Action to be taken if poor academic practice is found

21.1 If a review officer decides that a student’s conduct constitutes poor academic practice, the review officer must, after giving the student opportunity to be heard in relation to penalty, take one or more of the following actions:

(a) direct the student to resubmit one or more assessment items;
(b) counsel the student;
(c) request that the student make an undertaking to attend academic or other counselling;
(d) reprimand the student;
(e) direct that the student’s marks or grade be changed for the assessment.

21.2 The review officer must, within 5 working days, notify the student and the Registrar in writing of a decision under this rule.
PART 6 INQUIRY

22 Registrar to refer matter to an inquiry officer

22.1 This Part applies if:
(a) the Registrar decides, under subrule 16.2 to refer alleged academic misconduct for inquiry under this Part without an initial review being conducted;
(b) a review officer refers a matter to the Registrar under subrule 20.3;
(c) the Deputy Vice-Chancellor transfers the matter to the Registrar under rule 25;
(d) an inquiry officer refers the matter to the Registrar under rule 30.

22.2 If this Part applies, the Registrar must, within 5 working days, refer the matter to the relevant inquiry officer.

22.3 In this rule, “relevant inquiry officer” means:
(a) the Deputy Vice-Chancellor, if:
   (i) the matter has been referred to the Registrar under rule 30; or
   (ii) it appears to the Registrar that there may have been serious research misconduct (except where the Deputy Vice-Chancellor has transferred the matter to the Registrar under rule 25);
(b) if it appears to the Registrar that there may have been academic misconduct across more than one college, the Associate Dean of one of the affected colleges;
(c) in any other case, the Associate Dean of the college.

22.4 The Registrar is not required to provide a hearing before forming the view that there may have been serious research misconduct.

23 Decision by the inquiry officer not to conduct an inquiry

23.1 An inquiry officer to whom an allegation of academic misconduct is referred may decide that he or she will not conduct an inquiry for the reason that:
(a) there are not adequate grounds for deciding that the student has engaged in the alleged academic misconduct;
(b) the allegation is frivolous, vexatious or not made in good faith; or
(c) in the circumstances, it is not appropriate to take further action.

23.2 In making a decision under this rule, an inquiry officer is not required to conduct a hearing.

23.3 If an inquiry officer makes a decision under this rule, the inquiry officer must within 5 working days after making the decision:
(a) notify the Registrar; and
(b) give to the student a written notice that:
   (i) sets out the alleged misconduct, and contains copies of any substantive material on which the allegations were made; and
   (ii) informs the student that the allegations have been considered by the inquiry officer, who has determined that there are not adequate grounds believing that the student has engaged in academic misconduct, or (as the case may be) has determined that the allegation is frivolous, vexatious or not made in good faith.

23.4 An inquiry officer must not make a decision under this rule if it appears that there may have been serious research misconduct.
24 Options available to the inquiry officer

24.1 Unless a decision has been made under rule 23.1, an inquiry officer to whom an allegation of academic misconduct is referred must:

(a) decide to take no action;
(b) decide to meet with the student, if it appears that the student has engaged in poor academic practice;
(c) decide to hold an inquiry; or
(d) transfer the matter, in accordance with rule 25.

25 Transfer by an inquiry officer

25.1 An inquiry officer (other than the Deputy Vice-Chancellor) who is considering an allegation of academic misconduct must transfer the matter to the Deputy Vice-Chancellor if it appears that there may have been serious research misconduct.

25.2 The Deputy Vice-Chancellor may transfer a matter to the Registrar if it appears that the matter does not involve serious research misconduct.

25.3 If a matter is transferred to the Registrar under this Rule, the Registrar must allocate the matter to the appropriate inquiry officer in accordance with rule 22.

26 Meeting with the student

26.1 If an inquiry officer decides to meet with a student to discuss poor academic practice, the inquiry officer must first give the student a written notice that:

(a) advises the student of the name of the inquiry officer;
(b) sets out the details of the alleged academic misconduct and includes a copy of these rules and of any materials on which the allegations are based;
(c) advises the student that the inquiry officer has decided to meet with him or her to discuss poor academic practice;
(d) advises the student of the date, time and place for the meeting (which must be not less than 5 working days after the date of service of the notice); and
(e) advises the student who to contact if they need to arrange an alternative time.

27 Notice of inquiry by inquiry officer

27.1 If an inquiry officer decides to hold an inquiry into alleged academic misconduct, the inquiry officer must give the student a written notice that:

(a) advises the student of the name of the inquiry officer;
(b) sets out the details of the alleged academic misconduct and includes a copy of these rules and of any materials on which the allegations are based;
(c) advises the student that the inquiry officer has decided to hold an inquiry into the alleged misconduct; and
(d) advises the student of the date, time and place for the hearing of the inquiry (which must not, without the written consent of the student, be less than 7 working days after the date of service of the notice) and
(e) contains a statement to the effect that:

(i) the purpose of the inquiry is to determine whether there has been academic misconduct by the student and that the inquiry officer may make a finding that there has been academic misconduct; and
(ii) the inquiry will be conducted in an informal manner; and
the student is entitled to attend in person at the inquiry; and

if student does not attend at the time and place specified under subrule 27.1(d) the inquiry may proceed in the absence of the student; and

the student is entitled to present oral statements to the inquiry; and

the student may, in addition to or instead of appearing in person at the inquiry, present to the inquiry written statements in relation to the alleged misconduct (whether made by the student or any other person); and

the student is entitled to be accompanied at the inquiry by another person who may observe the proceedings, but that person must not act as an advocate unless expressly invited to do so by the inquiry officer; and

the inquiry officer is not bound by rules of evidence.

27.2 The inquiry officer must make sure that all documents that are to be relied on at the inquiry are made available to the student.

28 Procedure at an inquiry

28.1 At an inquiry by an inquiry officer:

(a) the procedure to be followed is at the discretion of the inquiry officer; and

(b) the inquiry officer:

(i) may inform himself or herself on any matter in relation to the inquiry in any manner he or she thinks appropriate;

(ii) is bound by the rules of procedural fairness, but is not bound by rules of evidence;

(iii) must take into consideration any submission made by the student.

28.2 The hearing of evidence by the inquiry officer may be adjourned from time to time and from place to place.

28.3 Unless the inquiry officer otherwise directs, a person is not entitled to be present at the hearing unless the person is:

(a) the student or the person (if any) accompanying the student; or

(b) an administrative assistant to the inquiry officer; or

(c) a person giving evidence.

28.4 An inquiry is not ineffective by reason only of a formal defect or irregularity in the convening or conduct of the inquiry.

29 Student’s rights at an inquiry

29.1 At an inquiry, a student may:

(a) appear in person;

(b) call and question witnesses; and

(c) make oral or written statements.

29.2 At the hearing, the student may be accompanied by another person who may:

(a) observe the proceedings;

(b) with the express approval of the inquiry officer, act as an advocate.

29.3 A person nominated and approved under subrule 29.2 may advise the student in relation to the appeal and may address the inquiry officer and assist the student in the conduct of the inquiry.
29.4 If the student fails to attend, the inquiry officer may conduct the inquiry in the absence of the student.

30 Decision by the inquiry officer

30.1 After conducting an inquiry, the inquiry officer may:

(a) decide that the student's conduct does not amount to academic misconduct and conclude the matter without further action;
(b) decide that the student's conduct does not amount to academic misconduct but does amount to poor academic practice, and take any action referred to in rule 21;
(c) decide that the student's conduct amounts to academic misconduct and impose a penalty set out in rule 31;
(d) decide that the student's conduct amounts to academic misconduct of a serious nature, and refer the matter to the Deputy Vice-Chancellor; or
(e) if the misconduct involved so warrants, refer the matter to the Registrar for transfer to the Deputy Vice-Chancellor.

30.2 In imposing a penalty, the inquiry officer may take into consideration penalties imposed previously in the University in similar circumstances.

30.3 The inquiry officer must give notification of his or her decision and the reasons for it within 5 working days to:

(a) the student;
(b) in the case of an inquiry officer other than the Registrar, the Registrar; and
(c) the Vice-Chancellor.

30.4 A notification to the student must include information about the student's right to apply for review of the decision.

30.5 The Registrar, at the direction of the inquiry officer or of his or her own motion, may, if it appears to be appropriate to do so:

(a) publish the decision;
(b) notify any relevant professional, government or other organisation or agency of the decision.

30.6 A publication or notification may include the reasons for the decision.

31 Penalty for academic misconduct

31.1 An inquiry officer who finds, in accordance with these Rules, that a student has committed academic misconduct may take one or more of the following actions:

(a) order a re-assessment in a program or course to which the alleged misconduct is related (which may include, for example, requiring the student to re-sit an examination for a maximum pass grade of 50% or determining that an alternative form of examination be completed by the student);
(b) order that a denial of access imposed under these Rules does not affect the student's academic progress;
(c) reprimand the student;
(d) cancel, adjust or award a passing grade for any examination, test or other assessment of the student's academic work or standing;
(e) record a fail (“0”) mark for the entire course;
(f) determine the conditions under which the student may attend classes or lessons or use any facility or otherwise continue in their studies or research program of the University;
require the student to undertake relevant research integrity training;
request an undertaking from the student to attend relevant academic or other
request an undertaking from the student to attend relevant academic or other
counselling;
counselling;
require the student to make the relevant corrections to the student’s research findings
or publications;
or publications;
require the student to apologise or take other action the inquiry officer thinks
appropriate with a view to mitigating the effect of the misconduct;
appropriate with a view to mitigating the effect of the misconduct;
suspend the candidature or enrolment of the student in a program of study or course in
which the student is admitted or enrolled and prohibit resumption of candidature or
enrolment for a period not exceeding 12 months;
enrolment for a period not exceeding 12 months;
accept an undertaking from the student;
accept an undertaking from the student;
refer the matter to the Deputy Vice-Chancellor for action if it appears to the inquiry
officer that the student has previously been found to have committed academic
misconduct.
If the Deputy Vice-Chancellor is the inquiry officer, or if a matter has been referred to the
Deputy Vice-Chancellor under subrule 31.1(m), he or she may take one or more of the
following actions (in addition to, or instead of, any action taken under subrule 31.1):
(a) deny the student access to all or any of the facilities of the University or to all or any
part of the University premises for a specified period, or to any activities conducted by
or on behalf of the University;
(b) terminate the candidature or enrolment of the student in a program of study or course
in which the student is admitted or enrolled and prohibit the resumption of candidature
or enrolment;
(c) determine that the student should not be granted the relevant award for the program
he or she is studying;
(d) recommend to the Council that an award of the University (within the meaning of the
Programs and Awards Statute) gained by the student be revoked;
(e) exclude the student from the University.

31.3 An inquiry officer may, in determining any penalty to be imposed on a student, take into
account any other finding of misconduct or poor academic practice made in respect of the
student and any penalty imposed in relation to that finding.

32 Student undertakings

32.1 If an inquiry officer accepts a student’s undertaking under subrule 31.1(l):
(a) the inquiry officer must ensure that a written copy of the undertaking is provided to the
student and the Registrar;
(b) if the student fails to comply with the undertaking, an inquiry officer may impose a
further penalty for the academic misconduct.

32.2 In imposing a penalty under this rule, an inquiry officer may take into consideration the
failure of the student to comply with the undertaking and the reasons for that failure.

33 Re-enrolment following suspension

33.1 A person whose enrolment as a student has been suspended may not re-enrol until he or
she pays any fees owed by the person under the Fees Rules (including late fees) and
agrees to comply with any conditions that the Vice-Chancellor may impose in relation to
the revived enrolment.
PART 7 APPEALS AND REVIEW

34 Review by the Appeals Committee

34.1 For the purposes of the Appeals Rules, the following are reviewable decisions:

(a) an interim decision to exclude a student under rule 10;
(b) a decision that a student has committed academic misconduct;
(c) a decision to impose a penalty for academic misconduct.

Note: The Appeals Rules provide that a person who is affected by a reviewable decision may, within specified time limits, apply for review of that decision.

35 Review by the Dean of a finding of poor academic practice

35.1 A student may apply to the Dean for review of a decision under these Rules that the student has engaged in poor academic practice.

35.2 An application must be made within 5 working days after the student is notified of the decision.

35.3 After receiving an application:

(a) the Dean must provide to the student opportunity to make submissions, either in writing or, if agreed by the Dean, orally;
(b) the Dean must consider a report from the decision-maker, and may consider other relevant material (in which case, a copy of the other relevant must be given to the student, and the student given opportunity to comment on it);
(c) the Dean must, as soon as is practicable, decide whether to:
   (i) dismiss the application and confirm the decision; or
   (ii) allow the application, and modify or set aside the decision.

35.4 A decision, if modified by the Dean, takes effect in the modified form.

35.5 The decision of the Dean is final.

PART 8 MISCELLANEOUS

36 Nominees for Deputy Vice-Chancellor, Dean, Associate Dean and Registrar

36.1 The Deputy Vice-Chancellor may appoint, in writing, a nominee to exercise the powers and perform the functions of the Deputy Vice-Chancellor under these Rules.

36.2 The Dean may appoint, in writing, a nominee to exercise the powers and perform the functions of the Dean under these Rules.

36.3 The Associate Dean may appoint, in writing, a nominee to exercise the powers and perform the functions of the Associate Dean under these Rules.

36.4 The Registrar may appoint, in writing, a nominee to exercise the powers and perform the functions of the Registrar under these Rules.

37 Action where there may be a serious health issue

37.1 This rule applies where an allegation of academic misconduct has been made in respect of a student and the review officer or inquiry officer considers that the student may have a serious health condition.
37.2 In this rule, “serious health condition” has the same meaning as in the Medical Leave Rules.

37.3 Where this rule applies, the review officer or inquiry officer must refer the matter to the Deputy Vice-Chancellor for consideration.

37.4 If a matter has been referred to the Deputy Vice-Chancellor under this rule, the Deputy Vice-Chancellor may:

(a) if he or she considers that the student may have a serious health condition, suspend further proceedings under these Rules and refer the student to the Registrar to be assessed in accordance with the Medical Leave Rules; or

(b) whether or not he or she considers that the student may have a serious health condition, refer the matter back to the review officer or inquiry officer to be dealt with as if this rule did not apply.

38 Multiple processes

38.1 This rule applies where it appears that a student has engaged in conduct that:

(a) may be academic misconduct; and

(b) may be misconduct within the meaning of the Discipline Rules.

38.2 Where this rule applies, to enable the discipline process under the Discipline Rules to proceed:

(a) a review officer conducting a review under these Rules may suspend that review;

(b) an inquiry officer conducting an inquiry under these Rules may suspend that inquiry;

(c) the Registrar or the Deputy Vice-Chancellor may suspend a process under these Rules.

38.3 A review officer, an inquiry officer, the Registrar or the Deputy Vice-Chancellor may recommence the process if the discipline process is completed or if it appears that, in the circumstances, the suspension is not appropriate.

39 Extension of time

39.1 The Registrar may extend a time limit under these Rules.

39.2 In deciding whether to extend a time limit, the Registrar must take into consideration:

(a) the reason why the extension is sought;

(b) the period of the extension;

(c) the prejudice, if any, which will be caused by the granting of the extension.

39.3 An extension must be for no longer than is reasonably necessary.

39.4 The power to extend a time limit may be exercised notwithstanding that the time limit is expired.

40 Notices

40.1 For the purposes of these Rules, a notice or communication that is delivered by hand or otherwise sent by email or post to a student in accordance with section 9 of the Interpretation Statute, is regarded as having been given to the student on the date on which the notice was delivered by hand or, if sent by email or post, on the date that it would, in the ordinary course of email or post, have been delivered to the student.
THE AUSTRALIAN NATIONAL UNIVERSITY

Appeals Statute 2014

APPEALS RULES 2014

The Vice-Chancellor of The Australian National University makes these Rules under section 3 of the Appeals Statute 2014.

Dated: 18 December 2014.

Professor Ian Young AO
VICE-CHANCELLOR

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PART 1    PRELIMINARY

1    Name of Rules and commencement
1.1 These Rules are the Appeals Rules 2014.
1.2 These Rules commence on the day after they are registered.

2    Interpretation
2.1 In these Rules, unless the contrary intention appears:

   Academic Board means the Board established under the Academic Board Statute;

   academic misconduct decision has the meaning given to it in rule 5;

   appeal means a review under these Rules;

   Appeals Committee means a committee constituted under rule 14;

   discipline decision has the meaning given to it in rule 4;

   Registrar includes a nominee of the Registrar appointed under subrule 26.2;

   reviewable decision has the meaning given to it in rule 3;

   Secretary means the person appointed as Secretary under subrule 14.5;

   student:
   (a) means any person who is or was enrolled in, or seeking enrolment in, a program
      or a course offered by the University, or who is or has been given permission by
      the University to audit a course offered by the University;
   (b) in Part 8, includes a person who is the applicant in relation to an appeal;

   Vice-Chancellor includes a nominee of the Vice-Chancellor appointed under subrule 26.1;

   working day means a day other than a weekend, public holiday or University holiday.
PART 2 REVIEWABLE DECISIONS

3 Meaning of reviewable decision
3.1 A decision is a reviewable decision under these Rules if it is:
   (a) a discipline decision; or
   (b) an academic misconduct decision.

4 Discipline decision
4.1 A decision is a discipline decision if it is specified to be a reviewable decision in the
   Discipline Rules.

5 Academic misconduct decision
5.1 A decision is an academic misconduct decision if it specified to be a reviewable decision
   in the Academic Misconduct Rules.

PART 3 GROUNDS FOR REVIEW

6 Grounds for review
6.1 An application for review must be on one or more of the following grounds:
   (a) that a procedural irregularity occurred which may have affected the decision-
       maker’s decision;
   (b) that the decision-maker was biased;
   (c) that the decision was manifestly wrong;
   (d) that the decision was made in a mistaken application of the applicable rules;
   (e) that there is substantial relevant evidence that—
       (i) was not taken into consideration by the decision-maker; and
       (ii) could not have been known to the person and provided to the decision-
            maker before the decision was made;
   (f) that a penalty imposed on the person was manifestly excessive.
6.2 If an application includes the ground referred to in subrule 6.1(f), the penalty is to be
   considered to form part of the decision for the purposes of these Rules.

PART 4 APPLICATION FOR REVIEW

7 Affected person may lodge an application for review
7.1 A person may lodge an application for review of a decision if:
   (a) the decision was a reviewable decision affecting the person in his or her capacity
       as a student; and
   (b) subject to subrule 7.3, the application is made within 20 working days after the
       person was notified of the decision.
7.2 An application must:
   (a) specify the grounds on which the applicant relies; and
   (b) be lodged with the Registrar.
7.3 An application for review may be made later than is allowed by subrule 7.1(b) if the time limit has been extended under rule 27.

PART 5 CONSEQUENCES OF LODGING AN APPEAL

8 Appeal by a student whose enrolment has been suspended
8.1 The termination of a student’s enrolment does not take effect until any application for review in respect of the relevant decision or penalty has been concluded.

9 Appeal by a student who has been excluded or denied access
9.1 The exclusion of a student, or denial of access to facilities or premises or activities of the University under the Academic Misconduct Rules or the Discipline Rules, continues to have effect notwithstanding that an application for review of the relevant decision or penalty is lodged.

PART 6 PRELIMINARY CONSIDERATION OF APPLICATIONS

10 Rejection of invalid applications
10.1 The Registrar may reject an application for review if it appears that:
   (a) the application does not relate to a reviewable decision;
   (b) the application does not set out one or more grounds specified in these Rules;
   (c) the application has not been within the time required by these rules, and the Registrar has not decided to extend time under rule 27.

10.2 The Registrar must not reject an application under this rule unless he or she has provided the person with opportunity to make a submission in writing in relation to the proposed decision.

10.3 If the Registrar rejects an application under this rule, the Registrar must, as soon as is practical, provide notification of that determination, with reasons to:
   (a) the applicant;
   (b) the relevant decision-maker.

11 Referral of application to Appeals Committee
11.1 Subject to rule 10, the Registrar must, if he or she determines that a decision is a reviewable decision, refer the application for review to the Appeals Committee.

12 Interim measures may be taken by Vice Chancellor
12.1 If an application for review is made by a student whose candidature or enrolment in a program of study or course has been terminated by reason of the decision which is the subject of the appeal, the Vice-Chancellor may direct that the student be permitted to continue to undertake that program of study or course pending the determination of the appeal.
PART 7  APPOINTMENT OF APPEALS COMMITTEE

13 Appeals Panel
13.1 There is to be an Appeals Panel appointed by the Academic Board.
13.2 The Appeals Panel is to be comprised of not fewer than two persons in each of the following categories:
   (a) persons appointed after consultation with the President of the Australian National University Students' Association Inc.;
   (b) persons appointed after consultation with the President of the Australian National University Postgraduate and Research Students' Association Inc.;
   (c) persons who have knowledge or experience of the teaching, research or visual and performing arts functions of the University.
13.3 Subject to rule 13.4, a member of the Appeals Panel:
   (a) holds the position for 2 years and is eligible for reappointment;
   (b) may resign his or her membership at any time by writing to the Vice-Chancellor.
13.4 If a student who has been appointed under subrule 13.2(a) or 13.2(b) ceases to be a student, he or she ceases to be a member of the Appeals Panel.

14 Appeals Committee
14.1 The Vice-Chancellor must appoint an Appeals Committee if an application for review has been received (unless the application has been rejected by the Registrar under rule 10).
14.2 An Appeals Committee must include at least 4 members of the Appeals Panel, including:
   (a) one student member from the appropriate category;
   (b) three members appointed to the Appeals Panel under subrule 13.2(c).
14.3 A person appointed to an Appeals Committee must not be the original decision maker.
14.4 The Vice-Chancellor must appoint a person, not being a student, to be the Chair of an Appeals Committee.
14.5 The Vice-Chancellor must appoint a person (not being a member of the Appeals Committee) to be the Secretary to the Appeals Committee.
14.6 The Vice-Chancellor may appoint a person (not being a member of the Appeals Committee) to assist the Appeals Committee in the hearing of an appeal.
14.7 An Appeals Committee appointed to consider an application relating to an academic misconduct decision must include a person from the relevant, or, where this is not possible, a related academic discipline.
14.8 The quorum for a meeting of an Appeals Committee (including a hearing) is 3 members, including the Chair.

PART 8  CONSIDERATION BY APPEALS COMMITTEE

15 Additional material
15.1 If material is made available to the Appeals Committee which was not before the decision maker, the Appeals Committee may assess additional material provided in a summary way on the papers without conducting a hearing.
15.2 If, on review of the material, the Appeals Committee considers the information to be
cogent, relevant or substantial it may refer the decision back to the original decision
maker to remake the decision.

15.3 A decision remade following reference back under this rule:
(a) stands in place of the original decision;
(b) may be the subject of an application under these rules.

16 **Material to be provided to student**

16.1 The Secretary to an Appeals Committee must provide the student with a copy of the
substantive material upon which the Appeals Committee intends to rely not less than 5
working days before the day on which the appeal is to be heard.

17 **Notification of hearing**

17.1 Before the Appeals Committee hears an appeal and if the student so wishes, the
student may advise the President of the relevant Students’ Association of the hearing.

17.2 The Appeals Committee must:
(a) fix a date, time and place for the hearing of an appeal; and
(b) give not less than 5 working days’ notice of the hearing to the student.

18 **Decision whether to conduct an oral hearing**

18.1 An appeal may be determined with or without an oral hearing.

18.2 In deciding whether an appeal is to be determined with or without an oral hearing, an
Appeals Committee may take into consideration:
(a) whether the parties are able to participate in an oral hearing within a reasonable
time;
(b) whether an oral hearing would unnecessarily subject a party or a witness to
stress; and
(c) any other relevant factor.

18.3 The Chair of an Appeals Committee must decide how the appeal is to be conducted.

19 **Appeals relating only to penalty**

19.1 At an appeal in relation to penalty, the Appeals Committee must consider only the
question of penalty.

20 **Hearing procedure**

20.1 At the hearing of an appeal:
(a) the procedure to be followed is at the discretion of the Appeals Committee; and
(b) the Appeals Committee:
   (i) may inform itself on any matter in relation to an appeal in any manner it
       thinks appropriate;
   (ii) is bound by the rules of procedural fairness but is not bound by rules of
        evidence;
   (iii) must take into consideration any submission made by the student or the
        Vice Chancellor.
20.2 The hearing of evidence by the Appeals Committee may be adjourned from time to time and from place to place.

20.3 Unless the Appeals Committee otherwise directs, a person is not entitled to be present at the hearing of an appeal unless the person is:
   (a) a member of the Appeals Committee; or
   (b) the student or the person nominated by the student under subrule 21.2; or
   (c) the Secretary to the Appeals Committee; or
   (d) a person giving evidence before the Appeals Committee; or
   (e) a person appointed under rule 14 in relation to the Appeals Committee.

20.4 An appeal hearing under these Rules is not ineffective by reason only of a formal defect or irregularity in the convening or conduct of the Appeals Committee.

21 Student’s rights on appeal
21.1 At the hearing of an appeal before the Appeals Committee, a student may:
   (a) appear in person;
   (b) call and question witnesses; and
   (c) make oral or written statements.

21.2 At the hearing of an appeal, the student may be accompanied by another person who may:
   (a) observe the proceedings;
   (b) with the express approval of the Appeals Committee, act as an advocate for the student.

22 Non-appearance before Appeals Committee
22.1 This rule applies to an appeal by a student where the student:
   (a) does not appear in person at the hearing of the appeal; and
   (b) is not otherwise represented at the hearing of the appeal; and
   (c) does not make a written statement under subrule 21.1(c).

22.2 If this rule applies to an application, the original decision of the decision maker takes effect immediately after the conclusion of the hearing.

23 Decision by the Appeals Committee
23.1 After considering an appeal, the Appeals Committee may:
   (a) affirm the decision of the decision-maker;
   (b) vary the decision;
   (c) set aside the decision and make a fresh decision in substitution for the decision set aside; or
   (d) set aside the decision.

23.2 When making a decision the Appeals Committee may:
   (a) accept an undertaking from the student;
   (b) include recommendations arising from the consideration of the appeal, including recommendations for:
       (i) counselling;
       (ii) intervention;
       (iii) corrective or other measures that should be taken.
23.3 If the Appeals Committee varies a decision under subrule 23.1(b) or substitutes a fresh decision under rule 23.1(c), the decision so varied or substituted must be a decision that the original decision-maker could have made.

23.4 The decision of the Appeals Committee and the reasons for the decision must be given in writing to the student and the Vice-Chancellor by the Secretary to the Appeals Committee within 5 working days after the decision.

24 Student undertakings

24.1 If the Appeals Committee accepts a student’s undertaking under subrule 23.2(a):
   (a) the Appeals Committee must ensure that a written copy of the undertaking is provided to the student and the Registrar;
   (b) if the student fails to comply with the undertaking, an Appeals Committee may exercise any power conferred by subrule 23.1, taking into account (where appropriate) the failure to comply with the undertaking and the reasons for that failure.

25 Decision final

25.1 The decision of an Appeals Committee is final.

PART 9 MISCELLANEOUS

26 Nominees for Vice-Chancellor and Registrar

26.1 The Vice-Chancellor may appoint, in writing, a nominee to exercise the powers and perform the functions of the Vice-Chancellor under these Rules.

26.2 The Registrar may appoint, in writing, a nominee to exercise the powers and perform the functions of the Registrar under these Rules.

27 Extension of time

27.1 The Registrar may extend a time limit under these Rules.

27.2 In deciding whether to extend a time limit, the Registrar must take into consideration:
   (a) the reason why an extension is sought;
   (b) the period of extension;
   (c) the prejudice, if any, which will be caused by the granting of the extension.

27.3 An extension must be for no longer than is reasonably necessary.

27.4 The power to extend a time limit may be exercised notwithstanding that the time limit has expired.

28 Notices

28.1 For the purposes of these Rules, a notice or communication that is delivered by hand or otherwise sent by email or post to a student in accordance with section 9 of the Interpretation Statute, is regarded as having been given to the student on the date on which the notice was delivered by hand or, if sent by email or post, on the date that it would, in the ordinary course of email or post, have been delivered to the student.
29 Transitional provision

29.1 These rules apply in relation to a decision which is notified to a student on or after the day on which these rules come into operation.
THE AUSTRALIAN NATIONAL UNIVERSITY

Programs and Awards Statute 2013

ASSESSMENT RULES 2014 (No. 3)

I, Professor Ian Young AO, Vice-Chancellor of The Australian National University acting in accordance with subsection 50(3) of the Australian National University Act 1991 and subsection 9.5 of the Vice-Chancellorship Statute 2013 make these Rules for section 8 of the Programs and Awards Statute 2013.

Dated: 09 December 2014.

Professor Ian Young AO

VICE-CHANCELLOR

Name of Rules and commencement

1(1) These Rules are the Assessment Rules 2014 (No. 3).

(2) These Rules commence on 1 January 2015.

Application

2(1) These Rules apply in relation to all undergraduate and graduate coursework programs.

Interpretation

3(1) In these Rules, unless the contrary intention appears:

assessment, in relation to a course, includes any task that is required to be performed by a student for a judgment to be made of the student’s level of performance in that course;

defered examination for a student in relation to a course, means an examination the student is permitted to take under subrule 11(1);

Delegated Authority means a person appointed under subrule 4(1);

examination, in relation to a course, includes any task that is required to be performed by a student for the assessment of the student’s performance in that course;

final assessment, for a course, means the final task for the course described in subrule 5(1) that must be performed by a student for the satisfactory completion of the course;

further assessment means an assessment required by a Chair of Examiners for a course under subrule 9(3);

hurdle assessment, for a course, means an assessment task that tests competency or skills or knowledge considered to be fundamental to passing the course or is required by a discipline-specific or other accreditation authority;

special assessment, for a student in relation to a course, means an assessment the student is permitted to take under subrule 12(6);

special assessment arrangements, for a student in relation to an assessment for a course, are arrangements approved under rule 8 for the student;
**student** means a person undertaking all or part of a program and who is eligible to undertake, or is undertaking, an assessment;

**supplementary assessment** in relation to a course includes, but is not limited to, assessment by a formal assessment, a practical assessment, a take-home assessment and an essay.

**Appointments**

4(1) An Associate Dean for an ANU College may appoint a member of the staff of the ANU College to be a Delegated Authority for the purposes of these Rules in relation to a course offered by the ANU College.

**Final assessment**

5(1) For the definition of **final assessment** in subrule 3(1), the final assessment for a course is to be in the form of a compulsory examination where the student is required to sit the whole of the examination on a particular day commencing at a particular time, or any other form of assessment, including, but not limited to practical examinations, take-home examinations and essays representing the final task for the course.

**Eligibility to be assessed**

6(1) A student is eligible to be assessed for a course if the person is enrolled in the course and complies with the requirements of the Rules and Orders applicable to taking that course.

**Manner, time and place of assessment**

7(1) Notice of the manner, time and place of final assessments to be conducted during University assessment sessions at the end of semester (including session):

(a) for assessments to be administered by the Registrar – must be published on the University’s timetable website by the Registrar not less than 3 weeks before the commencement of the assessment session; and

(b) for assessments to be administered by the ANU College offering the course – must be displayed by the Delegated Authority not less than 3 weeks before the commencement of the assessment session in at least one of the following ways:

(i) on a notice board used for the purpose in the ANU College by which the course is offered;

(ii) to students enrolled in the course in class;

(iii) if possible, on the website for the course.

(2) A failure to comply with subrule (1) is not to be taken to affect the validity of an assessment or of anything done in relation to an assessment under these Rules.

(3) In this rule, a reference to a **notice board** is to be read as a reference to a notice board that is commonly used for displaying notices to students, including an electronic notice board or an appropriate part of the University’s website.

**Special assessment arrangements**

8(1) A student with a temporary or chronic disability who has dealt with the University’s Disability Services Centre in relation to his or her disability may ask the Centre to determine special assessment arrangements for the student for an assessment, including, but not limited to, additional reading or writing time, the provision of special equipment, separate accommodation or the services of an amanuensis.

(2) Special assessment arrangements for a student referred to in subrule (1) must be approved by the Registrar.

(3) Details of special assessment arrangements are to be sent by the Registrar to the Delegated Authority who may request changes to the arrangements.
(4) The Registrar is to ensure that the Chair of Examiners for a course is informed of the arrangements.

(5) A student with a temporary or chronic disability or other condition to whom subrule (1) does not apply may ask the Delegated Authority to approve special assessment arrangements in relation to the student.

(6) The Delegated Authority may approve special assessment arrangements requested under subrule (5).

(7) The assessments referred to in subrule (2) or (5) are to be conducted in accordance with the arrangements set out in subrule (1).

Examiners

9(1) The Delegated Authority must, at the commencement of the semester (including a session) in which the course is offered, appoint a Chair of Examiners and at least 1 other examiner, for the course.

(2) The Chair of Examiners for a course must:
   (a) ensure that the academic performance of each student attempting the course is adequately and fairly assessed; and
   (b) ensure that no student is failed in the course unless the student’s performance in assessments in the course has been reviewed by at least 2 of the examiners appointed in relation to the course; and
   (c) submit to the examiners’ meeting for the course a written report setting out, for each student examined, the marks and the grade of result that the examiners recommend be awarded to that student.

(3) Before submitting recommendations under paragraph (2)(c), the Chair of Examiners may require a student to take a further assessment to ensure that the academic performance of the student in that course is adequately and fairly assessed, and any such assessment may be oral, written or practical.

(4) The Delegated Authority must ensure that meetings of examiners are held to consider reports on marks, grades of results and further assessments required by the Chair of Examiners, and to moderate results.

(5) The Chair of Examiners must, before submitting recommendations to the examiners’ meeting for a course:
   (a) permit full-time members of the staff who participated in the teaching of the course to examine and comment on the recommendations; and
   (b) take into account any matters put to the Chair by those members.

(6) The Chair of Examiners must make final marks and a grade of result recommended for award to each student for a course available to the Delegated Authority, for approval by the Delegated Authority.

(7) The Delegated Authority may approve, for a student for the course:
   (a) the marks and the grade of result recommended or amended by the Chair of Examiners; or
   (b) in exceptional circumstances, marks and a grade of result that are different from the marks and the grade of result recommended or amended by the Chair of Examiners.

(8) After the Delegated Authority has approved the results for a course for release, the Delegated Authority must send the results to the Registrar.

(9) The Registrar must cause the results in a course to be published.
(10) To avoid doubt, for the purposes of subrule (9), published includes published electronically in an appropriate part of the University's website, including a part of the website accessible only to a student whose results are so published.

**Review of decisions**

10(1) If, after the final result of a student for a course has been published, the student considers that the result is inappropriate or incorrect because the established criteria of assessment or some aspect of these Rules or relevant policy or procedure has not been followed, the student may, within 20 days after the day the result is published (or any further time that the Associate Dean may allow), discuss the result with the Course Convenor for the course.

(2) If the student discusses the result with the Course Convenor, the Course Convenor must, taking the discussion with the student into account, review the result and decide whether or not to amend the result. The Course Convenor must notify the student of the decision made on the review.

(3) If, after discussing the final result with the Course Convenor and being notified of the Course Convenor's decision on the review, the student considers that the result (as amended, if at all, by the Course Convenor) is inappropriate or incorrect because the established criteria of assessment or some aspect of these Rules or relevant policy or procedure has not been followed, the student may appeal to the Associate Dean against that result.

(4) The appeal must:
   
   (a) be in writing; and
   
   (b) be given to the College Student Office within 20 working days after the day the student is notified of the Course Convenor's decision (or any further time that the Associate Dean may allow); and
   
   (c) state clearly the reason why the student considers that the result is inappropriate or incorrect; and
   
   (d) include any relevant supporting evidence available to the student.

(5) The Associate Dean must consider the appeal and may inform himself or herself in any way on any matter relating to the appeal, including, but not limited to, seeking recommended outcomes from other parties.

(6) The Associate Dean may:
   
   (a) confirm the result appealed against; or
   
   (b) approve marks and the grade of a final result for the student (which may be different from the marks and the grade of result recommended by the Chair of Examiners).

(7) Written notice of the decision of the Associate Dean and the reasons for the decision must be sent by the Associate Dean to the student within 20 working days after the day the appeal is given to the College Student Office.

(8) The Associate Dean must also send the results to the Registrar.

(9) Subject to subrule (10), the decision of the Associate Dean is final.

(10) An appeal against the decision of the Associate Dean may be made by the student to the College Dean:
   
   (a) on procedural grounds only;
   
   (b) within 20 working days after the day the student is given written notice of the Associate Dean's decision and the reasons for the decision.
(11) The decision of the College Dean following an appeal under subrule (10) is final and must be given in writing to the applicant and the Registrar within 20 working days after the day the appeal is made to the College Dean.

(12) Except with the approval of the Delegated Authority, a student awaiting the outcome of a review of, or an appeal against a decision relating to, marks and grade of result in a course may not enrol in another course for which the subject course is a prerequisite until the student is awarded a passing result in the course.

(13) However, if the student already enrolled, he or she is entitled to remain enrolled pending the outcome of any review or appeal under this rule.

(14) An Associate Dean may, for this rule, appoint a nominee to exercise the powers or perform the functions of the Associate Dean, and a person so appointed may exercise those powers or perform those functions as if the person were the Associate Dean concerned.

Deferred examinations

11(1) The Delegated Authority may permit a student who was eligible to take an examination in a course but was unable to attend the examination to take such deferred examination as the Delegated Authority determines.

(2) A student seeking permission to take a deferred examination must lodge an application with the Registrar not later than 3 working days after the time fixed for the completion of the examination that the student failed to attend, or within such further time as the Delegated Authority allows.

(3) An application under subrule (2) is to be accompanied by a statement in writing setting out the circumstances that prevented the student from attending the examination and by such evidence as is available to the student in support of that statement.

Special consideration etc.

12(1) A student who considers that his or her academic performance in respect of a course has been adversely affected by illness or other cause during the period of studies to which an assessment relates, may furnish a statement of the circumstances in writing to the Delegated Authority in the ANU College offering the course, together with any medical or other evidence, before the assessment is held.

Invigilated examinations

(2) If, during an examination the conduct of which is under the supervision of invigilators:

(a) a student notifies an invigilator that he or she considers that his or her performance in the examination has been adversely affected by illness or other cause in the course of the examination; or

(b) another person present at the examination notifies an invigilator that it appears that the performance of a student in the examination has been adversely affected by illness or other cause in the course of the examination; or

(c) it otherwise appears to an invigilator that the performance of a student in the examination has been adversely affected by illness or other cause in the course of the examination;

the invigilator must, as soon as possible after the completion of the examination, so inform the Delegated Authority in writing.
Other assessment tasks

(3) If a student considers that the student’s performance in an assessment other than an assessment of the kind referred to in subrule (2) has been adversely affected by illness or other cause during the assessment, the student may, before the conclusion of the assessment, so notify the Delegated Authority.

(4) Upon receiving a notification under subrule (1), (2) or (3), the Delegated Authority must report accordingly to the examiners.

(5) The examiners must take the report into account in making their assessment of the performance of the student in the course.

(6) The Delegated Authority may permit a student to whom this rule applies to undertake further assessment in the course.

Eligibility for supplementary assessment

13(1) A student must be offered supplementary assessment for a course if the student achieves a final result for a course of N45%-N49%.

[Note 1: This includes ungraded (CRS) courses.]

[Note 2: For subrule (1), the student must have achieved a result of N45%-N49%, not NCN.]

(2) A student must be offered a supplementary assessment for a course if the student fails the course because of a requirement that a pass in a hurdle assessment is necessary to achieve a pass in the course and the student achieves a final result for the course of not less than N45%.

[Note: For subrule (2), the student must have achieved a result of N45% or above, not NCN.]

Offer of supplementary assessment

14(1) If a student is eligible for a supplementary assessment for a course, the student’s Notification of Results must show an interim result of PX for the course.

(2) If a student is notified of an interim result of PX for a course, the notification constitutes an offer by the Delegated Authority of a supplementary assessment for the course.

(3) However, subrule (2) does not prevent the Delegated Authority from offering a supplementary assessment in writing or in any other way.

(4) If a student is offered a supplementary assessment for a course (other than a course offered by the ANU Medical School), the student must accept or reject the offer by written notice given to the Delegated Authority for the course within 7 working days after the day the offer is made to the student.

(5) To avoid doubt, if a student is offered a supplementary assessment for a course offered by the ANU Medical School, it is not necessary for the student to formally accept or reject the offer.

[Note: See subrule 15(4) for when a supplementary assessment for a course offered by the ANU Medical School may be set.]

(6) A student who fails a course following supplementary assessment may be eligible to be offered supplementary assessment in another attempt at the same course.

Supplementary assessment

15(1) The Delegated Authority must determine the form a supplementary assessment is to take.

(2) The Delegated Authority must give adequate notice to the student of the form, time and place of the supplementary assessment.
Notice may, but is not required to be, given to the student in writing sent to the student’s most current address notified to the Registrar.

To avoid doubt, a supplementary assessment of a student for a course offered by the ANU Medical School may be set for any time not earlier than 3 working days after the day the student is notified of the student’s interim result for the course.

If a student passes a supplementary assessment, the student is regarded as having passed the course concerned with a result of 50PS.

Except with the approval of the Delegated Authority, a supplementary assessment must be held before the end of the first week of the semester (includes session) next following that to which the assessment relates.

If a student fails the supplementary assessment, the student is regarded as having failed the course concerned with a result of N plus the original mark (for a supplementary assessment mentioned in subrule 13(1)) or (for a supplementary assessment mentioned in subrule 13(2)) a result of NCN.

The Registrar must cause the result in the course in relation to which a supplementary assessment is undertaken to be published.

There is no limit to the supplementary assessments that a student may be offered.

To avoid doubt, for the purposes of subrule (8), *published* includes published electronically in an appropriate part of the University’s website, (including a part of the website accessible only to a student whose results are so published) or otherwise inform the student concerned.

Prerequisite courses

Except with the approval of the Delegated Authority, a student awaiting the result of a supplementary assessment in a course (the *subject course*) may not enrol in another course for which the subject course is a prerequisite until the student is awarded a result of 50PS in the subject course.

Repeal

The *Assessment Rules (No. 2) 2014* are repealed.
THE AUSTRALIAN NATIONAL UNIVERSITY

Discipline Statute 2005

DISCIPLINE RULES 2014

The Vice-Chancellor of The Australian National University makes these Rules under subsection 9.5 of the Vice-Chancellorship Statute 2013 for section 3 of the Discipline Statute 2005.

Dated: 18 December 2014.

Professor Ian Young AO
VICE-CHANCELLOR

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DISCIPLINE RULES 2014
PART 1  PRELIMINARY

1  Name of Rules and commencement
1.1  These Rules are the Discipline Rules 2014.
1.2  These Rules commence on the day after they are registered.

2  Interpretation
2.1  In these Rules, unless the contrary intention appears:

conduct of a sexual nature includes the making of a statement of a sexual nature to, or in the presence of, a person, whether the statement is made orally or in writing;

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 the production by students of essays or theses of case studies or the attendance and participation by students in seminars or workshops;

discrimination includes unfair or inequitable treatment on the basis of a person’s race, colour, sex, sexual preference or orientation, marital status, pregnancy or potential pregnancy, status as carer, age, disability, ethnic or national origin, breastfeeding requirements, religious, political or union affiliation, or any other attributes applied by or set out in any Commonwealth, State, Territory or University legislation that applies in relation to a University activity;

document includes:
(a) paper or other material on which there is writing;
(b) paper or other material on which there are marks, figures, symbols or perforations having a meaning for persons qualified to interpret them; and
(c) any article or material from which sounds, images or writings are capable of being reproduced with or without the aid of any other article or device;

examination includes:
(a) a task required to be performed or undertaken by a student for the assessment of the student’s performance in a program of study or course in which the student is admitted or enrolled;
(b) a thesis, dissertation, minor thesis, research project, written report, assignment or essay undertaken for the assessment of the student’s performance for an award offered by the University; and
(c) a task required to be performed or undertaken by a person for the purpose of enabling the person to qualify for admission as a student in a program in the University;

harassment includes behaviour, comments or images that are unwelcome, offensive, humiliating or intimidating to a person, and that, in the circumstances, a reasonable person
should have expected would be offensive or intimidating, and also includes sexual harassment;

*inquiry* means an Inquiry mentioned in Part 4;

*misconduct* has the meaning given in rule 3;

*obligation* includes:

(a) a non-monetary obligation;
(b) a monetary penalty;
(c) compensation;

(whether to be made or payable to the University or another person) under a statute (other than the *Parking and Traffic Statute*) or under any rules or orders made under such a statute and also includes:

(d) a monetary obligation, (such as a fee or charge for accommodation, board or a related service) payable to the University or to a Hall of Residence or affiliated College under a contract or agreement;

*prescribed authority*:

(a) in relation to a student, means the relevant Dean, the Registrar or a person nominated for the purpose by the Vice-Chancellor, as the case requires;
(b) in relation to a resident in a hall or lodge of the University, means the Head of the Hall; and
(c) includes a nominee of the prescribed authority appointed under subrule 22.2;

*property* includes real and personal property and intellectual property including data and information;

*Registrar* includes a nominee of the Registrar appointed under subrule 22.3;

*sexual harassment* includes:

(a) the making of an unwelcome sexual advance, or an unwelcome request for sexual favours, to another person; or
(b) engaging in any other unwelcome conduct of a sexual nature in circumstances in which another person reasonably feels offended, humiliated or intimidated;

*student* means a person who is or was enrolled in, or seeking enrolment in, a program or course offered by the University, or who is or was given permission by the University to audit a course offered by the University;

*Vice-Chancellor* includes a nominee of the Vice-Chancellor appointed under subrule 22.1;

*victimisation* includes any unfavourable treatment, including adverse changes to a person’s work or study environment, denial of access to resources, work opportunities or training, or ostracism of a person as a consequence of the person’s involvement in a grievance under any grievance procedures applicable in the University;

*working day* means a day other than a weekend, public holiday or University holiday.

2.2 A reference in these Rules to a Dean, in relation to a student, is a reference to the Dean of the ANU College responsible for the program in which the student is or was enrolled or is or was seeking enrolment.

**PART 2 MISCONDUCT**

3 Misconduct

3.1 It is misconduct if a student engages in conduct which:
3.2 Without limiting the generality of subrule 3.1, it is misconduct if a student:
(a) wilfully obstructs or disrupts an activity or proceeding of the University;
(b) wilfully or negligently destroys, damages, defaces, loses, removes or otherwise interferes with, or makes unauthorised use of, any property of the University or any other person;
(c) enters any place in the University that the student is not permitted to enter;
(d) fails to comply with any reasonable order or direction of an officer or employee of the University or a person acting with the lawful authority of the University;
(e) fails to comply with a provision of a statute, or of a rule, order or direction made under a statute, rule or order;
(f) acts dishonestly or unfairly, in connection with:
   (i) any assessment for admission to the University; or
   (ii) the preparation or presentation of any assignment or material in support of an application for admission to the University;
(g) subjects another person to harassment, victimisation or other discrimination;
(h) behaves in an intimidating manner to another person or creating a hostile working or studying environment;
(i) makes a statement to the University or to an officer or employee of the University that the student knows to be false (including the provision of a falsified medical certificate or falsified academic transcript);
(j) engages in, or is party to, conduct intended to deceive the University (including the provision of a falsified medical certificate or falsified academic transcript);
(k) fails to comply with the University's instructions to students at, or in relation to, an examination; or
(l) negligently or recklessly causing risk or danger to the health or safety of another person.

PART 3 CONSEQUENCES OF MISCONDUCT

4 Reporting misconduct
4.1 Any person who considers that a student may have engaged in misconduct may report the student’s conduct to the Vice-Chancellor or to a prescribed authority.

4.2 A prescribed authority may report any suspected misconduct by a student to the Vice-Chancellor.

4.3 A prescribed authority or the Vice-Chancellor may exercise his or her powers under these Rules whether or not he or she has received a report about the misconduct.

5 Prescribed authority's role
5.1 If the prescribed authority becomes aware of alleged misconduct by a student, the prescribed authority must determine whether there are reasonable grounds for believing that the student has engaged in misconduct.
5.2 The prescribed authority may determine that no action is to be taken if he or she considers that:
(a) there are no adequate grounds for believing that a student has engaged in the alleged misconduct; or
(b) the allegations about the student's behaviour are frivolous, vexatious or not made in good faith.

5.3 If a prescribed authority makes a determination under subrule 5.2 he or she must within 5 working days after making the determination give the student written notice that:
(a) sets out the grounds, including a description of the alleged misconduct,
(b) contains copies of any substantive material upon which the allegations were made; and
(c) informs the student that the allegations have been considered by the prescribed authority, who has determined that there are no adequate grounds for believing that the student has engaged in misconduct, or (as the case may be) has determined that the allegation is frivolous, vexatious or not made in good faith.

5.4 If the prescribed authority determines that there are adequate grounds for believing that a student has engaged in misconduct, the prescribed authority may:
(a) decide to hold an inquiry into the matter; or
(b) if the matter was not referred to the prescribed authority under subrule 7.4(a) and if the misconduct involved so warrants, refer the matter to the Vice-Chancellor.

5.5 If the prescribed authority decides to hold an inquiry into alleged misconduct, the prescribed authority must within 5 working days after making the decision give the student a written notice that:
(a) sets out the grounds, including a description of the alleged misconduct and contain copies of the substantive material upon which the allegations are based;
(b) informs the student that the prescribed authority intends to hold an inquiry under Part 4 into the alleged misconduct;
(c) advises the student of the name of the prescribed authority;
(d) sets out the date, time and place for the hearing of the inquiry; and
(e) contains a statement to the effect that:
   (i) the purpose of the inquiry is to determine whether there has been misconduct by the student and that the powers of the prescribed authority include the power to make a finding that there has been such misconduct;
   (ii) the inquiry will be conducted in an informal manner;
   (iii) the student is entitled to appear in person at the inquiry;
   (iv) if the student does not appear at the time and place fixed under paragraph 5.5(d), the inquiry may proceed in the absence of the student;
   (v) the student is entitled to present to the inquiry oral statements or written statements (whether made by the student or another person);
   (vi) the student may, in addition to or instead of appearing in person at the inquiry, furnish to the inquiry a written statement in relation to the alleged misconduct (whether made by the student or another person);
   (vii) the student may be accompanied at the inquiry by another person who may observe the proceedings but not act as an advocate unless with the express approval of the prescribed authority; and
   (viii) the prescribed authority is not bound by rules of evidence.
5.6 The written notice must be served on the student not less than 5 working days before the dated fixed for the hearing, unless the student consents to later service.

6 Powers of prescribed authority

6.1 If a prescribed authority is satisfied that a student is likely to have engaged in misconduct, he or she may, before holding an inquiry mentioned in subrule 5.5(b):

(a) subject to subrule 6.2, deny the student access to all or any of the facilities of the University, or to all or any part of the University's premises, or to any activities conducted by or on behalf of the University for 20 working days (or such further period as the Vice-Chancellor determines); or

(b) if the misconduct occurred during an examination or other assessment and subject to subrule 6.3, exclude the student from attendance at that examination or assessment.

Note

If, in relation to information infrastructure or information services, a student is to have committed misconduct (however described), appropriate action may be taken under the Information Infrastructure and Services Rules.

6.2 A prescribed authority may deny a student access under subrule 6.1(a) only if the alleged misconduct is of a nature that causes imminent, and serious, risk to the health or safety of a person or if the student's continued presence on the premises or at the activity otherwise presents a serious risk to the University, its staff, students or its property.

6.3 A prescribed authority may only exclude a student from participating in an examination if, in the opinion of the prescribed authority, it is necessary to preserve the integrity of the conduct of the examination or order and decorum in an examination centre.

6.4 If a prescribed authority exercises his or her powers under this rule in relation to a student, he or she must, as soon as is possible:

(a) advise the student in writing of the action taken and the reasons for the action; and

(b) report the action taken and the circumstances relating to it to the Vice-Chancellor.

6.5 Denial of access or exclusion from attending an examination or assessment under subrule 6.1 does not, of itself, terminate a student’s enrolment.

7 Powers of and action by Vice-Chancellor

7.1 If the Vice-Chancellor becomes aware of alleged misconduct by a student that is not being dealt with by a prescribed authority, the Vice-Chancellor must determine whether there are adequate grounds for believing that the student has engaged in misconduct.

7.2 The Vice-Chancellor must determine that there are no adequate grounds for taking action against the student if he or she considers that:

(a) there are no reasonable grounds for believing that a student has engaged in the alleged misconduct; or

(b) the allegations about the student's behaviour are frivolous, vexatious or not made in good faith.

7.3 The Vice-Chancellor must, within 5 working days after making a determination under subrule 7.2, give the student written notice that:

(a) sets out the grounds, including a description of the alleged misconduct, and

(b) contains copies of any substantive material upon which the allegations were made; and
(c) informs the student that:
   (i) the allegations have been considered by the Vice-Chancellor; and
   (ii) the Vice-Chancellor has determined that there are no adequate grounds for taking action against the student.

7.4 If the Vice-Chancellor determines that there are adequate grounds for believing that a student has engaged in misconduct and if the alleged misconduct has not already been dealt with under these or any other rules, the Vice-Chancellor may:
   (a) refer the matter to a prescribed authority for inquiry and determination in accordance with rule 6 and Part 4;
   (b) refer the matter for inquiry on behalf of the Vice-Chancellor by a panel of persons selected by the Vice-Chancellor; or
   (c) conduct an inquiry into the matter.

7.5 If the Vice-Chancellor decides to deal with a matter under subrule 7.4(b) or (c), the Vice-Chancellor must within 5 working days cause a written notice to be given to the student specifying the misconduct and containing copies of the substantive material upon which the allegations are based and requiring the student to appear at the inquiry.

7.6 A written notice under subrule 7.5 must:
   (a) specify, in addition to the matters referred to in subrule 7.5, the date, time and place fixed for the inquiry;
   (b) advise the student that the Vice-Chancellor is to conduct the inquiry, or if a panel is appointed under subrule 7.4(b), of the names of the panel members; and
   (c) contain a statement to the effect that:
      (i) the purpose of the inquiry is to determine whether there has been misconduct by the student and that the powers of the Vice-Chancellor include the power to make a finding that there has been such misconduct;
      (ii) the inquiry will be conducted in an informal manner;
      (iii) the student is entitled to appear in person at the inquiry;
      (iv) if the student does not appear at the time and place fixed under subrule 7.6(a), the inquiry may proceed in the absence of the student;
      (v) the student is entitled to present to the inquiry oral statements or written statements (whether made by the student or another person);
      (vi) the student may, in addition to or instead of appearing in person at the inquiry, furnish to the inquiry a written statement in relation to the alleged misconduct (whether made by the student or another person);
      (vii) the student may be accompanied at the inquiry by another person who may observe the proceedings but not act as an advocate unless with the expressly approval of the Vice-Chancellor or Chair of the panel; and
      (viii) the Vice-Chancellor or the panel is not bound by rules of evidence.

7.7 The written notice must be served on the student not less than 5 working days before the date fixed for the hearing, unless the student consents to later service.

7.8 If the Vice-Chancellor appoints a panel under subrule 7.4(b), the panel must consist of 2 members of the academic staff of the University (one of whom is to Chair the panel) and one student appointed by the Vice-Chancellor after consultation with the President of the Australian National University Students’ Association Inc. or the Australian National University Postgraduate and Research Students’ Association Inc., as the case requires.
8  Interim denial of access

8.1 Subject to subrule 8.2, the Vice-Chancellor may deny the student in relation to whom misconduct is alleged access to all or any of the facilities of the University, or to any part of the University premises or to any activities conducted by or on behalf of the University, for a specified period or until the end of the inquiry mentioned in rule 9, whichever first occurs.

8.2 The Vice-Chancellor may deny a student access under subrule 8.1 only if the alleged misconduct is of a nature that causes imminent and serious risk to the health or safety of a person, or if the student’s continued presence on the premises or at the activity otherwise presents a serious risk to the University, its staff, students or its property.

8.3 If the Vice-Chancellor exercises his or her powers under subrule 8.1 in relation to a student, he or she must give written notice to the student in writing of the action taken and the reasons for the action as soon as possible after the action is taken.

8.4 Denial of access under subrule 8.1 does not, of itself, terminate a student’s enrolment.

8.5 A student may, within 10 working days after receiving written notice under subrule 8.3, make a written submission to the Vice-Chancellor in relation to the continuation of the denial of access.

8.6 The Vice-Chancellor may, after taking into consideration the written submission, vary or terminate the denial of access.

PART 4  INQUIRIES

9  Inquiries

9.1 The Vice-Chancellor, a panel referred to in subrule 7.4(b) or a prescribed authority may hold an inquiry into alleged misconduct.

9.2 A student may make a statement in writing to the person or panel holding the inquiry or orally at the inquiry in relation to the alleged misconduct.

9.3 At an inquiry, the person or panel holding the inquiry must consider the statement, if any, of the student in relation to the misconduct and any other matters that the person or panel holding the inquiry thinks fit.

9.4 At an inquiry by the Vice-Chancellor, a panel or a prescribed authority, the student must be given the opportunity to comment upon the substantive material in the possession of the Vice-Chancellor, the panel or prescribed authority and upon which the Vice-Chancellor, the panel or prescribed authority intends to rely.

9.5 An inquiry by the Vice-Chancellor, a panel or a prescribed authority must, subject to this rule, be conducted in such manner as the person or panel holding the inquiry determines.

9.6 A person or panel holding an inquiry is not bound to act in a formal manner but may inform themselves on any matter relating to the alleged misconduct as the person or panel thinks just.

9.7 At an inquiry the student may:

(a) appear in person;
(b) present to the inquiry oral or written statements (whether made by the student or another person); and
(c) in addition to, or instead of, appearing in person, furnish to the inquiry a written statement in relation to the alleged misconduct (whether made by the student or another person).

9.8 At an inquiry, the student is entitled to be accompanied by another person who may:

(a) observe the proceedings;
(b) with the express approval of the person or panel holding the inquiry act as an advocate.

9.9 The powers of the person or panel holding an inquiry under this rule may be exercised whether or not the student on whom a notice under subrule 5.5 or 7.6 is given is present at an inquiry held under this rule.

10 Findings and penalties: prescribed authority

10.1 If, after consideration of the matter, the prescribed authority finds that the student has not engaged in misconduct, the prescribed authority must dismiss the allegation.

10.2 If, after consideration of the matter, the prescribed authority finds that the student has engaged in misconduct, the prescribed authority may do one or more of the following:
   (a) decide to take no action;
   (b) deny the student access to all or any of the facilities of the University or to all or any part of the University premises, or to any activities conducted by or on behalf of the University for a specified period not exceeding 12 months;
   (c) reprimand the student;
   (d) suspend the candidature or enrolment of the student in a program of study or course in which the student is admitted or enrolled and prohibit the resumption of candidature or enrolment for a period not exceeding 12 months;
   (e) determine the conditions under which the student may attend classes or lessons or use any facility of the University; or
   (f) if the misconduct involved so warrants, refer the matter to the Vice-Chancellor;
   (g) require the student to apologise or take other action the prescribed authority thinks appropriate with a view to mitigating the effect of the misconduct;
   (h) accept an undertaking from the student;
   (i) notify any relevant professional, government or other organisation or agency of the decision.

10.3 The prescribed authority may, in determining any penalty to be imposed on a student, take into account any other finding of misconduct made in respect of the student and any penalty imposed in relation to that finding.

10.4 If a prescribed authority exercises his or her powers under this rule in relation to a student, he or she must report the action taken and the circumstances relating to it to the Vice-Chancellor as soon as possible after the action is taken.

10.5 However, the suspension of a student’s enrolment may not take effect until any appeal to the Appeals Committee in accordance with the Appeals Rules has been concluded.

10.6 To avoid doubt, denial of access or exclusion from attending an examination or assessment under subrule 10.2 does not, of itself, terminate or suspend a student’s enrolment.

11 Findings and penalties: Vice-Chancellor

11.1 In relation to an inquiry held by the Vice-Chancellor or a panel appointed under subrule 7.4(b), after consideration of the matter, including (where applicable) any report or recommendation by the panel, the Vice-Chancellor may:
   (a) find that the student has not engaged in misconduct; or
   (b) find that the student has engaged in misconduct.

11.2 If the Vice-Chancellor finds that the student has not engaged in misconduct, the Vice-Chancellor must dismiss the allegation.
11.3 If the Vice-Chancellor finds that the student has engaged in misconduct, the Vice-Chancellor may do one or more of the following:

(a) decide to take no action;
(b) reprimand the student;
(c) deny the student access to all or any of the facilities of the University or to all or any part of the University premises for a specified period, or to any activities conducted by or on behalf of the University;
(d) impose on the student a monetary penalty not exceeding $500 for each occurrence of misconduct to which these Rules apply;
(e) if, as a result of the misconduct:
   (i) any property is damaged; or
   (ii) a person incurs expense;
   order the student to pay to the owner of the property or the person incurring the expense, as the case requires, compensation as determined by the Vice-Chancellor;
(f) determine the conditions under which the student may attend classes or lessons or use any facility of the University;
(g) suspend the candidature or enrolment of the student in a program of study or course in which the student is admitted or enrolled and prohibit the resumption of candidature or enrolment for a period not exceeding 12 months;
(h) exclude the student from the University;
(i) accept an undertaking from the student to attend University Counselling (or another appropriate counselling provider) to address behavioural issues;
(j) notify any relevant professional, government or other organisation or agency of the decision;
(k) determine the conditions under which the student may attend classes or lessons or use any facility or otherwise continue in their studies or research program of the University;
(l) determine that the student should not be granted the relevant award for the program he or she is studying;
(m) recommend to the Council that an award of the University (within the meaning of the Programs and Awards Statute) gained by the student be revoked;
(n) notify any relevant professional, government or other organisation or agency of the decision.
(o) accept an undertaking from the student.

11.4 The Vice-Chancellor may, in determining any penalty to be imposed on a student, take into account any other finding of misconduct made in respect of the student and any penalty imposed in relation to that finding.

11.5 If a person becomes liable to pay to the University a monetary penalty or other amount under this rule, the person must pay to the University the amount specified in the notice given to the student under subrule 13.1, or enter into an arrangement for its repayment satisfactory to the Vice-Chancellor, not later than 20 working days after:
   (a) if an appeal is not lodged under the Appeals Rules in relation to the finding giving rise to the liability—the date of the notice; or
   (b) if an appeal is lodged under the Appeals Rules in relation to the finding giving rise to the liability—the day on which the decision is given in respect of the appeal.

11.6 Termination of a student’s enrolment may not take effect until any appeal under the Appeals Rules has been concluded.
12 Student undertakings

12.1 If a prescribed authority or the Vice-Chancellor accepts a student’s undertaking under subrule 10.2(h) or 11.3(o):

(a) the prescribed authority or the Vice-Chancellor must ensure that a written copy of the undertaking is provided to the student and the Registrar;

(b) if the student fails to comply with the undertaking, the prescribed authority or the Vice-Chancellor (as is appropriate) may impose a penalty for the misconduct.

12.2 In imposing a penalty under this rule, the prescribed authority or the Vice-Chancellor may take into consideration the failure of the student to comply with the undertaking and the reasons for that failure.

13 Notice of decisions, etc

13.1 The Vice-Chancellor or a prescribed authority who makes a decision under rule 10 or 11 must give the student in respect of whom the decision was made, and the Registrar, written notice containing a copy of a decision under subrule 10.1, 10.2, 11.1 or 11.3 and of the reasons for the decision within 5 working days after the decision is made.

13.2 A notice given under subrule 13.1:

(a) must inform the student that the allegations of misconduct have been considered by the prescribed authority or the Vice-Chancellor, as the case requires;

(b) must detail the substantive material considered by the prescribed authority or Vice-Chancellor;

(c) must, in the case of a decision under subrule 10.1, advise the student that no further action is to be taken in relation to the particular allegations of misconduct that were the subject of the inquiry; and

(d) must, in the case of a decision under subrule 11.1(a), advise the student that no further action is to be taken in relation to the particular allegations of misconduct that were the subject of the inquiry.

13.3 Subject to the relevant provisions of the Appeals Rules, exclusion of a student, or denial of access to facilities or premises or activities of the University under subrule 10.2 or 11.3 continues to have effect notwithstanding that an appeal is lodged under Part 6.

13.4 A notice under this rule of a decision made under subrule 10.2 or 11.3 must set out the right of the student to whom it is addressed to appeal against the decision of the Vice-Chancellor or prescribed authority and tell the student to whom an appeal must be sent.

14 Effect of denial of access

14.1 If, under these Rules, a student is denied access to facilities, premises or activities, the student must not:

(a) use any of the University’s facilities;

(b) enter any part of the premises of the University; or

(c) engage in the activities;

that the Vice-Chancellor, or the person denying access to the student, determines that the student must not enter or use or in which the student must not engage, as the case requires.
15 Exclusion of student

15.1 If, under these Rules, a person is excluded from the University, the person ceases to be a student and, except with the permission of the Vice-Chancellor:

(a) must not be enrolled again; and
(b) must not use any of the University's facilities or enter any part of the premises of the University that the Vice-Chancellor determines the person must not use or enter; and
(c) must not engage in any activities conducted by or on behalf of the University at the University or at a place other than the University.

PART 5 FAILURE TO MEET OBLIGATIONS

16 Failure to meet obligations by due date

16.1 The Vice-Chancellor may terminate the enrolment of a person as a student, or deny the person access to all or any of the facilities of the University or to all or any part of the University premises or to any activities conducted by or on behalf of the University, or withdraw the rights and privileges to which that person would otherwise have been entitled, if an obligation is not met:

(a) within 10 working days after the due date determined in accordance with a statute or rule or by the Vice-Chancellor, as the case requires; or
(b) within any further period determined by the Vice-Chancellor.

16.2 The termination of the enrolment of a person as a student, or the denial of access of the person to facilities or premises or activities or the withdrawal of a person's right or privilege under subrule 16.1, does not extinguish any undischarged liability of the person to meet an obligation.

16.3 The Vice-Chancellor must notify the person referred to in subrule 16.1 of the decision.

17 Re-enrolment following suspension

17.1 A person whose enrolment as a student has been suspended may not re-enrol until he or she pays any fees owed by the person under the Fees Rules (including late fees) and agrees to comply with any conditions that the Vice-Chancellor may impose in relation to the revived enrolment.

18 Liability of persons financially supported by third parties

18.1 The Vice-Chancellor may accept an undertaking by a third party to meet, on behalf of a person, an obligation.

18.2 However, a person to whom these Rules apply remains personally liable for the obligation in respect of that person if the obligation has not been discharged by the third party.

19 Sanctions against persons who fail to meet obligations

19.1 Without limiting the generality of rule 16, if a person fails to meet an obligation that he or she is required to meet, the Vice-Chancellor may direct that, while the obligation remains to be met:

(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 his or her 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.

19.2 The Vice-Chancellor must notify the person concerned of any relevant direction under subrule 19.1.

**PART 6  APPEALS AND CALL-IN**

20 **Review by the Appeals Committee**

20.1 A student may appeal a reviewable decision under the *Appeals Rules*.

20.2 For the purposes of the *Appeals Rules*, the following are reviewable decisions:
(a) a decision to deny a student access to facilities under subrule 6.1(a);
(b) a finding by a prescribed authority under subrule 10.2 that a student has engaged in misconduct;
(c) a finding by the Vice-Chancellor, in accordance with subrule 11.1(b) that a student has engaged in misconduct;
(d) a decision to impose a penalty for misconduct under subrule 10.2 or 11.3.

*Note:* The *Appeals Rules*, provide that a person who is affected by a reviewable decision may, within specified time limits, apply for review of that decision.

21 **Vice-Chancellor may call in a case**

21.1 If the Vice-Chancellor considers that a reviewable decision, including a penalty that has been imposed, is inappropriate in the circumstances of the case, the Vice-Chancellor may, by written notice, call in the file for reconsideration of the decision or penalty.

21.2 The Vice-Chancellor must:
(a) give a copy of the notice to the student; and
(b) give the student opportunity to be heard in relation to the reasons why the file has been called in.

21.3 A notice under this rule must set out the reasons why the file has been called in.

21.4 After hearing the submissions (if any) made by the student, the Vice-Chancellor may make a decision as if he or she were the original decision-maker.

21.5 A decision made by the Vice-Chancellor operates as if it were made by the original decision-maker, as from the date it is made.

21.6 The Vice-Chancellor must give the student written advice of a decision which has been made under rule 21.4 and the reasons for it.

**PART 7  MISCELLANEOUS**

22 **Nominees**

22.1 The Vice-Chancellor may appoint, in writing, a nominee to exercise the powers and perform the functions of the Vice-Chancellor under these Rules.

22.2 A prescribed authority may appoint, in writing, a nominee to exercise the powers and perform the functions of that prescribed authority under these Rules.
22.3 The Registrar may appoint, in writing, a nominee to exercise the powers and perform the functions of the Registrar under these Rules.

23 Multiple processes

23.1 This rule applies where it appears that a student has engaged in conduct that:

(a) may be academic misconduct within the meaning of the *Academic Misconduct Rules*; and

(b) may be misconduct within the meaning of these rules.

23.2 Where this rule applies, to enable the review and inquiry processes under the *Academic Misconduct Rules* to proceed:

(a) a prescribed authority conducting an inquiry under these Rules may suspend that inquiry;

(b) the Registrar or the Vice-Chancellor may suspend a process under these Rules.

23.3 A prescribed authority, the Registrar or the Vice-Chancellor may recommence the inquiry or process if the review and inquiry processes under the Academic Misconduct Rules are completed or if it appears that, in the circumstances, the suspension is not appropriate.

24 Extension of time

24.1 The Registrar may extend a time limit under these Rules.

24.2 In deciding whether to extend a time limit, the Registrar must take into consideration:

(a) the reason why an extension is sought;

(b) the period of extension;

(c) the prejudice, if any, which will be caused by the granting of the extension.

24.3 An extension must be for no longer than is reasonably necessary.

24.4 The power to extend a time limit may be exercised notwithstanding that the time limit has expired.

25 Notices

25.1 For the purposes of these Rules, a notice or communication that is delivered by hand or otherwise sent by email or post to a student in accordance with section 9 of the *Interpretation Statute*, is regarded as having been given to the student on the date on which the notice was delivered by hand or, if sent by email or post, on the date that it would, in the ordinary course of email or post, have been delivered to the student.

26 Revocation and savings

26.1 The Discipline Rules 2011, as amended and in force immediately before the commencement of these Rules, are revoked.

26.2 The Discipline Rules 2011, as amended and in force immediately before the commencement of these Rules, continue to apply in relation to any decision taken, or proceeding commenced and not concluded, under those Rules before the commencement of these Rules.
The Vice-Chancellor of The Australian National University make these Rules under subsection 9.5 of the Vice-Chancellorship Statute 2013, for section 3 of the Fees Statute 2006.

Dated: 16 December 2014.

Professor Ian Young AO
VICE-CHANCELLOR

[General Note:
The University is permitted to charge fees under section 41 of the Australian National University Act 1991 and section 19-85 of the Higher Education Support Act 2003 (‘the HES Act’). The Acts are accessible on the Internet at the following website:

These Rules relate to types of fees which the University is permitted to charge under the HES Act and which the Council has authorised for collection.

The Rules are designed to be consistent with the HES Act and with Guidelines issued by the Minister under that Act. The Guidelines are accessible on the Internet at the following website:
http://www.innovation.gov.au ]

PART 1 - PRELIMINARY

1 Name of Rules and commencement
1.1 These Rules are the Fees Rules 2014.
1.2 These Rules commence on 1 January 2015.

2 Interpretation
2.1 In these Rules, unless the contrary intention appears:

Commonwealth supported place means a place within a course in which a Commonwealth supported student may enrol.

Commonwealth supported student has the meaning given in the HES Act.

contributing student means a Commonwealth supported student who receives HECS-HELP or FEE-HELP assistance.

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 in a course or other work requirement that forms part of a program offered by the University.

course means a unit of study within the meaning of the HES Act.

coursework program means a program consisting either entirely of coursework or of a combination of coursework and research (the research component being less than two-thirds of the whole program).

Deputy Vice-Chancellor, in relation to a matter, means the person who holds office as a Deputy Vice-Chancellor and who has portfolio responsibility for the matter.

domestic student means a person who is not an overseas student.

[Note: overseas student is defined in the HES Act.]

enrolled, in relation to a student or a program, means a student who has registered an enrolment in a course of the relevant 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 awarding of a graduate degree, a 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 these Rules or late enrolment in, or withdrawal from, a course.

non-award program means a program which does not lead to the award of a degree, diploma or certificate but which consists of a course or work requirement that forms part of an undergraduate or graduate program.

[Note: non-award program does not include studies undertaken on a non-award basis within the meaning of the HES Act.]

program means a course of study within the meaning of the HES Act, including a program of study offered by the University under rules made under the Programs and Awards Statute, or any course or any work requirement forming part of such a program.

Registrar, in relation to a function or matter, means the Registrar with portfolio responsibility for the function or matter concerned.

relevant authority, in relation to a student, means the Associate Dean, Registrar, or other authority, as appropriate, who is authorised under the relevant rules as the relevant authority for the program for which the student is or was enrolled.

research program means a program for which the research component comprises not less than two-thirds of the total program requirements.

SA Fee means the Student Services and Amenities fee.

semester means first semester or second semester.

session includes, as the case requires:

(a) in relation to a person undertaking a coursework program — summer session, autumn session, winter session and spring session;

(b) in relation to a person undertaking a research program — research quarter 1, research quarter 2, research quarter 3 and research quarter 4.

student, except in relation to a Commonwealth supported student where the HES Act definition of student applies, means a person who is, or is to be, enrolled in a program.

student contribution means a contribution payable under Part 4.
2.2 Other words and expressions used in these Rules have the respective meanings given to them in the HES Act.  
[Note: For example, census date, course of study, overseas student and student contribution amount are defined in the HES Act.]

3 Application

3.1 These Rules apply to persons who:
   (a) are admitted to candidature in programs offered by the University under rules made under the Programs and Awards Statute, or in any course or other work requirement forming part of such a program; or
   (b) use any ancillary service offered by the University; or
   (c) use the residential accommodation services offered by the University; or
   (d) undertake non-award studies offered by the University.  

[Note: A student who wishes to use FEE-HELP must meet all the relevant requirements of the Commonwealth.]

3.2 Notwithstanding anything else in these Rules, if the Vice-Chancellor or Deputy Vice-Chancellor arranges for a program to be offered in conjunction with another tertiary education institution or educational provider, the arrangement prevails over these Rules and these Rules are to be interpreted accordingly.

3.3 In addition to and notwithstanding anything else in these Rules, if the Vice-Chancellor or Deputy Vice-Chancellor enters into a contract with a private or government organisation for a program to be offered, in relation to a person undertaking that program the contract prevails over these Rules and these Rules are to be interpreted accordingly.

PART 2 - TUITION FEES FOR DOMESTIC STUDENTS

4 Award programs

4.1 A domestic student who is enrolled in any semester or session in a program for an award must pay to the University the tuition fees set out in, or worked out under, the Orders for the courses to be undertaken in that program for that semester or session.

4.2 However, a student referred to in subrule 4.1 is not required to pay particular fees set out in, or worked out under, the Orders for the courses to be undertaken in a program if the student:
   (a) is eligible for FEE-HELP or HECS-HELP assistance from the Government and has taken out a FEE-HELP or HECS-HELP loan before the relevant census date; or
   (b) is a Commonwealth-funded Higher Degree by Research student; or
   (c) is a student who holds an Australian Postgraduate Award or an Australian Postgraduate (Industry) Award and is eligible for, but has not been awarded, a Commonwealth-funded Research Training Scheme place; or
   (d) is the holder of a full tuition fee scholarship funded by the University; or
   (e) is a person who holds a place fully funded by an employer; and whose obligation to pay those fees is met under an award or other scheme or arrangement referred to in paragraph (a), (b), (c), (d) or (e).
4.3 However, a student referred to in subrule 4.2 remains personally liable for the payment of any fees due to the University in respect of that student if the obligation to pay those fees is not met under an award, scheme or arrangement referred to in that subrule.

4.4 Also, if the Vice-Chancellor, the Deputy Vice-Chancellor or the relevant Associate Dean sponsors all or part of the tuition fees for a student in accordance with the HES Act, the student is not liable to pay the fees so sponsored.

5 Non-award programs

5.1 A student who is enrolled in a non-award program in any semester or session must pay the University the tuition fees set out in, or worked out under, the Orders for the courses to be undertaken in the program for that semester or session.

5.2 A student referred to in subrule 5.1 must pay the tuition fees referred to in that subrule whether or not the student's performance is to be examined.

5.3 A contributing student who is enrolled in a course in a semester or session that does not have a Commonwealth supported place in that semester or session must pay the University the tuition fees set out in, or worked out under, the Orders for that course.

5.4 However, a cross-institutional student of another tertiary education institution who is enrolled in a course or other work requirement that forms part of a coursework program offered by the University is liable to pay the University the fees set out in, or worked out under, the Orders for that course or other work requirement unless:

(a) the student discharges their 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 or defers that student contribution amount using HECS-HELP.

5.5 Also, 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 regarded as being enrolled at the other institution on a fee-paying basis.

PART 3 - FEES FOR OVERSEAS STUDENTS

6 Fees payable by overseas students

6.1 An overseas student who is (or is to be) enrolled in a program for any semester or session must pay the University the fees set out in, or worked out under, the Orders for the courses to be undertaken in that program for that semester or session.

[Note: overseas student is defined in the HES Act.]

6.2 However, an overseas student referred to in subrule 6.1 is not required to pay particular fees set out in, or worked out under, the Orders for the courses to be undertaken in a program if the student:

(a) holds a scholarship, approved by the University, that meets the student's obligation to pay those fees; or

(b) has the tuition fees sponsored by the Vice-Chancellor, the Deputy Vice-Chancellor or the relevant Associate Dean in accordance with the Higher Education Provider Guidelines.
6.3 However, an overseas student referred to in subrule 6.1 remains personally liable for the payment of any fees due to the University in respect of that student if the obligation to pay those fees is not met under a scholarship referred to in subrule 6.2.

7 Overseas students who become permanent residents

7.1 An overseas student who is granted a permanent resident visa after having arrived in Australia 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.

7.2 However, an overseas student who is awarded a permanent residency visa must provide proof of their visa before the census date of the first course in the semester or session in which they are enrolled to be eligible to be recognised as a permanent resident for that semester or session.

7.3 Also, an overseas student whose continued presence in Australia is subject to any limitation as to time imposed by law on the census date for a semester or session, remains an overseas student for that semester or session.

PART 4 - COMMONWEALTH SUPPORTED STUDENTS

[General Note. Commonwealth supported students are eligible domestic students that are offered a Commonwealth supported place by the University. Commonwealth supported students pay a contribution to the cost of their program whilst the Government pays the remainder of their tuition.]

8 Requirement to pay contributions

8.1 A contributing student who is, in any semester or session, undertaking a program at the University on the census date for that program for that semester or session must pay to the University for that semester or session a student contribution amount, ascertained in accordance with section 19-87 of the HES Act, towards the cost of the provision of that program.

8.2 A contributing student must discharge his or her liability to make any HECS-HELP contribution on or before the relevant census date by:
   (a) making a full payment of the student contribution amount of the student contribution that the student is required to pay to the University; or
   (b) making a partial payment and deferring the unpaid part; or
   (c) deferring the entire payment.

[Note: Permanent residents and New Zealand citizens cannot defer payment.]

8.3 A contributing student who intends to defer payment of a student contribution liability for a semester or session in whole or in part must provide the Registrar with the student's Tax File Number or a Certificate of Application for a Tax File Number from the Australian Taxation Office before the census date for that semester or session.

8.4 However, a student to whom subrule 8.3 applies who provides the Registrar with a Certificate of Application for a Tax File Number from the Australian Taxation Office must provide the Registrar with that Tax File Number within 21 days of it being issued.

8.5 A contributing student of the kind referred to in paragraph 8.2 (b) may in a semester or session make one or more payments of at least $500 per payment until the date notified...
by the Registrar, in writing, for making such payments in that semester or session, but the
University will not accept any voluntary payments of any amount from such a student in that
semester or session after that date.

8.6 A notice referred to in subrule 8.5 must be published on the University's website and
on appropriate notice boards.

9 Appropriate officer
9.1 For the purposes of Chapter 5, Part 5-5 of the HES Act, appropriate officer means
the person appointed by the Vice-Chancellor for that purpose.

[Note: At the commencement of these Rules, that person is the Registrar.]

10 Registrar's duties
10.1 The Registrar must ensure compliance with the following provisions of the HES Act:
• section 169-5 (Notices);
• section 169-10 (Correction of notices);
• section 19-70 (Provider to provide statement of general information);
• section 154-55 (Higher Education Provider etc. to provide information to
Commissioner).

PART 5 - FEES FOR GOODS OR SERVICES INCIDENTAL TO STUDIES

11 Fees for incidental services etc
11.1 A person who uses any incidental or additional service offered by the University must
pay the amount of the fee or charge for that service.

[Note: For criteria to determine whether a fee is of a kind that is incidental to studies that
may be undertaken by a university see chapter 8 of the Higher Education Provider Guidelines
made under section 238-10 of the HES Act.]

12 Student Services and Amenities Fee
12.1 A student who is enrolled in any semester or session at the University must, unless
an Order provides otherwise, pay to the University a fee, ascertained in accordance with
section 19-37 of the HES Act, to support the provision to students of amenities and services
not of an academic nature, regardless of whether the student chooses to use any of those
amenities and services.

PART 6 - FEES FOR RESIDENTIAL ACCOMMODATION

13 Residential accommodation services fees
13.1 Subject to the Halls of Residence Statute, the University House Statute and to any
Rules made under either of those Statutes, if the Orders so require, a person who uses the
residential accommodation services offered by the University must pay the amount of the fee
or charge for that service set out in, or worked out under, the Orders.
13.2 However, nothing in this rule prevents the University from entering into a commercial arrangement with a person for the use of residential accommodation services requiring that person to pay a fee for that use.

13.3 A fee payable under subrule 13.2 is a fee that is required to be paid under these Rules.

PART 7 - FEES FOR NON-AWARD STUDIES

14 Fees for non-award studies

14.1 A person who 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, must pay the amount of the fee or charge for those studies set out in, or worked out under, these Rules or the Orders.

PART 8 - COLLECTION OF FEES

15 Officers responsible for the collection of fees

15.1 The Vice-Chancellor may appoint a nominee to collect the fees payable under these Rules.

15.2 For the purposes of this Part, the Registrar is to be regarded as a nominee of the Vice-Chancellor.

16 Nominee to collect fees

16.1 The Registrar must collect the fees and student contribution amount payable under Parts 2, 3, and 4, and any fees of a type payable under Part 5 as the Vice-Chancellor directs.

16.2 A nominee must collect whichever fees payable under Part 5 as the Vice-Chancellor directs, and the fees payable under Parts 6 and 7.

16.3 A nominee, other than the Registrar, has, for the purposes of these Rules, such powers as the Vice-Chancellor determines.

17 Powers of the Registrar

17.1 The Registrar may, by notice, determine:
(a) the date or dates for the payment of fees and student contribution amounts to the University; and
(b) the manner in which fees and student contribution amounts are to be paid; and
(c) the circumstances in which late fees may be imposed; and
(d) the circumstances, if any, and the conditions applying to payment by instalments; and
(e) the circumstances in which a person may be entitled to a refund of the whole or portion of the fees paid or to the remission of a fees debt; and
(f) the notice that a person is required to give the University of a change in the person's mailing or contact address.
17.2 A notice may relate to all relevant students or to students of a particular class (including students to whom circumstances set out in the notice apply).

17.3 The Registrar may, from time to time, by further notice, amend or revoke a notice.

17.4 A notice referred to in this rule must be published on the University’s website.

18 Extensions and exemptions

18.1 The Registrar may:
(a) extend the time for payment of fees to which these Rules or the Orders apply;
or
(b) exempt a student from payment of a late fee or of an additional fee for the revival of an enrolment.

18.2 However, the Registrar may not extend the payment due date for Commonwealth supported students beyond the census date.

19 Non-payment of fees by due date

19.1 The Registrar may cancel the enrolment of a person as a student, and withdraw the rights and privileges to which that person would otherwise have been entitled, if fees payable by a person under these Rules or the Orders are not paid:
(a) before the relevant census date; or
(b) within the period determined by the Registrar under rule 18;
as the case requires.

19.2 The cancellation of the enrolment of a person as a student does not extinguish any undischarged liability of the person to pay fees.

19.3 In making a determination under subrule 19.1, he Registrar must act in accordance with the HES Act and the Education Services for Overseas Students Act 2000.

20 Applications for enrolment to be revived

20.1 A person whose enrolment as a student has been cancelled may apply to the Registrar for that enrolment to be revived and the Registrar may grant the application.

20.2 However, an application under subrule 20.1 must not be granted unless:
(a) the relevant authority recommends that the enrolment be revived, subject to any conditions that the relevant authority may impose; and
(b) the applicant pays, in addition to all other fees (including late fees) that the applicant owes to the University, any additional fee that the applicant is required to pay under the Rules or the Orders.

21 Liability of persons financially supported by third party

21.1 The Vice-Chancellor may accept an undertaking by a third party (including a party within the University), or a nominee of the third party, to pay, on behalf of a person, fees payable to the University by that person.
21.2 However, a person to whom these Rules apply remains personally liable for the payment of any fees due to the University in respect of that person but unpaid by the third party.

22 Sanctions against persons who fail to pay fees
22.1 If a person fails to pay a fee which he or she is required to pay under these Rules or the Orders, the Registrar may direct that, while the fee 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 his or her 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.

22.2 In this rule *fee*, in relation to a person, includes any of the following:
   (a) a tuition fee;
   (b) a late fee;
   (c) a fee known as an SA Fee;
   (d) an accommodation debt;
   (e) a fee payable in relation to a financial assistance program or field trip;
   (f) any other financial liability for a service rendered by the University in relation to that person.

PART 9 - MISCELLANEOUS

23 Service of notice
23.1 A notice required or permitted to be given to a person under these Rules is to be taken to have been given to the person if it was sent:
   (a) by pre-paid post to the person at the address last notified to the Registrar as the person's mailing or postal address for the relevant semester or session; or
   (b) to the person at the e-mail address allocated to the person by the University; or
   (c) to the person at a secure website which the person is required by the University to access.

24 Nominee may appoint agent
24.1 A nominee of the Vice-Chancellor appointed under rule 15 to collect fees may appoint one or more persons to act as an agent of the nominee for the purposes of carrying out the nominee's functions.

25 Repeal and saving
25.1 The Fees Rules 2013, as amended and in force immediately before the commencement of these Rules, are repealed.

25.2 Any amount payable and unpaid under the Fees Rules 2013, or anything done under those Rules and in effect immediately before the repeal of those Rules, continues to have
effect under these Rules as if the amount was payable, or the thing was done, under these Rules.
THE AUSTRALIAN NATIONAL UNIVERSITY

Programs and Awards Statute 2013

HIgher Doctorates Rules (No. 2) 2014

I, Professor Ian Young, Vice-Chancellor of The Australian National University acting in accordance with subsection 50(3) of the Australian National University Act 1991 and subsection 9.5 of the Vice-Chancellorship Statute 2013 make these Rules for section 8 of the Programs and Awards Statute 2013.

Dated: 18 November 2014.

Professor Ian Young AO
VICE-CHANCELLOR

Name of Rules and commencement
1(1) These Rules are the Higher Doctorates Rules (No. 2) 2014.
(2) These Rules commence on the day after they are registered.

Interpretation
2(1) In these Rules, unless the contrary intention appears:
candidate means a person admitted as a candidate under rule 3 or 6, as the case requires;
higher doctorate means a degree mentioned in the Schedule;
Panel means the Panel appointed under subrule 3(2) or 6(3), as the case requires.

(2) In these Rules, unless the contrary intention appears, a reference to published works, work or works includes, in addition to a reference to books, articles and other printed material, a reference to published or recorded compositions, recorded interpretations of music, video recordings, films, other works of visual art and works of art in electronic or other media, each of which is readily available for public criticism.

Candidates: Doctorates other than Doctor of Medicine
3(1) Subject to subrules (2) and (5), a person who:
(a) holds a degree of the University; or
(b) holds a degree of another university, which degree and university are approved by the Deputy Vice-Chancellor; or
(c) is in the opinion of the Deputy Vice-Chancellor otherwise qualified to be a candidate by reason of the person's eminence in learning or creative achievements;

and:
(d) has been a full-time member of the academic staff of the University for at least 3 consecutive years; or
may be admitted by the Deputy Vice-Chancellor as a candidate for the degree of Doctor of Fine Arts, Doctor of Laws, Doctor of Letters, Doctor of Music or Doctor of Science.

(2) In determining whether to admit a person as a candidate, the Deputy Vice-Chancellor must, for each application, appoint a Panel comprising:

(a) the Deputy Vice-Chancellor or his or her nominee as Chair; and

(b) 3 members of staff of the University who have appropriate expertise in the field of the applicant’s work; and

(c) each Associate Dean whose ANU College has coverage of all or part of the field of the applicant’s work;

to consider whether to admit the applicant as a candidate.

(3) For the purposes of making a determination under subrule (2), the Panel must assess whether the applicant’s published work appears, *prima facie*, to be worthy of examination under rule 5.

(4) In making a determination under subrule (2), the Panel:

(a) must not seek referees’ reports in relation to the applicant; and

(b) must make its own assessment based on the person’s application.

(5) If an applicant’s published work appears, *prima facie*, to be worthy of examination under rule 5, the Panel must recommend to the Deputy Vice-Chancellor that the applicant be admitted as a candidate and that appropriate examiners be appointed.

(6) If the applicant’s published work does not, *prima facie*, appear to be worthy of examination under rule 5, the Panel may refuse the application.

(7) An applicant who is not admitted as a candidate, or whose application is unsuccessful, may not, except in exceptional circumstances, reapply for 5 years after making his or her application.

(8) If a person is admitted as a candidate, the Chair of the Panel must notify the Registrar of that fact.

**Submission of works: Doctorates other than Doctor of Medicine**

4(1) A candidate must submit to the Registrar 4 copies of published works of which the candidate is author or joint author, and which are to be examined for the award of a degree.

(2) A candidate must not submit work in respect of which a degree has been granted in any university.

(3) In the case of works of which the candidate is a joint author, the candidate must submit a written statement and such supporting material as the Deputy Vice-Chancellor requires, indicating the portion of the work of which the candidate is the author.

**Examination: Doctorates other than Doctor of Medicine**

5(1) The Deputy Vice-Chancellor must appoint not fewer than 3 expert examiners who have international standing in their field and who do not hold an academic or honorary academic appointment of the University to examine the submitted works, and the Registrar must transmit the works to them.
Each examiner must submit to the Registrar a confidential independent report in writing on the submitted works in which the examiner must recommend that the candidate be granted or not be granted the higher doctorate.

If, after considering the examiners’ reports, the Panel is of the opinion that the submitted works:

(a) represent outstanding creative achievement or an outstanding contribution to the field of knowledge in which those works fall; and

(b) exhibit a level of originality and creativity that stamp the candidate as a major authority in that field;

it must recommend to the Deputy Vice-Chancellor that the candidate be granted the higher doctorate referred to in subrule 3(1) which, in the opinion of the Panel, is appropriate.

If, after considering the Panel’s recommendation, the Deputy Vice-Chancellor accepts the recommendation, the Deputy Vice-Chancellor must approve that the candidate be granted the higher doctorate referred to in the recommendation.

Candidates: Doctor of Medicine

Subject to subrules (3) and (7), a person who:

(a) holds a degree of Bachelor of Medicine, Bachelor of Surgery (MBBS) or Medicinae ac Chirurgiae Doctoranda (MChD) of the University and has held that degree for not less than 5 years; or

(b) holds a similar degree of another university, which degree and university are approved by the Dean of the ANU Medical School, and has held that degree for not less than 5 years; or

(c) is in the opinion of the Dean of the ANU Medical School otherwise qualified to be a candidate by reason of the person’s eminence in learning or creative achievements;

and:

(d) has been a full-time member of the academic staff of the University for at least 3 consecutive years; or

(e) otherwise has or has had a connection with the University which in the opinion of the Dean of the ANU Medical School is equivalent to the connection specified in paragraph (d);

may be admitted by the Dean of the ANU Medical School as a candidate for the degree of Doctor of Medicine.

The Dean of the ANU Medical School may determine procedures to be followed by applicants for admission as a candidate for the degree of Doctor of Medicine.

In determining whether to admit a person as a candidate, the Dean of the ANU Medical School must, for each application, appoint a Panel comprising:

(a) the Dean of the ANU Medical School or his or her nominee as Chair; and

(b) 3 members of staff of the University who have appropriate expertise in the field of the applicant’s work;

to consider whether to admit the applicant as a candidate.

The Dean of the ANU Medical School may permit or require the Panel to obtain such further information in relation to an application as the Dean of the ANU Medical School, in each particular case, determines.
For the purposes of making a determination under subrule (3), the Panel must assess whether the applicant’s published work appears, *prima facie*, to be worthy of examination under rule 8.

In considering, under subrule (3), whether to admit an applicant as a candidate, the Panel must make its assessment based on the person’s application and any information obtained under subrule (4).

If an applicant’s published work appears, *prima facie*, to be worthy of examination under rule 8, the Panel must recommend to the Dean of the ANU Medical School that the applicant be admitted as a candidate and that appropriate examiners be appointed.

If the applicant’s published work does not, *prima facie*, appear to be worthy of examination under rule 8, the Panel may refuse the application.

An applicant who is not admitted as a candidate, or whose application is unsuccessful, may not, unless the Dean of the ANU Medical School otherwise determines, reapply for admission for 5 years after making his or her application.

If a person is admitted as a candidate, the Dean of the ANU Medical School must notify the Registrar of that fact.

**Doctor of Medicine: submission of works**

A candidate must submit to the Dean of the ANU Medical School 4 copies of published works of which the candidate is author or joint author, and which are to be examined for the award of a degree.

A candidate must not submit work in respect of which a degree has been granted in any university.

In the case of works of which the candidate is a joint author, the candidate must submit a written statement and such supporting material as the Dean of the ANU Medical School requires, indicating the portion of the work of which the candidate is the author.

**Doctor of Medicine: examination**

The Dean of the ANU Medical School must appoint not fewer than 3 expert examiners who have international standing in their field and who do not hold an academic or honorary academic appointment of the University to examine the submitted works, and the Registrar must transmit the works to them.

Each examiner must submit to the Dean of the ANU Medical School a confidential independent report in writing on the submitted works in which the examiner must recommend that the candidate be granted or not be granted the degree of Doctor of Medicine.

The examiners may require the candidate to attend for an oral examination at a time and place determined by the examiners.

If, after considering the examiners’ reports, the Panel is of the opinion that the submitted works:

(a) represent a substantial, original and important contribution to the advancement of medical knowledge on a coherent theme; and

(b) is of sufficient merit for conferral of the award;

it must recommend to the Deputy Vice-Chancellor that the candidate be granted the degree of Doctor of Medicine.
(5) If, after considering the Panel’s recommendation, the Deputy Vice-Chancellor accepts the recommendation, the Deputy Vice-Chancellor must approve that the candidate be granted the degree of Doctor of Medicine.

Repeal

9(1) The Higher Doctorates Rules 2014, as amended and in force immediately before the commencement of these Rules, are repealed.

SCHEDULE

DEGREES THAT MAY BE AWARDED

Doctor of Fine Arts (DFA)

Doctor of Laws (LLD)

Doctor of Letters (DLitt)

Doctor of Medicine (MD)

Doctor of Music (DMus)

Doctor of Science (DSc)
THE AUSTRALIAN NATIONAL UNIVERSITY

Fees Statute 2006

TUITION FEES ORDER 2014

The Vice-Chancellor of The Australian National University makes this Order under section 4 of the Fees Statute 2006.

Dated: 16 December 2014.

Professor Ian Young AO
VICE-CHANCELLOR

[General Note: The University is permitted to charge fees under section 41 of the Australian National University Act 1991 and section 19-85 of the Higher Education Support Act 2003 (‘the HES Act’). The Acts are accessible on the Internet at the following website: http://www.comlaw.gov.au/ The Fees Rules relate to types of fees which the University is permitted to charge under the HES Act and which the Council has authorised for collection. The Rules are designed to be consistent with the HES Act and with Guidelines issued by the Minister under that Act. The Guidelines are accessible on the Internet at the following website: http://www.innovation.gov.au/ The Orders are intended to complement the Rules by setting out a framework under which particular fees can be calculated.]

1 Name of Order and commencement
1.1 This Order is the Tuition Fees Order 2014.
1.2 This Order commences on 1 January 2015.

2 Interpretation
2.1 In this Order, unless the contrary intention appears words and expressions used in this Order and in the Fees Rules have the same respective meanings as they have in the Fees Rules.

3 Application
3.1 This Order applies for 2015 to persons to whom the Fees Rules apply.
3.2 Notwithstanding anything else in this Order, 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, the arrangement prevails over this Order and this Order is to be interpreted accordingly.

3.3 In addition to and notwithstanding anything else in this Order, 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, in relation to a person undertaking that program the contract prevails over this Order and this Order is to be interpreted accordingly.

4 Fees
4.1 The indicative tuition fees set out in Schedules 1 and 2 apply for 2015 to a student to whom this Order applies.
4.2 On and after 1 January 2015, all students are liable for the tuition fee applied to each year, regardless of commencement date.

5 Calculation of particular domestic student fees etc
5.1 Particular domestic student tuition and contribution amounts are to be calculated in accordance with the guidelines set out on the following website:

6 Calculation of particular international student fees etc
6.1 Particular international student tuition and contribution amounts are to be calculated in accordance with the guidelines set out on the following website under International students:

[Note: indicative fees for individual programs may be found at:
http://programsandcourses.anu.edu.au/]

7 Extension of program arrangements for higher degree research students
7.1 A student enrolled in a higher degree research program who has successfully obtained an extension of program beyond the normal time limit is to pay fees as follows:
   (a) a domestic student:
       is to be granted an exemption scholarship in 2015;
   (b) an international student resident in Australia:
       is to pay a subsidized fee of $3,000 (non-laboratory) or $4,000 (laboratory) for a period of 6 months in 2015;
   (c) an international student resident overseas:
       is not required to pay the subsidized fee mentioned in paragraph 8.1(b).

8 Student Services and Amenities Fee
8.1 All students enrolled at the University are liable to pay the applicable Student Services and Amenities Fee mentioned in Schedule 3 unless the Schedule provides otherwise.
9 Repeal

9.1 The Tuition Fees Order (No. 2) 2013, as amended and in force immediately before the commencement of this Order, is repealed.

SCHEDULE 1
INDICATIVE Fee Schedule
Indicative Fees as at 30/11/2014 and may be subject to change.

<table>
<thead>
<tr>
<th>ANU College/School</th>
<th>Program</th>
<th>2015 Domestic Fee (per 48 units)</th>
<th>2015 International Fee (per 48 units)</th>
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<td>IPS</td>
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<td>Research (MPhil/PhD)</td>
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</tr>
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<td></td>
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<td>36,528</td>
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<tr>
<td></td>
<td>Graduate Coursework (bar those below)</td>
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<td>36,528</td>
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<td>33,168</td>
</tr>
<tr>
<td></td>
<td>Graduate coursework</td>
<td>27,312</td>
<td>34,800</td>
</tr>
<tr>
<td></td>
<td>Research (MPhil/PhD)</td>
<td>---</td>
<td>36,528</td>
</tr>
</tbody>
</table>
## ENGINEERING AND COMPUTER SCIENCE

| CECS | Undergraduate Awards | 24,816 | 33,168 |
|      | Graduate Coursework  | 24,816 | 33,168 |
|      | Research (MPhil/PhD) | ---    | 36,528 |

## LAW

| LAW | Undergraduate awards | 23,664 | 33,168 |
|     | Graduate coursework (bar those below) | 23,664 | 33,168 |
|     | Juris Doctor | 23,664 | 34,656 |
|     | GDLP | See note 4 | See note 4 |
|     | Military Law program | 33,216 | --- |
|     | Research (MPhil/PhD/SJD) | --- | 33,168 |

## MEDICINE AND HEALTH SCIENCES

| MEDICINE | Undergraduate awards | 51,456 | 65,712 |
|          | Research (MPhil/PhD) | --- | 36,528 |
|          | MChD | 51,456 | 65,712 |
|          | MD | 3,500 | 3,500 |
|          | MPH | 24,816 | 33,168 |
|          | CHAM | 24,816 | 33,168 |
| JCSMR | Research (MPhil/PhD) | --- | 36,528 |
|        | Graduate Coursework | 24,816 | 33,168 |
| Research School of Population Health (NCEPH, APHCRI, NIMHR, CRAWH, ACERH, Menzies) | (Research) MPhil/PhD | --- | 36,528 |
|        | Graduate Coursework | 24,816 | 33,168 |

## SCIENCE

| SCIENCE | Undergraduate awards | 24,816 | 33,168 |
|         | Graduate Coursework (bar those below) | 24,816 | 33,168 |
|         | Research (MPhil/PhD) | --- | 36,528 |

## OTHER

| Associate Degrees and Diplomas | Fees are charged at equivalent rates to the ANU undergraduate program |
| Study Abroad (Partner institutions) | --- | --- | 11,000 per semester 6 |
| Higher Doctorates 2 | --- | 1,575 | 1,575 |
NOTES
1 Some courses taken at overseas institutions may cost up to $600 per unit.
2 Flat rate, non-refundable administrative and examination charge.
3 For domestic students the fees are based on the fees for the individual courses in which the students enrol.
4 The GDLP has several different fee rates dependent on the way a student configures their program. Schedule 2 illustrates these fees in detail.
5 This is a flat rate for this Program.
6 The Study Abroad rate is determined by using the price for 12 units of undergraduate Science and 12 units of undergraduate Arts and is an indicative program fee only. This is the fee to be charged to nominated sponsors as a flat program fee per semester.
7 Coursework courses taken as part of a research program will be charged at the relevant coursework rate.

SCHEDULE 2 – OTHER FEES

<table>
<thead>
<tr>
<th>Subject</th>
<th>Catalogue</th>
<th>Name</th>
<th>Units</th>
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<th>ISF 2015</th>
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<td>8100</td>
<td>Accounts</td>
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</tr>
</tbody>
</table>
## Schedule 3

**Student Services and Amenities Fee**

The University may charge the fee in 2015 to all students as follows:

- $286 for full-time students (to be indexed each year)
- $143 for part-time students (to be indexed each year)

<table>
<thead>
<tr>
<th>Student cohort</th>
<th>Liable?</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth supported students</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Domestic tuition fee (DTF) paying students</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Research Training Scheme students (Domestic PhD or MPhil)</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Domestic cross-institutional students (inbound)</td>
<td>No</td>
<td>Cross-institutional students coming from another institution are not eligible to defer the debt through SA HELP.</td>
</tr>
<tr>
<td>Domestic exchange students (outbound)</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Study abroad students (inbound)</td>
<td>Yes</td>
<td>Inbound study abroad students coming from another institution are not eligible to defer the debt through SA HELP.</td>
</tr>
<tr>
<td>Exchange students (inbound)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>International student fee (ISF) paying students</td>
<td>Yes</td>
<td>International students are not eligible to defer the debt through SA HELP.</td>
</tr>
</tbody>
</table>

### NOTES

1. In spite of Schedule 3, students in the following online only programs are exempt from the Student Services and Amenities fee:
   - 6353 Graduate Certificate in Australian Migration Law and Practice
   - 6312 Graduate Diploma in Legal Practice

2. In spite of Schedule 3, students enrolled in the following transnational offshore programs are exempt from the Student Services and Amenities fee:
• 7812XTSING Master of Management

3. Students who are in the following programs and so have concurrent full-time enrolment at a secondary school or secondary College are exempt from the Student Services and Amenities Fee:
   • Bachelor of Studies
   • Diploma of Studies.
The Vice-Chancellor of The Australian National University makes this Order under section 4 of the Fees Statute 2006.

Dated: 20 January 2015.

Professor Ian Young AO
VICE-CHANCELLOR

[General Note:
The University is permitted to charge fees under section 41 of the Australian National University Act 1991 and section 19-85 of the Higher Education Support Act 2003 (‘the HES Act’). The Acts are accessible on the Internet at the following website:

The Fees Rules relate to types of fees which the University is permitted to charge under the HES Act and which the Council has authorised for collection. The Rules are designed to be consistent with the HES Act and with Guidelines issued by the Minister under that Act. The Guidelines are accessible on the Internet at the following website:
http://www.innovation.gov.au

The Orders are intended to complement the Rules by setting out a framework under which particular fees can be calculated.]

1 Name of Order and commencement
1.1 This Order is the Tuition Fees Order 2015.
1.2 This Order commences on the day after it is registered.

2 Interpretation
2.1 In this Order, unless the contrary intention appears words and expressions used in this Order and in the Fees Rules have the same respective meanings as they have in the Fees Rules.

3 Application
3.1 This Order applies for 2015 to persons to whom the Fees Rules apply.
3.2 Notwithstanding anything else in this Order, 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, the arrangement prevails over this Order and this Order is to be interpreted accordingly.

3.3 In addition to and notwithstanding anything else in this Order, 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, in relation to a person undertaking that program the contract prevails over this Order and this Order is to be interpreted accordingly.

4 Fees

4.1 The indicative tuition fees set out in Schedules 1 and 2 apply for 2015 to a student to whom this Order applies.

4.2 On and after 1 January 2015, all students are liable for the tuition fee applied to each year, regardless of commencement date.

5 Calculation of particular domestic student fees etc

5.1 Particular domestic student tuition and contribution amounts are to be calculated in accordance with the guidelines set out on the following website:

6 Calculation of particular international student fees etc

6.1 Particular international student tuition and contribution amounts are to be calculated in accordance with the guidelines set out on the following website under International students:

[Note: indicative fees for individual programs may be found at:
http://programsandcourses.anu.edu.au/]

7 Extension of program arrangements for higher degree research students

7.1 A student enrolled in a higher degree research program who has successfully obtained an extension of program beyond the normal time limit is to pay fees as follows:

(a) a domestic student:
   is to be granted an exemption scholarship in 2015;

(b) an international student resident in Australia:
   is to pay a subsidized fee of $3,000 (non-laboratory) or $4,000 (laboratory) for a period of 6 months in 2015;

(c) an international student resident overseas:
   is not required to pay the subsidized fee mentioned in paragraph 8.1(b).

8 Student Services and Amenities Fee

8.1 All students enrolled at the University are liable to pay the applicable Student Services and Amenities Fee mentioned in Schedule 3 unless the Schedule provides otherwise.
9 Repeal

9.1 The Tuition Fees Order 2014, as amended and in force immediately before the commencement of this Order, is repealed.

---

**SCHEDULE 1**

**INDICATIVE FEE SCHEDULE**

Indicative Fees as at 30/11/2014 and may be subject to change.

<table>
<thead>
<tr>
<th>ANU College/ School</th>
<th>Program</th>
<th>2015 Domestic Fee (per 48 units)</th>
<th>2015 International Fee (per 48 units)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ARTS AND SOCIAL SCIENCES</strong></td>
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</tr>
<tr>
<td>RSH&amp;A RSSS CHELT ADSR ANIP</td>
<td>Undergraduate Awards (except DART coded courses)</td>
<td>20,880</td>
<td>28,608</td>
</tr>
<tr>
<td></td>
<td>Undergraduate Awards (DART coded courses)</td>
<td>23,664</td>
<td>30,048</td>
</tr>
<tr>
<td></td>
<td>Graduate Coursework (except DART coded courses)</td>
<td>20,832</td>
<td>33,168</td>
</tr>
<tr>
<td></td>
<td>Graduate coursework (DART codes)</td>
<td>23,664</td>
<td>34,800</td>
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<tr>
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<td>Research MPhil/PhD</td>
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<td>31,584</td>
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<td>CHL</td>
<td>Undergraduate awards</td>
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<td></td>
<td>Graduate Coursework (bar those below)</td>
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<td>Research (MPhil/PhD)</td>
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<td>------------------</td>
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<td>Graduate Coursework</td>
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</tr>
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<td>Graduate Coursework</td>
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<td>33,168</td>
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<td><strong>SCIENCE</strong></td>
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<td></td>
</tr>
<tr>
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<td>33,168</td>
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<td>33,168</td>
<td></td>
</tr>
<tr>
<td></td>
<td>---</td>
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</tr>
<tr>
<td><strong>OTHER</strong></td>
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</tr>
<tr>
<td>Associate Degrees and Diplomas</td>
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<td>Fees are charged at equivalent rates to the ANU undergraduate program</td>
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</tr>
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<td>Study Abroad[^7] (Partner institutions)</td>
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<td>Higher Doctorates[^2]</td>
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<td>1,575</td>
<td>1,575</td>
</tr>
</tbody>
</table>

[^4]: See note[^4]
NOTES
1 Some courses taken at overseas institutions may cost up to $600 per unit.
2 Flat rate, non-refundable administrative and examination charge.
3 For domestic students the fees are based on the fees for the individual courses in which the students enrol.
4 The GDLP has several different fee rates dependent on the way a student configures their program. Schedule 2 illustrates these fees in detail.
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7 Coursework courses taken as part of a research program will be charged at the relevant coursework rate.

SCHEDULE 2 – OTHER FEES

<table>
<thead>
<tr>
<th>Subject</th>
<th>Catalogue</th>
<th>Name</th>
<th>Units</th>
<th>DTF 2015</th>
<th>ISF 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEGW</td>
<td>8100</td>
<td>Accounts</td>
<td>3</td>
<td>$1,200</td>
<td>$1,497</td>
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<tr>
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<td>Legal Ethics</td>
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<td>Civil Practice</td>
<td>6</td>
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<tr>
<td>LEGW</td>
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<td>Commercial Practice</td>
<td>6</td>
<td>$2,292</td>
<td>$2,994</td>
</tr>
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<td>LEGW</td>
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<td>Criminal Practice</td>
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<td>LEGW</td>
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<td>Family Law Practice</td>
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<td>$1,431</td>
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<td>LEGW</td>
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<td>Wills Probate and Admin</td>
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</tr>
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<td>LEGW</td>
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<td>Admin Law Practice</td>
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<td>Government Law Practice</td>
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<td>Real Estate Practice</td>
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<td>Consumer Law Practice</td>
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<td>Employ &amp; Indus Practice</td>
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<td>LEGW</td>
<td>8137</td>
<td>Plan &amp; Env Practice</td>
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<td>Professional Practice Core</td>
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</tr>
</tbody>
</table>
### Schedule 3

#### Student Services and Amenities Fee

The University may charge the fee in 2015 to all students as follows:

- $286 for full-time students (to be indexed each year)
- $143 for part-time students (to be indexed each year)

<table>
<thead>
<tr>
<th>Student cohort</th>
<th>Liable?</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth supported students</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Domestic tuition fee (DTF) paying students</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Research Training Scheme students (Domestic PhD or MPhil)</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Domestic cross-institutional students (inbound)</td>
<td>No</td>
<td>Cross-institutional students coming from another institution are not eligible to defer the debt through SA HELP.</td>
</tr>
<tr>
<td>Domestic exchange students (outbound)</td>
<td>Yes</td>
<td>A government funded loan scheme will be available enabling eligible students in this cohort to defer payment of the SA fee known as SA HELP.</td>
</tr>
<tr>
<td>Study abroad students (inbound)</td>
<td>Yes</td>
<td>Inbound study abroad students coming from another institution are not eligible to defer the debt through SA HELP.</td>
</tr>
<tr>
<td>Exchange students (inbound)</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>International student fee (ISF) paying students</td>
<td>Yes</td>
<td>International students are not eligible to defer the debt through SA HELP.</td>
</tr>
</tbody>
</table>

### NOTES

1. In spite of Schedule 3, students in the following online only programs are exempt from the Student Services and Amenities fee:
   - 6353 Graduate Certificate in Australian Migration Law and Practice
   - 6312 Graduate Diploma in Legal Practice

2. In spite of Schedule 3, students enrolled in the following transnational offshore programs are exempt from the Student Services and Amenities fee:
• 7812XTSING Master of Management

3. Students who are in the following programs and so have concurrent full-time enrolment at a secondary school or secondary College are exempt from the Student Services and Amenities Fee:
   • Bachelor of Studies
   • Diploma of Studies.
THE AUSTRALIAN NATIONAL UNIVERSITY

Programs and Awards Statute 2013

ANU MEDICAL SCHOOL ACADEMIC PROGRESS ORDER 2014

The Deputy Vice-Chancellor (Academic) of The Australian National University makes this Order under subsection 6.2 of the Programs and Awards Statute 2013 and subsection 10.3 of the Academic Progress Rules 2014.

Dated: 9 December 2014.

Professor Marnie Hughes-Warrington
DEPUTY VICE-CHANCELLOR (ACADEMIC)

1 Name of Order and commencement
1.1 This Order is the ANU Medical School Academic Progress Order 2014.
1.2 This Order commences on 1 January 2015.

2 Interpretation
2.1 In this Order, unless the contrary intention appears, words and expressions used in this Order and in the Academic Progress Rules have the same respective meanings as they have in the Academic Progress Rules.

3 Application
3.1 This Order applies to a student enrolled, at any level, in the Bachelor of Medicine and Bachelor Surgery (MBBS) program or the Medicinae ac Chirurgiae Doctoranda (Doctor of Medicine and Surgery - MChD) program.

4 Coursework: failure to maintain satisfactory standard
4.1 A student who fails one or more courses in a year of enrolment is considered to have failed to maintain a satisfactory standard of academic progress in his or her program, and is to be regarded as being on probation for the remainder of that program.
4.2 A student who is, or is regarded as being, on probation must be notified in writing, as soon as practicable after the failure occurs.
4.3 Upon notification of being on probation, a student must meet with the Delegated Authority and may be directed to take remediation activities.
4.4 For subsection 4.3, remediation activities may include, but are not limited to, undertaking a targeted academic revision program or satisfying a specific requirement from the Professional Behaviours Committee.
4.5 If a student to whom subsection 4.1 applies, fails, for a second or subsequent time, any course in any year of his or her enrolment, the student is considered to have failed to have maintained a satisfactory standard of academic progress, and may be excluded by the Delegated Authority from enrolling in graduate or undergraduate coursework as the case requires.

4.6 If a student fails to meet any of the conditions imposed by an Academic Progress Committee under section 14 of the Academic Progress Rules, the student may be excluded by the Delegated Authority from enrolling in graduate or undergraduate coursework as the case requires.

4.7 However, notwithstanding subsection 4.1 and 4.5, a student who fails any course in their final year (or part-time equivalent) is considered to have failed to have maintained a satisfactory standard of academic progress, and may be excluded by the Delegated Authority from enrolling in graduate or undergraduate coursework as the case requires.

4.8 If a student is to be excluded from their program under subsection 4.5, 4.6 or 4.7 the student must, as soon as practicable, be given written notice of the exclusion.

4.9 A notice under subsection 4.2 or 4.8 must set out the right of the student to whom it is addressed to appeal against the decision in writing to the appropriate Academic Progress Committee and tell the student to whom an appeal must be sent.

5. **Coursework: appeal after exclusion**

5.1 An appeal after exclusion and any subsequent processes are administered under sections 12 to 16 of the Academic Progress Rules.
PART 6 – OTHER BUSINESS

* 25 QUESTION TIME

PURPOSE For Members of Council to ask questions.
SPONSOR Chancellor

RECOMMENDATION That Council note any matters raised in question time.

ACTION REQUIRED
For discussion ☑ For decision ☐ For information ☐
26 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 ☐
* 27 NEXT MEETING

PURPOSE For Council Members to note the date of the next meeting of Council which will be conducted on 27 March 2015.

SPONSOR Chancellor

RECOMMENDATION That it be noted that the next meeting of Council will be conducted on 27 March 2015.

ACTION REQUIRED For discussion ☐ For decision ☐ For information ☑