COUNCIL

The 435th meeting of the Council will be held at 9:15am on Friday 22 July 2016 in the R C Mills Room, Chancelry. Any additional papers and briefing materials will be available in the Mills Room from 7.30am.

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:

http://www.anu.edu.au/about/governance/committees/council
PART 1 – PROCEDURAL ITEMS

* 1 ANNOUNCEMENTS AND APOLOGIES

There are no apologies for this meeting.

The Chair may speak.

* 2 LEAVE OF ABSENCE

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

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

* 3 DISCLOSURE OF MATERIAL PERSONAL INTEREST

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

* 4 ARRANGEMENT OF AGENDA

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

*C5. MINUTES

RECOMMENDATION

It is recommended that the Council confirm the minutes of the meeting held on 27 May 2016 (302/2016).
THE AUSTRALIAN NATIONAL UNIVERSITY

COUNCIL MINUTES

The 433rd meeting of the Council was held at 9:15am on Friday 27 May 2016, in the R C Mills Room, Level 4, Chancelry Building, ANU campus, Canberra.

Confidential until confirmed by Council
PART 2 – KEY BUSINESS ITEMS

*C6 - 11. Confidential to Council Members
PART 3 – STRATEGIC ISSUES

*12. ANU EDUCATION AND DIGITAL DISRUPTION

PURPOSE
To consider the issues raised in the strategic presentation by the Deputy Vice-Chancellor (Academic).

PREPARED BY
Deputy Vice-Chancellor (Academic)

REVIEWED BY
University Executive

APPROVED BY
Vice-Chancellor

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council consider the issues raised in the strategic presentation by the Deputy Vice-Chancellor (Academic) (716/2016).

ACTION REQUIRED
☑ For discussion ☐ For decision ☑ For information

ATTACHMENT
12.1 ANU Education and Digital Disruption Presentation, July 2016 (716/2016).

COMMUNICATION
☐ For public release ☐ For internal release ☑ Not for release
PART 4 – OTHER MATTERS FOR DECISION

*C13 - 14.  Confidential to Council Members
15 ETHICS COMMITTEES ANNUAL REPORTS 2015

PURPOSE
To approve the Ethics Committees’ Annual Reports for 2015.

PREPARED BY
Deputy Vice-Chancellor (Research)

REVIEWED BY
Deputy Vice-Chancellor (Research)

APPROVED BY
Vice-Chancellor

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council approve the 2015 Annual Reports of the following:
1) Animal Experimentation Ethics Committee (718/2016);
2) Human Research Ethics Committee (719/2016);
3) Recombinant DNA Monitoring Committee (720/2016).

ACTION REQUIRED
☒ For decision
☐ For information

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

BACKGROUND
The University has three ethics committees in place to support a framework of responsible conduct of research through review of research proposals and management of ethical issues, ensuring research is conducted in accordance with relevant national Codes and Guidelines, and ANU policies. Summaries for each committee’s activities in 2015 are provided in Attachments 17.1 to 17.3.

ATTACHMENTS

15.1 Animal Experimentation Ethics Committee Annual Report 2015 (718/2016)
15.2 Human Research Ethics Committee Annual Report 2015 (719/2016)
15.3 Recombinant DNA Monitoring Committee Annual Report 2015 (720/2016)

COMMUNICATION
☐ For public release ☐ For internal release ☒ Not for release
16. ANU COURSEWORK FEE SETTING FOR 2017 AND 2018

PURPOSE
To confirm international and domestic coursework tuition fees (excluding domestic CGS) for 2017 and propose indicative increases for 2018.

PREPARED BY
Deputy Vice-Chancellor (Academic)

REVIEWED BY
Chief Financial Officer

APPROVED BY
Deputy Vice-Chancellor (Academic)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATIONS
That Council approve:
1. The fee bands and rates for 2017 fees as outlined in Tables 1 and 2 of Attachment 16.1;
2. The ANU Domestic Fee Adjustment Bands, as outlined in Table 3 of Attachment 16.1;
3. An indicative increase of 5% (on 2017 rates) proposed for 2018, with a further review in May 2017;
4. The rounding of all fee bands to the nearest $100, with further rounding to the nearest figure divisible by 48 (fees charged per unit); and
5. Further modelling and discussion with the Colleges of Engineering and Law to finalise their bands by the last week of July 2016, for subsequent endorsement and approval at the September 2016 meetings of the Finance Committee and Council.

ACTION REQUIRED
☑ For discussion ☐ For decision ☐ For information

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

The schedule for information gathering was circulated to relevant staff in Finance & Business Services, Division of Planning & Performance Measurement and Division of Student Administration (19 April 2016).

The Senior Management Group endorsed on 23 June 2016, to the Finance Committee the following recommendations:
1. Endorsement of the fee bands and rates for 2017 fees as outlined in Table 1 and 2 of Attachment 16.1.
2. Endorsement of the ANU Domestic Fee Adjustment Bands, outlined in Table 3 of Attachment 16.1.
3. Endorsement of an indicative increase of 5% (on 2017 rates) is proposed for 2018, with further review in May 2017.
4. That Colleges request to the Deputy Vice-Chancellor (Academic) for any fee adjustments (higher or lower) to the 2017 fee, by 15 June 2016.

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

PART 4 – OTHER MATTERS FOR DECISION
BACKGROUND
In 2014 ANU made the decision to set their fees within a set of five bands. The bands approved by Council are as seen in Table 1. Attachment 16.1 outlines the proposed bands and rates for 2017.

SUMMARY OF ISSUES
Following two years of significant fee increases a more modest approach has been proposed for 2017 fees. Initial discussions were around fee adjustments in line with the CPI. However, with the CPI currently less than 2% such an increase would not keep pace with the increasing costs of the University, in particular wage increases. Analysis of competitor fee increases was deemed a more appropriate basis for ANU fee adjustments. The fee modeller in Attachment 16.2 demonstrates proposed ANU 2017 fees compared to our Go8 competitors. Based on this modeller a fee increase of 5% across all bands is recommended, with some specific programs to change bands and domestic tiers. Proposed changes are highlighted in Table 1.

Band changes
Engineering
Engineering load has seen considerable growth in recent years (including almost doubling in postgraduate programs from 2015-2016) despite an 11.9% fee increase. In light of this, and the fact that ANU Engineering fees are still lower than the majority of our Go8 competitors, a move from band 3 to band 4 is proposed for both undergraduate and postgraduate programs.

Law
International Law fees are lower than key Go8 competitors (UMelb & USyd) and considerably lower at postgraduate level. Accordingly, a move from band 2 to band 3 is proposed for UG fees and from band 3 to band 4 for postgraduate fees.

Domestic postgraduate Law fees are lower than all Go8 competitors (except UAdelaide) and significantly lower than UMelb ($10,000) and USyd ($8,500). Therefore, a move from domestic tier B to tier A is proposed for Law fees.

Rounding of fees
To simplify calculations, it is proposed that all fees be rounded to the nearest $100. This rounding will generate an estimated additional $600K in 2017. As fees are charged per unit, final fees will be a figure divisible by 48.

2018 indicative fees
It is also proposed that an indicative increase of 5% (on 2017 rates), made on the basis of an updated comparator fee analysis, or other percentage recommended by the fee setting group and SMG be endorsed by the Finance Committee in July 2017. An additional 5% (on 2017 rates) based on current student volume would generate $22,245,839 ($5,115,653 domestic and $17,130,186 international) total additional revenue in 2018 from 2016. A detailed breakdown of revenue distribution is in Attachment 16.3.

ATTACHMENTS
16.1 ANU Coursework tuition fee bands and coursework adjustment bands for 2017 (728/2016).
16.2 ANU Fee Modeller (729/2016).
16.3 Projected Revenue Distribution (730/2016).

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

PART 4 – OTHER MATTERS FOR DECISION
17. ANU HIGHER DEGREE BY RESEARCH FEE SETTING FOR 2017 AND 2018

PURPOSE
To confirm international HDR tuition fees for 2017 and propose indicative increases for 2018.

PREPARED BY
Deputy Vice-Chancellor (Research)

REVIEWED BY
Chief Financial Officer

APPROVED BY
Deputy Vice-Chancellor (Research)

SPONSOR
Deputy Vice-Chancellor (Research)

RECOMMENDATIONS
That Council approve:
1. The fee bands and rates for 2017 HDR fees as outlined in Tables 1 and 2 of Attachment 17.1;
2. The indicative increase of 5% (on 2017 rates) for 2018, with further review in May 2017; and
3. The proposed rates for extensions of program.

ACTION REQUIRED
☒ For discussion ☐ For decision ☐ For information

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

Senior Management Group endorsed at its meeting on 23 June 2016 the following recommendations:
1. The fee bands and rates for 2017 fees as outlined in Table 1 and 2 of Attachment 17.1;
2. An indicative increase of 5% (on 2017 rates) is proposed for 2018, with further review in May 2017; and
3. That Colleges submit a request to the Deputy Vice-Chancellor for any fee adjustments (higher or lower) to the 2017 fees by 23 June 2016.

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

BACKGROUND
In 2014 ANU made the decision to set their fees within a set of five bands. The bands approved by Council are as seen in Table 1 in Attachment 17.1 which also outlines the proposed HDR bands and rates for 2017.

SUMMARY OF ISSUES
Extensions of program
The Tuition Fee Order for the University includes information on the rates for extensions of program. The 2016 Tuition Fee Order clause 9 states:

‘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 2016;
(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 2016;
(c) an international student resident overseas: is not required to pay the subsidized fee mentioned in paragraph 9(b).’
It is proposed that these rates remain the same for 2017.

**2018 indicative fees**

It is also proposed that an indicative increase of 5% (on 2017 rates), made on the basis of an updated comparator fee analysis, or other percentage recommended by the fee setting group and the SMG, be endorsed by the Finance Committee for Council approval in July 2017.

**ATTACHMENTS**

17.1 ANU Tuition fee bands for 2017 (731/2016).

17.2 ANU Fee Modeller (729/2016).

**COMMUNICATION**

☐ For public release    ☑ For internal release    ☐ Not for release
18. ANU COLLEGE COURSEWORK FEE SETTING FOR 2017

PURPOSE
To confirm international and domestic coursework tuition fees (excluding domestic CGS) for 2017 Schedule 2 programs and courses delivered by ANU College.

PREPARED BY
Deputy Vice-Chancellor (Academic)

REVIEWED BY
Chief Financial Officer

APPROVED BY
Deputy Vice-Chancellor (Academic)

SPONSOR
Deputy Vice-Chancellor (Academic)

RECOMMENDATIONS
That Council approve:

1. The fee bands and rates for 2017 fees as outlined in Tables 1 and 2 of Attachment 18.1;
2. The 2017 fees outlined in Table 3 of Attachment 18.1;
3. The following principles for Schedule 2 programs and courses fee setting:
   a. That all Schedule 2 programs and courses will have a fee no less than the ANU equivalent program/course fee;
   b. That any proposed adjustments (increase) to the fee bands for particular programs require an evidence based business case to be reviewed and approved by the Deputy Vice-Chancellor and noted by SMG;
   c. That fees are proposed in EFTSL rather than by New Student Enrolment (NSE); and
   d. That Schedule 2 programs and courses will be reviewed annually based on comparative competitor data.
4. An indicative increase of 5% (on 2017 rates) proposed for 2018, with further review based on the principles above, in May 2017.

ACTION REQUIRED
☑ For discussion ☑ For decision ☐ For information

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

The schedule for information gathering was circulated to relevant staff in Finance & Business Services, Division of Planning & Performance Measurement and Division of Student Administration (19 April 2016).

Senior Management Group (SMG) endorsed at its meeting on 23 June 2016 the following recommendations:
1. The fee bands and rates for 2017 fees as outlined at Table 1 and 2 of Attachment 18.1;
2. The 2017 fees outlined in Table 3 of Attachment 18.1;
3. The following principles for schedule 2 programs and courses fee setting:
   a. that all Schedule 2 programs and courses will have a fee no less than the ANU equivalent program/course fee;
   b. that any proposed adjustments (increase) to the fee bands for particular programs require an evidence based business case to be reviewed and approved by the Deputy Vice-Chancellor (Academic) and noted by SMG;
   c. that fees are proposed in EFTSL rather than by New Student Enrolment (NSE); and
   d. that schedule 2 programs and courses be reviewed annually based on comparative
4. That an indicative increase of 5% (on 2017 rates) is proposed for 2018, with further review based on the principles above in May 2017.

COUNCIL COMMITTEE / ACADEMIC BOARD CONSIDERATION

☐ Finance  ☐ Audit & Risk Management  ☐ Campus Planning  ☐ Remuneration  
☐ Major Projects  ☐ Honorary Degrees  ☐ Nominations  ☐ Academic Board

BACKGROUND

In 2014 ANU made the decision to set their fees within a set of five bands. The attached paper outlines the fees for Schedule 2 programs under the ANU-Study Group Australia Licenses and Services agreement and that they are set using the same principles and the bands for ANU undergraduate programs.

ATTACHMENT

18.1 Coursework Tuition Fee Bands and Coursework Fee Adjustment Bands for 2017 Schedule 2 programs and courses delivered by ANU College (732/2016).

COMMUNICATION

☐ For public release  ☐ For internal release  ☐ Not for release
19. FINANCIAL AUTHORITY – TRANSACTIONS OVER $10 MILLION

PURPOSE To consider arrangements for the approval of regular financial transactions over the Vice-Chancellor’s limit of $10M

PREPARED BY Senior Governance Officer

REVIEWED BY Director, Corporate Governance and Risk Office

APPROVED BY Vice-Chancellor

SPONSOR Vice-Chancellor

RECOMMENDATION That Council resolve that:

1. the Chancellor be authorised to approve payment of regular standing contractual amounts, which have been budgeted for, that exceed the Vice-Chancellor’s financial delegation limit of $10,000,000; and
2. all such payment approvals be reported to the Council at its next subsequent meeting.

ACTION REQUIRED
☐ For discussion ☒ For decision ☐ For information

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

In preparing this document, input has been sought from the Executive Director, Administration and Planning and the Vice-Chancellor. The proposed changes will primarily effect payments managed by the Human Resources Division and Division of Finance and Business Services.

BACKGROUND

During 2015, an issue was raised at both Finance Committee and Council, regarding the lack of financial limits placed on delegations held by the Vice-Chancellor. The Corporate Governance and Risk Office (CGRO) was asked to review the current arrangements and provide recommendations to Council on setting an appropriate limit.

At its meeting in December 2015, Council considered the recommendations in relation to the Vice-Chancellor’s delegations, and resolved:

1. The delegated authority of the Vice-Chancellor in respect of financial matters (on a single transaction or related series of transactions, and not exceeding budget) be subject to the following limits, with effect from 1 January 2016:
2. Approval of recurrent expenditure up to $10,000,000;
3. Approval of capital expenditure up to $10,000,000;
4. Approval of investment portfolio related transactions within available portfolio funds;
5. All decisions of the Vice-Chancellor relating to financial matters remain subject to University policy and other resolutions of the Council;
6. All decisions on financial matters beyond these limits are reserved for the decision of the Council, acting with the advice of the Finance Committee or other appropriate Committee of Council;
7. The Vice-Chancellorship Statute 2013 be redrafted to reflect these limits (along with other amendments to the Statute, as recommended by the 2014 Review of the Australian National
University Act 1991 and Governance Arrangements) and be presented to Council for consideration by no later than its 2 December 2016 meeting.

SUMMARY OF ISSUES

As a result of Council’s resolution in December 2015, matters relating to expenditure which exceeds the Vice-Chancellor’s financial delegation of $10 Million are now required to be considered by Council. However, to ensure business continuity, approval is sought to implement a business process to accommodate the processing of an extremely limited number of payments exceeding $10 Million for regular standing contracts for services which have been budgeted.

It is proposed that the Chancellor be authorised to approve, on behalf of Council, such payments on the condition that all such payment approvals be reported back to Council at their next subsequent meeting. It is not anticipated that there will be any more than one or two of this magnitude of invoice in any given year.

COMMUNICATION

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

A series of internal communications will be undertaken to ensure that all directly affected staff, particularly those in management roles (and their support staff), are made aware of the business process.
20. AMENDMENT OF POSTGRADUATE STUDENTS’ ASSOCIATION INC CONSTITUTION

PURPOSE To consider minor amendments to the constitution of the Postgraduate and Research Students Association Incorporated.

PREPARED BY President, Postgraduate and Research Students’ Association

REVIEWED BY Manager, Corporate Governance and Policy

APPROVED BY Deputy Vice-Chancellor (Academic)

SPONSOR President, Postgraduate and Research Students’ Association

RECOMMENDATION That Council approve the minor amendments to the constitution of the Postgraduate and Research Students Association Incorporated, made by its membership on 27 May 2016.

ACTION REQUIRED For decision

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

Postgraduate students of the University were consulted extensively for the first addition of this constitution and then again for the minor amendments. This involved the amendments being posted on the PARSA website and highlighted using social media for 6 months prior to the annual general meeting. Additional consultation sessions were also held throughout Semester 1, 2016.

The amendments have been reviewed by the Manager, Corporate Governance and Policy and are recommended to Council for approval, by the Deputy Vice-Chancellor (Academic).

BACKGROUND Following the adoption of a new constitution in 2015, the postgraduate students of the University adopted minor amendments at PARSA’s annual general meeting on 27 May 2016. The amendments adopted, are now brought to the Council for approval in accordance with sub-clause 33(3) of the PARSA constitution.

SUMMARY OF ISSUES The amendments to the constitution are minor in nature, with the substantive changes being:

➢ the addition of a Women’s Officer in order to allow PARSA to better represent a marginalised group on campus; and
➢ decreasing the quorum required for a general meeting, where a motion of no confidence in one or more members of the Postgraduate Representative Council is moved, from 100 members to 20 members, but increasing the size of the majority required from 66% to 75% of members present and voting

The remaining changes are not of significance, mostly correcting or clarifying language in the existing constitution.

Changes to the PARSA constitution, following the recommendations from the Walker review concerning the separation of the postgraduate Council member from the PARSA President role, were presented and voted down by the members present at the annual general meeting on 27 May 2016. The main concerns were how this change would affect PARSA, with more work suggested to better integrate the standalone postgraduate Council member with the PARSA Committee. A general meeting is planned for October after another consultation period with postgraduate students, where the changes required will be re-presented to the PARSA membership.

PART 4 – OTHER MATTERS FOR DECISION
Council members should note that the Corporate Governance and Risk Office continues to monitor and liaise with PARSA on the constitutional amendments flowing from the Walker Review. It has been communicated to PARSA that there is an expectation that these reforms are in place by 31 December 2016. Under the Council (Elections) Statute 2016, the University has safeguards available to it in the event that PARSA fails to act adequately or at all.

ATTACHMENT

20.1 PARSA Constitution, with amendments mark-up (717/2016).

COMMUNICATION

For public release ☐  For internal release ☐  Not for release ☒

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

*C21 - 26. Confidential to Council Members
### 27. ACADEMIC BOARD REPORTS

**PURPOSE**
To note the reports from the Academic Board from its meetings held on 3 May and 21 June 2016.

**AUTHOR**
Chair, Academic Board

**SPONSOR**
Vice-Chancellor

**RECOMMENDATION**
That Council note reports from meetings of the Academic Board held on 3 May (529/2016) and 21 June 2016 (536/2016).

**ACTION REQUIRED**
- For discussion
- For decision
- For information

**CONSULTATION**
- Staff
- Students
- Alumni
- Government
- Other
- Not applicable

**ATTACHMENTS**
- **27.1** Academic Board report 2/2016, 3 May 2016 (529/2016)
- **27.2** Academic Board report 3/2016, 21 June 2016 (536/2016)

**COMMUNICATION**
- For public release
- For internal release
- Not for release
28. POWER OF ATTORNEY

PURPOSE
To note a list of documents signed under Power of Attorney by the Investment Manager, and Acting Investment Manager, between 19 May 2016 and 2 June 2016.

PREPARED BY
Investment Manager

REVIEWED BY
Chief Financial Officer

APPROVED BY
Chief Financial Officer

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note the list of transactions over which the Investment Manager, and Acting Investment Manager, exercised Power of Attorney between 19 May 2016 and 2 June 2016.

ACTION REQUIRED
☐ For discussion ☐ For decision ☑ For information

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

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

Attachment 28.1 provides the list of transactions signed under Power of Attorney by the Investment Manager, between 19 May 2016 and 2 June 2016.

ATTACHMENT
28.1 List of transactions signed under Power of Attorney between 19 May 2016 and 2 June 2016 (695/2016)

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

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

PREPARED BY
Manager, Vice-Chancellor’s Office

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council note that there have been no documents to which the University Seal has been affixed since its last meeting held on 27 May 2016.

ACTION REQUIRED
For discussion  For decision ☐ For information ☑

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

BACKGROUND AND SUMMARY OF ISSUES

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

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

There have been no documents to which the University Seal has been affixed since the meeting of Council held on 27 May 2016.

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

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

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

REVIEWED BY Vice-Chancellor

APPROVED BY Vice-Chancellor

SPONSOR Vice-Chancellor

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

ACTION REQUIRED
For discussion □ For decision □ For information ☑

ATTACHMENT
30.1 Report of significant visits and events, grants and consultancies (696/2016)
31. LEGISLATION

PURPOSE To note legislation made by the Vice-Chancellor.

PREPARED BY Manager, Corporate Governance and Policy

REVIEWED BY Director, Corporate Governance and Risk Office

APPROVED BY Vice-Chancellor

SPONSOR Vice-Chancellor

RECOMMENDATION That Council note the legislation as approved by the Vice-Chancellor, namely:

- Council (Elections) Rule 2016
- Council (Elections) Order 2016
- Coursework Awards Rule 2016
- Fees (General) Order 2016

ACTION REQUIRED

For discussion ☐ For decision ☐ For information ☑

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

The draft Council (Elections) Rule 2016 and Council (Elections) Order 2016, were tabled at the 27 May 2016 meeting of the Council for the noting of Council, in the context of its approval of the Council (Elections) Statute 2016. The Presidents of the ANU Students’ Association (ANUSA) and ANU Postgraduate and Research Student Association (PARSA) have been consulted on the policy underpinnings of the Rule and Order, and have endorsed their enactment.

The Coursework Awards Rule 2016 and Fees (General) Order 2016 were developed and consulted on through the academic governance structure, including endorsement by the Academic Board, before approval.

BACKGROUND

The Council (Elections) Rule 2016 is made under section 20 of the Council (Elections) Statute 2016. The Rule provides for the arrangements for and methods and processes of election of members of the Council of the University under paragraphs 10(1)(k), (l), (m), (n), (o) and (p) of the Australian National University Act 1991, and includes the maximum term of office of those members.

The Council (Elections) Order 2016 is made under section 21 of the Council (Elections) Statute 2016. The Order prescribes, for paragraph 10(1)(k) of the Australian National University Act 1991, the bodies that are to be regarded as colleges and research schools and the persons who are to be regarded as the dean or head of such a body.

The Coursework Awards Rule 2016 is made under section 8 of the Programs and Awards Statute 2013. The Rule provides a framework in relation to the undertaking of programs of study leading to the award of coursework awards of the University.

The Fees (General) Order 2016 is made under section 4 of the Fees Statute 2006. The Order publishes certain fees and sets out a framework under which fees can be calculated.
ATTACHMENTS

31.1 Council (Elections) Rule 2016 (723/2016).
31.2 Council (Elections) Order 2016 (724/2016).
31.3 Coursework Awards Rule 2016 (725/2016).
31.4 Fees (General) Order 2016 (726/2016).

COMMUNICATION

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

The new legislation has been published on the ANU legislation webpage and the Federal Legislation website.
PART 6 – OTHER BUSINESS

*32. QUESTION TIME

PURPOSE For Council members to ask questions.

SPONSOR Chancellor

RECOMMENDATION That Council note any matters raised in question time.

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

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

SPONSOR
Chancellor

RECOMMENDATION
That the Council consider any other business raised.

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

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

**SPONSOR**
Chancellor

**RECOMMENDATION**
That it be noted that the next meeting of Council will be held on 30 September 2016.

<table>
<thead>
<tr>
<th>ACTION REQUIRED</th>
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<tr>
<td>For discussion</td>
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<tr>
<td>For decision</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For information</td>
<td>✓</td>
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</tr>
</tbody>
</table>
‘There is a collision on the way…’

ANU Education and Digital Disruption

Education Presentation: DVCA

ANU Council

July 2016
Disruptive technologies

Digital Disruption: What do governments need to do? June 2016

New Models of Tertiary Education
February 2016
(http://www.productivity.govt.nz/inquiry-content/2683?stage=2)

College Disrupted: The Great Bundling of Higher Education March 2015

The Future of the Professions
Two drivers

Disintermediation
peer to peer

Disaggregation
unbundling
Original design and student connection are more important than one to many information dissemination

Increasing mix of in house and partnership provision

Enhanced access and student-driven dis- and re-aggregation of education materials and experiences improve ‘asset’ utilisation

Automation and self serve approaches to student services

Multi- and trans-constituency management of information and access, against national frameworks

Behavioural evidence-based decisions about activities

‘Two speed’ ANU
The Basics

**Online Learning Environment Roadmap – July 2015**

- **2015 Semester 1**
  - **Echo360 – Phase 2**
  - **Moodle 2.7 Upgrade**

- **2015 Semester 2**
  - **Echo360 – Phase 3**
  - **Moodle Theme**
  - **Online Exam Invigilation – Phase 1**
  - **Live Learning and Teaching – Phase 1**

- **2016 Semester 1**
  - **Online Exam Invigilation – Phase 2**
  - **Analytics – Phase 1**
  - **Equella – Phase 2**

- **2016 Semester 2**
  - **Online Exam Invigilation – Phase 3**
  - **Analytics – Phase 2**
  - **Equella – Phase 3**

**Key**
- Phase 1: analysis and evaluation
- Phase 2: limited release (pilot)
- Phase 3: enterprise implementation

**Note:**
The scheduled phasing of the projects is dependent on availability of resources – e.g. Project Managers, Business Analysts and Technical specialists.
# Surface to system

<table>
<thead>
<tr>
<th>Once only</th>
<th>creative</th>
<th>dynamic</th>
<th>anywhere</th>
<th>respect</th>
<th>personal</th>
</tr>
</thead>
</table>
Design and Student Connection over Dissemination

E. Mazur, The Scientific Approach to Teaching,
http://mazur.harvard.edu/search-talks.php?function=display&rowid=1815&szrowids=&searchURL=function%3Drecent
Not going, not listening either
Curriculum Disaggregation and Reaggregation

ANUx Micromasters (Mini MBA)
September 2016
-Business
-Management

Student driven, but also allows ANU to provide program components with institutions that have the same or better research standing, as with the MBA
Automation and Self Serve

Provides behavioural pointers
Two Speed ANU

23,000 ANU students
300,000 ANU edX enrolments in 2 years
99,000 alumni since 1946
Attitudes towards ANU education
Avoiding ‘collision’: two staff tips

Enthusiasm for education, recognition

‘If the VC loves elearning, I will do it…’
Animal Experimentation Ethics Committee

2015 Annual Report to Council

June 2016

Research Services Division
+61 2 6125 4290
kelly.debono@anu.edu.au

The Australian National University
Canberra ACT 0200 Australia
www.anu.edu.au

CRICOS Provider No. 00120C
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<td>Animal Usage</td>
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<td>Appendix C- Summary of Unexpected Adverse events 2015</td>
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SECTION 1

Introduction

The ANU Animal Experimentation Ethics Committee (AEEC) operates to ensure that the University complies with the standards required under *Australian Code for the Care and Use of Animals for Scientific Purposes, 2013* (NH&MRC, CSIRO, UA). It also ensures that the University operates within the *ACT Animal Welfare Act 1992*. It also provides services to the Canberra Hospital’s Animal Facility which currently supports animal based research at the ANU Medical School.

The broad functions of the Committee are to emphasise the responsibilities of both investigators and the in relation to the use of animals; ensure that animal use is valid; minimise the number of animals used in projects whilst ensuring research outcomes; limit or avoid pain and distress; ensure that the welfare of animals is always considered and promote the development and use of techniques which replace animal experiments.

**Membership of the Committee for 2015**

<table>
<thead>
<tr>
<th>Member</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor D Stoljar</td>
<td>Chairperson</td>
</tr>
<tr>
<td>Ms K Debono</td>
<td>Executive Officer</td>
</tr>
<tr>
<td>Dr Johanna Dups to February 2015</td>
<td>A Veterinarian</td>
</tr>
<tr>
<td>Dr S Fowler</td>
<td>A Veterinarian</td>
</tr>
<tr>
<td>Dr Andrew Braid</td>
<td>A Veterinarian</td>
</tr>
<tr>
<td>Dr H Clarke</td>
<td>B Scientist</td>
</tr>
<tr>
<td>Dr Charmaine Simeonovic</td>
<td>B Scientist</td>
</tr>
<tr>
<td>A/Prof Adrian Manning from October 2015</td>
<td>B Scientist</td>
</tr>
<tr>
<td>Dr R Meischke</td>
<td>C Animal Welfare Representative</td>
</tr>
<tr>
<td>Ms A Rhodes until June 2015</td>
<td>C Animal Welfare Representative</td>
</tr>
<tr>
<td>Ms Susan Hanns from July 2015</td>
<td>C Animal Welfare Representative</td>
</tr>
<tr>
<td>Ms Jennifer Prosser</td>
<td>D Community Representative</td>
</tr>
<tr>
<td>Ms Kellie Browning</td>
<td>D Community Representative</td>
</tr>
<tr>
<td>Ms Sarah Paradice</td>
<td>D Community Representative</td>
</tr>
<tr>
<td>Mr M Sutton</td>
<td>Animal Care Technician</td>
</tr>
<tr>
<td>Ms K Bowditch</td>
<td>Animal Care Technician</td>
</tr>
<tr>
<td>Professor B Lidbury</td>
<td>Advisor on alternatives to animal use</td>
</tr>
<tr>
<td>Mr Mark Clayton</td>
<td>Advisor on wildlife</td>
</tr>
<tr>
<td>Dr Michelle White from August 2015</td>
<td>ANU Veterinarian</td>
</tr>
</tbody>
</table>

**Membership Categories**

In accordance with the legislation the Institutions must ensure that membership of the AEC comprises at least one person from each of four categories of membership A-D. Institutions must appoint a chairperson of the AEC. Institutions should consider appointing a chairperson who holds a senior position in the institution. The chairperson may be appointed in addition to Category A to D members. Institutions should consider appointing a chairperson who is independent of the care and use of animals for scientific purposes.
scientific purposes. Institutions must ensure that membership of the AEC comprises at least one person from each of four categories of membership A-D. Categories C and D must together represent at least one-third of the AEC membership.

<table>
<thead>
<tr>
<th>Category</th>
<th>Category Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>A person who holds a senior position in the institution.</td>
</tr>
<tr>
<td>A</td>
<td>A person with qualifications in veterinary science that are recognised for registration as a veterinary surgeon in Australia, and with experience relevant to the institution's activities or the ability to acquire relevant knowledge.</td>
</tr>
<tr>
<td>B</td>
<td>A suitably qualified person with substantial and recent experience in the use of animals for scientific purposes relevant to the institution and the business of the AEC. This must include possession of a higher degree in research or equivalent experience. If the business of the AEC relates to the use of animals for teaching only, a teacher with substantial and recent experience may be appointed.</td>
</tr>
<tr>
<td>C</td>
<td>A person with demonstrable commitment to, and established experience in, furthering the welfare of animals, who is not employed by or otherwise associated with the institution, and who is not currently involved in the care and use of animals for scientific purposes. Veterinarians with specific animal welfare interest and experience may meet the requirements of this category. While not representing an animal welfare organisation, the person should, where possible, be selected on the basis of active membership of, and endorsement by, such an organisation.</td>
</tr>
<tr>
<td>D</td>
<td>A person not employed by or otherwise associated with the institution and who has never been involved in the use of animals in scientific or teaching activities, either in their employment or beyond their undergraduate education. Category D members should be viewed by the wider community as bringing a completely independent view to the AEC, and must not fit the requirements of any other category</td>
</tr>
</tbody>
</table>

**Animal Carer**

Institutions should appoint to the AEC a person responsible for the routine care of animals within the institution.

**Advisor**

Institutions may appoint additional members with skills and background of value to the AEC.

**Committee Activities**

The Committee met 11 times in 2015, all were routine scheduled meetings. In addition to formal meetings, regular email activity takes place between meetings to efficiently support research activities.

The standard format is for new proposals, amendments, annual review and standard operating procedures to be circulated to members prior to the scheduled meeting; members may subsequently direct questions in writing through the Executive Officer (EO) to the investigator. Replies are collated prior to the monthly meeting and are considered by the Committee. Questions on proposals may also be raised during meetings. Investigators may be invited to attend the meeting to provide additional information. Many proposals are modified to some extent following the deliberations of the Committee; proposals on occasion are rejected outright. In order to facilitate
research the AEEC may also consider minor amendments to protocols out of sessions; approvals are then ratified at the next formal meeting.

In addition to examining proposals, the Committee at its meetings also considers any aspects or issues that might affect the welfare of animals held within the University’s approved research and teaching programs.

**Outcome of Proposal Assessments in 2015**

76 new proposals and 118 amendments were considered by the Committee during 2014. Of the new proposals, one was rejected and was re-submitted with guidance from the AEEC, and 56 approved protocols were in some way modified by the AEEC before approval.

A total of 84 annual reviews were considered and the protocols approved for continuation; some after further modification by the Committee.

**Approvals by Primary Research School or Centre**

<table>
<thead>
<tr>
<th>School/Program</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research School of Biology</td>
<td>17</td>
</tr>
<tr>
<td>John Curtin School of Medical Research</td>
<td>22</td>
</tr>
<tr>
<td>Fenner School of Environment &amp; Society</td>
<td>22</td>
</tr>
<tr>
<td>Medical School</td>
<td>9</td>
</tr>
<tr>
<td>Research School of Physics &amp; Engineering</td>
<td>1</td>
</tr>
<tr>
<td>Research School of Humanities &amp; the Arts</td>
<td>5</td>
</tr>
</tbody>
</table>
SECTION 2

The Code, ANU and Replacement, Reduction and Refinement

The AEEC continues to investigate ways to Refine techniques, Reduce animal numbers, and Replace the use of animals, collectively known as the 3R’s under the Australian code for the care and use of animals for scientific purposes, 8th Edition 2013.

Refinement:
The ANU AEEC continues to adopt and develop a number of measures to reduce the adverse impact on animals involved in both biomedical and wildlife research. These include:
1. continued use of analgesics pre and post-operatively; along with clinical score sheets to ensure consistent monitoring and humane end points;
2. use of temperature microchips to assist in the identification of humane endpoints for rodents;
3. encouraging pilot studies that guide and inform the investigator and Committee towards implementing the best methods for larger studies involving animals, especially in cases when the research proposed is novel;
4. delivery of appropriate training courses for research and technical personnel;
5. the ongoing revision and development of Standard Operating Procedures promoting best practice technique;
6. the utilisation of environmental enrichment inclusion for all captive species;
7. the use of buccal swabbing to collect DNA samples from amphibians rather than more invasive toe clipping;
8. the use of foot pad ink tunnels in identifying and tracking species in the field rather than trap and release;
9. the use of camera traps to record the presence and absence of certain species in the field rather than trapping;
10. use of GIS to minimise impact on wildlife and their habitat;
11. use of flexi cameras to ensure minimal disturbance of animals in hollows and nest boxes;
12. increased veterinary advice to research staff;
13. increased veterinary oversight of procedures identified by the AEEC to be novel or where and increase in impact on animal welfare is possible; and
14. implementation of a quarterly ANU animal ethics newsletter to promote the 3Rs, best practice, changes to policies and procedures;
15. the trial of new technology that allows for increased and accurate real time monitoring of animals under experimentation, such as telemetry implants; and
16. promotion and implementation of the grimace scale as an extra tool for assessing the wellbeing of rodents and rabbits.
Reduction
Implementation of new processes and technology that reduce the number of animals used for research and teaching purposes. These include:

1. minimising the number of endangered species impacted in the wild by utilising existing captive stock for research;
2. the use of bioinformatics and cell lines minimised the number of rodents used under range of projects;
3. continual increase in the use of new imaging equipment (micro CT and optical imager) located in the John Curtin School of Medical Research (JCSMR) has allowed for reduction and refinement to current animal experiments, reducing rodent numbers and the impact on their welfare;
4. continued cryopreservation of sperm and ova from mice has allowed the preservation of mouse strains that are not currently required for research; this reduces the number of mice held and bred in production colonies when the strain is not currently required for a research project. The ANU Australian Phonemics Facility is the central and leading mouse cryopreservation facility within Australia; storing and cataloguing mouse strains for future research models if required;
5. increased promotion of the ANU’s Statistical Consulting Unit and the services available in planning animal experimentation projects;
6. new laboratory assays established by some groups in the JCSMR have significantly reduced the number of rodents they require to complete their experimentation.

Replacement:
These include techniques that totally or partially replace the use of animals for scientific purposes and during 2015 included the following:

1. The Innovative methods & Alternatives to Animals Research Unit at the ANU’s John Curtin School of Medical Research remains in place;
2. Professor Brett Lidbury remains an advisor to the AEEC on alternatives to animal use; Professor Lidbury’s advice to the AEEC has increased the profile of animal alternatives at the ANU. During 2015 with prof Lidbury’s assistance the AEEC advised a number of investigators to consider alternatives to the use of animals where appropriate. Prof Lidbury also contributes to animal ethics training seminars, raising awareness of animal alternative; and
3. the use of bioinformatics and cell lines minimised the number of rodents used under a range of projects.

Activities that have supported the educational needs of AEC members, researchers and teachers, and animal carers

During 2015 theoretical and practical training courses were available to all ANU staff and students working with animals. The JCSMR’s Australian Phonemics Facility (APF) and Research Services and continued to provide the material for the theoretical component of the animal ethics training and Research Services continued to run animal ethics seminars on a regular basis in conjunction with APF. Research Services also ran ethics seminars tailored specifically for those undertaking wildlife research.
upon request. Research Services also provided personalised training to new investigators required to submit animal ethics protocols to the AEEC for the first time. Each ANU animal facility conducted in house practical training and assessment.

Ethics Committee members are regularly made aware of a range of training and development opportunities available to them. A number of members both internal and external attended relevant seminars and conferences during 2015, for example the RSPCA Scientific Seminar, Animal Welfare Symposium-Continuing Veterinary Education, and the Australia and New Zealand Laboratory Animal Association Conference. New member are provided with an induction to the Committee and are paired with a mentor for the first 6 months, usually a member of the same category that has had more than two years’ experience as an AEC member.

Inspection of Animal Facilities

The annual inspection of all animal facilities by the AEEC took place on November 17 2015, with the exception of The Canberra Hospital animal facility which was inspected 3 December 2015. A number of recommendations for improvement resulted from the inspections and were actioned by facility managers and research staff. The following are animal facilities pertinent to ANU research and teaching programs that were inspected by the Committee in 2015.

- Hugh Ennor Building, JCSMR
- Containment suites, JCSMR
- JCSMR experimental holding rooms
- Wes Whitten Building, RSB
- Linnaeus Building Rodent holding, RSB
- Campus Field Station, RSB
- Happold Building, RSB
- Banks Building, RSB
- The Canberra Hospital Animal Facility

Veterinary Services

Dr Penny Baker-Gabb resigned from the part-time veterinarian role in March 2015. The role was filled by Dr Michelle White in July 2015. During 2015 Dr Baker-Gabb and Dr White undertook regular animal facility inspections (some fieldwork), attended to emergencies involving animals and unexpected adverse events. They also managed and dispensed veterinary drugs, provided specialist training support and advice to research staff and provided oversight of animal based projects where the AEEC had identified a potential increase in welfare concern or when the procedure was novel. A veterinary on-call system was also implemented during 2015, giving research staff and animal facilities access to veterinary advice and support 24/7.

Dr Suzie Fowler APF Associate Director (and veterinarian) also undertook a range of the activities noted above. Dr Fowler and the AEEC’s and Executive Officer (EO) undertook formal and informal inspections of animal facilities and some field work on behalf of the AEEC throughout the year. The EO assisted the rDNA Manager with annual inspections of all PC2 animal holding facilities; this doubled as an extra formal inspection from an animal welfare perspective.
Administrative or other difficulties experienced

No difficulties to report. The ANU has committed to implementing a new research management system with the project commencing in 2016. This will see a new and more efficient online animal ethics application system in place by 2018.

Incidents reported to the AEEC and non-compliance with the Code

In order to ensure that the AEEC operates in accordance with the ACT Animal Welfare Act 1992 and that the Code is met, the AEEC encourages the reporting of animal welfare concerns. Such reports are treated confidentially and sympathetically and are fully discussed at a meeting of the AEEC with appropriate action subsequently taken. There were no cases of non-compliance with the Code during 2015. Unexpected adverse events related to specific animal welfare concerns in 2015 are in listed in Appendix C.
SECTION 3

ACT Legislation

During 2015 there were no changes to the ACT animal welfare legislation that are relevant to the use of animals in research and teaching. The ACT Government released proposed changes to the Pest Animals Declaration for public consultation during on November 20 2015. The proposed changes had the potential to impact on ANU research that involve pest species in the ACT. The ANU submitted feedback during the consultation period to request the option for pest species held for research purposes be exempt from the proposed changes, allowing for critical research into these species and management options to continue.

Any matters that may affect the establishment’s ability to comply with the animal research legislation (including the Australian Code) and, if applicable, recommendations for action to be taken

The Australian Code for the Care and use of Animals for Scientific Purposes, 8th edition 2013 allows for the inclusion of non-vertebrate species to be covered under the Code at the discretion of the institution. During 2015 the ANU acted on a recommendation from the AEEC to include adult decapod crustaceans as animals under the Code, therefore requiring their use in research to be approved by an AEEC. The ANU accepted the recommendation and in April 2015 relevant research staff were contacted along with Deans and Directors to inform them of the new requirement. A six month grace period was granted to allow investigators to obtain AEEC approval.

Multi State Licensing and Reporting

The ANU’s registration continued across ACT, NSW, QLD, TAS, WA and VIC during 2015. The ANU’s licences with WA and TAS were renewed in 2015. In order for the ANU AEEC to approve animal based research in other jurisdictions it must be licenced with each, requiring ANU to meet the different licencing conditions across each jurisdiction.

The ANU’s compliance with NHMRC’s Australian Code of Practice for the Care and Use of Animals for Scientific Purposes requires independent review every four years, the ANU’s next review is due in October 2018.

Animal Usage

A table of the different areas in which AEEC approval was current at 31 December 2015 and the areas for which new approvals were given in 2015 are shown in Appendix A. Appendix B details animals used by the University in 2015.
APPENDICES

Appendix A – Categories of Animal Usage at ANU 2015

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>NEW APPROVALS 2015</th>
<th>TOTAL ACTIVE FOR 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIMAL CARE AND BREEDING</td>
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<td>4</td>
</tr>
<tr>
<td>ANIMAL MODELS</td>
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<td>8</td>
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<tr>
<td>ANTIBODY PRODUCTION</td>
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<tr>
<td>BACTERIOLOGY</td>
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<td>BEHAVIOUR</td>
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<td>BIOCHEMISTRY</td>
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<td>CANCER RESEARCH</td>
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TOTAL 76 224
Appendix B- Animals Used Annually at the ANU Since 2007

These numbers are numbers of animals used for the year, not the number of animals killed. Many species were used in field studies that involved observing animals in their natural environment or capture and release.

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*Non-human primates are only used as part of non-invasive studies, mainly observing behaviour in their natural environment, sanctuary or zoo enclosures.
Appendix C - Summary of Incidents and unexpected adverse events reported to the AEEC 2015

1. It was reported that upon receipt of a shipment of 57 mice from the United States into the Australian Phenomics Facility (APF), 4 mice were found dead. As all other mice arrived in good health, the deaths were attributed to stress of transport. The animal care staff reported to the AEEC that they would attempt to work with the staff of the sending facility when making future requests, to determine if anything can be done to reduce the stress of the transport on the mice. The AEEC reviewed this report and deemed no further investigative action was required.

2. After receiving a shipment of mice form Moss Vale, animal care staff from the APF noted that one of the 5 boxes received was badly damaged. After opening the damaged box, it was reported that 1 mouse was found dead while the other two were in good health. Pictures of the damaged box were taken and submitted to the AEEC along with an unexpected adverse event report. The Facility manager subsequently lodged a report to the courier. The courier assumed full responsibility and hoped that through their follow up actions another incidence is avoided. The AEEC reviewed the adverse event report, together with a report from the courier regarding the incident and were satisfied with the outcome.

3. The AEEC received a report that three mice were found dead inside their cage due to lack of food. The cage was merged by an endocrinology researcher and found by animal care staff the following week. The appearance on the cage suggested that the food was not placed on the wire at all since they were put together. The cage had access to water. The AEEC worked with the animal care staff involved to ensure that that modifications were made to the daily monitoring of mice to adequately address any welfare concerns; minimising the possibility of mice being left for an extended period without sufficient food and water.

4. The AEEC received a report that weekend overtime staff found a breeder cage with no food on a Saturday morning. Consequently 2 animals were found dead and the other was ethically culled. This breeder was set up on a Wednesday by a senior animal carer. This person was formally addressed by their supervisor and advised of the requirements of setting up new breeder pairs. The animal care staff member who completed the room check on Thursday and Friday has also been spoken to and made aware of the issue. The AEEC received a report stating that the Husbandry Coordinator has discussed this at length with them and has gone back over the Standard Operating Procedure for the requirements of a morning room check to ensure they are fully aware of their duties and the ethical requirements for checking an animal cage. The AEEC were satisfied with this outcome and no further action was required.

5. An investigator reported that after 47 mice were injected with thioglycolate solution, one mouse was found dead and 50% of the mice looked sick. The injections took place in the morning and the discoveries were made in the afternoon. Given the likelihood of a contamination in the injection solution, upon
advice from the Veterinarian, all mice injected with thioglycolate were ethically culled. A post mortem conducted by the veterinarian reported a likely acute inflammatory response and concluded that contamination of the solution injected to be the most likely cause of this unexpected adverse event. The AEEC discussed staff training at some length and heard that the staff responsible for undertaking future injections would be thoroughly trained in identifying potentially contaminated vials. The AEEC reminded the investigator that it was their responsibility to ensure that this training occurs before staff undertake further thioglycolate injections under the protocol. The AEEC noted the action taken at the time of the event was appropriate and the action propose by the investigator to prevent contamination of thioglycolate occurring again is sufficient.

6. It was reported that one ringtail possum died after about one week of illness post experimentation (diet study). Post mortem conducted by the University Veterinarian showed presence of tape worm and coccidiosis and pathology showed selenium and Vit E deficiency. The AEEC heard that the University Veterinarian was providing veterinary care and treatment throughout the period the possum was ill. The AEEC worked with the investigator to find out more details on the possum’s diet, in particular, where are the eucalyptus leaves used for feeding the possum were sourced from and concluded that nothing further follow-up action was required.

7. The death of 3 mice on a high fat diet was reported to the AEEC. A Vet report and post-mortem report circulated to the AEEC. Lab results showed that the findings in the liver and kidneys were consistent with diabetes, and the enlarged bladder due to polyuria/polydipsia as a consequence of diabetes, with possibly secondary cystitis. The AEEC followed-up with the investigators and found out that other indicators used to determine endpoints such as liver enzyme analysis was not feasible.

8. The University veterinarian reported to the AEEC that during rounds in the Canberra hospital, it was discovered that upon close inspection of one of the investigator’s mice and cage set-up, some mice experienced substantial weight loss (around 15%) in the first 7 days after surgery. Although this was deemed unacceptable by the veterinarian at the time, the investigator provided some documentation to demonstrate that the weight loss of the mice was consistent with similar research that was being conducted at other Universities. The University veterinarian arranged a meeting to discuss the general care of his mice, the cage setups and current use of pain relief. The AEEC were informed of this meeting and were satisfied that no further action was required.

9. The AEEC received a report on the euthanasia of one mouse post-surgery due to a clotting issue. The AEEC contacted the researcher and as a direct result, considered and approved an amendment out of session as an appropriate follow up to this event. The AEEC approved transport of one mouse from Canberra Hospital to JCSMR for further investigation into a potential clotting
disorder that caused the death or the mouse in the report. AEEC were comfortable with the protocol followed by researchers once death occurred.

10. The AEEC received a report from an investigator that while performing caecal ligation puncture experiments, 5 rats died. One of the investigators conducting the procedure was not familiar with the equipment in the operating room and his own equipment was no longer located in the room. The AEEC worked with the veterinarian and the investigator to confirm that the surgical method was consistent with the original protocol. The AEEC also confirmed with the group at that all monitoring procedures undertaken were the same as what was stated in the original protocol. In addition, the AEEC reminded the investigator that it is their responsibility to ensure that where specific equipment is required, such as anaesthetic machines, the lead investigator must ensure staff have been trained and deemed competent to use the particular model of equipment before commencing with an experiment and staff must reach a level of proficiency that enables them to undertake troubleshooting with equipment and to use the equipment in a way that upholds high levels of animal welfare. The AEEC also required that two fully trained staff are present during any of the investigator’s future experiments that involve the anaesthesia of large numbers of rodents, invasive procedures, lengthy procedures and intense monitoring regimes.

11. It was reported that 2 mice were squashed possibly during routine cage cleaning and were not discovered until the following week. As a result of this, the area developed and implemented a new monitoring procedure to prevent a repeat of this. The AEEC noted this and deemed that no further action was required.

12. One ringtail possum was reported to have died overnight. Post mortems competed by the veterinarian discovered nothing substantial related to cause of death, likely due to the time between death and completion of post mortem. Histopathology results were inconclusive. The AEEC deemed that nothing further was required of the group and also communicated to the investigator to closely monitor all possums and report to the AEEC if further issues arise.

13. Death of 4 mice under xylazine/ketamine anaesthetic was reported. The rest of the mice in the experimental group that were implanted with probes were subsequently culled. The AEEC reviewed the veterinarian’s and the investigator’s report and worked together with both parties to develop and implement a new monitoring system for these infection studies instead of temperature and frequent weighing of the mice. The outcome was to distinguish clinical signs to monitor that would give a fair indication of illness, along with some mouse grimace scale parameters to monitor and score. After the new score sheet was developed and reviewed by the AEEC, no further action was required.

14. It was reported that a bettong pouch young died during routine trapping. After careful inspection by the University veterinarian, the investigator reported that she was satisfied that the cause of death was most likely attributed to predation by a rat that had managed to get into the trap through a very small gap in the door. This was viewed as an isolated occurrence. The investigator reported to the AEEC that she is in the process of small mammal monitoring using tracking
tunnels in the area in which this incident occurred to gain an understanding what small mammals might be present in the area. The AEEC agreed that this was an isolated occurrence and deemed no further action was required.

15. Death of 2 rats under xylazine/ketamine anaesthesia, samples of tissue and fluid were sent to the laboratory. The lab report concluded that death was most likely due to anaesthetic overdose. The AEEC worked with the investigator and both University vets to help with introduction of gaseous anaesthetics to this project. As a result, modification were made to the SOP to remove top up of injectable anaesthesia, providing warmth to the animal while under anaesthesia and recovery and to ensure that staff under the protocol that have not completed the relevant training and assessment, such as ip injections, must undertake training and be deemed competent before undertaking any further work.

16. The University vet reported that during her rounds, when checking on a research group’s rats, the board on the front door was marked to say that the rats had been checked, but one of the rat cages had barely any water in the water bottle (about 2cm left in the bottle). The others were ½ full or a little less. The investigator acknowledged an error on his part in failing to ensure that proper care was taken during the weekend to ensure water bottles were topped up and provided a response to the AEEC. The AEEC were satisfied with the report and deemed to further action was required.

17. During the rDNA committee’s inspection of the University’s certified facilities, the inspectors discovered 5 dead mice in the sink of one of the animal holding rooms. It appeared that the mice had been culled with C02 (approved method), bagged, and then forgotten about. It was evident that the mice had (some or all) regained consciousness and remained alive in the sink for some time. The AEEC was notified and the responsible investigator was contacted. She took full responsibility and was severely distressed that the mice had suffered, she noted that the day she undertook the procedure to cull the mice she was not meant to be at work and came in while under a medical certificate. There were a number of other extenuating circumstances that contributed to the incident, some personal and some professional. She provided a written report to the AEEC on this matter. The AEEC discussed this issue at length and decided not to engage the investigator in any further action.

18. It was reported that during trapping of pale field rats, one animal died during handling. The AEEC determined out of session that no post mortems was to be undertaken by the investigator herself and enquired if there were any veterinary services available in the field to undertake post mortems of dead animals. The AEEC also reminded the investigator that the University vet could be contacted 24/7 in the event of emergencies.

19. One aged mouse was reported to have died post experimentation. The AEEC was informed that of the 20 mice irradiated, the remaining 19 mice remained healthy. The investigator reported that the most likely cause of death as old age. The AEEC reminded the investigator that at the facility manager or
University veterinarian be notified at the time of death to determine whether a post-mortem is required. No further action was required by the AEEC.
HUMAN RESEARCH ETHICS COMMITTEE

2015 Annual Report to Council

June 2016

Research Services Division
+61 2 6125 3427
katy.wilson@anu.edu.au

The Australian National University
Canberra ACT 0200 Australia
www.anu.edu.au

CRICOS Provider No. 00120C
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<td>Committee Membership</td>
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<td>Statistics</td>
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Introduction

The University's Human Research Ethics Committee (HREC) considers the ethical implications of research involving human subjects conducted by ANU staff and students. The HREC must comply with the National Health and Medical Research Council's *National Statement on Ethical Conduct in Human Research* (2007) (issued jointly with the Australian Vice-Chancellors’ Committee and endorsed by the learned Academies), which applies to all disciplines. It submits an annual report to the NHMRC on its compliance with these national guidelines and with Sections 95 and 95A of the Commonwealth *Privacy Act 1988*.

1. Committee Operation

The Human Research Ethics Committee (then named the Ethics in Human Experimentation Committee) was established by the Vice-Chancellor on 1 October 1986 to consider the ethical implications of research dealing with human subjects. All staff and students (Honours and above) of the University who wish to conduct research involving human subjects are required to submit written proposals to the Committee relating to the intended research. Other University committees dealing with particular aspects of ethics in research are the Animal Experimentation Ethics Committee and the Recombinant DNA Monitoring Committee (IBC).

The HREC is registered with the Office for Human Research Protections of the US Department of Health and Human Services. This registration is required when ANU researchers are involved in projects involving US Federal Health funding.

2. Committee Membership

The minimum composition of a human research ethics committee constituted under the NHMRC guidelines is:

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<td>Prof Michael Martin</td>
<td>1 January 2015</td>
</tr>
<tr>
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<td>Prof Tamara Jacka</td>
<td>1 January 2015</td>
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<tr>
<td>Chair of the Science and Medical Delegated Committee</td>
<td>A/Prof Anne Aimola Davies</td>
<td>1 January 2015</td>
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<tr>
<td>Layman</td>
<td>Mr Andrew Tink</td>
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<tr>
<td>Laywoman</td>
<td>Ms Anna Prosser</td>
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<td>At least two researchers with relevant research experience</td>
<td>Dr Edith Gray</td>
<td>1 June 2014</td>
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<td>Dr Lia Kent</td>
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<td>A/Prof Cressida Fforde</td>
<td>1 April 2014</td>
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<td>Ms Fleur Adcock</td>
<td>7 July 2014</td>
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<tr>
<td></td>
<td>Prof Michael Dodson</td>
<td>1 October 2014</td>
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<tr>
<td></td>
<td>Dr Bill Fogarty</td>
<td>10 February 2015</td>
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3. Annual compliance report to NHMRC
The HREC is required to report annually for the period 1 January to 31 December to the Australian Health Ethics Committee (AHEC) of the National Health and Medical Research Council on its compliance with the NHMRC National Statement on Ethical Conduct in Human Research. All research protocols considered by the HREC must meet the NHMRC guidelines, including issues of consent and confidentiality. The reporting deadline for the online compliance report for the 2015 period is 29 April 2016.

4. Developments in 2015

- 11 formal HREC meetings were held during 2015
- 24 formal Science/Medical Delegated Ethics Review Committee meetings were held during 2015
- 24 formal Humanities/Social Sciences Delegated Ethics Review Committee meetings were held during 2015

Outreach, Training & Seminars

- Fortnightly training sessions for users of the ARIES on-line ethics application system are provided by the Research Services Division. Approximately 280 people were trained in 2015 either in the fortnightly training sessions or individual training sessions as required.
- The Human Ethics Manager in Research Services Division also ran ethics training & education programs in various Schools when required including: CASS Honours students; Australian Demographic and Social Research Institute students; College of Law Honours students; ANIP students; Medical School students; Law school Honours students.
### 5. Statistics

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<td>454</td>
<td>485</td>
<td>507</td>
<td>533</td>
<td>552</td>
<td>571</td>
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<td>13</td>
<td>12</td>
<td>34</td>
<td>40</td>
<td>34</td>
<td>46</td>
<td>32</td>
<td>30</td>
<td>10</td>
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<tr>
<td>Not approved</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>14</td>
<td>14</td>
<td>12</td>
<td>22</td>
<td>19</td>
<td>10</td>
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<td>220</td>
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<td>502</td>
<td>539</td>
<td>553</td>
<td>601</td>
<td>603</td>
<td>611</td>
<td>584</td>
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</table>
Recombinant DNA Monitoring Committee

2015 Annual Report to Council

June 2016

Research Services Division
+61 2 6125 7945
anesh.nair@anu.edu.au

The Australian National University
Canberra ACT 0200 Australia
www.anu.edu.au

CRICOS Provider No. 00120C
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<th>Page</th>
</tr>
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<tr>
<td>9. Gene technology newsletter</td>
<td>5</td>
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</table>
1. **Introduction**

The Gene Technology Act 2000, which came into force on 21 June 2001, resulted in a national scheme for the regulation of genetically modified organisms (GMOs) and established the Office of The Gene Technology Regulator (OGTR). The Act requires each organization working with GMOs to establish an Institutional Biosafety Committee (IBC). The Recombinant DNA Monitoring Committee is the IBC for the ANU and seeks to ensure that the University meets all of the OGTR's requirements.

2. **Committee operation**

The Gene Technology legislation revolves around a system of prohibitions and approvals. Every dealing with a GMO needs to be licensed by the Regulator, unless the dealing is an exempt dealing, a Notifiable Low Risk Dealing (NLRD) or on the Register of GMOs in which case this is handled by the University through the IBC.

An Exempt dealing is one where the Regulator is confident that the dealing involves a very low risk. The class of dealing with the GMO is recorded as exempt (e.g. research involving a very well understood process for creating and studying a GMO). This means that no license is required, provided that the activity remains within the specified parameters. Exempt GMOs must not be released into the environment and disposal must ensure this is the case.

NLRDs are dealings with low risk GMOs that may be approved by IBCs and may proceed provided the dealing complies with conditions specified in the regulations. This includes requirements that the dealing be undertaken only in contained facilities, overseen by IBCs and notified to the Regulator in an Annual Report that goes to the OGTR. The Gene Technology Act does not allow dealings that involve the intentional release of a GMO into the environment to be classified as an NLRD.

Licensed dealings are dealings with higher risk GMOs, which must be licensed by the Regulator. There are two types of licensed dealings: DNIRs - dealings not involving the intentional release of a GMO into the environment; and DIRs – dealings involving the intentional release of a GMO into the environment. The licensing system is based on rigorous scientific risk assessment and involves extensive consultation with expert advisory committees, government agencies and the public for releases of GMOs into the environment. A request for a licence come through the IBC.

3. **Committee membership**

It is a requirement of the Gene Technology Act, under the Guidelines for Accreditation of Organisations, that the members of the IBC are indemnified and that there are appropriate mechanisms in place to address conflicts of interest. The composition of the University Recombinant DNA Monitoring Committee is in accordance with that stipulated in the Handbook on the Regulation of Gene Technology in Australia and the Gene Technology Act and is independently monitored by the Regulator to ensure it is operating in accordance with the regulations.
In 2015 the membership of the ANU IBC was as follows:

- A biologist with expertise in plant pathology: Dr David Jones (Chair)
- A molecular biologist and virologist: Dr David Tscharke (Deputy Chair)
- A lawyer: Ms Judith Jones
- External person: Ms Joanne Keogh
- A biological risk assessor: Dr Haralambos Korres
- An immunologist: Dr Ian Parish
- A plant molecular biologist: Dr Dean Price
- A parasitologist: Dr Giel van Dooren
- Recombinant DNA Secretary: Dr Anesh Nair

4. Committee Activities

The ANU IBC had two formal meetings, in June and December 2015. In addition to these meetings, the Committee is in constant contact by email. All proposals are emailed to the Committee as soon as they are received by the Secretary. Replies are collated by the Secretary and reviewed by the Chair. Further consultation with the Committee may result. Direct advice and questions are sent in writing to the investigator. All proposals are modified to some extent following the deliberations of the Committee.

5. Outcome of Proposal Assessments in 2015

In 2015, the IBC reviewed 11 Notifiable Low Risk Dealing (NLRD) applications and 7 Exempt Dealing applications.

6. Facility Certifications

The IBC made requests to the OGTR for the surrender of two facilities, suspension of seven facilities and the certification renewal of three existing facilities. The suspension requests were placed to allow contractors to enter and carry out renovation works to remove asbestos from seven glasshouses. Once renovation works have been completed, the IBC will request to have the suspensions lifted.

7. Annual Inspections of Certified Facilities

In September, October and November 2015, annual inspections were carried out for all relevant facilities on the ANU campus and in facilities where the ANU IBC acts on behalf of Lipotek and the Canberra Hospital. Recommendations for repairs/modifications to infrastructure were made in order to comply with regulations regarding the condition of facilities. Recommendations regarding operational procedures and training to cover the behavioural aspects of compliance were also made. Institutions are required to have in place basic quality assurance systems to ensure that dealings with GMOs are conducted safely and within the regulatory framework. The University Recombinant DNA Monitoring Committee is responsible for a total of 50 PC2 facilities, comprising 18 laboratories, 14 plant houses, 17 animal houses and one invertebrate facility.
8. **OGTR Reporting**

As a condition of accreditation, the Regulator requires the ANU to provide an annual report to the Regulator on NLRDs and licensed dealings undertaken by the organisation. This report was submitted to the OGTR in September 2015. In the event of an unintentional release, as part of their NLRD or DNIR approvals, researchers must report any unintentional release of GMOs to the IBC. The IBC will then report this to OGTR. The IBC did not receive any reports of unintentional releases in 2015.

9. **Gene Technology Newsletter**

Following the IBC meeting in December 2015, a newsletter was prepared by the Secretary of the Committee in consultation with the Chair, and distributed to all staff and students working with genetically modified organisms in early 2016. The newsletter contained information on surrendering PC2 certification and laboratory decontamination advice, as well as a discussion article on genome editing and the challenges faced in classifying GMOs due to the advent of cost-effective gene synthesis and new genetic engineering technologies.
Table 1: ANU Coursework tuition fee bands and coursework adjustment bands for 2017
Proposed changes to fee bands are highlighted in Table 1.

<table>
<thead>
<tr>
<th>Broad Discipline</th>
<th>FoE name</th>
<th>FoE #</th>
<th>UG Band</th>
<th>PG Band</th>
<th>Domestic tier</th>
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</thead>
<tbody>
<tr>
<td>Agriculture, Environmental and Related Studies</td>
<td>Agriculture, Environmental and Related Studies</td>
<td>05</td>
<td>3</td>
<td>4</td>
<td>A</td>
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<tr>
<td>Behavioural Science</td>
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<td>0907</td>
<td>3</td>
<td>4</td>
<td>B</td>
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<tr>
<td>Business (MBA)</td>
<td>Management and Commerce</td>
<td>08</td>
<td>4</td>
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<tr>
<td>Creative Arts</td>
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<td>10</td>
<td>1</td>
<td>1</td>
<td>C</td>
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<tr>
<td>Economics</td>
<td>Economics and Econometrics</td>
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<td>3(4)</td>
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<tr>
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<td>2</td>
<td>3</td>
<td>A</td>
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<tr>
<td>JD/GDLP</td>
<td>Law</td>
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<td>4(5)</td>
<td></td>
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</tr>
<tr>
<td>Law</td>
<td>Law</td>
<td>0909</td>
<td>2(3)</td>
<td>3(4)</td>
<td>B(A)</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>Management and Commerce</td>
<td>08</td>
<td>3</td>
<td>4</td>
<td>A</td>
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<tr>
<td>Medical Sci</td>
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<td>5</td>
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<tr>
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<td>Natural and Physical Sciences</td>
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<td>Political Science and Policy Studies</td>
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<td>Society and Culture (ex 0901, 0909, 0919, 0907)</td>
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<td>2</td>
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Table 2: ANU Domestic and International Tuition Fee Rates, 2016–2017

<table>
<thead>
<tr>
<th>Band</th>
<th>Fee</th>
<th>Var. from band above</th>
<th>7 proposed (5% inc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$31,000</td>
<td>1</td>
<td>.640</td>
</tr>
<tr>
<td>2</td>
<td>$34,900</td>
<td>12.6%</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>$37,100</td>
<td>6.3%</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>$39,000</td>
<td>5.1%</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>$41,500</td>
<td>6.4%</td>
<td>5</td>
</tr>
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</table>

Table 3: ANU Domestic Fee Adjustment Bands, 2017

| Adjustment (reduction on international graduate fee) | 25% | 30% | 35% |

Higher or lower fees than recommended
It is recognised that in some cases, colleges may wish to have higher or lower fees than the recommended default.

Confirmation of all fee adjustments (higher or lower) for 2017 fees is required from the College Dean to the Deputy Vice-Chancellor (Academic). If a college wishes to seek a smaller increase (eg smaller reduction in fees for domestic students) for a coursework program on the basis of competitor information, then a memo/email from the College Dean to the Deputy Vice-Chancellor (Academic) will suffice.

It a college wishes to see a larger adjustment (eg a larger reduction in fees for domestic students) and move from one tier to another, then the following principles are proposed for the presentation of a written case to the Deputy Vice-Chancellor (Academic). Fee adjustment requests:

- Should reflect strategy that aligns with the college operational plan and the ANU Strategic Plan;
- Can only be within the proposed tiers (eg from A to B);
- Must be supported by a business case that is supported by evidence (eg low lifetime domestic graduate earning data or market research);
Must reflect cost recovery or college agreement to underwrite losses;
Include a minimum EFSTL threshold for offers;
Can be proposed for a maximum of 5 years, with a review of the arrangement undertaken after that time; and
be endorsed by the College Dean

It should be noted that questions about the longer-term viability, academic competitiveness or quality of a program are more appropriately dealt with via academic accreditation reviews.

All tuition fee adjustment decisions and the period that an adjustment has been granted will be reported to the SMG.
## 2017 Fee modeller

**Discipline**
Agriculture, Environmental and Related Studies

**Level**
PG CW

### International

<table>
<thead>
<tr>
<th></th>
<th>Band = 3</th>
<th>Adj band =</th>
<th>Var. previous year</th>
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<tr>
<td>ANU</td>
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<td>$34,128</td>
<td>$37,104</td>
</tr>
<tr>
<td>UMelb</td>
<td>$32,283</td>
<td>$35,020</td>
<td>$36,645</td>
</tr>
<tr>
<td>USyd</td>
<td>$36,467</td>
<td>$38,200</td>
<td>$40,000</td>
</tr>
<tr>
<td>UNSW</td>
<td>$33,840</td>
<td>$35,280</td>
<td>$32,400</td>
</tr>
<tr>
<td>UQ</td>
<td>$32,408</td>
<td>$33,430</td>
<td>$33,580</td>
</tr>
<tr>
<td>Monash</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UWA</td>
<td>$32,373</td>
<td>$36,000</td>
<td>$36,000</td>
</tr>
<tr>
<td>UAdelaide</td>
<td>$31,000</td>
<td>$32,600</td>
<td>$34,500</td>
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### Load

<table>
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<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Sem 1 Commencing</td>
<td>16.0</td>
<td>9.9</td>
<td>10.6</td>
<td>-38%</td>
<td>8%</td>
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<tr>
<td>Sem1 Total</td>
<td>39.6</td>
<td>33.8</td>
<td>32.6</td>
<td>-15%</td>
<td>-3%</td>
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<tr>
<td>Full year*</td>
<td>83.9</td>
<td>73.5</td>
<td>71.1</td>
<td>-12%</td>
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### Domestic

<table>
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<th>Tier = A</th>
<th>Adj tier =</th>
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<tr>
<td>ANU</td>
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<td>$26,338</td>
<td>$27,840</td>
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<tr>
<td>UMelb</td>
<td>$25,691</td>
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<tr>
<td>USyd</td>
<td>$23,500</td>
<td>$26,900</td>
<td>$25,500</td>
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<tr>
<td>UNSW</td>
<td>$24,342</td>
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<tr>
<td>UQ</td>
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<td>$25,966</td>
<td>$27,343</td>
</tr>
<tr>
<td>Monash</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>UWA</td>
<td>$21,510</td>
<td>$26,000</td>
<td>$21,999</td>
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<td>$29,500</td>
<td>$30,975</td>
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<td>5.1</td>
<td>3.5</td>
<td>3.8</td>
<td>-31.7%</td>
<td>7.1%</td>
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<tr>
<td>Sem1 Total</td>
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<td>13.4</td>
<td>12.6</td>
<td>11.5%</td>
<td>-5.6%</td>
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<tr>
<td>Full year*</td>
<td>24.8</td>
<td>28.6</td>
<td>27.0</td>
<td>16%</td>
<td>-6%</td>
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* Load is Semester 1 only, Commencing in Career. Full year in 2016 is estimated.
### Projected revenue distribution

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<tr>
<th>College</th>
<th>2016 Budget</th>
<th>2017 Projection</th>
<th>Increased Revenue</th>
<th>2018 Projection</th>
<th>Increased Revenue</th>
<th>Cumulative Revenue Increase</th>
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<tr>
<td></td>
<td>EFTSL</td>
<td>Gross Revenue ($)</td>
<td>5% Fee Increase 2016</td>
<td>2016 to 2017</td>
<td>Gross Revenue ($)</td>
<td>5% Fee Increase 2016</td>
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<td>Domestic Students</td>
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<td>2,620,212</td>
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<td>583,786</td>
<td>12,872,484</td>
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<td>694,658</td>
<td>33,079</td>
<td>729,391</td>
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<td>CMBE - Medicine, Biology &amp; Environment</td>
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<td>68,997</td>
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<td>COL - Law</td>
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<td>1,500,478</td>
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<tr>
<td>CPMS - Physical &amp; Mathematical Sciences</td>
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<td>756,650</td>
<td>794,483</td>
<td>37,833</td>
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<tr>
<td>International Students</td>
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<td>167,123,769</td>
<td>175,479,957</td>
<td>8,356,188</td>
<td>184,253,955</td>
<td>8,773,998</td>
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<td>CAP - Asia &amp; the Pacific</td>
<td>789.18</td>
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<td>29,229,050</td>
<td>1,391,860</td>
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<td>1,461,452</td>
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<td>CASS - Arts &amp; Social Sciences</td>
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<td>CECS - Engineering &amp; Computer Science</td>
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<td>20,487,370</td>
<td>975,589</td>
<td>21,511,738</td>
<td>1,024,368</td>
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<td>CMBE - Medicine, Biology &amp; Environment</td>
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<td>14,291,335</td>
<td>15,005,901</td>
<td>714,567</td>
<td>15,756,196</td>
<td>750,295</td>
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<td>4,259,445</td>
<td>4,472,417</td>
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<td>223,621</td>
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<td>8,615,881</td>
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<td>9,046,675</td>
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<tr>
<td>National Centre for Indigenous Studies</td>
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<td>229 - ANU Wide</td>
<td>16.47</td>
<td>575,272</td>
<td>604,036</td>
<td>28,764</td>
<td>634,238</td>
<td>30,202</td>
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</table>
Table 1: ANU Tuition Fee Bands, 2017

<table>
<thead>
<tr>
<th>Broad Discipline</th>
<th>FoE name</th>
<th>FoE #</th>
<th>UG Band</th>
<th>PG Band</th>
<th>HDR Band</th>
<th>Domestic tier (coursework only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, Environmental and Related Studies</td>
<td>Agriculture, Environmental and Related Studies</td>
<td>05</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>Behavioural Science</td>
<td>Behavioural Science</td>
<td>0907</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>B</td>
</tr>
<tr>
<td>Business (MBA)</td>
<td>Management and Commerce</td>
<td>08</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creative Arts</td>
<td>Creative Arts</td>
<td>10</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>C</td>
</tr>
<tr>
<td>Economics</td>
<td>Economics and Econometrics</td>
<td>0919</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>Engineering</td>
<td>Engineering and Related Technologies</td>
<td>03</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>Health</td>
<td>Health</td>
<td>0601</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>A</td>
</tr>
<tr>
<td>Information Technology</td>
<td>Information Technology</td>
<td>02</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>JD/GDLP</td>
<td>Law</td>
<td>0909</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Law</td>
<td>Law</td>
<td>0909</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>B</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>Management and Commerce</td>
<td>08</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>Medical Sci</td>
<td>Medical Studies</td>
<td>0613</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>A</td>
</tr>
<tr>
<td>Natural and Physical Sciences</td>
<td>Natural and Physical Sciences</td>
<td>01</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Political Science and Policy Studies</td>
<td>Political Science and Policy Studies</td>
<td>0901</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>B</td>
</tr>
<tr>
<td>Society and Culture</td>
<td>Society and Culture</td>
<td>09 (ex. 0901, 0909, 0919, 0907)</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>B</td>
</tr>
</tbody>
</table>

Table 2: ANU Domestic and International Tuition Fee Rates, 2016–2017

<table>
<thead>
<tr>
<th>Band</th>
<th>Fee</th>
<th>ar. from band above</th>
<th>7 proposed (5% increase, rounded to nearest $100 and divisible by 48)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$31,000</td>
<td>1</td>
<td>$31,640</td>
</tr>
<tr>
<td>2</td>
<td>$34,900</td>
<td>12.6%</td>
<td>$34,720</td>
</tr>
<tr>
<td>3</td>
<td>$37,100</td>
<td>6.3%</td>
<td>$37,024</td>
</tr>
<tr>
<td>4</td>
<td>$39,000</td>
<td>5.1%</td>
<td>$39,040</td>
</tr>
<tr>
<td>5</td>
<td>$41,500</td>
<td>6.4%</td>
<td>$41,632</td>
</tr>
</tbody>
</table>

Higher or lower fees than recommended

It is recognised that in some cases, colleges may wish to have higher or lower fees (band rate) than the recommended default.

Confirmation of all fee adjustments (higher or lower) for 2017 fees is required from the College Dean to the Deputy Vice-Chancellor (Research). If a college wishes to seek a lower band rate on the basis of competitor information, then a memo/email from the College Dean to the Deputy Vice-Chancellor (Research) will suffice.

If a college wishes to see a larger adjustment and move from/to a higher band, then the following principles are proposed for the presentation of a written case to the Deputy Vice-Chancellor (Research):

- Should reflect strategy that aligns with the college operational plan and the University’s strategic plan;
- Can only be within the proposed bands (e.g., from 1 to 5);
- Must be supported by a business case that is supported by evidence (e.g., low lifetime domestic graduate earning data or market research);
- Must reflect cost recovery or college agreement to underwrite losses;
- Include a minimum EFSTL threshold for offers;
• Can be proposed for a maximum of 5 years, with a review of the arrangement undertaken after that time; and
• Must be endorsed by the College Dean.

It should be noted that questions about the longer-term viability, academic competitiveness or quality of a program, are more appropriately dealt with via academic accreditation reviews.

All tuition fee adjustment decisions and the period that an adjustment has been granted will be reported to the SMG.
## 2017 Fee modeller

**Discipline**: Agriculture, Environmental and Related Studies

**Level**: PG CW

### International

<table>
<thead>
<tr>
<th></th>
<th>Band = 3</th>
<th>Adj band =</th>
<th>Var. previous year</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANU</td>
<td>$32,047</td>
<td>$34,128</td>
<td>$37,104</td>
</tr>
<tr>
<td>UMelb</td>
<td>$32,283</td>
<td>$35,020</td>
<td>$36,645</td>
</tr>
<tr>
<td>USyd</td>
<td>$36,467</td>
<td>$38,200</td>
<td>$40,000</td>
</tr>
<tr>
<td>UNSW</td>
<td>$33,840</td>
<td>$35,280</td>
<td>$32,400</td>
</tr>
<tr>
<td>UQ</td>
<td>$32,408</td>
<td>$33,430</td>
<td>$33,580</td>
</tr>
<tr>
<td>Monash</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UWA</td>
<td>$32,373</td>
<td>$36,000</td>
<td>$36,000</td>
</tr>
<tr>
<td>UAdelaide</td>
<td>$31,000</td>
<td>$32,600</td>
<td>$34,500</td>
</tr>
</tbody>
</table>

### Load

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Adj %</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANU 2016</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Load</td>
<td>16.0</td>
<td>9.9</td>
<td>10.6</td>
<td></td>
<td>-38%</td>
</tr>
<tr>
<td>Load</td>
<td>39.6</td>
<td>33.8</td>
<td>32.6</td>
<td></td>
<td>-15%</td>
</tr>
<tr>
<td>Load</td>
<td>83.9</td>
<td>73.5</td>
<td>71.1</td>
<td></td>
<td>-12%</td>
</tr>
</tbody>
</table>

### Domestic

<table>
<thead>
<tr>
<th></th>
<th>Tier = A</th>
<th>Adj tier =</th>
<th>Var. previous year</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANU</td>
<td>$23,285</td>
<td>$26,338</td>
<td>$27,840</td>
</tr>
<tr>
<td>UMelb</td>
<td>$25,691</td>
<td>$26,056</td>
<td>$26,320</td>
</tr>
<tr>
<td>USyd</td>
<td>$23,500</td>
<td>$26,900</td>
<td>$25,500</td>
</tr>
<tr>
<td>UNSW</td>
<td>$24,342</td>
<td>$25,200</td>
<td>$26,400</td>
</tr>
<tr>
<td>UQ</td>
<td>$25,692</td>
<td>$25,966</td>
<td>$27,343</td>
</tr>
<tr>
<td>Monash</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UWA</td>
<td>$21,510</td>
<td>$26,000</td>
<td>$21,999</td>
</tr>
<tr>
<td>UAdelaide</td>
<td>$29,500</td>
<td>$30,975</td>
<td>$31,000</td>
</tr>
</tbody>
</table>

### Load

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Adj %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Load</td>
<td>5.1</td>
<td>3.5</td>
<td>3.8</td>
<td></td>
<td>-31.7%</td>
</tr>
<tr>
<td>Load</td>
<td>12.0</td>
<td>13.4</td>
<td>12.6</td>
<td></td>
<td>11.5%</td>
</tr>
<tr>
<td>Load</td>
<td>24.8</td>
<td>28.6</td>
<td>27.0</td>
<td></td>
<td>16%</td>
</tr>
</tbody>
</table>

*Load is Semester 1 only, Commencing in Career. Full year in 2016 is estimated.
Table 1: ANU Domestic and International Tuition Fee Bands, 2017 (proposed)

<table>
<thead>
<tr>
<th>Broad Discipline</th>
<th>FoE name</th>
<th>FoE #</th>
<th>UG Band</th>
<th>PG Band</th>
<th>Domestic tier</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, Environmental and Related</td>
<td>Agriculture, Environmental and Related Studies</td>
<td>05</td>
<td>2</td>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>Studies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Behavioural Science</td>
<td>Behavioural Science</td>
<td>0907</td>
<td>3</td>
<td>4</td>
<td>B</td>
</tr>
<tr>
<td>Business (MBA)</td>
<td>Management and Commerce</td>
<td>08</td>
<td>5</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Creative Arts</td>
<td>Creative Arts</td>
<td>10</td>
<td>1</td>
<td>2</td>
<td>C</td>
</tr>
<tr>
<td>Economics</td>
<td>Economics and Econometrics</td>
<td>0919</td>
<td>3</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>Engineering</td>
<td>Engineering and Related Technologies</td>
<td>03</td>
<td>4</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>Health</td>
<td>Health</td>
<td>0601</td>
<td>5</td>
<td>5</td>
<td>A</td>
</tr>
<tr>
<td>Information Technology</td>
<td>Information Technology</td>
<td>02</td>
<td>2</td>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>JD/GDLP</td>
<td>Law</td>
<td>0909</td>
<td>4</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Law</td>
<td>Law</td>
<td>0909</td>
<td>3</td>
<td>4</td>
<td>B</td>
</tr>
<tr>
<td>Management and Commerce</td>
<td>Management and Commerce</td>
<td>08</td>
<td>3</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>Medical Sci</td>
<td>Medical Studies</td>
<td>0613</td>
<td>5</td>
<td>5</td>
<td>A</td>
</tr>
<tr>
<td>Natural and Physical Sciences</td>
<td>Natural and Physical Sciences</td>
<td>01</td>
<td>2</td>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>Political Science and Policy Studies</td>
<td>Political Science and Policy Studies</td>
<td>0901</td>
<td>2</td>
<td>3</td>
<td>B</td>
</tr>
<tr>
<td>Society and Culture</td>
<td>Society and Culture</td>
<td>09 (ex 0901, 0909, 0919, 0907)</td>
<td>1</td>
<td>2</td>
<td>B</td>
</tr>
</tbody>
</table>

Table 2: ANU Domestic and International Tuition Fee Rates, 2016–2017

<table>
<thead>
<tr>
<th>Band</th>
<th>Fee</th>
<th>Var. from band above</th>
<th>Proposed 2017 fees (5% increase)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$31,000</td>
<td></td>
<td>$32,640</td>
</tr>
<tr>
<td>2</td>
<td>$34,900</td>
<td>12.6%</td>
<td>$36,720</td>
</tr>
<tr>
<td>3</td>
<td>$37,100</td>
<td>6.3%</td>
<td>$39,024</td>
</tr>
<tr>
<td>4</td>
<td>$39,000</td>
<td>5.1%</td>
<td>$41,040</td>
</tr>
<tr>
<td>5</td>
<td>$41,500</td>
<td>6.4%</td>
<td>$43,632</td>
</tr>
</tbody>
</table>

Verification of these fee bands and modelling against competitors has been undertaken.

<table>
<thead>
<tr>
<th>Verification activity for 2017 fees</th>
<th>Lead</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANU/SGA fee setting meeting</td>
<td>DVC(A)</td>
<td>4 May 2016</td>
</tr>
<tr>
<td>ANU fee setting meeting</td>
<td>DVC(A)</td>
<td>25 May 2016</td>
</tr>
<tr>
<td>ANU Senior Management Group discussion/consultation</td>
<td>EDAP</td>
<td>9 June 2016</td>
</tr>
<tr>
<td>ANU/Study Group Management Committee confirmation</td>
<td>DVC(A) and Director</td>
<td>21 June 2016</td>
</tr>
<tr>
<td>ANU Senior Management Group confirmation</td>
<td>DVC(A)</td>
<td>23 June 2016</td>
</tr>
<tr>
<td>ANU Finance Committee approval</td>
<td>DVC(A)</td>
<td>8 July 2016</td>
</tr>
</tbody>
</table>

Based on the tables above, the proposed international student fees (domestic students are determined as CGS sub-bachelor load except in ANU Express) for Schedule 2 programs and courses is as follows:
### Table 3. Proposed 2017 fees for schedule 2 programs and courses

<table>
<thead>
<tr>
<th>Program/Course</th>
<th>Fee band</th>
<th>Indicative annual fee (1 EFTSL) 2016</th>
<th>Indicative annual fee (1 EFTSL) 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma of Liberal Studies</td>
<td>2</td>
<td>$34,944</td>
<td>$36,691</td>
</tr>
<tr>
<td>Diploma of Computing</td>
<td>2</td>
<td>$34,944</td>
<td>$36,691</td>
</tr>
<tr>
<td>Diploma of Music</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associate Degree (business stream)</td>
<td>3</td>
<td>$37,104</td>
<td>$38,959</td>
</tr>
<tr>
<td>Associate Degree (arts stream)</td>
<td>1</td>
<td>$31,008</td>
<td>$32,558</td>
</tr>
<tr>
<td>Associate Degree (science and technology stream)</td>
<td>2</td>
<td>$34,944</td>
<td>$36,691</td>
</tr>
<tr>
<td>ANU Express</td>
<td>1</td>
<td>$31,008</td>
<td>$32,558</td>
</tr>
<tr>
<td>ANU Foundation - Standard</td>
<td></td>
<td>$25,200</td>
<td>$27,000</td>
</tr>
<tr>
<td>ANU Foundation - Extended</td>
<td></td>
<td>$32,000</td>
<td>$34,000</td>
</tr>
<tr>
<td>ANU Prep</td>
<td>1</td>
<td>$31,008</td>
<td>$32,558</td>
</tr>
<tr>
<td>Essential University English</td>
<td>1</td>
<td>$31,008 ($3876 for course)</td>
<td>$32,558 ($4069 for course)</td>
</tr>
<tr>
<td>Engineering professional communication courses</td>
<td>1</td>
<td>$31,008 ($3876 for course)</td>
<td>$32,558 ($4069 for course)</td>
</tr>
<tr>
<td>Computer science professional communication courses</td>
<td>1</td>
<td>$31,008 ($3876 for course)</td>
<td>$32,558 ($4069 for course)</td>
</tr>
</tbody>
</table>

**Explanatory notes**

1. Fees are calculated using Equivalent Full Time Student Load (EFTSL). EFTSL is a measure of student load expressed as a proportion of the workload for a standard annual program, based on the accumulated course EFTSL for a program. For graduate research students a weight of one if full-time; half if part-time. For coursework students (undergraduates and non-research graduates) EFTSL is determined on course enrolment in the periods 1 January to 3 June, and 1 July to 31 December. In these periods 0.375 EFTSL or greater is considered to be full-time enrolment, less than 0.375 EFTSL part-time. Note that for international students EFTSL is normally required to be 0.5 in each period.

2. New Student Enrolment (NSE) is equivalent to 1 EFTSL.

3. Fees are calculated at the course level; individual student fees may be higher or lower, dependent on subject choice.

4. Schedule 1 program fees are set by Study Group.

Discussions on ANU indicative fees for 2018 are in progress, and will be presented to the Finance Committee in July 2017 for endorsement and subsequent approval by Council.
The Australian National University
Postgraduate and Research Students’ Association
Incorporated

PARSA

Constitution

(Adopted 27/05/2016)
Part 1

1. Name
2. Definitions
3. Objects
4. Membership

Part 2

5. Powers of the PRC
6. Composition and membership of the PRC
7. Roles, duties, and responsibilities of PRC members and committees
8. Election of the PRC
9. Removal of Executives or Members of the PRC
10. Removal of PRC Member Not Enjoying the Continued Support of the Membership
11. Discipline of Members of the PRC
12. Right of appeal of disciplined PRC member
13. Vacancies on the PRC
14. Operation of the PRC
15. Pecuniary interest and membership eligibility
16. Regulations and standing orders

Part 3

17. General meetings
18. Annual general meetings: calling of, procedure, and quorum

Part 4

19. The Administrator
20. Public Officer
21. Auditor and audit
22. Finances and funding
23. Budget and Treasurer's Report
24. Financial year
25. Bank accounts, liabilities, and expenditures
26. Association's books
27. Freedom of Information
28. Common seal
29. Interpretation
30. Indemnity
31. Dissolution or Winding-up
32. Alteration of the Constitution
33. Disputes Committee
34. Discipline of Member of the Association
35. Transitional Provisions
Part 1 Preliminary

1. Name

   (1) The name of the Association is “The Australian National University Postgraduate and Research Students’ Association Incorporated”.

2. Definitions

   In this Constitution—

   (a) “AGM” means the Annual General Meeting of the Association;
   (b) “ANU College” means a College established by the Council, including:
      a. The ANU College of Arts and Social Sciences;
      b. The ANU College of Asia and the Pacific;
      c. The ANU College of Business and Economics;
      d. The ANU College of Engineering and Computer Science;
      e. The ANU College of Law;
      f. The ANU College of Physical and Mathematical Sciences; and
      g. The ANU College of Medicine, Biology and Environment.
   (c) “Association” means The Australian National University Postgraduate and Research Students’ Association Incorporated;
   (d) “Council” means the Council of the Australian National University;
   (e) “Postgraduate course” includes, for the purposes of this Constitution, the ‘Bachelor of Medicine and Bachelor of Surgery’ (MBBS) at the ANU Medical School.
   (f) “Postgraduate Student” means any University student enrolled in a postgraduate course at the University.
   (g) “PRC” means the Postgraduate Representative Council;
   (h) “University” means The Australian National University.
3. Objects

The objects of the Association are—

(a) to promote the welfare and further the interests of Postgraduate Students; and
(b) to afford a recognised means of representation for Postgraduate Students both within and outside the University, and a recognised means of communication between Postgraduate Students and the University authorities.

Part 2 Membership

4. Membership

(1) There are three classes of membership: ordinary membership, associate membership and honorary life membership.

(2) Any person who—
   (a) is a Postgraduate Student; and
   (b) has not stated that she/he does not wish to be a member

   is an ordinary member of the Association.

(3) Any person who—
   (a) has been an ordinary member of the Association for twelve (12) months or more;
   (b) is not currently an ordinary member;
   (c) has not been awarded the degree for, or failed, that postgraduate course in which she/he was enrolled; and
   (d) has not stated that she/he does not wish to be a member

   is an associate member of the Association.

(4) Honorary life membership of the Association may be conferred upon any person by a meeting of the PRC.

(5) Associate members and honorary life members shall not vote at any meeting or election of the Association, shall not constitute a quorum, and shall not be eligible for election to the PRC, but shall otherwise have rights equal to ordinary members.
(6) An ordinary or associate member ceases to be a member of the Association at such time as she/he ceases to fulfil the conditions in sub-sections 4(2) or 4(3) respectively. An honorary life member ceases to be a member if her/his membership is revoked by a meeting of the PRC.

(7) There shall be no fee payable for membership of the Association as an ordinary, associate or honorary life member.

Part 3 The PRC

5. Powers of the PRC

(1) The PRC, subject to the Act, the regulation, this Constitution, and to any resolution passed by the association in general meeting—
   (a) controls and manages the affairs of the association; and
   (b) may exercise all functions that may be exercised by the association other than those functions that are required by these rules to be exercised by the association in general meeting; and
   (c) has power to perform all acts and do all things that appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

(2) The PRC is the Committee of the Association for the purposes of the Associations Incorporation Act 1991 (A.C.T.)

6. Composition and membership of the PRC

(1) The PRC consists of three types of member —
   (a) the Officers of the Association; and
   (b) College Representatives; and
   (c) General Representatives.
   each of whom must be elected or appointed under the Election Regulations made under Section 8 of this Constitution, or under Section 13 of this Constitution.

(2) The Officers of the Association are—
   (a) the President; and
   (b) the Vice-President; and
   (c) the General Secretary; and
   (d) the Treasurer; and
(e) the Equity Officer; and
(f) the Indigenous Australian Officer; and
(g) the International Student Officer; and
(h) the Social Officer; and
(i) the Environmental Officer; and
(j) the Communications Officer; and
(k) the Education Officer; and
(l) the Women’s Officer

(3) For each ANU College, there are two (2) College Representatives.

(4) Five (5) General Representatives are representative of the general student body at large.

(5) Each member of the PRC holds office, subject to this Constitution, until the declaration of results for annual general election in the election subsequent to the date of the member’s election, but may stand for re-election subject to the provisions of the Election Regulations.

(6) The Executive of Association consists of the President, Vice-President, General Secretary, Treasurer and such of the Officers appointed from time to time by the President to serve on the Executive.

(7) The Executive is a committee of the PRC and reports to the PRC.

(8) If a vacancy arises in the membership of the committee, the PRC must follow the procedure in Section 13 of this Constitution.

7. Roles, duties, and responsibilities of PRC members and committees

(1) The PRC may, subject to this Constitution, provide instructions, directions, or guidance to any member of the PRC or any committee of the PRC with respect to any aspect of the roles, duties, or responsibilities of the member or committee.

(2) The President is the chief executive officer of the Association.

(3) Subject to this Constitution and subject to specific direction given to the President by the PRC or by a general meeting (including an AGM), the President shall, in consultation with other members of the PRC—
   (a) carry out the Association’s business, including the conduct of all correspondence on behalf of the association;
   (b) take such actions as are necessary to give effect to the objects of the Association;
   (c) represent postgraduate students on the University Council, as required by Section 10 of the *Australian National University Act 1991*;
   (d) report on the Association’s business to the AGM; and
(e) delegate such responsibilities as she/he sees fit to delegate to any other member of the PRC.

(4) The Treasurer must—
(a) collect and receive all amounts owing to the association and make all payments authorised by the association; and
(b) keep correct accounts and books showing the financial affairs of the association with full details of all receipts and expenditure connected with the activities of the association;
(c) Carry out any other roles and duties assigned by this Constitution or by the PRC.

(5) No public or official statement may be made on behalf of the Association except—
(a) by the President; or
(b) by the authority of the President; or
(c) by the authority of the PRC.

8. Election of the PRC

(1) An annual general election must be held to elect the PRC in accordance with the Election Regulations under the supervision of a Returning Officer appointed in accordance with the Election Regulations.

(2) All members of the PRC shall be directly elected by the ordinary members of the Association.

9. Removal of Executives or Members of the PRC

There are two ways in which disciplinary matters and disputes involving a PRC member may be resolved—

(1) A PRC member may be removed from office by the members of the Association as set out in Section 10 of this Constitution.

(2) A PRC member may be disciplined as set out in Sections 11 and 12 of this Constitution.

10. Removal of PRC Member Not Enjoying the Continued Support of the Membership

(1) The Association in general meeting may by resolution of no confidence carried in accordance with this clause by a \[\text{two-thirds} \ 75\%\] majority of those present and voting, remove any member or members of the PRC from office before the end of their term of office.
(2) A resolution of the Association under subsection (1) is of no effect unless:
   (a) the motion names the member or members of the PRC subject of the motion.
   (b) the motion is signed by at least 100 members of the Association (including 5 members of
       the PRC);
   (c) notice of the general meeting is provided in accordance with the requirements of this
       Constitution to members of the Association, and to the officers affected by the proposed
       resolution;
   (d) the officers affected by the proposed resolution are provided with an adequate
       opportunity to speak against the motion and to participate in debate concerning it; and
   (e) no less than 20 ordinary members of the Association are present when the motion
       is voted on, in accordance with Part 4.

(3) Subject to subsection (4), a motion of no confidence must state the grounds for lack of confidence
    in the member or members of the PRC named in the motion.

(4) A motion of no confidence and debate on it must not raise allegations of misconduct or conduct
    prejudicial to the Association, which should be dealt with in accordance with section 11 of this
    Constitution.

(5) On a successful resolution of no confidence, the affected members of the PRC are deemed to no
    longer enjoy the continued support of the Association’s membership and the affected positions
    are vacant.

(6) If all positions on the executive are vacant as a result of a successful resolution of no confidence,
    the general meeting must appoint a caretaker committee of three members of the PRC who shall
    exercise caretaker powers of the executive on behalf of the Association, pending the filling of the
    vacancies in accordance with this Constitution.

(7) Only business contemplated by this clause, may be carried out at a general meeting called to
    consider a motion of no confidence.

(8) Throughout this process, the Association must comply with the rules of natural justice, at least to
    the extent required by Section 50 of the Associations Incorporation Act 1991.

Explanation: Section 50 of the Associations Incorporation Act 1991, which is available online, provides
that the rules of natural justice must be complied with in any process of this kind.

11. Discipline of Members of the PRC

   (1) For the purposes of this clause misconduct means—
       (a) wilful conduct contrary to a provision of this Constitution, or a regulation or policy of the
           Association; or
(b) wilful conduct prejudicial to the reputation or interests of the Association.

(2) If a member of the Association believes that a member of the PRC has engaged in misconduct as defined in this clause, the member may write to the Administrator setting out the alleged basis of the misconduct and provide any evidence supporting the allegations.

(3) The Administrator must refer the allegations to the Disputes Committee established under section 34.

(4) The Disputes Committee must, as soon as practicable, serve a written notice on the member—
   (a) setting out the allegations raised against the member in sufficient detail for the member to be able to respond to the allegations; and
   (b) stating that the member may address the Disputes Committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice; and
   (c) stating the date, place and time of that meeting; and
   (d) informing the member that the member may do either or both of the following:
      (i) attend and speak at that meeting;
      (ii) submit to the Disputes Committee at or before the date of that meeting written representations relating to the allegations.

(5) At a meeting of the Disputes Committee mentioned in subsection (4), the committee must—
   (a) give to the member mentioned in subsection (4) an opportunity to make oral representations; and
   (b) give due consideration to any written representations submitted to the PRC by that member at or before the meeting; and
   (c) decide whether a claim of misconduct is made out against the member.

(6) The Disputes Committee must comply with subsection 34(4) of this Constitution.

Note: Section 34(4) requires that the Disputes Committee comply with the rules of natural justice.

(7) If after careful enquiry in accordance with this section, the Disputes Committee concludes that the member has engaged in misconduct the Committee must, in writing, inform the member and the PRC of its decision, setting out the Committee’s findings, reasons and decisions and may —
   (a) remove the member from the PRC; or
   (b) suspend the member from the PRC for a specified period; or
   (c) impose a fine of no more that $500 on the PRC member (payable to the Association); or
   (d) withhold a payment amount of not more than $500 from the PRC member from an amount they are otherwise entitled to receive from the Association as an honorarium; or
   (e) issue the PRC member with a formal letter reprimanding the PRC member; or
   (f) any combination of the above.
If the Disputes Committee does not make a finding of misconduct, it must inform the member in writing that no finding of misconduct has been made and that the enquiry will be closed.

If the Disputes Committee reasonably believes the allegations it has received credibly disclose possible criminal conduct, the Disputes Committee must refer the allegations to the police, and may also proceed in accordance with this section.

Other than for the proper performance of its functions, the Disputes Committee shall treat allegations referred to it as confidential.

Other than a decision removing or suspending a member, which takes effect immediately, a decision of the Disputes Committee under subsection (7) does not take effect—

(a) until the end of the period within which the member is entitled to appeal against the resolution if the member does not exercise the right of appeal within that period; or

(b) if within that period the member exercises the right of appeal—unless and until the Association holds a meeting in accordance with section 12 (4) to consider the member’s appeal.

12. **Right of appeal of disciplined PRC member**

(1) A member may appeal to the Association in general meeting against a decision of the Disputes Committee under section 11(7), within 7 days after notice of the resolution is served on the member, by lodging with the Administrator a notice to that effect.

(2) On receipt of a notice under subsection (1), the Administrator must notify the PRC which must call a general meeting of the Association to be held within 21 days after the date when the Administrator received the notice or as soon as possible after that date.

(3) Subject to Section 50 of the Associations Incorporation Act 1991, at a general meeting of the Association called under subsection (2)—

(a) no business other than the question of the appeal may be transacted; and

(b) the PRC, a representative of the Disputes Committee and the member must be given the opportunity to make representations in relation to the appeal orally or in writing, or both; and

(c) the members present must vote by secret ballot on the question of whether the decision of the Disputes Committee made under section 11(7) should be revoked.

*Explanation: Section 50 of the Associations Incorporation Act 1991, which is available online, provides that the rules of natural justice must be complied with in any process of this kind.*

(4) Unless the meeting passes a special resolution in favour of revoking a decision of the Disputes Committee made under section 11(7), that decision is confirmed.
13. Vacancies on the PRC

(1) For this Constitution, a vacancy in the office of a member of the PRC happens if the PRC member—
   (a) dies; or
   (b) resigns the office; or
   (c) ceases to be an ordinary member of the Association; or
   (d) is removed from the PRC by either of the processes identified in Section 8 of this Constitution; or
   (e) is absent without the consent of the PRC from three consecutive meetings of the PRC; or
   (f) in the case of the President, if he or she ceases to be qualified for membership of the University Council, he or she will cease to hold the office of President.

(2) If a vacancy arises under Section 13(1) the PRC must as soon as practicable either—
   (a) fill the vacancy by an election held in accordance with the Election Regulations; or
   (b) fill the vacancy by decision of the PRC to appoint a named individual to the vacancy.

(3) Pending the filling of a vacancy under subsection (2), the most senior serving member of the Executive may carry out or delegate the functions of the vacant office, other than any power to vote connected with that office.

(4) If a member of the PRC is appointed under Section 13(2) (b) to fill a vacancy in another position on the PRC, that appointment creates a vacancy, if the person was previously a General Representative, in the position of General Representative, if the person was previously a College Representative, in the position of College Representative, and if the person previously held a position as an officer in the PRC, that position.

14. Operation of the PRC

(1) The PRC shall meet no less frequently than [once in every two calendar months] six (6) times a year. The first meeting of the PRC shall be held not more than two (2) weeks after the declaration by the Returning Officer of the results of the annual general election electing the PRC. Subsequent meetings shall be convened by the Administrator, at the direction of the President or of the PRC.

(2) Each member of the PRC shall be given seven (7) days’ notice in writing of the time, place and agenda of the next PRC meeting, except that the President or, in her/his absence, the Vice-President may call an emergency PRC meeting with one (1) days’ notice. Any resolutions
adopted by the PRC at an emergency meeting shall be considered at the next ordinary meeting of the PRC.

(3) Any representative on the PRC may ask for item(s) to be included on the agenda.

(4) Meetings of the PRC shall be open to all members of the Association, and all members of the Association shall have the right to speak to any motion or item of business.

(5) At every meeting of the PRC, quorum shall be constituted by at least two of the President, Vice-President, General Secretary and Treasurer and at least half of the total elected members of the PRC.

(6) At meetings of the PRC, the chairperson shall be the President, or the Vice President in the absence of the President. If neither the President nor the Vice President is present, the President’s nominee shall be the chairperson.

(7) Any decision of the PRC shall be by a majority vote of PRC members present. In the event of a tie, the chairperson shall have a casting as well as a deliberative vote.

15. **Pecuniary interest and membership eligibility**

(1) Where—

(a) a member of the PRC has a direct or indirect pecuniary interest in a contract or other arrangement which has been made, or is proposed to be made, with the Association; and

(b) that member of the PRC is present at a meeting of the PRC at which that contract or other arrangement is considered;

that representative shall disclose the nature of the pecuniary interest to the meeting, and may participate in the discussion, but may not vote on the matter.

(2) A disclosure of pecuniary interest made under Section 15(1) shall be recorded in the minutes of the meeting.

(3) During the period that any member of the PRC holds office, the Administrator is entitled to seek and obtain information from the University concerning the person’s enrolment status as a postgraduate or research student.

(4) If the Administrator is satisfied that a particular person is ineligible to be, or to continue to be, a member of the PRC, the Administrator must so inform the President and the chairperson of any meeting of the Association at which that person attends.
16. Regulations and standing orders

(1) Subject to this Constitution, the PRC may make such regulations or standing orders as it sees fit to assist the convenient conduct of the Association’s business. These regulations or standing orders may include, but are not necessarily limited to—
   (a) standing orders to govern the conduct of any meeting of the Association or its members;
   (b) methods by which meetings of the PRC or of the Association are to be advertised; and
   (c) Election Regulations to govern the conduct of any election held by the Association in accordance with Section 8 of this Constitution.

(2) Any regulations or orders made by the PRC must be advertised and made available to all members within seven (7) days of being made by the PRC.

(3) Notwithstanding anything in this Section, [the PRC may not make, repeal, or amend any] any changes to regulations relating to the conduct of Association elections [during the period beginning on the 9 month anniversary of the previous election of the PRC] shall not take effect until three (3) months after their adoption by the PRC.

Part 4 General meetings

17. General meetings: calling of, procedure, and quorum

(1) A general meeting of the Association shall be called by the Administrator at the direction of the President, or at the direction of the PRC, or upon receipt of a written request signed by at least twenty (20) ordinary members of the Association. There shall be no limit to the number of general meetings held each year provided general meetings are called in accordance with this clause.

(2) A general meeting shall only be held between ANU Orientation Week (usually mid-February) and the publication of examination results (usually late November).

(3) Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, notice of the time, place and provisional agenda of a general meeting shall be given by advertisement to members at least seven (7) days prior to the meeting.

(4) Advertisement shall be effected by—
   (a) the placement of a public notice in a newspaper of the Australian Capital Territory; and
   (b) the placement of a notice in an official newspaper, website, or similar publication that the University might produce; and
(c) such other means as the PRC may, from time to time, determine under section 16.

(5) Matters for inclusion on the agenda of a general meeting, other than those matters requiring a special resolution, may be submitted by any member and must be given to the Administrator at least one (1) day prior to the meeting. In any case there shall be an item on the agenda under which any other business may be raised by those present at the meeting.

(6) The quorum at a general meeting shall be twenty (20) ordinary members except that where a quorum is not achieved, the meeting may be reconvened with a quorum of eleven (11) ordinary members, under the following conditions—
   (a) that seven (7) days’ notice of the reconvened meeting be given by advertisement;
   (b) that such a meeting be designated a reconvened general meeting; and
   (c) that all items and only those items on the original agenda, except for the item ‘any other business’, shall constitute the agenda of the reconvened general meeting.

(7) The chairperson at a general or reconvened general meeting shall be the President or, in her/his absence, the Vice-President or, in their absence, a representative on the PRC appointed by the President.

(8) All business at a general or reconvened general meeting shall be carried out in accordance with any standing orders made by the PRC under section 16.

(9) Decisions at a general or reconvened general meeting shall be by a majority vote of ordinary members present. In the event of a tie, the chairperson shall have a casting vote as well as a deliberative vote. At the request of any five (5) ordinary members present at the general meeting, a secret ballot shall be held. Voting by proxy shall not be permitted at any general meeting of the Association.

18. Annual general meetings: calling of, procedure, and quorum

(1) The Annual General Meeting (AGM) of the Association shall be convened by the Administrator within five (5) months of the end of the financial year.

(2) The President’s Annual Report, the Treasurer’s Annual Report, Draft Budget and duly audited Annual Financial Statements and such other reports as the PRC determines shall be presented at the AGM and shall be made available for inspection by members at least fourteen (14) days before the AGM.

(3) The AGM shall be conducted in accordance with the rules for general meetings as outlined in Section 17 of this Constitution, with the additional requirement that a notice of the AGM shall also be sent by email to every member of the Association for whom the Association has a University email address.
Part 5  Administration and finances

19.  The Administrator

(1) The PRC shall appoint an Administrator.

(2) The Administrator may be a member of the Association.

(3) Notwithstanding any other provision of this Constitution, the Administrator shall not vote at any general meeting of the Association (including the AGM) or at any PRC meeting, and may not speak at any such meeting except by invitation of the chairperson or by direction of the meeting.

(4) The duties of the Administrator shall include—
   (a) attending all general meetings (including AGMs) and PRC meetings, except where she/he has sought leave from the President, and taking minutes of these meetings, including a list of all members present; and
   (b) such other duties required by this Constitution and as directed by the PRC or by the President.

(5) If the position of Administrator becomes vacant, or if the Administrator is unavailable to perform her/his duties—
   (a) the President shall appoint one of the members of the PRC to act as Administrator pro tem; and
   (b) the Administrator pro tem shall assume all the duties and responsibilities of the Administrator until a new Administrator is appointed, except that the Administrator pro tem shall not be subject to the restrictions placed upon the Administrator by Section 19(3) of this Constitution.

20.  Public Officer

(1) The PRC shall appoint a person, normally the Administrator, to be the Public Officer of the Association.

(2) The Public Officer shall, fourteen (14) days after her/his appointment, notify the relevant authority in writing of the appointment and supply her/his full name and address.

(3) The Public Officer shall also supply any and all documents required by the relevant authority and shall perform any other duties as required by the relevant legislation.

(4) The office of Public Officer becomes vacant if the person holding that office—
   (a) dies;
(b) becomes bankrupt, applies to take the benefits of a law for the relief of bankrupt or insolvent debtors or compounds with her/his creditors;
(c) becomes of unsound mind;
(d) resigns her/his office by writing to the President;
(e) ceases to be resident in the ACT.
(5) If the office of Public Officer becomes vacant, the PRC shall within fourteen (14) days after it becomes vacant, appoint another person to fill the vacancy.

21. Auditor and audit

(1) An auditor shall be appointed by the PRC and shall audit the financial affairs of the Association and certify as to the correctness of the Annual Financial Statement and Balance Sheet.
(2) The auditor must not be a member of the Association.
(3) The Treasurer shall ensure that the audit is completed at least fourteen (14) days before the AGM.

22. Finances and funding

(1) The assets and income of the organisation shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the organization
(2) The Association derives its funds from the Student Associations Finance Committee of the Australian National University, and from any external sponsorship which may be obtained, and any investments held.
(3) No member of the Association shall be personally liable to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and any expenses of the dissolution or winding up of the Association.

23. Budget and Treasurer's Report

(1) The Treasurer and President shall prepare a budget to be presented to the PRC for approval.
(2) The Treasurer shall prepare an Annual Report and Annual Financial Statement and Balance Sheet for audit and presentation to the AGM.
(3) In accordance with the Associations Incorporation Act 1991, the Administrator shall lodge the annual return of the Association within six (6) months of the end of each financial year.

24. Financial year

The financial year of the Association shall commence on the first day of January in each year.

25. Bank accounts, liabilities, and expenditures

(1) The Association shall maintain such bank accounts in its name as the Treasurer deems necessary.

(2) Withdrawal of moneys from any account shall be authorised by—
   (a) the signatures (including electronic approval) of any two (2) members of the Executive of the Association; or
   (b) the signatures (including electronic approval) of any member of the Executive of the Association and the Administrator.

(3) No person shall incur liabilities on behalf of the Association without consulting the Treasurer or the President. Should a situation arise where actions taken in good faith have caused expenditure to exceed a budget estimate, then this fact shall be reported to the next meeting of the PRC.

(4) Between the start of a financial year and approval of that year's budget, the Treasurer shall authorise expenditure to continue the ordinary business of the Association or to meet any outstanding liability incurred by the Association.

26. Association’s books

(1) Subject to the provisions of the Associations Incorporation Act 1991, the regulations made under that Act, and the provisions of this Constitution, the Administrator shall keep in her/his custody or under her/his control all records, books, and other documents relating to the Association.

(2) The records, books and other documents of the Association shall be open to inspection in the office of the Association at any reasonable hour.
27. **President may be paid honorarium**

(1) Subject to this section, the President may be paid an honorarium of not more than the net sum equivalent to:
   
   (a) An ANU PhD Annual basic stipend (after any related taxes); and
   
   (b) 30% of the difference between:
      
      (i) the Association's funds at the time of the proposed payment of the first instalment plus reasonably expected income for the rest of that year of office; and
      
      (ii) reasonably estimated financial liabilities for the rest of that year of office.

(2) In this section "year of office" means the period from one Annual General Meeting until the next.

(3) The first instalment of the President's honorarium must not be made earlier than 6 months after the previous election of the PRC. The second instalment must not be made earlier than 11 months after the previous election of the PRC.

(4) If during the year of office the person elected as President ceases to hold that office and one or more other persons subsequently holds that office, the honorarium for that year of office is to be divided between the holders of the office of President proportionately to the length of time they each held that office, and is to be paid at a time or times determined by the PRC.

(5) If the office of President is vacant for more than 4 weeks, the honorarium for that year of office is to be reduced by an amount proportionate to the length of time of the vacancy.

(6) The President may waive the right to receive some or all of the honorarium, and if she or he does so, the President may recommend to the PRC, which may approve, that the relevant amount be paid instead to one or more other officers as nominated by the President.

28. **Freedom of Information**

(1) Upon receipt of a request in writing, the President shall supply to any member of the Association within fourteen (14) days copies of—
   
   (a) this Constitution, as amended;
   
   (b) any regulations or standing orders of the Association;
   
   (c) the minutes of any general meeting (including an AGM) or the minutes of any PRC meeting;
   
   (d) audited financial statements and Treasurer's reports; and
   
   (e) the current draft budget or approved budget.

(2) Upon receipt of a request in writing, the President shall within fourteen (14) days grant to any member of the Association access to documents or electronic records other than those referred to in Section 28(1) of this Constitution produced by the Association, its officers, employees or the
PRC, except that the President may restrict access to protect the confidentiality of any document or records.

(3) Access to any document or record not produced by the Association, its officers, employees or the PRC but which has been submitted to or is held by the Association explicitly or implicitly in confidence, shall only be granted with the permission of the other parties to that document or record. All disputes concerning access shall be resolved by the PRC.

29 Common seal

(1) The common seal of the Association shall be kept by the Administrator.
(2) The common seal shall be affixed by authority of the PRC, and any two of the President, Vice-President, and Treasurer shall sign below the seal.

30 Interpretation

The President shall be empowered to interpret this Constitution except that, at any meeting of the Association or of the PRC, the chairperson shall interpret the Constitution subject to the direction of the meeting.

31 Indemnity

All members and employees of the Association shall be and are hereby indemnified by the Association against losses or expenses incurred by them in or about the discharge of their respective duties except against any liability that by law would otherwise attach to her/him in respect of any negligence, default, breach of duty, breach of trust or unlawful conduct of which she/he may be guilty in relation to the Association.

32 Dissolution or Winding-up

(1) A motion to dissolve or wind up the Association may be considered at any general meeting (including an AGM) in accordance with the rules for general meetings in section 17 except that
(a) at least 21 days’ notice of such a general meeting shall be given to members; and
(b) such notice shall be accompanied by a notice of intention to propose a motion to dissolve or wind up the Association.
(2) A motion to dissolve or wind up the Association must be passed by a majority of at least 75% of the votes of those ordinary members of the Association who, being entitled to vote, vote in person at the general meeting.

(3) In the event of the organisation being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members.

33 Alteration of the Constitution

(1) This Constitution may be amended by special resolution at any general meeting (including an AGM) in accordance with the rules for general meetings in sections 17 and 18 of this Constitution, except that

   a) at least twenty-one (21) days notice of the special resolution shall be given to members of the Association; and
   b) a decision to amend the Constitution shall require the support of seventy-five per centum (75%), to the nearest whole number, of ordinary members present and voting.

(2) Full notice of proposed amendments to the Constitution shall be given to members at the same time and in the same way as notice of the general meeting at which the amendments are to be proposed.

(3) The Administrator shall ensure that, once passed at a general meeting, amendments to the Constitution are submitted to the Council for ratification and thence to the relevant local authority.

(4) No amendment to the Constitution shall have any effect until ratified by the Council and, if necessary, by the relevant local authority.

34 Disputes Committee

(1) There is to be a Disputes Committee, which must be established and operate under this Section 34.

(2) No sooner than 3 months and no later than 6 months after the election of the PRC, the PRC must appoint a Disputes Committee.

(3) The Disputes Committee is established to determine any allegation of misconduct against a member of the PRC.

(4) In exercising its functions, the Disputes Committee must comply with the principles of natural justice.

Explanation: Section 50 of the Associations Incorporation Act 1991, which is available online, provides that the rules of natural justice must be complied with in any process of this kind.
The Disputes Committee must consist of not less than 3 and not more than 5 individuals.

In appointing the members of the Disputes Committee, the PRC must ensure that:

(i) one member of the Disputes Committee is not a member of the Association at the time of the appointment;

(ii) other than the member appointed under Section 34(6)(i), all other members of the Disputes Committee must be members of the Association at the time of the appointment; and

(iii) no member of the Disputes Committee is a member of the PRC at the time of the appointment.

Explanation: the requirements in Section 34(6) are intended to bolster the independence of the Disputes Committee. The appointment under Section 34(6)(i) might be, for example, an appointment of an ANU lecturer, an undergraduate student, a lawyer, or a graduated past president of PARSA, or anyone else not a member of PARSA at the time of their appointment.

For the avoidance of doubt, no serving member of the PRC may serve on the Disputes Committee at any time.

The Disputes Committee has the power to view any document in the possession of the Association relevant to the performance of the Committee’s functions.

The Disputes Committee must appoint one member of their Committee to act as chair.

Decisions of the Disputes Committee must be by majority vote.

In addition to their vote as a member of the Committee, the chair of the Committee has a casting vote in the case of a tied vote on a motion before the Committee.

A member of the Disputes Committee hold office until:

(a) (in the case of a member of the Committee who was a member of the Association when appointed to the Committee under Section 34(6)(ii)) the member is no longer a member of the Association;

(b) (in the case of a member of the Committee who was not a member of the Association when appointed to the Committee under Section 34(6)(i)) the member becomes a member of the Association;

(c) the member resigns, in writing, to the Administrator of the Association;

(d) the member is removed by a resolution carried by a two-thirds majority of those present and voting at a general meeting of the Association;

(e) the member became a member of the PRC; or
(f) a new Disputes Committee is appointed by the PRC in accordance with subsection 34(2).

(13) Subject to this Constitution and the Associations Incorporation Act 1991, the Disputes Committee may determine how it operates.

(14) The PRC may by regulation confer additional functions on the Disputes Committee relating to the proper implementation of this Constitution.

35 Discipline of Member of the Association

Except for those provisions of this Constitution relating to the disciplinary processes for members of the PRC as members of the PRC, this Constitution makes no provision for the disciplining of members of the Association.

36 Transitional Provisions

(1) This Constitution supersedes and revokes the previous constitution of the Association.

(2) All policies, actions, resolutions, regulations, decisions made under the previous constitution remain in effect, except to the extent explicitly revoked, amended, or replaced by this Constitution or orders, regulations or decisions made under it.
ACADEMIC BOARD

Meeting No. 2/2016 of the Academic Board was held on Tuesday 3 May 2016 at 9.30 am in the Ross Hohnen Room, Chancelry.

Present: Professor Lo (Chair), Professor Schmidt, Professor Harding, Professor Hughes-Warrington, Professor Cardew-Hall, Professor Corbett, Professor Baker, Ms Mathey, Mr Erickson, Professor Taylor, Associate Professor Whitford, Professor Bottomley, Professor Kirk, Professor Cowan, Associate Professor Newitt, Ms Missingham, Professor Abhayapala, Dr Whiting, Dr Gustavson, Dr Craig, Dr Schmidt, Dr Lahiri-Dutt, Dr Blaxland, Professor Goh, Associate Professor Sault, Dr Lu, Dr Hijazi, Dr Tricoli, Associate Professor Tamsitt, Associate Professor Gani, Associate Professor Banwell, Dr Lorrae van Kerkhoff, Dr Rajendran, Professor Close, Dr Robbins, Professor Bicknell, Ms Nott, Ms Snowball, Mr Wilson, Mr Gill, Professor Dodson.

Observers: Mr Dampney, Ms Hilton, Dr White, Dr Jolly, Ms Shaw, Ms Gouldthorp.

Apologies: Professor Leitch, Professor Clements, Dr Kennedy, Professor Pitchford.

In Attendance: Ms Easton.

Minutes

Part 1 – Procedural Items

Item 1 Apologies and Announcements

Item 1.1 Apologies
The apologies recorded above were noted.

Item 1.2 Announcements
The Chair, on behalf of the Academic Board made the following announcements:
- Welcome to continuing and new Academic Board members.
- An induction session was held on 2 May for the new members. Thank you to new members for participating, we hope it provided a useful introduction to the Board.
- Note this is a change of venue for the Board. We are trialling a smaller venue. Please send any feedback to the Chair at the end of the meeting.

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 are; 1-5, 7-12, 14, 16, 17, 22, 23, 26, 27, 29, 39, 44 – 50

Resolution
The Academic Board resolved to approve unstarred items.
Item 4 Minutes
Resolution
The Academic Board accepted the minutes (494/2016) of meeting 1/2016 of the Academic Board held on 8 March 2016 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 (492/2016).

Item 6 Academic Board membership: Summary of election outcomes
Resolution
The Academic Board noted the outcome of the recent election processes. The Chair advised that two subsequent appointments had been made on the recommendation of the Vice-Chancellor: Professor Michael Dodson and Ms Anne Martin.

Item 7 Deputy Chair and Steering Committee for Academic Board
Resolution
The Academic Board noted the election outcomes.

The Chair on behalf of the Board thanked Professor Robert Cribb for his contribution as Deputy Chair. The Board noted that the Deputy Chair election will take place prior to Board meeting 3/2016 and that expressions of interest are sought from members interested in joining the Steering Committee.

The Academic Board noted that:
1. Nominations for the position of Deputy Chair, Academic Board should be forwarded to secretary.academic.board@anu.edu.au by Monday 16 May 2016.
2. Expressions of interest in joining the Steering Committee are sought from members of the Board and should be forwarded to secretary.academic.board@anu.edu.au by Monday 16 May 2016.

Item 8 Confidential items
Resolution
There were no confidential items listed on the Agenda.

Part 2 – Information Flow

Item 9 Report from the Vice-Chancellor
Resolution
The Vice-Chancellor provided a written report in the Agenda papers and highlighted the following in the meeting:

ANU Vision and Strategic Plan.
- This is reviewed every five years. Please review the strategic plan website at http://www.anu.edu.au/about/strategic-priorities where you will find information about when meetings are on, how to give feedback and make submissions.
- Through the next part of the process, from May onwards, the focus will be on 12 key areas of the University and where we need to focus our efforts to achieve our vision.
- The VC welcomes Board members to assist in the strategic plan consultation process by nominating representatives for these 12 themes and providing feedback on the drafted plan. Please email your nominations to felicity.gouldthorp@anu.edu.au by Friday 6 May 2016, noting that dependent on the final group mixes, not all nominations may be accepted.
- The strategic plan should be finalised by spring. Council is expecting the VC to make ten new strategic announcements at the ANU 70th Birthday celebrations in August.

Public Policy.
- Public Policy stakeholders, including the Deans and ANU Council members have been consulted over the past month to discuss the following principles in detail and provide advice on the best way forward.
- The aim is to create a single point on campus for coordination of public policy issues, to encourage multi-disciplinary and multi-college work.
Academic Performance and Statements of Academic Activity (SAA).
• This is an important process and it is necessary to ensure that the data held by the institution is complete and accurate. This data is used for a variety of important reporting purposes.

The School Culture, History and Language.
• This has been a painful change for those involved however the VC expressed a strong belief that the school has a strong future and work will commence on planning what should be an exciting future for that part of the university.

School of Music.
• The first consultation paper has been released, this is an independent view and provides some guidelines for what is possible moving forward. In many ways the SoM is not unique, similar funding issues exist across schools in the sector. The VC expressed his commitment to finding a way forward for the SoM.

Advocating for the ANU community.
• The VC reported he has met with a number of ministers and the Prime Minister. Emphasis has been on the role ANU plays as the nations University. The budget will be released tonight, and an update will go out to staff later this week.

• A request for the Board’s advice. Where there are issues or ideas you’d like to see addressed by the VC please contact the VC’s Office. Email felicity.gouldthorp@anu.edu.au if you have any ideas for topics that you think will positively shape the future for ANU.

Resolution
The Academic Board noted the Report and comments made in discussion.

Item 10 Report from the Deputy Vice-Chancellor (Academic)
The Deputy Vice-Chancellor (Academic) provided a written report in the Agenda papers and highlighted the following:

• National Review into Admissions Transparency. The Federal Government has asked the Higher Education Standards Panel to look into the matter of admissions transparency. ANU was not named as one of these universities, which reflects our practice of providing students and their families with guaranteed entry thresholds.

• ANU has applied for admission to all of the tertiary admissions centres that we do not belong to—TISC, SATAC, VTAC and QTAC—to complement our membership of UAC. A number of the agencies turned down the request and this is now being pursued via the ACCC. Currently students who live on the boundary of two states have to apply to two centres. This is a disadvantage for low income earners as fees need to be paid for each application. There is a view that Australia ought to have a national tertiary admission centre.

• After the budget announcements Planning & Performance Measurement will be working on modelling funding scenarios.

The Board discussed:
• The future for the Office of Learning and Teaching (OLT) given the cuts highlighted in this area. An update will be provided in the ANU budget report but it is likely there will be cuts to staff in this area.

• Review of admissions transparency. There was a University Admission Centre (UAC) breach of confidentiality that saw a daily download report leaked to a journalist. This breach was not linked to ANU however, the Academic Standards and Quality Office undertook a review and have cleaned up user access.

Resolution
The Academic Board noted the Report.
Item 11  Report from the Deputy Vice-Chancellor (Research)
The Deputy Vice-Chancellor (Research) provided a written report in the Agenda papers and highlighted the following:

- The May edition of the research & Innovation Newsletter went out to all staff yesterday.
- **ASSESSMENT OF RESEARCH ENGAGEMENT AND IMPACT.** A Consultation Paper has been released today by the ARC and Department of Education and Training. Please provide consolidated feedback via your College, to be received to eo.dvcr@anu.edu.au by COB 3 June. This item will be discussed at the next University Research Committee (URC 3/2016).
- ERA 2015 Analysis and ERA 2018. Comparative Go8 data for ERA2015 and volumes associated with Fields of Research were discussed at the last URC. ERA 2018 preparations have commenced (publication window 2011-2016) and a Steering Committee will be appointed shortly. Benchmarking data is available to College Deans for strategic planning.
- The Deputy Vice-Chancellor (Research) has received positive feedback on the research forums held earlier this year. Feedback is welcomed from Board members on possible future topics for focus.

Resolution
The Academic Board noted the Report.

Item 12  Report from the Chair
The Chair provided a written report in the Agenda papers and highlighted the following:

- Welcome to new and continuing Board members.
- Expectations for Board members include the need to elevate dialogue and discussion. It is important for the Board to take on a whole of university perspective. Members need to exercise discretion in relation to any confidential matter. However, all other matters before the Board should be open to wide discussion by members and members should inform themselves as fully as possible about issues in preparation for meetings.
- The Chair intends to have a series of coffee sessions. These will involve inviting small groups of Board members to sit down for a chat. Discussion will include a focus on how we can improve communications to and from the Board.
- The Board has an exciting opportunity to provide feedback to the Vice-Chancellor in relation to the strategic planning process.
- On behalf of the Board I would like to thank Professor Nicholas Glasgow, the previous Chair for his contribution and leadership of the Board over the last two years

Resolution
The Academic Board noted the Report.

Item 13  Review of ANU Press
Resolution
The Academic Board noted the terms for the Review of ANU Press.

Item 14  Report from the Dean of Students
The Board noted the report on the activities of the Dean of Students including information on the number of students assisted.

The Dean of Students provided the following update:

- There has been an increased workload on the office over recent years and an 80% increase in the last 12 months.
- Undergraduate students are seeking advice often because they are failing. Evidence suggests that students that self-select courses have made poor choices. Colleges need to consider this in terms of support for academic advising.
- International students are largely presenting too late. It can then be difficult to assist them. The office will be discussing with ANUSA and PARSA different ways to intervene earlier with these students.
The office has been given an increase in resourcing due to the increase in student demand and is pleased that Peter Hendriks has agreed to join the team on a full time basis.

The Board discussed the report noting:

- There is a need to take a more proactive approach. In the HDR area the Dean of Students Office is working with the Pro Vice-Chancellor (Research & Research Training) to provide a module on handling difficult student situations.
- At the undergraduate level the Dean of Students meets regularly with College Associate Deans Education and student advisors to discuss issues.
- Division of Student Administration notes there is demonstration of a better success rate for students if the institution intervene early and often. The Division is looking as a re-boot of early intervention strategies. Show cause is often too late and thus we need to re-examine the process.

The Pro Vice-Chancellor (Student Experience) advised that to reflect overall ANU data, beyond the data of incidents reported by the Dean of Students office, the report has been amended to add one footnote on page 12. Data consolidated from the Dean of Students Office, the Counselling Centre, ANU Security and Critical Incident notification indicate 25 incidents of unwelcome sexual attention reported in 2015, 18 of which occurred on campus (15 at ANU or affiliate accommodation; 3 on campus grounds). 7 incidents occurred off campus. All these grievances were lodged by female students.

Resolution

The Academic Board noted the report from the Dean of Students and endorsed the minor amendments.

Item 15 Approvals by Executive Action

Resolution

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

Item 16 General Question Time

There were no questions or issues raised at the meeting.

Part 3 – Strategy & Planning

Item 17 Hot Topic

The Hot Topic discussion was led by the Pro Vice-Chancellor (Student Experience) and provided an opportunity to discuss gender access and equity at the ANU and how the Academic Board can feed into the strategic planning process.

The Pro Vice-Chancellor (Student Experience) provided a handout which has subsequently been added to the Board Alliance site. The University Access and Equity Committee held a forum in April to discuss ‘What would gender equity look like at ANU’ and some of the speakers have been invited to address the Board today. The ANU strategic planning process includes diversity and equity as one of the 12 key areas for focus. Suggestions for discussion questions can be sent through to Professor Baker. Discussion may include:

- What can ANU do to learn from other countries?
- How can we get men engaged in this issue?
- Why are university so far behind other institutions?

The Director of Human Resources, Nadine White, provided some workforce data for the Board a copy is available on the Board Alliance site. The last few years have seen policy changes to address promotions policies and procedures. ANU has committed to commencing the Athena Swan and SAGE accreditation process in 2016. The Division of Human Resources will be working with Planning and Performance Measurement to compile workforce and survey data in support of this process.

Professor Margaret Jolly from the Gender Institute noted that to move forward will require input from men and women, professional and academic staff and students. Top down management
inspirations are an important part of promoting a positive message. Commendations are expressed to Professor Baker for the forum that was run out of the University Access and Equity Committee. The STEM report undertaken by a group of students and provided in the Agenda papers provided some interesting and disturbing reading. The Gender Institute presented to the previous Vice-Chancellor in 2012 a suggestion for a safe pathways process for managing complaints. It is important to establish an integrated structure across the ANU. The University needs committee based work in each college and then have clear links for information to and from the Executive.

The Dean of Students asked Board members to reflect on whether they had ever felt any discrimination based on gender during their own studies and suggested this a question that could be pursued with students. Reflection may allow for a change of practice.

Alyssa Shaw, PARSA’s Women’s Officer commented that gender is a spectrum. Consideration needs to be given to supervisor relations, this is an area where there is a fundamental inherent power imbalance. ANU needs to continue educating students as to their rights and entitlements. Gender training should also focus on unconscious bias. There is a link in these discussion to wellbeing. The HDR module that Dean of Students spoke (about handling difficult student situations) is a good way to address issues. Counselling particularly sexual harassment and assault needs examination across campus. Currently there is a five week wait to see staff in the ANU Counselling Centre. There is a need on campus for a counsellor with specific training in sexual assault and harassment.

The Chair thanked the speakers for their contribution and the Board discussed:
- Safe avenues of reporting issues, this is an important aspect. Perhaps there could be a person identified within each school or college. Someone trained that can assist and guide people through the system. At this relies on the supervisor, or supervisor’s supervisor and this can be a daunting process. Consideration should be given to a more sympathetic approach.
- Mentoring is important and needs to be relevant to the different career stages of the individual.
- ANU has taken efforts to hire women in visible positions of power. These women need to play a mentoring role.
- Much of this discussion points to unconscious bias. The public sector has done a lot of work in this area. There are many resources in this area we can draw and learn from.
- Training for staff is vital. There is a need to provide targeted and expert training about how you intervene if approached by a student.

Action
The Chair asked the Pro Vice-Chancellor (Student Experience) to report back on these issues at a meeting later in the year and to advise on how consideration of these issues feeds into development of the strategic planning process. Board members were asked to discuss issues within their area and report back with any suggestions or ideas to Professor Baker.

Resolution
The Academic Board:
1. discussed gender access and equity at the ANU
2. Considered how the Academic Board can feed into the strategic planning process.

Item 18 ANU Student Experience Plan progress report
ANU by 2020: Towards an enriched student experience Progress report
Resolution
That Academic Board noted the progress report against the Student Experience Operational Plan.

Item 19 HDR exit survey
Resolution
The Academic Board noted the results of the HDR exit survey.

Item 20 Annual Report on Student Progress
Resolution
The Academic Board noted the annual report.
Item 21  Prizes Working Party Report
Resolution
The Academic Board endorsed the recommendations from the Prizes Working Party report.

Part 4 – Academic Standards and Quality

Item 22  Flexible Vertical Double Degrees (FVD)
The Deputy Vice-Chancellor (Academic) highlighted this report which provides a progress report on flexible vertical double (FVD) degrees at ANU and seeks to determine the model to be used for the Flexible Double degrees to be implemented in 2017. Agreement across the Colleges to a standard GPA threshold has been a major achievement. If Colleges have more programs to be added to the schedule please contact the Academic Standards and Quality Office.

Resolution
The Academic Board endorsed the following recommendations:

1. That a consistent hurdle requirement over the first 96 units undertaken be developed, to allow students to enrol in the 24 units of introductory master level courses in the final 48 units of their Bachelor degree.
2. That the hurdle requirement is consistent with external admission standards for the masters degree.
3. Cross credit as specified credit would consist of 24 units of master courses which are taken towards the bachelor degree (electives) and 24 units of the bachelor degree would contribute as credit towards the masters.
4. That 96 unit master degrees in the model would need to identify 24 units of courses that can be appropriately substituted by advanced (2000 or 3000 level) undergraduate courses. All master degrees in the model would include 24 units of introductory courses, a 48 unit core (which may include a 24 unit specialisation) and 24 units of free electives.
5. The requirements for bachelor and master degrees to be eligible for inclusion in the 3 year bachelor and 2 year master (and when combined, become 4 years) Flexible Vertical Double Degree model are:

<table>
<thead>
<tr>
<th>Bachelor degree requirements</th>
<th>Master degree requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>The capacity for students to take 24 units of masters courses in the final 48 units of their degree</td>
<td>Admission standard of ANU GPA 5.0 (or international equivalent)</td>
</tr>
<tr>
<td></td>
<td>That the stand alone version of the degree has a minimum ‘commencing’ load of 5 EFTSL</td>
</tr>
<tr>
<td></td>
<td>At least 24 units of introductory master level courses that can be undertaken by students in their bachelor degree plus an additional 24 units of elective/breadth courses that can be cross credited to the Masters from completion of the Bachelor degree</td>
</tr>
<tr>
<td></td>
<td>Demonstration through the program Orders that AQF level 9 standard is met</td>
</tr>
</tbody>
</table>

6. That colleges confirm the degrees included for 2017 implementation in Appendix 22B and provide the required paperwork (in consultation with ASQO) to ASQO by Tuesday 28 June 2016.

Item 23  Report of the ANU+ Project Management Group

Purpose
The Pro Vice-Chancellor (Student Experience) asked Board members to note the report and recommendations of the ANU+ Project Management Group. This proposal was three years in genesis. Commitment has been made for funding of a project officer to oversee implementation in the second half of the year.
Resolution

That Academic Board endorsed the following recommendations:

1 that the University establish ANU+, a new program that:
   a) Recognises student co-curricular engagement and volunteering contributions to the ANU and local community;
   b) Encourages students to develop attributes, qualities, and skills related to their employability prospects; and
   c) Enables students to reflect on their co-curricular experiences and gain a deeper understanding of themselves and the world around them.

2 that the University award students who meet the eligibility requirements of ANU+ a digital supplementary certificate on point of graduation. This certificate will attest to the student’s participation in volunteering activities, their contribution to the community, and their development and reflection on student development outcomes. The Divisions of Student Life and Student Administration will develop a business process to ensure the accuracy and security of data.

3 that:
   a) a register of ANU+ partner organisations be established, noting that partner organisations may be organisational units of the ANU or external organisations identified on the basis of their not-for-profit status, their links to the community, and their commitment to social inclusion.
   b) ANU+ partner organisations provide the following information about their volunteering opportunity:
      • Position title/description
      • Type of volunteering activity
      • Summary of what the volunteering activity will involve
      • List of responsibilities, tasks, and, if necessary, selection criteria or prerequisites
      • Indication of student development outcomes likely to be developed
      • Information on location of volunteering activity, number of hours involved, whether training is going to be provided, etc.
      • Application process
      • Contact person/facilitator of activities.
   c) The Division of Student Life in consultation with the University Legal Office develop an appropriate agreement between the University and ANU+ partner organisations

4 that:
   a) students reflect on student development outcomes to complete the award. These outcomes to be drawn from graduate attributes and co-curricular learning outcomes, including:
      • Self-awareness;
      • Resilience;
      • Personal and social responsibility;
      • Inclusion and awareness of diversity;
      • Leadership skills and understanding organisational dynamics;
      • Community and global engagement; and
      • Communications skills.
   b) Student Experience and Career Development design an appropriate business process to monitor and assess student reflections.

5 that Student Experience and Career Development:
   • establish the administrative framework for ANU+, including processes related to enrolment, co-ordination of co-curricular activities, validation of co-curricular activities, verification of student participation, and support for host organisations who nominate activities for inclusion within ANU+;
   • develop eligibility requirements for co-curricular activities;
   • establish the minimum requirements of achievement for students to complete the award;
- Produce a matrix of student development outcomes so that students can self-monitor how they develop as they extend and enrich themselves through co-curricular engagement;
- Develop professional development modules, workshops, or seminars that complement student development outcomes;
- Co-ordinate with and assist host organisations to ensure that student activities are undertaken as described and that facilitators are aware of and fulfil their undertaking in relation to the program;
- Promote the program to ANU students and staff and the broader community;
- Identify and expand the list of activities appropriate for inclusion in ANU+;
- Develop business processes to assess meta-reflective responses from students.

6 that the part-time ANU+ Coordinator position be filled in the second half of the year, to enable a pilot to be run in Semester 2, 2016, noting that the position will be funded through the Student Services Amenities Fee.

Item 24 Admission Based on Vocational Experience: For Domestic Undergraduate and Postgraduate Admission
Resolution
The Academic Board endorsed the following recommendations:
1. ANU accept Vocational Schedule (V1001) (Appendix 24A) for domestic applicants applying for entry through UAC for applicants with a minimum ANZSCO skill level (Appendix 24B):
   a) of 2 or higher for all ANU undergraduate programs (noting the highest achievable rank of 92)
   b) of 1 with 10 years’ work experience for all ANU postgraduate programs with a base entry requirement of a completed bachelor’s degree only.
2. The UAC Vocational Schedule (V1001) can also be used to demonstrate English Language Equivalency
3. ANU review the Vocational Schedule (V1001) by CAAC3-2017 for entry in 2018

Item 25 Academic Programs and Courses Accreditation Policy Early Review Criteria
Resolution
The Academic Board noted that commencing EFTSL under 5 remains a criterion for recommending a program for early review.

Item 26 Entry Requirements for ANU Pathway Programs
The Deputy Vice-Chancellor (Academic) requested Board members note this report on the finalisation of the review of Admissions Requirements by the ANU-SGA Admissions Committee working party. There is a now a consistent schedule which is a great achievement as that did not exist two years ago.
Resolution
The Academic Board noted the final schedule of Admission Requirements determined by the ANU-SGA Admissions Committee.

Item 27 Inclusion of English in the GPA Calculation for Foundation Studies Students
Resolution
The Academic Board endorsed the following recommendations:
1. that English be included in the final GPA calculation for Foundation Studies students graduating from ANU College.
2. that the changes to the GPA calculation be implemented from Semester 2, 2016.

Item 28 Review of Schedules S5053-55: United States of America (USA) Scholastic Aptitude Test I (SAT I) and S5070-72: American College Test (ACT)
Resolution
The Academic Board endorsed the following recommendations:
1. approve the continued use of UAC schedule S5053-55: United States of America (USA) Scholastic Aptitude Test I (SAT I) (Appendix 28A) and S5070-72: American College Test (ACT) (Appendix 28B) for entry to ANU bachelor programs, where a High School (HS) Diploma is presented with a minimum GPA (on a 4 point scale) of:
   a. 3.2 for programs with a cut-off of <90
b. 3.5 for programs with a cut-off of 90+
b) applicants presenting SAT I or ACT results meeting ANU academic entry according to S5053-55 or S5070-72 with an incomplete USA HS Diploma, be issued offers conditional upon completion of their USA HS Diploma with a minimum GPA as outlined above
c) That the schedules be reviewed by CAAC 2/2018 for entry in 2019

Item 29 PhB Conditions of Awards Committee
The Board endorsed terms of reference and business process to support the Conditions of Awards Committee as identified in Recommendation 2 of the PhB Working Party. It was noted that a small amendment needs to be made to Appendix 29C to ensure it matches the recommendations outlined in 1c.

Resolution
The Academic Board noted:
1. The revised PhB Conditions of Award Committee Terms of Reference:
   a. Approve and monitor PhB and undergraduate research program progression requirements for individual students.
   b. PhB and undergraduate research programs are defined currently as:
      i. PhB degrees (through the Joint Colleges of Science, the College of Arts and Social Sciences and the College of Asia and the Pacific)
      ii. Undergraduate research degrees (Bachelor of Engineering (Research and Development, and Bachelor of Advanced Computing (Research and Development)).
   c. The committee will monitor student performance in accordance with the approved program order.
   d. Biannual meetings will be held to align with the university academic calendar after release of semester results.
   e. Ensure consistent and transparent treatment of program Conditions of Award across PhB and undergraduate research degrees.
   f. Review and monitor progression requirement hurdles and make recommendations to the University Education Committee for change as required.
2. The revised business process as Appendix 29C.

Item 30 PhB Working Party Implementation
Resolution
The Academic Board noted the finalisation of the ESQC monitoring of the implementation plan for the PhB Working Party recommendations.

Item 31 University of Sydney Academic Misconduct and Plagiarism Taskforce
Resolution
The Academic Board endorsed the following recommendations:
1. That the Academic Skills and Learning Centre (ASLC) and ANU Online investigate the practicality of implementing a discipline based Academic Integrity module for all students who are new to the University;
2. That ESQC continue discussion regarding assessment methods and Academic Integrity to promulgate information and awareness across campus (with ghostwriting being discussed at ESQC 1/2016);
3. That ASQO enhance the discussion of academic integrity cases and examples in ASQO training activities;
4. That the Problems, Appeals, Complaints website and Academic Honesty & Plagiarism website be updated to advise students what they can do if they wish to report a suspected case; and
5. That Schools consider whether they delegate an Academic Integrity Officer who can develop expertise and assist staff with concerns.

Item 32 Credit and Status for Massive Open Online Courses (MOOCs)
Resolution
The Academic Board:
1. Noted the proposed principles and options for the offering of credit and admission status for students who have undertaken a MOOC(s).
2. Noted that upon approval by Academic Board, business processes and a full implementation plan will be developed for the offering of credit and admission status for students who have undertaken a MOOC.

**Item 33** Cancellation of Credit

**Resolution**
The Academic Board endorsed the following recommendations for approval by the Vice-Chancellor.

1. Credit may not be cancelled once it has been accepted by a student, unless there are exceptional academic reasons demonstrated to, and approved by, the Associate Dean of the College;
2. The credit policy be updated accordingly; and
3. Colleges report annually to ESQC 1 on the number of instances in the previous year where approval has been given for credit to be cancelled.

**Item 34** ANU CoL Examination Incident – Graduate Certificate in Australian Migration Law and Practice

**Resolution**
The Academic Board noted the report provided by the ANU College of Law relating to an examination incident.

**Item 35** Coursework Awards Rule

**Resolution**
The Academic Board noted the new Coursework Awards Rule and a revision to the Rule regarding the appointment of thesis examiners.

**Item 36** Honours Working Party Implementation

**Resolution**
The Academic Board noted the finalisation of the ESQC monitoring of the implementation plan for the Honours Working Party recommendations.

**Part 5 – Policy**

**Item 37** Credit policy

**Resolution**
The Academic Board endorsed for transmission to the Vice-Chancellor for approval the revised credit policy.

**Item 38** University Medal Policy and Procedure

**Resolution**
The Academic Board:

1. Endorse for transmission to the Vice-Chancellor the new University Medal policy and procedure; and
2. Endorse a review of the University Medal policy and procedure following the July graduation ceremonies, to be tabled at ESQC 4/2016.

**Item 39** Recording of Teaching Activities Policy and Procedure

The Deputy Vice-Chancellor (Academic) provided an overview of the Recording of Teaching Activities policy and procedure. The Dean of Students noted thanks for the work that had gone into development of this policy, which will address many student concerns.

**Resolution**
The Academic Board endorsed the revised Recording of Teaching Activities policy and procedure (Appendices 39G and 39H) for approval by the Vice-Chancellor.

**Item 40** Student Academic Study Load and Progression Policy and Procedure

**Resolution**
That the revised Student Academic Study Load and Progression policy and procedure be endorsed by Academic Board for approval by the Vice-Chancellor.
Item 41 Academic Promotions procedure
Resolution
The Academic Board: noted the adjustments in procedure for Academic promotions

Part 6 - Reports from Committees

Item 42 Report from University Education Committee
Resolution
The Academic Board noted the report.

Item 43 Report from University Research Committee
Resolution
The Academic Board noted the report.

Part 7 – Accreditation

Item 44 Guide to Coursework Accreditation Proposals for Academic Board Members
The Chair reported that this guide had been produced for Academic Board members to assist with identifying the relevant aspects of a proposal within the full documentation provided for consideration across all relevant committees (College, UEC and AB).

Resolution
The Board noted the Guide to Coursework Accreditation Proposals.

Item 45 Articulation Agreements

Item 45.1 ANU College of Physical & Mathematical Sciences Articulation with Beijing University of Technology, China
Resolution
The Academic Board noted the articulation agreement between CPMS and Beijing University of Technology, China.

Item 45.2 Crawford School Articulation with De La Salle University
Resolution
The Academic Board noted the articulation agreement between ANU Crawford School of Public Policy and De La Salle.

Item 45.3 Crawford School Articulation with National Economics University of Vietnam
Resolution
The Academic Board Committee noted the articulation agreement between ANU Crawford School of Public Policy and National Economics University of Vietnam.

Item 45.4 Crawford School Articulation with Universitas Gadjah Mada, Indonesia
Resolution
The Academic Board noted the articulation agreement between ANU Crawford School of Public Policy and Universitas Gadjah Mada.

Item 46 Undergraduate Awards

Item 46.1 Review of Undergraduate Programs
Resolution
The Board approved accreditation of the following undergraduate program be extended to 31 December 2016 in order to accommodate actions following the review of the School of Culture, History and Language.

Bachelor of Pacific Studies.
Item 47 Graduate Coursework Awards

Item 47.1 Outstanding Graduate Coursework Program Reviews

Resolution

The Board:
1. noted that early reviews of the following graduate coursework programs with low commencing load in 2014 have not been provided as determined at UEC meeting 1 2015.
2. that Academic Board disestablish the following graduate coursework programs from 2017 if reviews are not provided to UEC meeting 4 2016 or an earlier meeting.

<table>
<thead>
<tr>
<th>Program</th>
<th>Title</th>
<th>Accredited until</th>
<th>Program commencing load (2015)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6462</td>
<td>Graduate Certificate of Business</td>
<td>31 December 2016</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Information Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6401</td>
<td>Graduate Diploma of Accounting</td>
<td>31 December 2016</td>
<td>0.13</td>
</tr>
<tr>
<td>6459</td>
<td>Graduate Certificate of Accounting</td>
<td>31 December 2017</td>
<td>0.5</td>
</tr>
<tr>
<td>6659</td>
<td>Graduate Certificate of Environment</td>
<td>31 December 2016</td>
<td>0.63</td>
</tr>
<tr>
<td>6619</td>
<td>Graduate Certificate of Applied Epidemiology</td>
<td>31 December 2016</td>
<td>1.25</td>
</tr>
</tbody>
</table>

Item 48 Changes to the Coursework Review Schedule

The Board noted there had been an issue with Performance Planning & Measurement being unable to provide review data. The Deputy Vice-Chancellor (Academic) noted she would follow up with PPM and report at the next UEC meeting.

Resolution

The Board approved changes to the Coursework Review Schedule made under 8a of the policy Academic Programs and Courses Accreditation.

As per Agenda Appendix 48A: Early Reviews (218/2015)

Item 49 Higher Degree Research

Item 49.1 ANU College of Asia & the Pacific proposal for new Doctor of Philosophy

Resolution

The Academic Board approved the proposed Doctor of Philosophy program (Asia-Pacific College of Diplomacy, CAP), subject to a review period of 3 years.

Item 49.2 Introduction of minimum coursework into ANU College of Asia & the Pacific PhD programs

Resolution

The Academic Board approved the proposal to introduce a minimum requirement of 12 units of coursework for CAP PhD programs.

Part 8 – Items of Other Business

Item 50 Any other business

The University Librarian reported that next week is privacy week. A new pulse course online course on privacy has been released for staff. The University Librarian is the privacy officer at ANU.
ACADEMIC BOARD

Meeting No. 3/2016 of the Academic Board was held on Tuesday 21 June 2016 at 9.30 am in the Mills Rm Room, Chancery.

Present: Professor Lo (Chair), Professor Schmidt, Professor Harding, Professor Hughes-Warrington, Ms Mathey, Ms Angel (for Mr Erickson), Professor Whitford, Professor Rothwell (for Professor Bottomley), Professor Cowan, Professor Huntington, Ms Missingham, Dr Craig, Dr Kennedy, Dr Schmidt, Dr Lahiri-Dutt, Dr Blaxland, Associate Professor Sault, Associate Professor Tamsitt, Associate Professor Gani, Dr Banwell, Dr Rajendran, Professor Close, Dr Robins, Ms Nott, Ms Snowball, Mr Wilson, Mr Gill, Professor Dodson

Observers: Ms Gouldthorp, Dr Wilde, Mr Evans, Dr Robertson.

Apologies: Professor Cardew-Hall, Professor Leitch, Professor Baker, Mr Erickson, Professor Pitchford, Professor Taylor, Professor Abhayapala, Dr Whiting, Professor Goh, Dr Lu, Dr Hijazi, Dr Tricoli, Professor Bicknell, Ms Martin, Dr van Kerkhoff.

In Attendance: Ms Easton.

Unconfirmed Minutes

Part 1 – Procedural Items

Item 1 Apologies and Announcements

Item 1.1 Apologies
The apologies recorded above were noted.

Item 1.2 Announcements
The Chair, on behalf of the Academic Board made the following announcement:

Mark Erickson will be leaving ANU at the end of July 2016 to take up the position of Director, Academic Services and Academic Registrar at the University of Queensland. Mark has been a staff member at ANU since 1999.

During his time at ANU, Mark served in several positions both in the colleges and service divisions, including Deputy Registrar, before being appointed as Registrar, Student Administration in 2012. Mark has been instrumental in driving key changes to the Division of Student Administration and has delivered significant service improvements in his 5 years in the position that have had a profound impact across the campus. Mark has provided outstanding leadership in the provision of student support services and systems, both within ANU and across the whole sector.

Some of Mark’s key achievements are:
- Election as President of the ANZ Higher Education User Group in 2015
- The implementation of the flexible double-degree framework in 2014 and the preceding undergraduate reform package in 2012
- Creation of ANU Student Central
- Establishment of the Student Administration and Services Forum
- Online certified academic statements in 2010 – the first service of its kind in Australia
- The implementation of the Higher Education Support Act in 2005
- The establishment of July-December conferral ceremonies in 2003

I know you will join me in thanking Mark for his service to the University and wishing him well in his new role.

The Deputy Chair read the following statement from Mark Erickson:
I am sorry that I am unable to be attend this meeting in person. I would like to thank the University for the opportunity to be part of the re-establishment of the Academic Board, which is such a critical body in its academic governance and quality assurance. It has been a pleasure working with the Board Chairs: Fiona Wheeler, Nick Glasgow and Jacqueline Lo, as well as current and past members, and I wish the Board the best in its future activities."

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: 1-15, 19,20, 21, 23,28, 29, 35-38.

Resolution
The Academic Board resolved to approve unstarred items.

Item 4 Minutes
Resolution
The Academic Board accepted the minutes (529/2016) of meeting 2/2016 of the Academic Board held on 3 May 2016 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 (492a/2016).

Item 6 Deputy Chair and Steering Committee for Academic Board
The Board to endorse the appointment of the Deputy Chair and note the composition of the Steering Committee:

- John Close
- Jennifer Nott
- Tess Snowball
- Bronwen Whiting
- John Blaxland
- Dr Esther Rajendran
- Dr Antonio Tricoli

Resolution
The Academic Board:
3. approved the appointment of Professor John Close as Deputy Chair, Academic Board
4. noted the composition of the Steering Committee.

Item 7 Amendment to the Academic Board and Committees Rules 2014
Resolution
The Academic Board approved an amendment to the Academic Board and Committees Rules 2014 that updates the membership of University Education Committee to include ‘1 research intensive academic staff member appointed by the Chair of the Committee’.

Item 8 Confidential Items
There were no confidential items at the meeting.
Part 2 – Information Flow

Item 9 Report from the Vice-Chancellor

The Vice-Chancellor provided a written report in the Agenda papers and highlighted the following in the meeting:

- **ANU Vision and Strategic Plan.** In April and May nine ANU Vision sessions were held around Campus. About 640 people attended all of the sessions. A common theme at these forums was that staff demonstrated an appetite for change.

- **New method for appointing University Executive and Deans.** The Senior Management Group of the University recently endorsed for my approval a revised appointments procedure for University Executive and Deans. This procedure is a shift towards an improved and streamlined approach in appointing senior staff, specifically University Executive and Deans through the development of objective, transparent recruitment processes.

- **Budget analysis and outlook.** A key weakness in our current financial administrative capacity of the university is the lack of well-developed tools for forecasting budgets at the College, School, or individual research level. I have discussed with the Executive Director (Administration and Planning) and the Chief Financial Officer the importance of placing the development of such tools at a higher priority than currently, and the likely requirement for resources. It is my belief that this is an investment that will more than pay for itself and should be done as fast as possible.

- **Student numbers this semester look good.** Next semester also looks on target.

- **Budget.** The University did run at a structural deficit last year. We are currently accruing debts that needs that will need to be paid in the future. Council is working to address this.

- **The School of Culture, History and Language.** Everyone has been notified of their status, and we are continuing to work with affected staff for transition arrangements.

- **School of Music.** The community consultation on the School of Music led by Professor Andrew Podger AO is about mid-way through the process. A final report is due in August.

- **Advocating for the ANU community.** 2016 Crawford Leadership Forum is currently underway.

- **Do you have any particular topics that you would like to provide me advice on?** I am very happy to dedicate time in my report each Board meeting to listening to your thoughts on a topic you feel passionately about. Email felicity.gouldthorp@anu.edu.au if you have any ideas for topics that you think will positively shape the future for ANU?

The Board discussed the report from the Vice-Chancellor noting:

- **New method for appointing University Executive and Deans.** The positions of Dean ANU College of Arts and Social Sciences and Dean, ANU College of Asia & the Pacific will be recruited via a trail of this new process. There will not be a staff liaison committee in the way it has been done in the past. There will still be staff involved in the process.

- **The Podger review, this process allows a circuit breaker for School of Music and a way to think about the future and discuss issues with key stakeholders.** The review will provide a framework for highlighting issues of key importance.

- **VC discussions with Commonwealth Departmental Secretaries has highlighted the growing the relationship between the University and the Australian Public Service. There is an appetite from both sides to work together, create secondment opportunities.**

Resolution

The Academic Board noted the Report and comments made in discussion.

Item 10 Report from the Deputy Vice-Chancellor (Academic)

The Deputy Vice-Chancellor (Academic) provided a written report in the Agenda papers and highlighted the following:

- **The Higher Education Standards Panel has released an issues paper calling for public submissions on how to improve transparency in higher education admissions**
processes. The DVC(A) has met with the panel and discussed the possibility of having one admissions form and a single listing of courses across the sector.

- ANU advice has been sought in two international initiatives. The first—driven by the NZ Productivity Commission is examining new models of tertiary education. The second was by the Lumina Foundation, the second largest education foundation in the US. It is great that ANU is being recognised and sought out as an innovative education university.

Resolution
The Academic Board noted the Report.

Item 11 Report from the Deputy Vice-Chancellor (Research)
The Deputy Vice-Chancellor (Research) provided a written report in the Agenda papers and highlighted the following:

- University Research Committee is discussing a range of topics this year that will come to the Board in due course. These include: enabling and supporting cross disciplinary research, cyber security, integration data science, data analytics, indigenous research and public policy research.

- In August URC will discuss the appointment framework with a focus to increase industry, government and business connections.

Resolution
The Academic Board noted the Report.

Item 12 Report from the Chair
The Chair provided a written report in the Agenda papers and highlighted the following:

- Thanks to John Close for volunteering as Deputy Chair and to the members of the Steering Committee. The Steering group is essential to the Board functioning effectively and provides support and guidance for the operations of the Board.

- Coffee Catch Ups. Thank you to all those members that made time to come along to these discussions. They have been very valuable in pointing the way forward for the Board. The Chair has also been meeting with Deans and members of the Executive

- Hot Topics: We are starting to develop a list of the Hot Topics that have been floated. The aim is to have a pipeline of Hot Topics. Focus will be on topics that are evidence based and provide comparative models for discussion.

- Role and Function of the Board. The paper Professor Wheeler developed on the Role and Function of Academic Board at ANU set out the remit and the focus at that time. Since 2012 there have been significant changes to the university and sector so it seems timely for the Board to establish a new working group to review and refine this paper. Volunteers for the working party should email Megan Easton by 30 June. The Working Party will aim to report back to AB 5/2016.

The Board discussed how can members of the Board improve communication within their area and the ways they are currently communicating outcomes form the Board. Noting:

- The joint Colleges of Science report back through their internal committee structure (Education, Research and Executive). They do not send out general emails unless it is an urgent or important issue.

- Within ANU College of Law the Executive group regularly discuss Board matters. There is not usually a broader message sent out to staff unless there is a particular issue that needs consideration.

- ANU College of Asia & the Pacific communication items from the Board via school bulletins but the fact they originate from the Board is not generally highlighted.

- ANU College of Arts and Social Sciences at the school level there is reporting from board members. CASS Education and Research committees discuss Board items.

- ANU College of Business and Economics report through the College committee structures.
• ANU College of Engineering & Computer Science do not currently have a structured approach, but will discuss this within the elected representatives.
• The National Centre for Indigenous Studies communicates Board matters back via staff meeting and a de-brief between the Director and Deputy.
• Communications to professional staff vary and are hard to coordinate.
• ANUSA noted that much of their consultation actually starts from the subcommittees. They use social media to disseminate information more broadly.
• PARSA provide input from the bottom (subcommittees) and release broad statements once an item is endorsed by the Board.

The Chair thanks members for their feedback, noting this highlights how patchy communication from the Board can be. Members are encouraged to contact Megan or the Chair with suggestions for communication methods. A new email digest will be distributed after this meeting and staff will be encouraged to join a subscription email for regular updates about the Board. The Chair is also investigating ways the Board can stay in touch – beyond the 6 meetings per year. As part of the working party process we will trial use of an app called ‘Slack’.

Resolution
The Academic Board noted the report from the Chair and:
1. Established a working party to update the role and function of Academic Board at ANU.
2. Considered ways the Board could enhance its communication and engagement with the ANU community.

Item 13 General Question Time
There were no questions raised at the meeting.

Part 3 – Strategy & Planning

Item 14 Hot Topic: ANU Vision and Strategic Plan
The Chair provided an overview of the strategic planning process underway across campus (as reported in the Agenda papers). Noting that the 12 thematic groups have been meeting and broad consultation sessions are commencing across campus. Given the Board’s role in strategic planning it is timely to now discuss the process and provide some input.

The Vice-Chancellor led discussions at the meeting concentrating on two of the themes most relevant to the activities of the Board: ‘an international University’ and ‘Research’. The Vice-Chancellor highlighted some of the ideas these groups have discussed (a copy of these slides are available to members on the Board Alliance site).

The Board discussion around institutional priorities relating to ‘an international university’:
• Getting Early Career Researchers. What hold us back? Lack of career path. ECR funded research grant money. Often we are too focused on a particular topic. Specific topics, often do not attract a wide pool of post doc applicants. Reliance on ARC money leads you to only do ARC things. Funds are needed to allow us to recruit international students more effectively. IPRS provides a very small scholarship pool.
• We need to design strategies to attract and fund international PhD applicants. US and Europe should be a priority.
• We need to invest in post docs and un-indentured positions. Currently we spend too much money on permanent staff. The National Institutes Grant is a wonderful scheme and yet we have allocated that money historically been undisciplined in the use. Areas that don’t have NIG money have to use ‘profits’.
• International partnerships, engagement with industry and large government organisations is important. We should seek to bring in critical expertise. There are great benefits in sharing expertise across areas. We need to make it easier to engage between ANU and those entities. ANU can be too risk adverse.
• Blockers in partnerships – often outcomes and intention are not understood or widely communicated.

The Board discussion around institutional priorities relating to ‘research’:
• We need to use overseas study provisions effectively. Often staff with families are unable to take advantage of lengthy opportunities.
• The gender institute and interdisciplinary centres are a good model. These areas bring in high quality visitors. Bringing funds from different schemes together can assist in developing bigger programs.
• Different teaching levels across the institution hampers capacity. Balancing load across the university should be a priority.

The Chair thanked members for their contribution and encouraged ongoing participation in the discussion forums underway across campus.

Resolution
The Academic Board received an update on the strategic planning process and discuss ways the Board can contribute to thematic areas of priority.

Item 15 Privacy
The University Librarian and University Privacy Officer Roxanne Missingham provided the Academic Board with a brief on privacy and encouraged increased awareness of privacy issues at the University. There is a training module available for all staff on the pulse online system. If you have any doubts or queries email privacy@anu.edu.au.

Resolution
That the Committee noted the report

Item 16 Open Access publishing
Resolution
The Board noted the information on eTexts and publishing by ANU Press and key international open access issues.

Part 4 – Academic Quality & Standards

Item 17 ANU Coursework Courses Grade Distribution, 2015
Resolution
The Academic Board noted the quality assurance reports from ANU Colleges with the highest and lowest percentage of HD grades and highest percentage of Fail grades awarded.

Item 18 Results of the 2015 Student Experience Survey
Resolution
The Academic Board noted the Student Experience Survey (SES), formerly University Experience Survey.

Item 19 Report of the Internships Project Management Group
Resolution
The University Education Committee has provided feedback on the report of the Internships Project Management Group. The report’s recommendations have been amended in light of this feedback and were endorsed by Academic Board.

1. ANU designate the option of completing an internship for academic credit as a distinguishing feature of undergraduate and graduate coursework education.

2. To enable every student potentially to have access to an internship, that each College either broaden options in existing internship courses or establish new College-wide undergraduate and postgraduate internship courses available for academic credit.

3. Internship courses be permitted to contribute to the ANU Minor in Leadership and Research, with the contribution of the internship or internships to the minor limited to 12 points. Internship courses may count toward existing majors and minors where Colleges allow this.

4. Each internship will be the subject of an agreement between the College, the host of the intern and the intern. While it is acknowledged that these agreements could take a
number of forms, agreements should set out the key expectations and responsibilities of the parties including:

i. The tasks to be undertaken by the intern during the internship;
ii. The role and responsibilities of the host;
iii. How the internship will be assessed academically;
iv. Any intellectual property issues; and
v. Any issues of confidentiality.

The above issues can be covered off in a single agreement signed by all three parties; or an agreement between the University and the host which is underpinned by an agreement between the University and the student. A generic agreement (Attachment E) is provided to assist with meeting this requirement. Students for whom an internship is a compulsory element of their academic program will be given priority for placement over students for whom an internship is an elective.

5. Each College appoint a Convener of Internships who will be the College point of contact for students wishing to undertake internships would normally be expected to represent the College on the Internships Coordination Group (see recommendation 7).

6. ANU students have the option of proposing to their College an internship option if they can identify a willing academic and host institution supervisor. Where students ‘self-source’ internships they must first consult their College Internships Convener who will assist them to approach the host institution; and provide guidance on developing an internship agreement which covers points 4 i to 4 v above.

7. An Internships Coordination Group be established to consider cross University internships issues. Each College will be represented on the group, normally by the College Internships Convener. The Group will consider relationships with host organisations including:

i. Establishing and maintaining a database of host organisations;
ii. Establishing and maintaining statistics on student internships (eg student name, topic of internship, nature of assessment pieces completed and date of internship);
iii. University wide coordination of approaches to new host organisations;
iv. Considering whether any organisations are not appropriate to host ANU interns.

8. The University establish a central website for internships. This website will include general information applicable to all ANU internships and have links to College internship websites.

9. A suite of pre and post placement activities be developed by ANU to enable interns to maximise the benefits of undertaking an internship.

10. That there be a two-year pilot of this internships initiative with a review report due after 18 months for consideration for a full rollout. The report will consider student results, admission requirements, and a survey of academic supervisors and hosts.

Item 20 Commonwealth Supported Places – Minimum Requirements
Resolution
That Academic Board noted the legislative requirements in relation to ineligibility for Commonwealth support and HELP for courses outside or beyond program requirements.

Item 21 Gender X classification – implementation into student related systems
The Deputy Vice-Chancellor (Academic) provided Academic Board with an overview of the implementation of the classification of Gender X into student related systems. The Board noted that there is inconsistency in the requirements for international and domestic students. This relates to a requirement that gender be reported on the eCoE and this must match the passport. The Board highlighted the requirement seems inconsistent across two government departments
and the Deputy Vice-Chancellor (Academic) on behalf of the Board agreed to write to the Department of Immigration querying the requirement for gender on the eCoE.

**Action**
Deputy Vice-Chancellor (Academic) to write to Department of Immigration.

**Resolution**
The Academic Board noted the following implementation items that will be undertaken to ensure the University's student systems and practices align with the Australian Government Guidelines on the Recognition of Sex and Gender:

1. In the ANU Student Administration System (to integrate with the Australian Government data reporting system):
   a. Revision of the gender classification ‘other’ to ‘X’;
   b. Revision of the terminology of Gender X to ‘Indeterminate/Intersex/Unspecified’;
   c. Inclusion of an additional prefix/title choice of ‘--’;
2. In the StudyLink system:
   a. Inclusion of the gender classification ‘X’;
3. That the University will accept the following documentary evidence from students who request to amend or correct their gender:
   a. Domestic students: provision of documentation as set out in Appendix 21C;
   b. International students: a scanned copy of the student’s passport.

**Item 22 Academic Integrity Items**
**Resolution**
The Academic Board noted the academic integrity matters.

**Item 23 Ghostsitting examinations and assessment**
Board members discussed the phenomenon of ghostsitting. The Deputy Vice-Chancellor (Academic) noted that there had been lively discussion at the Education Standards and Quality Committee and University Education Committee on this topic. ANU seeks to make some simple adjustments for 2017 that may reduce the risk of this. Staff are asked to support and be tolerance as we implement new processes for better security measures.

**Resolution**
The Academic Board noted the response to identity fraud in examinations.

**Item 24 ANU College of Business & Economics Graduation Incident Report**
**Resolution**
The Academic Board noted the report provided by the ANU College of Business and Economics relating to a graduation incident that occurred in Semester 2, 2015.

**Item 25 Admissions Incident Report**
**Resolution**
That Academic Board endorsed the following recommendations:

1. Noted the admission incident report for June 2015 to December 2015 and the corrective actions to be implemented.
2. That Admission incidents continue to be reported to Academic Board on an individual basis, where incidents highlight process or procedural insufficiencies.
3. That the 2016 Admissions incident report be presented by AB3/2017
4. That a target benchmark for future reporting be set as fewer than 13 incidents

**Item 26 Review of Admission Requirements for Graduate Coursework Programs**
**Resolution**
The Academic Board endorsed the following recommendations:

1. That the default admission standard for graduate coursework at ANU be set as, completion of a recognised qualification for academic entry with a GPA (on a 7 point scale) of:
   a. Graduate Certificate and Graduate Diploma GPA of 4; and Masters GPA of 5; or equivalent.
2. That any programs using the new default admission standard are automatically endorsed for 2017.
3. That Colleges propose a GPA requirement for non-default graduate coursework programs outlined in Appendices 9A-E to be endorsed for 2017.
4. That graduate coursework programs not meeting the new default admission standards require endorsement on an annual basis.

**Item 27 Acceptance of Indonesian Academic Secondary School Leaving Certificate (SMA) for Admission**

**Resolution**

The Academic Board endorsed the following recommendations:

- c) That the Indonesian SMA be accepted for admission at a grade average of 8.5 or higher, where applicants have attended a secondary school with an 'A' accreditation ranking and a score of 90 or above by the National Board of Accreditation for Schools (Badan Akreditasi Nasional Sekolah/Madrasah – BAN-SM), for entry into ANU base level bachelor programs (ATAR equivalent of 82 or less).
- d) That completion of the Indonesian SMA does not meet ANU English language requirements.

**Item 28 Continuation of the National Scholars Program**

**Resolution**

The Academic Board approved the following recommendations:

1. The National Scholars Program be continued for the Semester 1, 2017 intake.
2. The applicant pool for the program will be comprised of unsuccessful Tuckwell Stage 2 applicants, and those who progressed to the interview weekend who did not secure a Tuckwell Scholarship.
3. Tuckwell Stage 2 candidates will be assessed on the basis of an interview and their Tuckwell application.
4. Offers will be made through UAC, following the plan outlined in Appendix 128B.

**Item 29 Chancellor’s Scholars Program 2016**

**Resolution**

The Academic Board:

1. Endorsed the continuation of the Chancellors Scholars Pilot Program for 2017 entry
2. Note a review of the scheme will be undertaken by UEC 3/2017

**Part 5 – Policy**

**Item 30 Course Outline Procedure**

**Resolution**

The Academic Board endorsed the addition of a new clause 5 in the Course Outline Procedure for approval by the Vice-Chancellor.

**Item 31 Higher Degree by Research Admissions Policy and Procedures**

**Resolution**

The Board:

1. approved the proposed Higher Degree by Research Admissions policy;
2. approved the proposed Higher Degree by Research Admissions procedure; and
3. noted that subject to approval, Colleges can elect to use the new admissions criteria from 1 January 2017; and that the admissions criteria will come into full effect from 1 January 2018.

**Item 32 Joint and Dual Award PhD Examination procedure**

**Resolution**

The Board:

(i) approved the revised Joint and Dual Award PhD procedure; and
(ii) noted minor changes relating to resolution of the examination process, to come into effect immediately.
Part 6 – Reports from Committees

Item 33  Report from University Education Committee
Resolution
The Academic Board noted the report.

Item 34  Report from University Research Committee
Resolution
The Academic Board noted the report.

Part 7 – Accreditation

Item 35  Articulation Agreements

Item 35.1  Articulation Renewal with Nanjing University of Science & Technology, China
Resolution
The Academic Board endorsed the renewal of the articulation agreement between CECS and Nanjing University of Science and Technology, China.

Item 35.2  Articulation with University of the Philippines
Resolution
The Academic Board noted the articulation agreement between ANU Crawford School of Public Policy and University of the Philippines.

Item 36  Undergraduate Awards

Item 36.1  Review of Undergraduate Awards
Resolution
That the Board approved the following undergraduate programs are reaccredited without conditions until 31 December 2020.

<table>
<thead>
<tr>
<th>College</th>
<th>Code</th>
<th>Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANUCECS</td>
<td>AACRD</td>
<td>Bachelor of Advanced Computing (Research and Development) (Honours)</td>
</tr>
<tr>
<td>ANUCECS</td>
<td>AENGI</td>
<td>Bachelor of Engineering (Honours)</td>
</tr>
<tr>
<td>ANUCECS</td>
<td>AENRD</td>
<td>Bachelor of Engineering (Research and Development) (Honours)</td>
</tr>
<tr>
<td>ANUCECS</td>
<td>ASENG</td>
<td>Bachelor of Software Engineering (Honours)</td>
</tr>
</tbody>
</table>

Item 37  Graduate Coursework Awards

Item 37.1  Amendments to Graduate Coursework Awards
Resolution
The Board approved the amendments to graduate coursework Awards be accredited as detailed below.
<table>
<thead>
<tr>
<th>College</th>
<th>Code</th>
<th>Award</th>
<th>Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMBE</td>
<td>MENVS</td>
<td>Master of Environmental Science</td>
<td>We request that these amendments be implemented from 1 July 2016, as the current program orders inadvertently lead to some students being disadvantaged. The proposed program order changes are the result of consultation between the Fenner School, CMBE/CPMS student administration and the Deputy Dean Science Education, and ASQO. The changes address important issues arising from the existing wording of the program orders which, when combined with advice to students via the wording of the current letters of offer, lead to students given entry to the degree being unable to meet the requirements for entry to courses they believe will be available to them. The changes clarify the orders to make the choice among the three options/streams (Environmental Biology, Environmental and Ecological Science, and Environmental Earth Science) more apparent, and also ensure that the overall pedagogic aims of offering students opportunity to develop depth in a discipline in which they have cognate background while also ensuring breadth across the environmental sciences are achieved. The wording of the offer letters for this program will be amended in consultation with ASQO, based on each applicant’s cognate background. In addition two courses that are no longer offered have been removed from the program orders, i.e. ENVS6312 Geomorphology and ENVS8049 Independent Research Project.</td>
</tr>
<tr>
<td>CMBE</td>
<td>VENVS</td>
<td>Master of Environmental Science (Advanced)</td>
<td>We request that these amendments be implemented from 1 July 2016, as the current program orders inadvertently lead to some students being disadvantaged. The proposed program order changes are the result of consultation between the Fenner School, CMBE/CPMS student administration and the Deputy Dean Science Education, and ASQO. The changes address important issues arising from the existing wording of the program orders which, when combined with advice to students via the wording of the current letters of offer, lead to students given entry to the degree being unable to meet the requirements for entry to courses they believe will be available to them. The changes clarify the orders to make the choice among the three options/streams (Environmental Biology, Environmental and Ecological Science, and Environmental Earth Science) more apparent, and also ensure that the overall pedagogic aims of offering students opportunity to develop depth in a discipline in which they have cognate background while also ensuring breadth across the environmental sciences are achieved. The wording of the offer letters for this program will be amended in consultation with ASQO, based on each applicant’s cognate background. In addition two courses that are no longer offered have been removed from the program orders, i.e. ENVS6312 Geomorphology and ENVS8049 Independent Research Project. Inclusion of progression hurdle in Admissions statement which were erroneously removed in 2015 amendment.</td>
</tr>
</tbody>
</table>
Part 8 – Items of other Business

Item 38 Any other business

There was no other business raised.

MTE
26/6/16
LIST OF TRANSACTIONS BY POWER OF ATTORNEY

BETWEEN 19 MAY 2016 AND 2 JUNE 2016

<table>
<thead>
<tr>
<th>No.</th>
<th>Date</th>
<th>Reference</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1272</td>
<td>19/05/2016</td>
<td></td>
<td>Proxy Form re Vantage Private Equity General Meeting re return of capital on behalf of the long Term Investment Pool</td>
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<tr>
<td>1273</td>
<td>02/06/2016</td>
<td></td>
<td>Account Nomination Form re Westpac CPS (WBCPC) on behalf of the Long Term Investment Pool</td>
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</tbody>
</table>
Significant Events from 3 May – 27 June 2016

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

MAY

VIP Lecture
School of Regulation and Global Governance (RegNet), ANU College of Asia and Pacific
Monday 2 May 2016
Senator Rachel Siewert (Senator for Western Australia, Australian Greens Party) delivered the first talk in the RegNet Intersections lecture series.

VIP Event
Centre for European Studies
Wednesday 4 May 2016
Pro Vice-Chancellor (Research and Research Training) welcomed attendees to Europe Day Public Address public address. VIP attendees included:
- His Excellency Dr Sabri Kicmari, Embassy of the Republic of Kosovo
- His Excellency Dr Hugo Javier Gobbi, Embassy of Argentina
- Ambassadors for Embassy of Afghanistan, Embassy of Iran and Embassy of the Republic of Bulgaria.

VIP Event
Research School of Chemistry
Wednesday 4 May 2016
ACT Chief Minister announced ANU researcher Dr Colin Jackson as the ACT Scientist of the Year.

VIP Event
East Asia Forum, Crawford School of Public Policy
Thursday 5 May 2016
The Vice-Chancellor met with a delegation from the China Centre for International Economic Exchanges who were holding discussions under the leadership of Professor Peter Drysdale AO.

Major Event
ANU College of Physical and Mathematical Sciences
Thursday 5 May 2016
Three members of the LIGO Scientific Collaboration, the team that discovered gravitational waves, gave a public lecture explaining the recently announced first detection of gravitational waves. More than 600 members of the public were in attendance.

Public Lecture
ANU College of Arts and Social Sciences
Thursday 5 May 2016
Dr Kim Huynh delivered a public lecture titled Why we need Batman: The politics, philosophy and popularity of the caped crusader. More than 200 members of the public were in attendance.
VIP Event
ANU ARC Centre of Excellence for Translational Photosynthesis
Monday 9 May 2016
Senator Rachel Siewert (Senator for Western Australia, Australian Greens Party) – accompanied by Pro Vice-Chancellor (Innovation) – was taken on a tour of the Translational Photosynthesis facilities.

VIP Lecture
Centre for Arab and Islamic Studies
Tuesday 10 May 2016
The Dean of CASS gave the introduction for former US Ambassador to the Netherlands, Cynthia Schneider, who then joined Professor Amin Saikal in conversation to discuss US Middle East Policy under President Obama and his successor.

Public Lecture
ANU Policy Forum - The Vote: 2016 Federal Election Series
Tuesday 10 May 2016
In this event, three ANU public policy experts offered a no holds barred overview of the election, looking at the policy, politics and predictions ahead of the next eight weeks.
More than 200 members of the public were in attendance.

VIP Event
Office of the Vice-Chancellor
Visit by Texas Medical Centre
Wednesday 11 May 2016
Pro Vice-Chancellor (Innovation) hosted a roundtable discussion with a delegation from the Texas Medical Centre.

Public Lecture
Sir Roland Wilson Foundation
Wednesday 11 May 2016
Rt Hon Patricia Hewitt, Professor Bruce Chapman and Dr Ken Henry reflected on their experiences of how power, politics and personality have influenced the ability to introduce innovative policy in Australia and in the UK.
More than 350 members of the public were in attendance.

VIP Forum
RegNet
National Policy Forum
Thursday 12 May 2016
Deputy Vice-Chancellor (Research) hosted the forum How equitable is the 2016 Federal Election budget? A fair go for all. The panel members included:

- The Hon Dr Andrew Leigh, Member for Fraser
- Professor John Hewson
- Senator Richard Di Natale, Leader of the Australian Greens
- Professor Dame Margaret Whitehead.

Public Lecture
ANU/The Canberra Times meet the author event
Friday 13 May 2016
Hugh Mackay discussed his latest book Beyond Belief: How we find meaning, with or without religion.
More than 250 members of the public were in attendance.
VIP Event
Burton and Garran
Friday 13 May 2016
The Vice-Chancellor was guest of honour at a Burton and Garran academic dinner.

VIP Event
ANU Gender Institute and ANU School of Literature, Languages and Linguistics
Monday 16 May 2016
Author Carmen Aguirre spoke about her latest book *Memoirs of a revolutionary daughter*. The Canadian High Commissioner was also in attendance.

Partner Visit
Monday 16 May 2016
A delegation from the National Economics University, Vietnam, led by President Tran Tho Dat, visited ANU to continue discussions with the Crawford School of Public policy led by Professor Robert Breunig. During the visit, an Articulation Agreement was signed by the Vice-Chancellor.

Book Launch
ARC Centre of Excellence for the Dynamics of Language and AIATSIS
Tuesday 17 May 2016
Dr Inge Kral launched the book *Pictures from my memory* by Elizabeth Marrkilyi Ellis before inviting Ms Ellis speak about her work.

Public Lecture
ANU College of Law
Tuesday 17 May 2016
As part of Privacy Awareness Week 2016 the UN Rapporteur for Privacy Professor Joseph Cannataci delivered a public lecture on privacy and data protection rights.

VIP Event
Department of Quantum Science
Tuesday 17 May 2016
The Australian Chief Scientist Dr Allan Finkel was given a tour of the gravitational wave facilities by the Deputy Vice-Chancellor (Research), Pro Vice-Chancellor (Innovation) and researcher Professor David McClelland.

Public Lecture
ANU Policy Forum - The Vote: 2016 Federal Election Series
Tuesday 17 May 2016
In this event, three ANU public policy experts discussed innovation in the context of the 2016 Election campaign.

VIP Visit
Development Policy Centre, Crawford School of Public Policy
Wednesday 18 May 2016
The Pro Vice-Chancellor (International and Outreach) held discussions with the Vice-Chancellor and Chancellor of UniTech Papua New Guinea.

VIP Event
ANU Sport and Recreation
Thursday 19 May 2016
The Vice-Chancellor presented awards at the Annual Blues Awards.

Partner visit
Monday 23 May 2016
A delegation from Liaoning University, China, led by International Director Professor Jiang Lei, visited ANU to discuss further collaboration between the two institutions. They met with Ms Anne Baly, representatives of the ANU College of Arts & Social Sciences, led by Professor Jacqueline Lo, and representatives of the ANU College of Engineering and Computer sciences, led by Professor Alistair Rendell.

VIP Lecture
Australian Centre for China in the World
Tuesday 24 May 2016
The British Ambassador to China, Her Excellency Barbara Woodward, delivered a lecture titled *Dealing with China Diplomatically*. She was accompanied by Her Excellency Ms Menna Rawlings, British High Commissioner to Australia.

VIP Event
Australian Medical Students’ Association
Tuesday 24 May 2016
The Vice-Chancellor delivered the plenary session at the Australian Medical Students’ Association National Leadership Development Seminar 2016 with a talk titled *Effective leadership, a personal perspective*.

VIP Event
Office of the Vice-Chancellor and the Office of the ACT Chief Minister
Tuesday 24 May 2016
The Vice-Chancellor, ACT Chief Minister Andrew Barr and Executive Chair of Hindmarsh, John Hindmarsh, announced the establishment of the Significant Capital Ventures collaboration. This will be a venture capital fund with a mandate to invest capital for equity in early stage start-up companies and with a preference for opportunities that are local, revenue generating, and scalable for a quick return on investment.

VIP Lecture
ANU School of Demography
Tuesday 24 May 2016
The Pro Vice-Chancellor (International and Outreach) hosted the seminar *Educating Africans in Australia* which was attended by:

- His Excellency Mr Mohamed Mael-Ainin, Embassy of the Kingdom of Morocco
- Her Excellency Mrs Mercy Debrah-Karikari, High Commission of the Republic of Ghana
- Mrs Cecilia Olufolake Yahaya, High Commission of the Federal Republic of Nigeria.

VIP Event
ANU Global Programs
Tuesday 24 May 2016
The Vice-Chancellor and other members of the Executive welcomed the ANU IARU Global Summer Program students to ANU.

Public Lecture
ANU Policy Forum - The Vote: 2016 Federal Election Series
Tuesday 24 May 2016
In this event, three of the University's leading security and foreign affairs experts discussed security...
and foreign affairs in the context of the election.

More than 200 members of the public were in attendance.

VIP Event
Office of the Vice-Chancellor
Memorial for Professor Jack Caldwell
Wednesday 25 May 2016
The Vice-Chancellor hosted the memorial for the late demographer Professor Jack Caldwell.

Diplomatic visit
Wednesday 25 May 2016
His Excellency, Mr Shmuel Ben-Shmuel, Israeli Ambassador to Australia, met with the Vice-Chancellor and Professor Shirley Leitch to discuss potential avenues of collaboration between ANU and the Embassy of Israel.

VIP Event
Office of the Vice-Chancellor
Lunch with Japanese Ambassador
Wednesday 25 May 2016
The Vice-Chancellor was guest of the Ambassador for lunch at the Embassy residence.

VIP Event
ANU Promoting Excellence
Wednesday 25 May 2016
The Vice-Chancellor and Deputy Vice-Chancellor (Academic) spoke and presented awards at the 'Excellence in education' awards.

VIP Event
ANU Energy Change Institute
Thursday 26 May 2016
The Vice-Chancellor spoke at the Energy Change Institute annual meeting.

VIP Event
Office of the Vice-Chancellor
Reconciliation Action Week (RAW) launch
Friday 27 May 2016
After the ANU Council attended lunch at the Tjabal Centre, the Vice-Chancellor formally launched Reconciliation Action week at ANU. The event also included presentations from ANU post-graduate researchers from all disciplines to facilitate an exchange of ideas about reconciliation at ANU.

VIP Event
ANU 2017 World Solar Car
Friday 27 May 2016
The Vice-Chancellor, ACT Chief Minister and Dean of ANU College of Engineering and Computer Science launched the 2017 ANU World Solar Car Challenge.

VIP Event
Parliament of Youth on Sustainability
Monday 30 May 2016
The Parliament of Youth held a conference at ANU. VIP’s in attendance included:

- Mr Simon Corbell MLA, Minister for the Environment and Climate Change, Deputy Chief Minister
- Mr Shane Rattenbury MLA, Minister for Education
- Ms Nicole Lawder MLA, Shadow Minister for the Environment

**VIP Event**

**ACT Government**

**Tuesday 31 May 2016**

The ACT Chief Minister, Mr Simon Corbell MLA and Ms Meegan Fitzharris, Assistant Minister for Health used The John Curtin School of Medical Research to announce funding for the establishment of a clinical genomic service under the direction of Professor Matthew Cook.

**VIP Event**

**Fulbright Commission**

**Tuesday 31 May 2016**

Pro Vice-Chancellor (Research and Research Training) and the Acting Executive Director, Australian-American Fulbright Commission welcomed the US Ambassador to a reception of Fulbright scholars and new recipients. The reception was followed by a lecture presented by Professor Carol Weissert, the 2015 Fulbright-Flinders Distinguished Chair in American Political Science, titled *What the heck is going on in the U.S. presidential election?*

**Public Lecture**

**ANU Policy Forum - The Vote: 2016 Federal Election Series**

**Tuesday 31 May 2016**

The key tax and economic issues being presented by the major parties was analysed and discussed by a group of the University's most respected economic experts. *More than 200 members of the public were in attendance.*

**VIP Event**

**School of Literature, Languages and Linguistics, ANU College of Social Sciences**

**Tuesday 31 May 2016**

His Excellency Mr Pier Francesco Zazo, Italian Ambassador to Australia, addressed students in the ANU Italian studies program.

**JUNE**

**Event**

**ANU College of Social Sciences**

**Wednesday 1 June 2016**

The Vice-Chancellor launched Associate Professor Simone Dennis’s book *Smokefree: a social, moral and political atmosphere.*

**VIP Event**

**Australian Centre for Indigenous History**

**Wednesday 1 June 2016**

The Vice-Chancellor hosted lunch to welcome Dr Lawrence Bamblett to ANU as the inaugural Scholar in Indigenous History.

**Major Event**

**Wednesday 1 June 2016**


**VIP Event**
Office of Pro Vice-Chancellor (Innovation) and the French Embassy
Thursday 2 June 2016
The Vice-Chancellor invited the Australian Ambassador to France, Mr Christophe Lecourtier, to launch
the 24 hour challenge – an event designed for PhD students who aspire towards a career as an entrepreneur.

VIP Event
Office of the Pro Vice-Chancellor (Student Engagement)
Thursday 2 June 2016
The Vice-Chancellor addressed the students and presented completion certificates to participants in the
VC Student Leadership Program.

VIP Event
The John Curtin School of Medical Research
Friday 2 June 2016
The Vice-Chancellor welcomed guests and introduced Dr Alan Finkel, Australian Chief Scientist, to
present the Finkel Prize to Associate Professor Ian Cockburn. Associate Professor Ian Cockburn then
presented the annual Finkel Lecture.

VIP Event
Office of the Vice-Chancellor
Monday 6 June 2016
Pro Vice-Chancellor (International and Outreach) and Anne Baly hosted a DFAT visit by Mr Sean Kelly,
Consul-General to Chennai to discuss further engagement for students from Chennai.

Public Lecture
ANU Policy Forum - The Vote: 2016 Federal Election Series
Tuesday 7 June 2016
In this event social policy issues were discussed by an experienced group of ANU policy makers and
researchers.
More than 200 members of the public were in attendance.

VIP Event
ANU Research School of Astronomy and Astrophysics
Tuesday 7 June 2016
Member for Canberra, Gai Brodtmann MP, was led on tour of the facilities of the Mount Stromlo
Observatory by Professor Matthew Colless, Director Research School of Astronomy and Astrophysics,
and the Pro Vice-Chancellor (Innovation).

VIP Event
Research Training
Wednesday 8 June 2016
The Vice-Chancellor launched the 3MT program and presented his own three-minute thesis.

VIP Event
ANU Centre for European Studies
Wednesday 8 June 2016
The following VIP's attended the NATO: Expectations for the Warsaw summit:

- His Excellency Mr Pawel Milewski, Ambassador of Poland
- His Excellency Ms Unni Klovstad, Ambassador of Norway
- Mr Peter Baxter, Deputy Secretary, Department of Defence
- Lisa Picheny, Political Officer, Political Affairs and Security Policy Division, NATO HQ
VIP Visit

Indonesia Project
Thursday 9 June 2016
The Dean of the ANU College of Asia and the Pacific hosted a delegation led by General (ret) Luhut Binsar Pandjaitan, Coordinating Minister for Security, Law and Political Affairs for the Republic of Indonesia. His Excellency Mr Nadjib Riphat Kesoema, Ambassador of the Republic of Indonesia, was also in attendance.

VIP Event

Centre for Arab and Islamic Studies
Friday 10 June 2016
The Vice-Chancellor opened the Islamic awareness workshop for DFAT graduates.

VIP Event

Coral Bell School of Asia Pacific Affairs
Friday 10 June 2016
Former Solomon Islands Prime Minister Gordon Darcy Lilo delivered a public lecture.

Public Lecture

ANU Policy Forum - The Vote: 2016 Federal Election Series
Tuesday 14 June 2016
ANU experts discussed where the parties stand and what's missing from the debate on health policy. More than 200 members of the public were in attendance.

VIP Event

ANU Advanced Instrumentation and Technology Centre (AITC), Mount Stromlo Observatory
Tuesday 14 June 2016
The Vice-Chancellor welcomed His Excellency Mr Sem Fabrizi, Ambassador European Union, and researchers from several universities to the AITC for the space environmental testing of three Australian Space Satellites.

VIP Event

ANU Centre of Research Excellence in Cognitive Health
Wednesday 15 June 2016
The Vice-Chancellor launched the Centre of Research Excellence in Cognitive Health which was held at the National Museum of Australia.

VIP Event

Research School of Chemistry
Friday 17 June 2016
The Dean of ANU College of Physical and Mathematical Sciences represented the Vice-Chancellor at the David Craig Symposium.

VIP Event

Sir Roland Wilson Foundation
Friday 17 June 2016
The Vice-Chancellor addressed the Sir Roland Wilson Board meeting and outlined his strategic plan for ANU.

VIP Event

Toad Hall
Friday 17 June 2016
The Vice-Chancellor delivered a presentation for students at a Toad Hall reception.

VIP Event
Crawford Australian Leadership Forum
The following speakers presented at the Crawford Australian Leadership Forum conference:

- Vice-Chancellor Professor Brian Schmidt AC
- Chancellor Gareth Evans AC QC
- Professor Muhamad Chatib Basri. Faculty of Economics, University of Indonesia; Minister for Finance, Indonesia 2013-2014
- Martin Parkinson PSM, Secretary, Department of the Prime Minister and Cabinet, Australian Government
- Karan Bhatia, Vice President and Senior Counsel, Global Government Affairs and Policy, General Electric; Deputy US Trade Representative 2005-2007, US Government
- Song Min-Soon, President, North Korean Studies; Minister of Foreign Affairs and Trade 2006-2008, Republic of Korea
- Pan Zhenqiang, Deputy Chairman, China Foundation for International Studies, People's Republic of China
- Michelle Guthrie, Managing Director, Australian Broadcasting Corporation
- Anthony Bubalo, Research Director, Lowy Institute for International Policy
- Chris Bowen MP, Shadow Treasurer
- Senator Arthur Sinodinos AO, Cabinet Secretary, Australian Government
- Laura Tingle, Australian Financial Review
- Professor William Schneider. Senior Political Analyst, CNN 1990 – 2009
- Professor Kishore Mahbubani, Dean and Professor in the Practice of Public Policy, Lee Kuan Yew School of Public Policy, National University of Singapore),
- Senator Mathias Cormann, Minister for Finance; Special Minister of State; and Deputy Leader of the Government in the Senate, Australian Government
- Michael Stutchbury, Australian Financial Review
- Jennifer Westacott, Business Council of Australia
- Dewi Fortuna Anwar, Deputy for Government Policy Support, Office of the Vice President of Indonesia
- Peter Varghese AO, Secretary, Department of Foreign Affairs and Trade, Australian Government
- Ian Oppermann, Chief Data Scientist and Chief Executive Officer, NSW Data Analytics Centre, NSW Government
- Andrew Leigh MP, Shadow Assistant Treasurer
- Senator Scott Ryan, Minister for Vocational Education and Skills
- Navdeep Suri, High Commissioner, The High Commission of India in Australia

Book Launch
Strategic and Defence Studies Centre
Monday 20 June 2016
Major General Rick Burr, DSC, AM, MVO, Deputy Chief of Army launched the book *The AIF in battle: how the Australian Imperial force fought, 1914-1918.*
Major Event
ANU College of Law
Tuesday 21 June 2016
Senator the Honourable Penny Wong delivered the Annual Lionel Murphy lecture.
More than 300 members of the public were in attendance.

VIP Event
State, Society and Governance in Melanesia Program
Tuesday 21 June 2016
The Deputy Vice-Chancellor (Academic) welcomed:

- Ms Freda Tuki, Member of the Solomon Islands Parliament and Minister for Women, Youth and Children’s Affairs
- Mr Ralph Regenvanu, Member of the Vanuatu Parliament and Minister for Lands
- Ms Francesca Semoso, Member and Deputy Speaker of the Bougainville House of Representatives
- Ms Jane Tozaka, Member for Western Provincial Assembly, Solomon Islands
- Ms Dorothy Tekwie, Nominated Women’s Member for West Sepik Provincial Government, PNG
- Mr Alphonse Gelu, Registrar, Integrity of Political Parties and Candidates Commission, PNG and
- Ms Anna Solomon, Secretary of the Department of Religion, Youth and Children’s Affairs, Solomon Islands to the workshop on improving women’s electoral chances through an evidence-based approach.

Public Lecture
ANU Policy Forum - The Vote: 2016 Federal Election Series
Tuesday 21 June 2016
ANU experts discussed environment, climate change and energy in the context of the election.
More than 200 members of the public were in attendance.

VIP Lecture
ANU College of Asia and the Pacific
Tuesday 21 June 2016
The annual ST Lee Lecture was delivered by Professor Kishore Mahbubani from the Public Policy Lee Kwan Yew School of Public Policy who spoke about the challenges facing the Association of Southeast Asian Nations (ASEAN).
Australian National University - Research Services Division

Grants and Consultancies
Awarded between 3 May and 28 June 2016

<table>
<thead>
<tr>
<th>College</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Arts and Social Science</td>
<td></td>
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<tr>
<td>College of Asia and the Pacific</td>
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<tr>
<td>College of Business and Economics</td>
<td></td>
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<tr>
<td>College of Engineering and Computer Science</td>
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<td>College of Law</td>
<td></td>
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<tr>
<td>College of Medicine, Biology and Environment</td>
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<tr>
<td>College of Physical and Mathematical Sciences</td>
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<tr>
<td>Administrative Division</td>
<td></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 Department of Justice and Community Safety</td>
<td>Dr Jason Payne</td>
<td>ACT JaCSD High Volume Offenders</td>
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</tr>
<tr>
<td>ACT Department of Justice and Community Safety</td>
<td>Dr Jason Payne</td>
<td>ACT JaCSD - JR Evaluation Framework</td>
<td>$22,681</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Maria Nugent</td>
<td>How Meston’s Wild Australia Show Shaped Australian Aboriginal History</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Patrick McConvell</td>
<td>Howitt &amp; Fison’s anthropology: using new methods to reveal hidden riches</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Attorney-General’s Department</td>
<td>Dr Raihan Ismail</td>
<td>Political Islam Seminars 12-14 July 2016</td>
<td>$49,744</td>
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<tr>
<td>Commonwealth Attorney-General’s Department</td>
<td>Prof Nicolas Peterson</td>
<td>Delivering and supporting innovative professional development to the community of native title anthropologists</td>
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<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Prof Amin Saikal</td>
<td>Islamic Awareness Course 10 June 2016</td>
<td>$14,544</td>
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<tr>
<td>Queensland Government Department of Justice and Attorney-General</td>
<td>Dr Jason Payne</td>
<td>Building Effective Drug and Alcohol Court-Based Interventions</td>
<td>$80,898</td>
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### College of Asia and the Pacific

<table>
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<tbody>
<tr>
<td>Australian Federal Police</td>
<td>Prof Michael Wesley</td>
<td>The RAMSI Legacy for Pacific Policing</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Miranda Stewart</td>
<td>Applying Behavioural Insights to the Tax System in Australia</td>
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<tr>
<td>Commonwealth Department of Defence</td>
<td>Dr Brendan Taylor</td>
<td>AusCSCAP Funding (Defence) 2015-16</td>
<td>$66,625</td>
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### College of Business and Economics

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<tbody>
<tr>
<td>Australian Communications Consumer Action Network Ltd</td>
<td>Dr Sigi Goode</td>
<td>A Mobile App to Support Victims of Domestic Violence Identity Theft</td>
<td></td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Byron Keating</td>
<td>Preventing railway suicide: An open systems perspective</td>
<td>$450,000</td>
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### College of Engineering and Computer Science

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<th>Primary Funds Provider</th>
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<th>Title</th>
<th>Total Amount Awarded</th>
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</thead>
<tbody>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Matthew Doolan</td>
<td>ARC Training Centre in Lightweight Automotive Structures</td>
<td></td>
</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Paul Compston</td>
<td>ARC Training Centre for Automated Manufacture of Advanced Composites</td>
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<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof Thushara Abhayapala</td>
<td>Spatial Sound Control for Testing Multi-channel Audio Devices</td>
<td>$318,000</td>
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<tr>
<td>Mars Petcare Australia</td>
<td>Dr Matthew Doolan</td>
<td>Seal quality monitoring using Principle Component Analysis</td>
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### College of Law

<table>
<thead>
<tr>
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<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Australian Productivity Commission</td>
<td>Dr Daniel Stewart</td>
<td>Introduction to the Legal Framework of Regulation 2016 short course.</td>
<td>$60,000</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>
<tr>
<td>ACT Department of Territory and Municipal Services Directorate</td>
<td>Dr Philip Gibbons</td>
<td>Restoring vertical habitat structures as a biodiversity offset tactic</td>
<td>$5,000</td>
</tr>
<tr>
<td>ANU Connect Ventures Pty Ltd</td>
<td>Prof Kaarin Anstey</td>
<td>Development of tools to assess and reduce risks of Alzheimer’s disease for wide use online by health care providers</td>
<td>$50,000</td>
</tr>
<tr>
<td>Australasian Systematic Botany Society Inc.</td>
<td>Ms Alyssa Weinstein</td>
<td>Cryptic speciation within the genus Drakaea: can combining genetic analyses, floral chemistry, and pollination data provide taxonomic resolution?</td>
<td>$4,672</td>
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<tr>
<td>Australian Biological Resources Study</td>
<td>Mr Damien Esquerre Gheur</td>
<td>World congress of herpetology presentation &quot;Phylogeography of an Australian endemic genus of dwarfed giant snakes (Pythonidae: Antaresia)&quot;</td>
<td>$1,500</td>
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<tr>
<td>Australian Biological Resources Study</td>
<td>Mr Thomas Semple</td>
<td>Systematics, evolution and ecology of the Australian thynnine wasps (Hymenoptera: Tiphodae: Thynninae)</td>
<td>$750</td>
</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Lyndall Strazdins</td>
<td>Working longer, staying healthy and keeping productive</td>
<td>$408,000</td>
</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Prof David Lindenmayer</td>
<td>Novel experimental and longitudinal analyses to promote woodland biota</td>
<td>$522,000</td>
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<tr>
<td>Birdlife Australia</td>
<td>Ms Donna Belder</td>
<td>Survival and persistence of woodland birds and restoration plantings in a fragmented agricultural landscape</td>
<td>$2,500</td>
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<tr>
<td>Primary Funds Provider</td>
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<tr>
<td>Commonwealth Department of the Environment</td>
<td>Prof Michael Hutchinson</td>
<td>Climate analysis and data for Department of Environment</td>
<td>$165,000</td>
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<tr>
<td>Equity Trustees Ltd</td>
<td>Ms Alyssa Weinstein</td>
<td>Resolving cryptic floral ecotypes in Drakaea livida: implications for ecology and conservation</td>
<td>$7,500</td>
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<tr>
<td>Grains Research and Development Corporation (GRDC)</td>
<td>Prof Owen Atkin</td>
<td>A national approach to improving heat tolerance in wheat through more efficient carbon allocation</td>
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<td>Dr Deborah Apthorp</td>
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<td>Primary Funds Provider</td>
<td>Primary Investigator</td>
<td>Title</td>
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<td>Commonwealth Department of Defence, Defence Science and Technology Organisation (DSTO)</td>
<td>Dr Daniel Shaddock</td>
<td>Technologies for Robust Free-Space Laser Communications</td>
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<td>Ecole Polytechnique Federale de Lausanne (EPFL)</td>
<td>Dr Michael Ellwood</td>
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### College of Physical and Mathematical Sciences

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<td>Dr Michaela Froehlich</td>
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### Administrative Division

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<tbody>
<tr>
<td>Geoscience Australia</td>
<td>Prof Lindsay Botten</td>
<td>Copernicus Data Hub</td>
<td></td>
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</table>
THE AUSTRALIAN NATIONAL UNIVERSITY

Council (Elections) Order 2016

I, Professor Brian P. Schmidt, Vice-Chancellor of the Australian National University, make the following order.

Dated 1 June 2016

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
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5 Deans and research school heads ............................................................................. 1

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1 Name
This is the Council (Elections) Order 2016.

2 Commencement
This instrument commences on the day after it is registered.

3 Authority
This instrument is made under section 21 of the Council (Elections) Statute 2016.

4 Definitions
In this instrument:

the Act means the Australian National University Act 1991.

the rule means the Council (Elections) Rule 2016.

the statute means the Council (Elections) Statute 2016.

5 Deans and research school heads
(1) This section specifies, under section 5(2) of the statute, the bodies that are to be regarded as colleges and research schools and the persons who are to be regarded as a dean or head of such a body.

(2) For section 10(1)(k) of the Act, the statute and the rule:
(a) the bodies mentioned in column 2 of the table in Schedule 1 are the bodies that are to be regarded as colleges and research schools; and
(b) the person holding the office mentioned in column 1 of an item in the table is to be regarded as the dean or head of the body specified in column 2 of the item.

(3) If the name of a body or office mentioned in the table in Schedule 1 changes, a reference in the table to the body or office by its previous name is taken, after the change, to be a reference to the body or office by its new name.
Schedule 1—Deans and research school heads

1 Table of deans and research school heads

The following table specifies colleges and research schools and their deans or heads.

<table>
<thead>
<tr>
<th>Item</th>
<th>Column 1 specified offices</th>
<th>Column 2 specified bodies</th>
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<tbody>
<tr>
<td>1</td>
<td>Dean</td>
<td>ANU College of Arts and Social Sciences</td>
</tr>
<tr>
<td>2</td>
<td>Director</td>
<td>Research School of Humanities and the Arts</td>
</tr>
<tr>
<td>3</td>
<td>Director</td>
<td>Research School of Social Sciences</td>
</tr>
<tr>
<td>4</td>
<td>Dean</td>
<td>ANU College of Asia and the Pacific</td>
</tr>
<tr>
<td>5</td>
<td>Director</td>
<td>Australian Centre on China in the World</td>
</tr>
<tr>
<td>6</td>
<td>Director</td>
<td>Coral Bell School of Asia Pacific Affairs</td>
</tr>
<tr>
<td>7</td>
<td>Director</td>
<td>Crawford School of Public Policy</td>
</tr>
<tr>
<td>8</td>
<td>Director</td>
<td>Regulatory Institutions Network</td>
</tr>
<tr>
<td>9</td>
<td>Director</td>
<td>School of Culture, History and Language</td>
</tr>
<tr>
<td>10</td>
<td>Dean</td>
<td>ANU College of Business and Economics</td>
</tr>
<tr>
<td>11</td>
<td>Director</td>
<td>Research School of Accounting</td>
</tr>
<tr>
<td>12</td>
<td>Director</td>
<td>Research School of Economics</td>
</tr>
<tr>
<td>13</td>
<td>Director</td>
<td>Research School of Finance, Actuarial Studies and Statistics</td>
</tr>
<tr>
<td>14</td>
<td>Director</td>
<td>Research School of Management</td>
</tr>
<tr>
<td>15</td>
<td>Dean</td>
<td>ANU College of Engineering and Computing Science</td>
</tr>
<tr>
<td>16</td>
<td>Director</td>
<td>Research School of Computer Science</td>
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<td>17</td>
<td>Director</td>
<td>Research School of Engineering</td>
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<tr>
<td>18</td>
<td>Dean</td>
<td>ANU College of Law</td>
</tr>
<tr>
<td>19</td>
<td>Head</td>
<td>School of Law</td>
</tr>
<tr>
<td>20</td>
<td>Dean</td>
<td>ANU College of Medicine, Biology and Environment</td>
</tr>
<tr>
<td>21</td>
<td>Dean</td>
<td>ANU Medical School</td>
</tr>
<tr>
<td>22</td>
<td>Director</td>
<td>The Fenner School of Environment and Society</td>
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<tr>
<td>23</td>
<td>Director</td>
<td>The John Curtin School of Medical Research</td>
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<td>24</td>
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<td>Director</td>
<td>Research School of Population Health</td>
</tr>
<tr>
<td>26</td>
<td>Director</td>
<td>Research School of Psychology</td>
</tr>
<tr>
<td>27</td>
<td>Dean</td>
<td>ANU College of Physical and Mathematical Sciences</td>
</tr>
<tr>
<td>28</td>
<td>Director</td>
<td>Mathematical Sciences Institute</td>
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<tr>
<td>29</td>
<td>Director</td>
<td>Research School of Astronomy and Astrophysics</td>
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<tr>
<td>30</td>
<td>Director</td>
<td>Research School of Chemistry</td>
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<td>31</td>
<td>Director</td>
<td>Research School of Earth Sciences</td>
</tr>
<tr>
<td>32</td>
<td>Director</td>
<td>Research School of Physics and Engineering</td>
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</table>
THE AUSTRALIAN NATIONAL UNIVERSITY

Council (Elections) Rule 2016

I, Professor Brian P. Schmidt, Vice-Chancellor of the Australian National University, make the following rule.

Dated 1 June 2016

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
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7 Application of Division 2.2.............................................. 2
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11 Nomination requirements ............................................ 3
12 Single nomination ..................................................... 3
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<td>41</td>
<td>Notice of election conducted under statute: student members</td>
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<tr>
<td>42</td>
<td>Voting papers etc. for election conducted under statute: student members</td>
</tr>
<tr>
<td>43</td>
<td>Eligibility to be elected and vote: postgraduate student member</td>
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<tr>
<td>44</td>
<td>Eligibility to be elected and vote: undergraduate student member</td>
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Part 1—Preliminary

1 Name

This is the *Council (Elections) Rule 2016.*

2 Commencement

This instrument commences on the day after it is registered.

3 Authority

This instrument is made under section 20 of the *Council (Elections) Statute 2016.*

4 Definitions

In this instrument:

*the Act* means the *Australian National University Act 1991.*

*the statute* means the *Council (Elections) Statute 2016.*

[Note: The statute defines terms relevant to this instrument, including the following:

- dean and research school heads member
- academic staff (Faculties) member
- academic staff (Institute) member
- general staff member
- postgraduate student member
- undergraduate student member
- working day.]
Part 2—General election provisions

Division 2.1—Elections conducted under statute

5 Application of Division 2.1

(1) This Division applies to an election for a Council member conducted under the statute.

(2) To remove any doubt, this Division does not apply to an election for a student member conducted by the student association under the association’s constitution, but does apply to the election for such a member conducted under the statute.

6 Giving notices etc.

(1) If this instrument requires or permits a notice, voting paper, publication or anything else to be given to a person by the returning officer, the returning officer may send it to the person:
   (a) by messenger to a place in the University that the returning officer considers appropriate; or
   (b) by post to an address that the returning officer considers appropriate; or
   (c) by electronic means to an email or internet address that the returning officer considers appropriate.

(2) However, if a person entitled to vote in an election applies to the returning officer personally for a voting paper after voting papers have been sent in the election and before the close of the poll, the returning officer may give a voting paper to the person personally or send a voting paper electronically to the person at the person’s email or internet address.

Division 2.2—Elections: other than for deans and research school heads member

7 Application of Division 2.2

(1) This Division applies to an election conducted under the statute for a Council member, other than the deans and research school heads member.

(2) To remove any doubt, this Division does not apply to an election for a student member conducted by the student association under the association’s constitution, but does apply to an election for such a member conducted under the statute.

8 Elections conducted electronically

(1) The returning officer may conduct the election using the internet.

(2) If the election is conducted using the internet:
   (a) a reference in this instrument 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 address of each person eligible to vote 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 given by email or on the internet; and
(d) the provisions of this Division (apart from this section) apply to the election with
the modifications the returning officer considers necessary or appropriate for the
election to be conducted using the internet.

(3) Despite subsection (2)(d), if the election is 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.

(4) This section has effect despite any other provision of this instrument.

9 **Intervals to be allowed by returning officer**

In the conduct of the election, the returning officer must allow the following intervals:
(a) between the publication of the fact that the election is necessary and the day by
which nominations must reach the returning officer, not shorter than 10 and not
longer than 20 working days;
(b) between the day by which nominations must reach the returning officer and the
issue of voting papers, not longer than 20 working days;
(c) between the issue voting papers and the day by which voting papers must reach the
returning officer, not shorter than 10 and not longer than 40 working days.

10 **Nominations to be made to returning officer**

Nominations of candidates in the election must be made to the returning officer.

11 **Nomination requirements**

A nomination must be signed by 2 persons eligible to vote in the election (other than the
candidate) and must contain the signed consent of the candidate to the nomination.

12 **Single nomination**

If only a single person is nominated for election and the person is eligible to be elected,
the returning officer must declare the person to be elected.

13 **Envelopes to be issued with voting paper**

The returning officer must issue the following envelopes with every voting paper:
(a) an envelope marked ‘Voting Paper’;
(b) another envelope addressed to the returning officer on which a form of declaration
is endorsed.

14 **Voting papers to contain candidate names etc.**

Every voting paper must contain the names of the candidates, in the order decided by the
returning officer in public by lot, and indicate any retiring candidate.

15 **Lost or destroyed voting papers**

If a person’s voting paper is lost or destroyed, the returning officer must give the person
a duplicate on the person’s written application.
16 Instructions on voting papers

The following instructions must be set out at the head of every voting paper:

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’.

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.

17 Voting must comply with instructions

A voter must vote in accordance with the instructions mentioned in section 16 (Instructions on voting papers).

18 Disclosure of vote prohibited

The returning officer, a deputy of the returning officer or a scrutineer must not disclose, or assist in disclosing, how any voter has voted.

19 Acceptance or rejection of voting papers

(1) The returning officer must decide whether any voting paper is to be accepted or rejected.

(2) The returning officer must accept a voting paper if it is received by the returning officer before the close of the poll.

20 Opening of envelopes at close of poll etc.

(1) In this section:

returning officer envelope means the envelope, addressed to the returning officer, issued by the returning officer under section 13(b) (Envelopes to be issued with voting paper).

voting paper envelope means the envelope, marked ‘Voting Paper’, issued by the returning officer under section 13(a).

[Note: Both envelopes are issued with every voting paper. The completed voting paper is placed inside the voting paper envelope, which in turn is placed inside the returning officer envelope (see s 16 (Instructions on voting papers)].

(2) All returning officer envelopes received by the returning officer must remain unopened until the close of the poll.

(3) At the close of the poll, the returning officer or a deputy of the returning officer must:

(a) open each returning officer envelope on which the declaration has been signed by a voter entitled to vote in the election and take out the voting paper envelope; and
(b) place the voting paper envelopes together; and
(c) after all the voting paper envelopes have been placed together, open the envelopes
and ascertain the result of the election.

21 Nomination of scrutineers

Each candidate is entitled to nominate a scrutineer to represent the candidate at the
scrutiny.

22 Ineligible votes not to be accepted

The returning officer must not accept a vote unless the returning officer is satisfied that:
(a) it has been cast by a person eligible to vote in the election; and
(b) the person has voted only once in the election.

23 Deciding result of election

The result of the election must be decided in the following way:
(a) the returning officer must count the first preference votes given for each candidate
on all unrejected voting papers;
(b) the candidate who received the largest number of first preference votes must be
elected if that number is an absolute majority of votes;
(c) if no candidate received an absolute majority of first preference votes, the counting
of votes must proceed as follows:
   (i) the candidate who received the fewest first preference votes is 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 a candidate has received an absolute
       majority of votes;
   (iii) the candidate who has received an absolute majority of votes is elected.

24 Equal numbers of votes: exclusion of candidate

   (1) This section applies if 2 or more candidates have the same number of votes and it becomes
       necessary to exclude one of them.

   (2) Whichever of the candidates was lowest on the poll at the last count at which they had an
       unequal number of votes must be excluded and, if the candidates had an equal number of
       votes at all previous counts or there was no previous count, the returning officer must
       decide by lot which candidate must be excluded.

25 Deciding order of voter’s preference

In deciding which candidate is next in the order of the voter’s preference, any candidates
who have been excluded must not be considered, and the order of the voter’s preference
must be decided as if the names of those candidates had not been on the voting paper.
26 Exhausted voting papers

If on any count there is no candidate next in the order of the voter’s preference on any voting paper, the voting paper must be set aside as exhausted.

27 Recount

(1) The returning officer may recount the voting papers received in the election, at a candidate’s request or on the returning officer’s own initiative.

(2) A request for a recount must be in writing and set out reasons in support of the request.

28 Declaration that election void

(1) If, before the poll is declared in the election, the returning officer is satisfied that the election is, or will be, void because of an irregularity in the course or conduct of the election, the returning officer may, in writing, declare that the election is void from:
   (a) the commencement of the election; or
   (b) a specified point in the proceedings of the election that is after the notification of the fact that the election was necessary but before the irregularity happened.

(2) If the returning officer declares the election is void from the commencement of the election, the returning officer must, as soon as practicable after making the declaration, conduct a fresh election in accordance with this instrument.

(3) If the returning officer declares the election is void from a point in the proceedings of the election, the returning officer must, in writing, determine what proceedings in the election are necessary to ensure that the election will be regularly conducted and must conduct those proceedings in accordance with this instrument.

(4) However, in the conduct of any proceedings in the election under subsection (3), the returning officer may, despite anything in section 9 (Intervals to be allowed by returning officer), determine, in writing, the intervals to be allowed between any events in the course of the further proceedings.
Part 3—Provisions for particular elections

Division 3.1—Elections for deans and research school heads member

29 Application of Division 3.1

This Division applies to an election for the deans and research school heads member.

30 Meeting to elect deans and research school heads member

(1) If an election for the deans and research school heads member is necessary, the returning officer for the election must call a meeting of the deans and the heads of the research schools to elect the member.

(2) The returning officer must give notice of the meeting to each person eligible to vote in the election.

(3) The returning officer must allow a period of not shorter than 10 and not longer than 20 working days between giving notice of the meeting and the day of the meeting.

(4) At the meeting the member may be elected only if 7 persons eligible to vote in the election are present.

31 Method of electing deans and research school heads member

The deans and heads of research schools present at the meeting called under section 30 must elect a dean or the head of a research school to be the deans and research school heads member:

(a) by agreement; or

(b) if more than 1 person is nominated as the member—by ballot; or

(c) if the member is not chosen under paragraph (a) or (b)—by lot.

Division 3.2—Elections for academic staff members

32 Application of Division 3.2

This Division applies to an election for the academic staff (Institute) member or the academic staff (Faculties) member.

33 Notice of election: academic staff members

(1) If an election for the academic staff (Institute) member or the academic staff (Faculties) member is necessary, the returning officer for the election must:

(a) give a notice about the election to each person eligible to vote in the election; and

(b) publish a notice about the election on appropriate notice boards at the University.

(2) A notice must:

(a) state that the election is necessary; and

(b) invite nominations of persons eligible for election; and

(c) specify the form in which nominations must be made; and

(d) specify the date and time by which nominations must reach the returning officer.
(3) A notice 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.

(4) To remove any doubt, if elections for the academic staff (Institute) member and the academic staff (Faculties) member are necessary, this section does not prevent a single notice being used for both elections.

34 Voting papers etc.: academic staff members

(1) If there is more than 1 valid nomination in an election for the academic staff (Institute) member or the academic staff (Faculties) member, the returning officer for the election must give each person eligible to vote in the election:
   (a) a voting paper; and
   (b) a notice about voting in the election.

(2) The notice must:
   (a) set out how the voter’s preference must be shown on the voting paper; and
   (b) specify the date and time by which voting papers must reach the returning officer.

(3) To remove any doubt, if elections for the academic staff (Institute) member and the academic staff (Faculties) member are necessary and more than 1 nomination is received in each election, this section does not prevent a single notice being used for both elections. However, separate voting papers must be used for each election.

35 Eligibility to be elected and vote: academic staff members

(1) This section specifies, under sections 6(2) and 7(2) of the statute, the persons who are to be regarded as members of the academic staff of the Institute of Advanced Studies and the persons who are to be regarded as members of the academic staff of The Faculties.

(2) For section 10(1)(l) of the Act, the statute and this instrument, a person is to be regarded as a member of the academic staff of the Institute of Advanced Studies for the purpose of being eligible to be elected as the academic staff (Institute) member if, on the payday immediately before the day nominations for the election were invited by notice under section 33 (Notice of election: academic staff members), the person was:
   (a) paid salary by the University; and
   (b) employed as a full-time or part-time standard or fixed term member of the academic staff of or above the grade of academic level A with duties that involve a predominant research focus.

(3) For section 10(1)(m) of the Act, the statute and this instrument, a person is to be regarded as a member of the academic staff of The Faculties for the purpose of being eligible to be elected as the academic staff (Faculties) member if, on the payday immediately before the day nominations for the election were invited by notice under section 33, the person was:
   (a) paid salary by the University; and
   (b) employed as a full-time or part-time standard or fixed term member of the academic staff of or above the grade of academic level A with duties that involve both teaching and research.

(4) For section 10(1)(l) and (m) of the Act, the statute and this instrument, a person is to be regarded as a member of the academic staff of the Institute of Advance Studies and a member of the academic staff of The Faculties for the purpose of being eligible to vote in an election for the academic staff (Institute) member or the academic staff (Faculties)
member if, on the payday immediately before the day nominations for the election were invited by notice under section 33, the person was:
   (a) paid salary by the University; and
   (b) employed as a full-time or part-time standard or fixed term member of the academic staff of or above the grade of academic level A.

(5) For subsections (2)(b) and (3)(b), the Vice-Chancellor may determine, in writing, whether a member of the academic staff is to be regarded as employed on duties that involve a predominant research focus or on duties that involve both teaching and research.

(6) In this section:

   payday means a day on which the salary of the majority of the persons to whom subsection (4) applies is paid.

Division 3.3—Elections for general staff member

36 Application of Division 3.3

This Division applies to an election for the general staff member.

37 Notice of election: general staff member

   (1) If an election for the general staff member is necessary, the returning officer for the election must:
   (a) give a notice about the election to each person eligible to vote in the election; and
   (b) publish a notice about the election on appropriate notice boards at the University.

   (2) A notice must:
   (a) state that the election is necessary; and
   (b) invite nominations of persons eligible for election; and
   (c) specify the form in which nominations must be made; and
   (d) specify the date and time by which nominations must reach the returning officer.

   (3) A notice 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.

38 Voting papers etc.: general staff member

   (1) If there is more than 1 valid nomination in an election for the general member, the returning officer for the election must give each person eligible to vote in the election:
   (a) a voting paper; and
   (b) a notice about voting in the election.

   (2) The notice must:
   (a) set out how the voter’s preference must be shown on the voting paper; and
   (b) specify the date and time by which voting papers must reach the returning officer.

39 Eligibility to be elected and vote: general staff member

   (1) This section specifies, under section 8(2) of the statute, the persons who are to be regarded as members of the general staff of the University.
For section 10(1)(n) of the Act, the statute and this instrument, a person is to be regarded as a member of the general staff of the University if, on the payday immediately before the day nominations for the election were invited by notice under section 37 (Notice of election: general staff member), the person was:

(a) paid salary by the University; and
(b) employed as a full-time or part-time standard or fixed term member of the general staff in the University.

In this section:

_payday_ means a day on which the salary of the majority of the persons to whom subsection (2) applies is paid.

**Division 3.4—Elections for student members**

**40 Application of Division 3.4**

This Division applies to an election for the postgraduate student member or the undergraduate student member.

**41 Notice of election conducted under statute: student members**

(1) If an election for a student member is necessary and the election is conducted under the statute (and not by the student association under the association’s constitution), the returning officer for the election must:

(a) give a notice about the election to each person eligible to vote in the election; and
(b) publish a notice about the election on appropriate notice boards at the University.

(2) A notice must:

(a) state that the election is necessary; and
(b) invite nominations of persons eligible for election; and
(c) specify the form in which nominations must be made; and
(d) specify the date and time by which nominations must reach the returning officer.

(3) A notice 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.

**42 Voting papers etc. for election conducted under statute: student members**

(1) If there is more than 1 valid nomination in an election for a student member and the election is conducted under the statute (and not by the student association under the association’s constitution), the returning officer for the election must give each person eligible to vote in the election:

(a) a voting paper; and
(b) a notice about voting in the election.

(2) The notice must:

(a) set out how the voter’s preference must be shown on the voting paper; and
(b) specify the date and time by which voting papers must reach the returning officer.
43 **Eligibility to be elected and vote: postgraduate student member**

(1) This section specifies, under section 9(2) of the statute, the persons who are to be regarded as postgraduate students of the University.

(2) For section 10(1)(o) of the Act, the statute and this instrument, a person is to be regarded as a postgraduate student of the University if the person is enrolled as a student at the University in a program for any of the following:
   (a) the Bachelor of Medicine and Bachelor of Surgery degrees;
   (b) a graduate diploma;
   (c) a graduate certificate;
   (d) a master’s degree;
   (e) the Juris Doctor degree;
   (f) the Medicinae ac Chirurgiae Doctoranda degree;
   (g) a doctorate.

44 **Eligibility to be elected and vote: undergraduate student member**

(1) This section specifies, under section 10(2) of the statute, the persons who are to be regarded as undergraduate students of the University.

(2) For section 10(1)(p) of the Act, the statute and this instrument, a person is to be regarded as an undergraduate student of the University if the person is enrolled as a student at the University in a program (other than a program mentioned in section 43(2)).

__________________________________________________________
THE AUSTRALIAN NATIONAL UNIVERSITY

Coursework Awards Rule 2016

I, Professor Brian P. Schmidt, Vice-Chancellor of the Australian National University, make the following rule.

Dated 1 June 2016

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
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Part 1—Preliminary

Division 1.1—General

1 Name

This is the *Coursework Awards Rule 2016*.

2 Commencement

This instrument commences on the day after it is registered.

3 Authority

This instrument is made under section 8 of the *Programs and Awards Statute 2013*.

[Note: Under section 50(3) of the *Australian University Act 1991* a statute may empower any authority or officer of the University to make rules or orders. Section 9.5 of the Vice-Chancellorship Statute authorises the Vice-Chancellor to make rules and orders for a number of statutes, including the Programs and Awards Statute.]

4 Definitions

In this instrument:

*admission decision*: see section 53(2) (What decisions are reviewable decisions?).

*approved form* means a form approved under section 60 (Approved forms).

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

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

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

*Bachelor Honours* degree means a degree of Bachelor Honours, whether the coursework program for the degree is taken as:

(a) an honours program from its commencement; or

(b) a 1-year honours program.

[Note: The degrees of Bachelor Honours offered by the University are set out in the Coursework Handbook published by the University.]

*course* means a subject of scholarly study, whether it is taught:

(a) in a connected series of classes or demonstrations; or

(b) by means of practical work, including, for example, the production by students of essays, theses or case studies or the attendance and participation by students in seminars or workshops; or

(c) by clinical or professional practice; or

(d) in another way or in a combination of ways.
coursework means the courses, and other written or oral work (if any), undertaken by a student for a program for a coursework award, but does not include any thesis component of the program of at least 24 units duration.

coursework award: see section 7.

credit: see section 9.

Delegated Authority, in relation to a program offered by an ANU College for a coursework award, means a person who is appointed under section 62 (Appointment of Delegated Authorities) as a Delegated Authority for the program.

domestic student means a student who is not an overseas student.

double degree: a program is a program for a double degree if a student undertaking the program may qualify for 2 coursework awards.

exercise a function includes perform the function.

function includes duty and power.

order means an order made under or for the purposes of this instrument.

overseas student has the same meaning as in clause 1 of Schedule 1 to the Higher Education Support Act 2003.

person affected by a reviewable decision: see section 54.

reviewable decision: see section 53(1).

reviewable non-admission decision: see section 53(3) (What decisions are reviewable decisions?).

this instrument includes the orders.

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

[Note: The Interpretation Statute defines the following terms that are relevant to this instrument:
  - ANU College
  - College Dean.]

5 Application of instrument to programs

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

6 Joint, double or dual programs with other institutions etc.

(1) A provision of this instrument has no effect to the extent to which it is inconsistent with an agreement between the University and another university or institution that makes provision for or in relation to joint, double or dual programs offered by them, or the joint, double or dual conferral of degrees or other awards by them, for students or a particular student.
(2) For subsection (1), a provision of this instrument is not inconsistent with a provision of an agreement mentioned in that subsection to the extent to which both provisions can operate concurrently.

Division 1.2—Important concepts

7 Coursework awards

(1) A coursework award is a coursework degree, Diploma, Graduate Diploma or Graduate Certificate that may be conferred by the University.

[Note: The relevant coursework degrees, diplomas and certificates that may be conferred by the University are set out in the Coursework Handbook published by the University.]

(2) In this section:

coursework degree means the following degrees:
(a) Associate;
(b) Bachelor;
(c) Bachelor Honours;
(d) Master (other than Master of Philosophy);
(e) Juris Doctor;
(f) Medicinae ac Chirurgiae Doctoranda;
(g) professional doctorate (other than Doctor of Juridical Science or Doctor of Psychology (Clinical)).

[Note: The Research Awards Rule applies to programs for the degrees of Doctor of Philosophy, Doctor of Juridical Science, Doctor of Psychology (Clinical) and Master of Philosophy.]

8 Programs for coursework awards generally

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

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

(3) To remove any doubt, a reference to a program for a coursework award includes a reference to a program for a double degree.

9 What is credit

For a person who applies to be admitted to, is admitted to, or is enrolled in, a program for a coursework award, credit is the recognition, towards completion of the program, of:
(a) a course, or other relevant graduate or undergraduate studies, undertaken at the University or another university or tertiary education institution otherwise than as part of the program; or
(b) clinical or professional experience;
and includes advanced standing and recognition of prior learning.
Part 2—Program admissions, enrolments and transfers

Division 2.1—Admission requirements and limitations: coursework awards

10 Minimum qualification requirements for admission

The minimum qualification requirements for admission to a program for a coursework award are prescribed by orders applying to the program.

[Note: The minimum qualification requirements are set out in the Coursework Handbook published by the University.]

11 English language requirements

The Deputy Vice-Chancellor may, in writing, determine English language requirements for admission to a program for a coursework award.

12 Limits on places in programs

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

Division 2.2—Admission process: coursework awards

13 Application for admission

A person may apply to the Registrar to be admitted to a program for a coursework award.

[Note 1: If a form is approved under s 60 (Approved forms) for this provision, the form must be used.]

[Note 2: Giving false or misleading information, or producing a false or misleading document, may be a criminal offence against the Criminal Code.]

14 Decision on application for admission

(1) This section applies if a person makes an application under section 13 for admission to a program for a coursework award.

(2) The Delegated Authority must decide the application.

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

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

(5) After the Delegated Authority decides the application, the Registrar must, by written notice given to the applicant, tell the applicant about the decision and about any conditions imposed by the Delegated Authority on the applicant’s enrolment or admission.

(6) If the applicant is offered admission to the program, the offer of admission:

(a) must state the session in relation to which the offer of admission is effective; and
(b) must include, or be accompanied by, instructions on how to:
   (i) accept the offer; or
   (ii) accept the offer, but apply to defer enrolment to a later session; or
   (iii) decline the offer; and
(c) may include any additional information the Registrar considers appropriate.

(7) However, if the Delegated Authority imposed conditions on the applicant’s admission, an offer of admission may not be made to the applicant until the conditions have been met.

(8) To remove any doubt, the applicant does not become a student of the University, or in the program, only because the applicant is offered admission to the program.

15 Making of admission decision

(1) The Delegated Authority may admit the applicant to the program for the coursework award if satisfied that the applicant meets the following requirements (the admission requirements):
   (a) the minimum qualification requirements for admission to the program;
   (b) the English language requirements (if any) determined for admission to the program under section 11 (English language requirements).

(2) However, if the application is for admission to a program for a degree of Bachelor Honours and the applicant meets the admission requirements, the Delegated Authority may refuse to admit the applicant to the program if the Delegated Authority is not satisfied that suitable supervision will be available for the program.

(3) Despite subsection (1), the Delegated Authority must refuse to admit the applicant to the program if the admission of the applicant to the program would result in the number of students being admitted to the program in any period exceeding the maximum number of students determined under section 12 (Limits on places in programs) for the program for the period.

(4) Also, despite subsection (1), the Delegated Authority may admit the applicant to the program even though the Delegated Authority is not satisfied that the applicant meets the minimum qualification requirements for admission to the program.

(5) If Delegated Authority admits the applicant to the program under subsection (4), the Delegated Authority must impose conditions on the applicant’s admission unless the Delegated Authority, in the special circumstances of the case and in writing, determines that it is unnecessary or inappropriate to do so.

(6) In addition, despite subsection (1), the Delegated Authority may admit the applicant to the program even though the Delegated Authority is not satisfied that the applicant meets the English language requirements determined for admission to the program under section 11, if the Deputy Vice-Chancellor approves the applicant’s admission to the program.

(7) The Delegated Authority may also impose conditions on the applicant’s admission if the applicant’s application states that the applicant intends to continue to undertake other studies at the University or another educational institution if the applicant is admitted to the program.

(8) This section is subject to section 16 (False or misleading statements in applications for admission etc.).
16 False or misleading statements in applications for admission etc.

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

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

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

(2) The Delegated Authority must:

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

(b) if the applicant has not been enrolled in the program—take action under subsection (3), (4) or (6), as appropriate.

(3) If the Delegated Authority has not finally decided the application, the Delegated Authority must refuse to consider, or further consider, the application until the reported matter has been finally dealt with under the Discipline Rule.

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

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

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

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

(8) This section is additional to, and does not limit:

(a) any power of the Delegated Authority, Associate Dean or Registrar otherwise than under this section; or

(b) the Discipline Rule.

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

Division 2.3—Enrolment: coursework awards

17 Program commences on enrolment

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

18 Enrolment

(1) If a person is admitted to a program for a coursework award and accepts the offer of admission given to the person for the program, the person may enrol in the program for the
session for which the offer of admission is effective or, if the enrolment is deferred to a later session under section 19 (Deferral of enrolment: programs other than 1-year honours programs) or section 20 (Deferral of enrolment: 1-year honours program), that later session.

[Note 1: If a form is approved under s 60 (Approved forms) for this provision, the form must be used.]

[Note 2: Giving false or misleading information, or producing a false or misleading document, may be a criminal offence against the Criminal Code.]

(2) However, if conditions were imposed by the Delegated Authority on the person’s enrolment, the person must not be enrolled unless the conditions have been met.

(3) If a person is admitted to a 1-year honours program for a degree of Bachelor Honours, the person must enrol in the program within 2 years after the day the person completes the requirements for the award of the pass degree relevant to the program or, if the Delegated Authority, in writing, determines a longer period, that longer period.

(4) However, if the person is admitted to a second 1-year honours program for a degree of Bachelor Honours, the person must enrol in the program not later than the next semester starting after the day the person completes the requirements for the award of the first degree of Bachelor Honours or, if the Delegated Authority, in writing, determines a longer period, that longer period.

(5) This section is subject to section 16 (False or misleading statements in applications for admission etc.).

19 Deferral of enrolment: programs other than 1-year honours programs

(1) This section applies to a person if:

   (a) the person is admitted to a program for an undergraduate coursework award (other than a 1-year honours program); and

   (b) on enrolment, the person will be a domestic student.

(2) The person may apply, in writing, to the Delegated Authority to defer enrolment in the program to a specified session that is later, but commences not more than 1 year later, than the session stated in the person’s offer of admission.

(3) The application must be made in accordance with the instructions included in, or accompanying, the offer of admission.

(4) If the person applies to the Delegated Authority in accordance with this section to defer enrolment in the program to a later specified session, the Delegated Authority must:

   (a) defer enrolment to that session; and

   (b) by written notice given to the person, tell the person that enrolment in the program has been deferred to that session.

20 Deferral of enrolment: 1-year honours programs

If a person is admitted to a 1-year honours program, the person may defer enrolment in the program only if the Delegated Authority approves the deferral, on the written application of the person, in the special circumstances of the case.
Division 2.4—Program transfers: coursework awards

21 Transfer between programs generally

(1) This section applies if:
   (a) a person is enrolled in a program for a coursework award (the existing program); and
   (b) the person wishes to transfer from that program to a program for another coursework award (the new program); and
   (c) any of the following applies:
      (i) the existing and new programs are both undergraduate coursework programs or graduate coursework programs;
      (ii) the existing program is a program for a professional doctorate (other than by research) and the new program is a program for a Master degree by coursework in the same discipline area;
      (iii) the existing program is for a Master degree by coursework and the new program is a professional doctorate (other than by research) in the same discipline area.

(2) The person may apply to the Registrar for approval to transfer from the existing program to the new program.

[Note: If a form is approved under s 60 (Approved forms) for this provision, the form must be used.]

(3) The Delegated Authority for the new program must:
   (a) decide the application; and
   (b) by written notice given to the person, tell the person:
      (i) whether the transfer has been approved; and
      (ii) if the transfer is approved—about any conditions imposed by the Delegated Authority on the transfer.

(4) The Delegated Authority may approve the transfer only if satisfied that the person meets the minimum qualification requirements for admission to the new program or the transfer is being made under the Academic Progress Rule.

(5) If the Delegated Authority approves the transfer and the person accepts the transfer as approved:
   (a) the person is taken to have withdrawn from the existing program; and
   (b) the person is taken to have been admitted to the new program; and
   (c) the new program is taken, for section 32 (Maximum period for completion of program), to have commenced on the day the existing program commenced (or is taken to have commenced under the previous application of this paragraph to the existing program or an earlier program); and
   (d) any conditions imposed on the transfer are taken to be conditions imposed on the person’s admission to the new program.

[Note: Division 3.1 deals with the granting of credit. The Division applies to the granting of credit for work completed by the person for the existing program.]
Division 2.5—Non-award studies

22 Non-award programs

(1) A person may apply, in writing, to the relevant Delegated Authority for admission to a program (a *non-award program*) that is not a program for a coursework award.

(2) The Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the person, tell the person:
      (i) whether the person has been admitted to the non-award program; and
      (ii) if the person is admitted to the non-award program—about the period of the program approved by the Delegated Authority and any conditions imposed by the Delegated Authority on the applicant’s admission to the program.

(3) If the person is admitted to the non-award program and enrols in the program, the person must:
   (a) undertake the program under the direction of the Delegated Authority for the period approved by the Delegated Authority; and
   (b) comply with the conditions (if any) imposed on the person’s admission to the program.

(4) This section does not prevent the person from subsequently applying for admission to a program for a coursework award.

[Note: Division 3.1 deals with the granting of credit. The Division applies to the granting of credit for work completed by the person for a non-award program.]
Part 3—Program requirements

Division 3.1—Credit

23 Granting credit

(1) A person who applies to be admitted to, is admitted to, or is enrolled in, a program for a coursework award may apply, in writing, to the Delegated Authority to be granted credit towards completion of the program.

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

(3) In granting credit under subsection (1), the Delegated Authority must comply with section 24 (Limits on granting credit).

(4) Without limiting subsection (1), the Delegated Authority may, under that subsection, grant credit to a person, towards completion of a program for the degree of Master of Clinical Psychology, for supervised clinical experience undertaken in a public clinical service, if satisfied that the standard of the experience is equivalent to the experience that would be gained by undertaking a fieldwork placement course as part of the program.

24 Limits on granting credit

(1) The Associate Dean for an ANU College may, in writing, determine limits within which credit may be granted under section 23(1) (Granting credit) towards completion of a program offered by the college for a coursework award.

(2) Without limiting subsection (1), credit must not be granted to a person for a course or other studies, or for clinical or professional experience, completed more than the relevant period before the day the student first applied under section 23(1) for credit for the studies or experience.

(3) In subsection (2):

   relevant period means:
   
   (a) for an undergraduate program—10 years or, if the Associate Dean determines, in writing, a different period for the program, that period; or
   
   (b) for a graduate coursework program—7 years or, if the Associate Dean determines, in writing, a different period for the program, that period.

(4) Without limiting subsection (1), credit must not be granted to a person towards completion of a program for a coursework award if granting the credit would result in the person qualifying for the award without completing:

   (a) for an undergraduate pass program—at least the equivalent of 1 year full-time enrolment at the University, including later year courses that the Delegated Authority is satisfied are sufficient; and
(b) for a 1-year honours program if the corresponding Bachelor degree was undertaken at the University—at least the equivalent of 6 months full-time enrolment at the University; and

(c) for a 1-year honours program if the corresponding Bachelor degree was undertaken at another university—at least the equivalent of 1 year full-time enrolment at the University; and

(d) for another honours program—at least the equivalent of 18 months full-time enrolment at the University, including later year courses that the Delegated Authority is satisfied are sufficient; and

(e) for a graduate coursework program—at least the equivalent of half of the program’s requirements at the University.

(5) Without limiting subsection (1), a person must not be granted credit, towards completion of a program for a degree of Master (other than by research), a Graduate Diploma or a Graduate Certificate, of more than:

(a) a quarter of the program’s requirements for undergraduate studies (other than any honours year undergraduate studies); or

(b) a half of the program’s requirements for all undergraduate studies (including any honours year undergraduate studies).

(6) Without limiting subsection (1), credit for particular studies must not be granted more than once towards completion of a program for a double degree.

**Division 3.2—Program content**

**25 Program content**

(1) A student admitted to a program for a coursework award must enrol in the courses, sequences of courses, or combinations of courses, that may be included in the program under the orders applying to the program for the year in which the student is admitted to the program.

(2) However, subject to the orders, the Delegated Authority may, in writing, determine the following:

(a) that a course may not be counted towards the program if taken with another course, sequence of courses or combination of courses;

(b) that a student may only take a stated maximum number of courses for the program in any year;

(c) that a student may receive only a stated maximum number of units for taking particular courses, sequences of courses or combinations of courses;

(d) that the taking of a particular course, sequence of courses, or combination of courses, is subject to a stated condition.

**26 Completion of program**

(1) To complete a program for a coursework award, a student must:

(a) pass the courses, sequences of course, or combinations of courses, required for the program under the orders applying to the student for the program; and

(b) pass the courses required for, or that may be included in, the program to the total unit value required for the program under the orders applying to the student for the program; and
(c) complete the other requirements (if any) for the program under the orders applying to the student for the program.

(2) However, subsection (1) is subject to any determination or approval of the Delegated Authority under section 25 (Program content) that applies to the student.

(3) Also, the Delegated Authority may, on the written application of the student and in special circumstances, modify the orders applying to the student for the program by:
   (a) varying the requirements applying to the student under the orders for the year in which the student was admitted to the program; or
   (b) permitting the student to complete the requirements that would have applied to the student if the student had been admitted to the program in another year; or
   (c) if the program is a 1-year honours program—permitting the student to undertake 12 units of 2000- or 3000-level courses (or courses at both levels) instead of a 4000-level course.

(4) If a student applies for a modification under subsection (3), the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student the decision made on the application.

(5) Despite subsection (3), the coursework component of a program for a coursework award (other than a degree of Bachelor Honours) must be more than a third of the total requirements of the program.

(6) Also, despite subsection (3), not more than 25% of the total unit value of the courses for a program for a degree of Master, or a Graduate Diploma or Graduate Certificate, may be undergraduate courses.

**Division 3.3—Undertaking the program**

**27 Enrolment in courses at the University etc.**

(1) A student enrolled in a program for a coursework award must, for the program, enrol in:
   (a) courses offered at the University; or
   (b) courses offered by another educational institution that are approved, in writing, by the Delegated Authority on the written application of the student.

[Note: An order may prescribe the maximum period for which courses may be undertaken at another educational institution or the number or unit value of courses that may be undertaken at another educational institution.]

(2) If the student applies under subsection (1) for approval to enrol in a course offered by another educational institution, the Delegated Authority must:
   (a) decide the application; and
   (b) by written notice given to the student, tell the student whether the course is approved.

[Note: Division 3.1 deals with the granting of credit. The Division applies to the granting of credit for a course offered by another educational institution.]

(3) The Delegated Authority must not approve enrolment in a course offered by another educational institution unless satisfied:
(a) that the course is substantially comparable in quality to the equivalent course offered by the University for the program (or comparable programs); and
(b) that the institution has satisfactory facilities available to the student for completion of the course.

28 Program leave of absence

(1) A domestic student enrolled in a program for a coursework award may take leave of absence from the program under this subsection for a period of up to 2 years (or for consecutive periods of up to 2 years in total) by not enrolling in any courses.

(2) However, if the student is enrolled in a program for a medical degree, the student may take leave of absence under subsection (1) only with the written permission of the Dean of Medicine and Health Science granted on the written application of the student.

(3) Permission under subsection (2) may be granted for an initial period of up to 1 year.

(4) Permission under subsection (2) may also be granted on application under that subsection for an additional period, or for additional periods, that, together with the initial period, do not exceed 2 years in total.

(5) The Delegated Authority may, on the written application of a domestic student enrolled in a program for a coursework award, grant the student leave of absence from the program under this subsection for a period of more than 2 years.

(6) The Delegated Authority may, on the written application of an international student enrolled in a program for a coursework award, grant the student leave of absence from the program under this subsection for any period.

(7) However, a period of leave of absence under this section must not be for less than a half year, comprising first half year (Semester 1, Summer Session and Autumn Session) or second half year (Semester 2, Winter Session and Spring Session).

(8) Subsection (7) does not apply to a program if the program is taught in trimesters.

(9) In this section:

*medical degree* means either of the following degrees:

(a) Bachelor of Medicine, Bachelor of Surgery;
(b) Medicinae ac Chirurgiae Doctoranda (Doctor of Medicine and Surgery).

Division 3.4—Other program requirements

29 Language of instruction

A program for a coursework award must be taken in English unless, and to the extent that, the Academic Board determines otherwise.

30 Other studies

(1) A student enrolled in a program for a coursework award must not undertake, or continue to undertake, any other studies at the University or another educational institution while the student is enrolled in the program, unless the Delegated Authority, on the written application of the student, approves the student undertaking the studies while the student is enrolled in the program.
(2) However, subsection (1) does not apply to other studies that the student continues to undertake at the University or another educational institution after enrolling in the program if:

(a) the student’s application for admission to the program stated that the student intended to continue to undertake the other studies at the University or other education institution if the applicant were admitted to the program; and

(b) the student complies with the conditions (if any) imposed under section 15(7) (Making of admission decision) on the student’s admission.

(3) If a student applies for an approval under subsection (1), the Delegated Authority must:

(a) decide the application; and

(b) by written notice given to the student, tell the student the decision made on the application.

(4) To remove any doubt, subsection (1) applies to a student enrolled in a program for a coursework award in relation to a period whether or not the student is enrolled during the period in courses at the University or another institution for the student’s coursework program.

Division 3.5—Ending of program

31 Withdrawal from program

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

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

(3) To remove any doubt, if a person withdraws from a program for a coursework award under subsection (1), the person may enrol in the program again only if the person has subsequently re-applied to be admitted to the program and has been admitted to the program on that re-application.

32 Maximum period for completion of program

(1) The maximum period for completion of a program (other than a 1-year honours program) by a student is the following period beginning on the day the program commences:

(a) if the total unit value of courses required for the program is 24 units or less—3 years;

(b) if the total unit value of courses required for the program is at least 25 units but not more than 48 units—5 years;

(c) if the total unit value of courses required for the program is at least 49 units but not more than 72 units—6 years;

(d) if the total unit value of courses required for the program is at least 73 units but not more than 120 units—7 years;

(e) if the total unit value of courses required for the program is at least 121 units but not more than 220 units—10 years;

(f) if the total unit value of courses required for the program is more than 220 units—11 years.

[Note: For the commencement of a program into which a student transfers from another program, see section 21(5)(c) (Transfer between programs generally).]
(2) The maximum period for completion of a 1-year honours program by a student is the following period beginning on the day the program commences:
(a) for a program undertaken by full-time study—1 year;
(b) for a program undertaken by part-time study—2 years;
(c) for a program undertaken partly by full-time study and partly by part-time study—18 months.

(3) However, the Delegated Authority may, on the written application of a student enrolled in a program for a coursework award, extend the maximum period for completion of the program under subsection (1) or (2).

(4) If a student applies under subsection (3) for an extension of the maximum period of completion of the student’s program, the Delegated Authority must:
(a) decide the application; and
(b) by written notice given to the student, tell the student whether an extension has been granted and, if so, the period of the extension.

(5) Also, if the Delegated Authority grants credit to a student towards completion of the student’s program, the Delegated Authority may, by written notice given to the student, reduce the maximum period for completion of the student’s program to take account of the credit granted.

(6) To remove any doubt, the grant of leave of absence to a student under section 28 (Program leave of absence) does not, of itself, extend the maximum period for completion of the program by the student.

(7) A student’s program for a coursework award ends by force of this subsection at the end of the maximum period for completion of the program by the student, and the student automatically ceases to be enrolled in the program, if, before the end of that period, the student has not:
(a) completed the requirements of the program (other than any thesis requirement of the program); and
(b) if the student is required to submit a thesis for the program—submitted the thesis for examination.

(8) If a student’s coursework awards program ends under subsection (7), the Delegated Authority must tell the student, in writing, as soon as practicable.

33 Honours year: cancellation etc.

(1) If the Delegated Authority is satisfied that a student enrolled in an honours program is not making satisfactory progress in the program, the Delegated Authority may, by written notice given to the student, cancel the student’s enrolment in the honours program.

(2) If the Delegated Authority cancels the student’s enrolment in the honours program, the student may be awarded an appropriate pass degree if the student has not already been awarded that degree and is otherwise eligible to be awarded the degree.

(3) A student may attempt an honours year only once unless the Delegated Authority, on the written application of the student, permits the student to attempt the year again.

(4) If the student applies under subsection (3) for permission to attempt the honours year again, the Delegated Authority must:
(a) decide the application; and
(b) by written notice given to the student, tell the student whether the permission is granted.
Part 4—Supervision

34 Purpose of Part 4

This Part sets out the supervisory arrangements applying to a student enrolled in a program for a coursework award that has a thesis component.

35 Supervisors

(1) The student must have at least 1 supervisor for the thesis.

(2) A supervisor is appointed, in writing, by the Delegated Authority.

36 Appointment of supervisors

(1) The Delegated Authority must appoint the student’s supervisor or supervisors before the commencement of the semester in which the thesis is to be undertaken.

(2) The supervisor (or, if the student has 2 or more supervisors, at least 1 of the supervisors) must:
   (a) be a full-time member of the academic staff of the University; or
   (b) be a part-time member of the academic staff of the University employed by the University on at least a 50% basis; or
   (c) if the Delegated Authority approves in writing in the particular circumstances of the case—hold an academic status, or honorary academic status, in the University.

(3) In appointing supervisors, the Delegated Authority must, as far as practicable, ensure continuity in the supervision of the student’s thesis.

37 Responsibilities of supervisors

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

(2) In supervising the student, a supervisor must comply with the statutes, rules, orders and policies of the University.

(3) A supervisor must tell the Delegated Authority if the supervisor considers that the student:
   (a) is not pursuing the thesis satisfactorily: or
   (b) has contravened this instrument or an order in relation to the thesis.

38 Temporary supervisory arrangements

If the student has a single supervisor and the supervisor is (or is expected to be) absent from the University, or unable to supervise the student, for longer than 4 consecutive weeks, the Delegated Authority must, in writing, appoint an appropriately qualified
person to supervise the student while the supervisor is absent or unable to supervise the student.

[Note: For the qualifications for the appointment of supervisors, see s 36(2) (Appointment of supervisors).]
Part 5—Assessment

Division 5.1—Assessment methods

39 Purpose of Division 5.1

This Division sets out how a student undertaking a program for a coursework award must be assessed for the program.

40 Assessment of thesis

Any thesis required for the program must be assessed in accordance with this instrument.

41 Application of Assessment Rule

(1) Coursework undertaken by the student during the program must be assessed in accordance with the Assessment Rule unless otherwise determined, in writing, by the Delegated Authority.

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

42 Assessments must be in English

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

Division 5.2—Thesis

43 Purpose of Division 5.2

This Division sets out provisions applying to the thesis of a student enrolled in a program for a coursework award if the program requires the submission of a thesis.

44 Requirements for examination of thesis

The Associate Dean may, in writing, determine requirements for the examination of the thesis.

45 General thesis requirements

(1) The thesis must be an original written work of at least 24 units duration that:
   (a) is the product of a research project that investigates a research question through the application of an advanced knowledge of the research principles and methods, and theoretical concepts, of 1 or more disciplines or specialisations; and
(b) incorporates an account summarising the research undertaken by the student during the program and the results of the research; and
(c) if the research is on more than 1 topic—demonstrates the relationship between the topics; and
(d) is required to be provided by the student for the program; and
(e) if the research is undertaken jointly with someone else—clearly indicates the nature and extent of the student’s contribution to the research.

(2) In subsection (1):

written work includes video recordings, film or other works of visual or sonic arts, computer software, digital material or other non-written material.

(3) The student must clearly mark in the thesis material that has been previously submitted by the student for the purpose of obtaining a degree or other award from any university or other tertiary educational institution.

(4) However, if the material has previously been submitted for the same award at the University, the Delegated Authority may, in writing, approve the inclusion of a specified statement instead of the marking required by subsection (3).

(5) The thesis must not be accepted for examination unless, in the Delegated Authority’s opinion, it consists largely of material that has not previously been submitted by the student for the purpose of obtaining a degree or other award from any university or other tertiary educational institution.

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

46 Submission of thesis

(1) The student must submit the student’s thesis for examination in the form approved, in writing, by the Delegated Authority.

(2) Without limiting subsection (1), if the thesis has been published, the thesis may be submitted in the published form with Delegated Authority approval.

47 Appointment of thesis examiners

(1) The Delegated Authority must, in writing, appoint 1 or more examiners of the student’s thesis.

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

(3) A person must not be appointed as an examiner if the person has been a supervisor for the thesis or has provided advice on its drafting or production.

48 Re-examination by resubmission of thesis

(1) If the student fails the examination of the thesis, the Delegated Authority may, by written notice given to the student, require the student to be re-examined by resubmission of the thesis.
(2) If the student is re-examined by resubmission of the thesis, the grade that may be awarded is pass at supplementary examination or fail.

49 Student must provide thesis for deposit in University Library

(1) If the student is granted approval for an award, the student must, before the award is conferred, provide 1 digital copy of the thesis, as finally corrected, revised and reviewed, to the Registrar for deposit in the University Library.

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

(3) However, subsection (2)(a) is subject to any written direction of the Deputy Vice-Chancellor, made on the student’s written request, that prohibits the University Library from disclosing the thesis, or a specified part of it, to anyone for a specified period.
Part 6—Grades, eligibility for awards and classifications

50 Course grades

The performance of a student in a course in a program for a coursework award must be graded as high distinction, distinction, credit, higher level pass, pass, pass at supplementary examination, course requirements satisfied, or fail.

51 Eligibility for awards

(1) A student may be granted a coursework award if the student completes the requirements of the program for the award under this instrument and the orders.

(2) A student enrolled in a program for a double degree may be granted one of the coursework awards for which the student may qualify if the student would have satisfied all of the requirements for the grant of that award if the program had been a program for only that award.

(3) If a student enrolled in a program for a double degree is granted one of the coursework awards under subsection (2), the student may continue studying towards the other award.

(4) An order may provide that a degree of Bachelor Honours may be granted to a student only if the student achieves the standard required for a First Class Honours classification.

(5) If a student enrolled in a program for a degree of Bachelor Honours does not satisfy all the requirements to be granted the degree, the student may be granted another relevant degree of Bachelor Honours or relevant pass degree as decided, in writing, by the Delegated Authority.

(6) Despite subsection (1), a former student may be granted a coursework award posthumously by the Vice-Chancellor on the recommendation of the Delegated Authority, even though the former student may not have completed all of the requirements of the program for the award.

52 Classification of awards

(1) Subject to this section, if a student is granted a coursework award, the award may be graded with a classification.

[Note: The orders may make provision in relation to the classification of coursework awards.]

(2) A degree of Associate or Bachelor, and a Graduate Certificate, must be granted as an ungraded Pass.

(3) A Diploma must be classified Awarded with Merit or Awarded.

(4) A degree of Bachelor Honours must be classified First Class Honours, Second Class Honours, Division A, Second Class Honours, Division B, or Third Class Honours.

(5) However, a degree of Bachelor of Medicine, Bachelor of Surgery Honours may only be granted without classification.

(6) A Graduate Diploma must be classified Awarded with Commendation or Awarded.
(7) A degree of Medicinae ac Chirurgiae Doctoranda must be classified Awarded with Commendation or Awarded.

(8) A degree of Master by coursework (AQF level 9) must be classified Awarded with Commendation or Awarded.

(9) A degree of Master extended (AQF level 9) must be classified Awarded with Commendation or Awarded.

(10) The Delegated Authority may classify the performance of a student with Commendation only if the student has achieved a weighted average mark of 80% or higher.

(11) In working out a student’s weighted average mark for subsection (10), the Delegated Authority must:
    (a) subject to paragraph (b), take into account all courses undertaken by the student at the University that are counted towards the coursework award to be granted to the student (the current award), whether the courses were undertaken:
        (i) as part of the program for the coursework award; or
        (ii) as part of the program for another coursework award and the student granted credit for them towards completion of the current award; and
    (b) if the current award is a graduate award—not take into account courses undertaken by the student at the University as part of a program for an undergraduate award, even though the student may have been granted credit for them towards completion of the program for the current award; and
    (c) not take into account courses undertaken by the student at another university or tertiary education institution, even though the student may have been granted credit for them towards completion of the program for the current award.

(12) Subsections (10) and (11) are subject to any modifications approved, in writing, by the Academic Board for a program for a coursework award.
Part 7—Review of decisions

53 What decisions are reviewable decisions?

(1) A decision under this instrument is a reviewable decision if it is an admission decision or a reviewable non-admission decision.

[Note: An appeal against a decision under the Academic Progress Rule or Assessment Rule is heard and decided under the relevant rule. This Part does not apply to a decision under either of those rules.]

(2) An admission decision is a decision not to admit a person to a program for a coursework award.

(3) A reviewable non-admission decision is a decision affecting a student made by an Associate Dean or Delegated Authority, other than any of the following decisions:
   (a) an admission decision;
   (b) a decision made by an Associate Dean under section 24 (Limits on granting credit) determining limits within which credit may be granted;
   (c) a decision under section 41(2) (Application of Assessment Rule) declaring a course to be a course to which the subsection applies;
   (d) a decision under section 48(2) (Re-examination by resubmission of thesis) awarding a particular grade to a student;
   (e) a decision under section 50 (Course grades) grading the performance of a student in a course;
   (f) a decision under section 52 (Classification of awards) grading a coursework award with a classification;
   (g) a decision made by an Associate Dean under section 57 (Review by Associate Dean);
   (h) a decision to make an order under section 66 (Power to make orders).

54 Who is a person affected by a reviewable decision?

The person affected by a reviewable decision is:

(a) for an admission decision—the applicant for admission; and
(b) for any other decision—the student affected by the decision.

55 Person affected by reviewable decision to be told about review etc.

(1) This section applies if an Associate Dean or Delegated Authority (the decision-maker) makes a reviewable decision.

(2) Within 7 working days after the day the decision-maker makes the decision, the decision-maker must, by written notice given to the person affected by the decision, tell the person:
   (a) about the decision; and
   (b) that the person may apply for review of the decision under this Part.

(3) The notice must include, or be accompanied by, a statement of reasons for the decision.

(4) This section does not apply to the decision if, within the 7-day period mentioned in subsection (2):
(a) the person is told in writing:
   (i) about the decision under another provision of this instrument; and
   (ii) that the person may apply for review of the decision under this Part; and
(b) the person is given a statement of reasons for the decision.

56 **Application for review of reviewable decision**

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

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

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

(4) In this section:

   **relevant person** means:
   (a) for an admission decision—the Registrar; or
   (b) for a reviewable non-admission decision—the Associate Dean.

57 **Review by Associate Dean**

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

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

(3) The Associate Dean must:
   (a) confirm the reviewable decision; or
   (b) if the decision was a decision of the Delegated Authority—set aside the reviewable
decision and refer the matter to the Delegated Authority:
      (i) to further consider the reviewable decision, taking into account the directions
          (if any) of the Associate Dean; and
      (ii) to make a new decision; or
   (c) set aside the reviewable decision and substitute another decision that the original
decision-maker could have made.
(4) After the Associate Dean makes a decision on the review, the Associate Dean must:
   (a) by written notice given to the applicant for review, tell the applicant about the
time to make a decision on the review; and
   (b) give the applicant a statement of reasons for the decision.

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

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

(7) Subject to the outcome of any application for review made to the Deputy Vice-Chancellor
under section 58 (Application for procedural review by Deputy Vice-Chancellor), the
decision of the Associate Dean is final.

(8) This section is subject to section 16 (False or misleading statements in applications for
admission etc.).

58 Application for procedural review by Deputy Vice-Chancellor

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

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

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

59 Procedural review by Deputy Vice-Chancellor

(1) This section applies if a person applies under section 58 (Application for procedural review
by Deputy Vice-Chancellor) for review of the decision of the Associate Dean made on the
review.

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

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

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

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

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

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

60 Approved forms

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

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

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

61 Service of notices etc.

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

(2) The document may be served on an individual:
   (a) by giving it to the individual; or
   (b) by sending it by prepaid post, addressed to the individual, to an address shown in the University’s records as the individual’s semester address, work address or permanent home address; or
   (c) by emailing it to:
      (i) if the individual is a student at the University—an email address provided by the University to the individual; or
      (ii) if the individual is not a student at the University—an email address otherwise recorded by the University as the individual’s email address.

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

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

62 Appointment of Delegated Authorities

The Associate Dean for an ANU College may, in writing, appoint a member of the staff of the college, or another member of the staff of the University, to be a Delegated Authority for a program offered by the college for a coursework award.

63 College Dean exercising Associate Dean’s functions

(1) The College Dean for an ANU College may exercise all or any of the functions of an Associate Dean for the college under this instrument.

(2) This instrument applies in relation to the College Dean for an ANU College as if a reference to an Associate Dean for the college included a reference to the College Dean.
64 Delegation by Deputy Vice-Chancellor

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

65 Delegation by Associate Dean

An Associate Dean may, in writing, delegate all or any of the Associate Dean’s functions under Part 7 (Review of decisions) in relation to a reviewable decision made by the Associate Dean to a member of the staff of the University.

66 Power to make orders

(1) The Associate Dean for an ANU College may make orders:
   (a) prescribing details of, or requirements for or in relation to, courses offered, or to be offered, by the college; or
   (b) adding courses to, or omitting courses from, sequences of courses, or combinations of courses, prescribed under subsection (3)(b) in relation to a program for a coursework award offered, or to be offered, by the college; or
   (c) making provision in relation to the maximum period (single or aggregate) for which courses may be undertaken at another educational institution, or the number or unit value of courses that may be undertaken at another educational institution, for a program for a coursework award offered, or to be offered, by the college.

(2) Without limiting subsection (1), if an order under subsection (1)(a) specifies a course offered, or to be offered by, the ANU College, the order must specify the following in relation to the course:
   (a) the course’s name;
   (b) the course’s identifying code;
   (c) the course’s unit value;
   (d) the prerequisites and co-requisites (if any) for the course;
   (e) if there are other courses with which the course is regarded as incompatible— the names of the other courses;
   (f) the method of assessment for the course;
   (g) any other conditions to which taking the course is subject.

[Note: The details mentioned in subsection (2) are required by the Coursework Handbook Rules to be published in the Coursework Handbook.]

(3) The Deputy Vice-Chancellor may make orders:
   (a) prescribing details of, or requirements for or in relation to, programs for coursework awards; or
   (b) prescribing the sequences of courses, or combinations of courses, required for, or that may be included in, a program for a coursework award, including the courses required for, or that may be included in, the sequences or combinations; or
   (c) making provision for or in relation to the granting of coursework awards.

(4) Without limiting subsection (3), an order made under that subsection by the Deputy Vice-Chancellor may make provision in relation to the following:
   (a) the total unit value of courses required for a program for a coursework award;
(b) the other requirements (if any) for a program for a coursework award, including, for a degree of Bachelor Honours, achievement of a particular standard;
(c) the form of a thesis required for a program for a coursework award;
(d) the classification and grading of coursework awards;
(e) the minimum qualification requirements for admission to programs for coursework awards;
(f) requirements for participation in, or completion of, programs for coursework awards;
(g) the procedures to be followed in applying for admission to programs for coursework awards;
(h) enrolment in courses and changes to enrolment;
(i) any other matters mentioned in this instrument.

(5) A provision of an order made under subsection (1) by the Associate Dean for an ANU College has no effect to the extent to which it is inconsistent with a provision of an order made under subsection (3) by the Deputy Vice-Chancellor.

(6) To remove any doubt, a provision of an order made under subsection (1) is not inconsistent with a provision of an order made under subsection (3) to the extent to which:
   (a) it makes provision of the kind mentioned in subsection (1)(b); or
   (b) both provisions can operate concurrently.
Part 9—Repeal and transitional

67 Repeal

The Coursework Awards Rule 2015 is repealed:

68 Transitional modifications on student application

(1) In this section:

earlier repealed instrument means any of the following:
(a) Associate Degrees Rules 2012;
(b) Graduate Coursework Awards Rules 2014;
(c) Undergraduate Awards Rules (No. 2) 2013.

previous instrument means the Coursework Awards Rule 2015.

(2) This section applies to a student enrolled in a program for a coursework award if:
(a) the program commenced, but had not ended, before the commencement of the previous instrument; and
(b) a requirement of the previous instrument applying to the student (the current requirement) is different from the corresponding requirement that applied to the student under an earlier repealed instrument or there was no corresponding requirement applying to the student under an earlier repealed instrument; and
(c) the student considers that the application of the current requirement to the student is unfair or unreasonable.

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

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

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

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

(7) To remove any doubt, a decision to refuse to give a modification sought by the student is a reviewable non-admission decision.

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

Fees (General) Order 2016

I, Professor Brian P. Schmidt, Vice-Chancellor of the Australian National University, make the following order.

Dated 1 June 2016

Professor Brian P. Schmidt AC FAA FRS  
Vice-Chancellor
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1 Name

This is the Fees (General) Order 2016.

2 Commencement

This instrument commences on the day after it is registered.

3 Authority

This instrument is made under section 4 of the Fees Statute 2006.

4 Simplified outline

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 at the following website:


The Fees Rule made under the Fees Statute relates to types of fees that the University is permitted to charge under the HES Act. The rule is designed to be consistent with the HES Act and with guidelines issued by the Minister under that Act. The guidelines are accessible at that website.

This instrument complements the Fees Rule by setting out a framework under which particular fees can be calculated.

5 Interpretation

Unless the contrary intention appears, expressions used in this instrument have the same meanings as in the Fees Rule.

6 Application

(1) This instrument applies for 2016 to persons to whom the Fees Rule applies.

(2) However, if the Vice-Chancellor or a Deputy Vice-Chancellor arranges for a program to be offered in conjunction with another tertiary education institution or educational provider, a provision of this instrument has no effect in relation to a person undertaking the program to the extent to which it is inconsistent with the arrangement.

(3) Also, if the Vice-Chancellor or a Deputy Vice-Chancellor enters into a contract with a private or government organisation for a program to be offered, a provision of this instrument has no effect in relation to a person undertaking the program to the extent to which it is inconsistent with the contract.

(4) For this section, a provision of this instrument is not inconsistent with a provision of an arrangement or contract mentioned in this section to the extent to which both provisions can operate concurrently.

7 Tuition fees

(1) The tuition fees specified in Schedules 1 and 2 apply for 2016 to students to whom this instrument applies.
(2) Students are liable for the tuition fees regardless of their commencement dates.

(3) To remove any doubt, the fees payable under Schedule 1 do not cover the fees payable under Schedule 2.

8 Calculation of particular student fees etc.

Particular student tuition and contribution amounts are to be calculated in accordance with the guidelines accessible at:

http://www.anu.edu.au/students/program-administration/costs-fees

[Note: Indicative fees for individual programs may be found at: http://programsandcourses.anu.edu.au/]

9 Extension of program arrangements for higher degree research students

If a student enrolled in a higher degree research program has successfully obtained an extension of the standard program duration applying to students undertaking the program, the student is to pay fees as follows:

(a) for a domestic student—the student is to be granted an exemption scholarship in 2016;

(b) for an international student resident in Australia—the student is to pay a subsidised fee of $3,000 (non-laboratory) or $4,000 (laboratory) for a period of 6 months in 2016;

(c) for an international student resident overseas—the student is not required to pay the subsidised fee mentioned in paragraph (b).

10 Student Services and Amenities Fee

All students enrolled at the University are liable to pay the applicable Student Services and Amenities Fee for 2016 specified in Schedule 3 unless they are exempt from the fee under the Schedule.

11 Repeals

The following instruments are repealed:

(a) Fees (General) Order 2015;

(b) Fees (Additional Courses) Order 2016.
Schedule 1—Standard tuition fees

<table>
<thead>
<tr>
<th>Broad discipline</th>
<th>Field of education (FoE) name</th>
<th>FoE code</th>
<th>UG band</th>
<th>PG band</th>
<th>HDR band¹</th>
<th>Domestic tier (coursework only)</th>
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<td>A</td>
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<td>1</td>
<td>1</td>
<td>1</td>
<td>C</td>
</tr>
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<td>Economics</td>
<td>Economics and Econometrics</td>
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<td>3</td>
<td>4</td>
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<td>A</td>
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<td>2</td>
<td>1</td>
<td>B</td>
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<td>Engineering and Related Technologies</td>
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<td>3</td>
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<td>A</td>
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<td>5</td>
<td>5</td>
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<td>Information Technology</td>
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<td>2</td>
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<td>A</td>
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<td>Graduate Diploma of Legal Practice/Graduate Diploma in Legal Practice/Master of Legal Practice courses</td>
<td>Law</td>
<td>0909</td>
<td>Separately approved course fees—see Schedule 2</td>
<td></td>
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<tr>
<td>Law</td>
<td>Law</td>
<td>0909</td>
<td>2</td>
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<td>2</td>
<td>B</td>
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<td>Management and Commerce</td>
<td>Management and Commerce</td>
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<td>Medical Science²</td>
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<td>Natural and Physical Sciences</td>
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<td>A</td>
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<td>Political Science and Policy Studies</td>
<td>Political Science and Policy Studies</td>
<td>0901</td>
<td>2</td>
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<td>B</td>
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<tr>
<td>Society and Culture</td>
<td>Society and Culture</td>
<td>09 (ex 0901, 0909, 0919, 0907)</td>
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<td>2</td>
<td>1</td>
<td>B</td>
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</tbody>
</table>

Table 2: Band fee rates

<table>
<thead>
<tr>
<th>Band</th>
<th>Fee per 48 units</th>
<th>Fee per unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$31,008</td>
<td>$646</td>
</tr>
<tr>
<td>2</td>
<td>$34,944</td>
<td>$728</td>
</tr>
<tr>
<td>3</td>
<td>$37,104</td>
<td>$773</td>
</tr>
<tr>
<td>4</td>
<td>$39,024</td>
<td>$813</td>
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<tr>
<td>5</td>
<td>$41,520</td>
<td>$865</td>
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</table>

Table 3: Domestic tier

<table>
<thead>
<tr>
<th>Tier</th>
<th>Reduction on table 2 fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>25%</td>
</tr>
<tr>
<td>B</td>
<td>30%</td>
</tr>
<tr>
<td>C</td>
<td>35%</td>
</tr>
</tbody>
</table>

¹ Coursework courses taken as part of a research program will be charged at the relevant coursework rate.
² Does not include the Doctor of Medicine and Surgery (MChD) international fee, which is provided in Schedule 2.
## Schedule 2—Other tuition fees

### Program fees

<table>
<thead>
<tr>
<th>Program code</th>
<th>Program name</th>
<th>Domestic fee</th>
<th>International fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>8950</td>
<td>Doctor of Medicine and Surgery (MChD)</td>
<td>Domestic medical science rate</td>
<td>$69,024 per 48 units</td>
</tr>
<tr>
<td>9300 9101</td>
<td>Higher Doctorates excluding Medicine</td>
<td>$1,575(^3)</td>
<td>$1,575(^4)</td>
</tr>
<tr>
<td>9600</td>
<td>• Doctor of Laws</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Doctor of Letters</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Doctor of Science</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9911</td>
<td>Doctor of Medicine (MD)</td>
<td>$3,500(^5)</td>
<td>$3,500(^6)</td>
</tr>
<tr>
<td>1300</td>
<td>Study Abroad</td>
<td>N/A</td>
<td>$18,132(^7) per 24 units</td>
</tr>
<tr>
<td>1300</td>
<td>Study Abroad (Partner Institutions)</td>
<td>N/A</td>
<td>$11,550</td>
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</table>

### Course fees

<table>
<thead>
<tr>
<th>Subject</th>
<th>Catalogue</th>
<th>Name</th>
<th>Units</th>
<th>DTF 2016</th>
<th>ISF 2016</th>
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</thead>
<tbody>
<tr>
<td>ANUC</td>
<td>1102</td>
<td>Culture and Human Diversity: Introducing Anthropology</td>
<td>6</td>
<td>$3,276</td>
<td>$4,368</td>
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<tr>
<td>ANUC</td>
<td>1104</td>
<td>Introduction to Social Psychology</td>
<td>6</td>
<td>$3,276</td>
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<tr>
<td>ANUC</td>
<td>1105</td>
<td>Introduction to International Relations: Foundations and Concepts</td>
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<td>ANUC</td>
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<td>Indigenous Peoples, Populations and Communities</td>
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<td>ANUC</td>
<td>1107</td>
<td>Logic and Critical Reasoning</td>
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<td>ANUC</td>
<td>1108</td>
<td>Terror to Terrorism: A History</td>
<td>6</td>
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<tr>
<td>ANUC</td>
<td>1109</td>
<td>Close Encounters: How to Read Literature</td>
<td>6</td>
<td>$3,276</td>
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<td>ASGS</td>
<td>1114</td>
<td>Support for Foundations of International Relations: Europe in the Modern Era</td>
<td>6</td>
<td>$2718</td>
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<td>ASGS</td>
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<td>Support for Science Courses</td>
<td>6</td>
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<td>COMP</td>
<td>8701</td>
<td>Communication for Computing Professionals I</td>
<td>6</td>
<td>$2718</td>
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<tr>
<td>COMP</td>
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<td>Communication for Computing Professionals II</td>
<td>6</td>
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<tr>
<td>ENGN</td>
<td>8150</td>
<td>Professional Communication I</td>
<td>6</td>
<td>$2718</td>
<td>$3876</td>
</tr>
</tbody>
</table>

\(^3\) Flat rate, non-refundable administration and examination charge.

\(^4\) Flat rate, non-refundable administration and examination charge.

\(^5\) Flat rate, non-refundable administration and examination charge.

\(^6\) Flat rate, non-refundable administration and examination charge.

\(^7\) The study abroad rate is determined by using the price for 12 units of undergraduate Medical Science and 12 units of Society and Culture fees and is indicative only. This is the fee charged to nominated sponsors as a flat fee per semester.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
<th>Fee1</th>
<th>Fee2</th>
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<tr>
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<td>$3876</td>
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<td>LAWS</td>
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<td>LAWS</td>
<td>Advocacy for Military Lawyers</td>
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<tr>
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<td>$6,534</td>
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<tr>
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<td>LEGW</td>
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<td>$1,147</td>
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<tr>
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<td>$1,503</td>
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<td>LEGW</td>
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<tr>
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<td>Criminal Practice</td>
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<td>$1,503</td>
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<td>$1,503</td>
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<td>Wills Probate and Admin</td>
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<td>LEGW</td>
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Schedule 3—Student Services and Amenities Fee

Fee
The Student Services and Amenities Fee for 2016 is as follows:
- $290 for full-time students
- $145 for part-time students.

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<thead>
<tr>
<th>Student cohort</th>
<th>Liable?</th>
<th>Note</th>
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<tr>
<td>Commonwealth supported students</td>
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<td>Domestic tuition fee (DTF) paying students</td>
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<tr>
<td>Research Training Scheme students (Domestic PhD or MPhil)</td>
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<tr>
<td>Domestic students (inbound)</td>
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<tr>
<td>Domestic exchange students (outbound)</td>
<td>Yes</td>
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<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>
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<tr>
<td>Exchange students (inbound)</td>
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<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>
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</table>

Exemptions
1. Students in the following online only programs are exempt from the Student Services and Amenities Fee:
   - 5132 Graduate Non-award Legal Workshop
   - 6303 Graduate Diploma of Legal Practice
   - 6312 Graduate Diploma in Legal Practice
   - 6353 Graduate Certificate in Australian Migration Law and Practice
   - 7835 Master of Environmental Management and Development – Online.
2. Students enrolled in the following transnational offshore programs and contractual arrangements are exempt from the Student Services and Amenities Fee:
   - 7812XTSING Master of Management
   - 6826 Graduate Diploma in Military Studies
   - 6827 Graduate Certificate in Military Studies
   - 6828 Graduate Diploma of Military and Defence Studies
   - 6829 Graduate Certificate of Military and Defence Studies
   - 7826 Master of Arts (Military Studies)
   - 7827 Master of Military Studies
   - 7828 Master of Military and Defence Studies (Advanced)
   - 7829 Master of Military and Defence Studies.
3. Students enrolled 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.