COUNCIL

The 442nd meeting of the Council will be held at 9:15 am on Friday 29 September 2017 in the R C Mills Room, Chancelry. Any additional papers and briefing materials will be available in the Mills Room from 8.30am.

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

Chris Reid
Director, Corporate Governance and Risk Office

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

GLOSSARY

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

* 1 ANNOUNCEMENTS AND APOLOGIES

Dr Doug McTaggart was granted leave for this meeting on 21 July 2017.

The Chair may speak.

* 2 LEAVE OF ABSENCE

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

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

* 3 DISCLOSURE OF MATERIAL PERSONAL INTEREST

In accordance with Division 3, sections 25 to 29 of the Public Governance, Performance and Accountability Act 2013, members of Council are required to declare any direct or indirect material personal interest in matters on the agenda.

* 4 ARRANGEMENT OF AGENDA

1. The Chair will ask whether any further items should be considered confidential.
2. The Chair will ask whether any further items should be starred for discussion.
3. The Vice-Chancellor will move that the 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 40, Other Business.
5. The Chair will ask if there are any agenda items that need to be re-sequenced.

* C5 MINUTES

| RECOMMENDATION | That Council confirm the minutes of the meeting held on 21 July 2017 (233/2017). |

PART 1 – PROCEDURAL ITEMS
THE AUSTRALIAN NATIONAL UNIVERSITY

COUNCIL MINUTES

CONFIDENTIAL

The 441st meeting of the Council was held at 9:15am on Friday 21 July 2017, in the R C Mills Room, Level 4, Chancelry Building, ANU campus, Canberra.

Confidential until confirmed by Council
PART 2 – KEY BUSINESS ITEMS

*C6 - 9  Confidential to Council Members
PART 3 – STRATEGIC ISSUES

*10. COLLEGIALLY AND GLOBAL ENGAGEMENT

<table>
<thead>
<tr>
<th>PURPOSE</th>
<th>To consider the issues raised in the presentation from the Deputy Vice-Chancellor (Global Engagement).</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREPARED BY</td>
<td>Vice-President (Engagement and Corporate Affairs)</td>
</tr>
<tr>
<td>REVIEWED BY</td>
<td>Deputy Vice-Chancellor (Global Engagement)</td>
</tr>
<tr>
<td>APPROVED BY</td>
<td>Deputy Vice-Chancellor (Global Engagement)</td>
</tr>
<tr>
<td>SPONSOR</td>
<td>Deputy Vice-Chancellor (Global Engagement)</td>
</tr>
</tbody>
</table>

| RECOMMENDATION | That Council note the issues raised in the presentation by the Deputy Vice-Chancellor (Global Engagement). |

| ACTION REQUIRED | ☑ For discussion  ☑ For decision  ☑ For information |

| ATTACHMENT | 10.1 Collegiality and global engagement (335/2017) |

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

11. COUNCIL COMMITTEE MEMBERSHIP

PURPOSE
For Council to approve memberships and amendments to charters of Council Committees.

PREPARED BY
Associate Director, Corporate Governance and Policy

REVIEWED BY
Director, Corporate Governance and Risk Office

APPROVED BY
Chancellor

SPONSOR
Chancellor

RECOMMENDATION
That Council:

1. Approve the appointment of Mr Jure Domazet as an external member of the Campus Planning Committee, for the period 30 September 2017 to 30 June 2019; and

2. Approve an amendment to the charter of the Audit and Risk Management Committee that removes the Chair of Finance Committee as an ex officio member, and, in its place, adds one additional member of the Council (who may not be a student or employee of the University);

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

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

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

BACKGROUND
All Committees of Council are governed by their respective Charter, as approved by the Council. The Charters provide for, among other things, the membership of each Committee. Two membership matters are dealt with in this paper:

1. Following the resignation in February 2017 of Mr Stephen Byron as an external member of the Campus Planning Committee, a search has been undertaken to identify a replacement member. This paper recommends a suitable replacement; and

2. The current charter of the Audit and Risk Management Committee (ARMC) provides for the following membership for the Committee:
   ➢ a Chair, appointed by the Council, who may be a member of the Council, but not the Chancellor, nor a student or employee of the University;
   ➢ a member of Council, appointed by the Council, who may not be a student or an employee of the University;
up to four independent members, appointed by the Council, who may not be a members of Council, nor a student or employee of the University; and
ex officio, the Chair of the Finance Committee.

This paper recommends an amendment to the membership of the Committee.

SUMMARY OF ISSUES

Campus Planning Committee

Mr Jure Domazet has been nominated for appointment to the Campus Planning Committee as an external member for the period 30 September 2017 to 30 June 2019.

Mr Domazet is the Managing Director of the Doma Group. The Doma Group is a Canberra-based company, and has been a significant participant in the property industry across the residential, commercial, retail and hospitality sectors in varying roles including development, construction, investment and operation for over 40 years. It is now recognised as one of the largest investment and development companies in the ACT. A summary biography for Mr Domazet is attached.

Audit and Risk Management Committee

The Chair of the Finance Committee is often unavailable to attend meetings and has requested that he be relieved of his ex-officio membership to the ARMC. To accommodate this, and following consultation with and endorsement from the ARMC at its meeting of 13 September 2017, it is recommended that the Committee charter be amended to:

- remove the Chair of Finance Committee as an ex officio member; and, in its place,
- add one additional member of the Council, who may not be a student or employee of the University.

It is noted that a degree of cross over between Audit and Risk Management Committee and Finance Committee remains, as the Chair of Audit and Risk Management Committee is an ex officio member of the Finance Committee.

ATTACHMENTS

11.1 Summary biography for Mr Jure Domazet (336/2017)
11.2 Amended Audit and Risk Management Committee Charter (337/2017)

COMMUNICATION

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

Council Committee membership and charters are published on the University's website.
*12. 2018 COUNCIL MEETING DATES AND FORWARD AGENDA PLAN

PURPOSE
For Council to consider the proposed meeting dates and forward agenda plan for 2018.

PREPARED BY
Associate Director, Corporate Governance and Policy

REVIEWED BY
Director, Corporate Governance and Risk Office

APPROVED BY
Chancellor

SPONSOR
Chancellor

RECOMMENDATION
That Council:
1. Approve the proposed meeting dates and forward agenda plan for 2018 (348/2017); and
2. Endorse the acquittal of governance responsibilities for 2018 (349/2017).

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

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

BACKGROUND
Each year Council is asked to approve the proposed meeting dates and forward agenda plan.

In December 2014, Emeritus Professor Sally Walker conducted the review of the Australian National University Act 1991 and Governance Arrangements, at the request of then then Minister for Education and Training. The Walker Review made the following suggestion, which Council adopted in February 2015:

_We suggest that … the responsibilities referred to in paragraph 4.1 … should be mapped against … [the rolling agenda program for Council meetings] to ensure that the responsibilities of Council are covered._

The attached forward agenda plan and the acquittal of governance responsibilities gives effect to this suggestion.

SUMMARY OF ISSUES
The proposed Council meeting dates, strategic discussion topics and site visits for 2018 are:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Strategic Discussion Topic</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2 February 2018 (ANU House, Melbourne)</td>
<td>February - Council Planning Day (various topics including the Resources Plan)</td>
<td>Date has been moved forward by two weeks to accommodate travel commitments on 8 Feb, and to avoid ‘O-Week’ the following week (as requested by Council)</td>
</tr>
<tr>
<td>6 April 2018</td>
<td>Academic Plan</td>
<td>Date has been set to accommodate timing of Easter and deadline for submitting the Annual Report to Parliament.</td>
</tr>
</tbody>
</table>

PART 4 – OTHER MATTERS FOR DECISION
Mindful of Professor Walker’s suggestion (above), the Corporate Governance and Risk Office have prepared the attached ‘2018 Acquittal of governance responsibilities. It demonstrates that the proposed forward agenda plan for 2018 meets the Council’s responsibilities as the governing authority of the University.

The acquittal maps the Council’s activities against the following framework:

- **Strategic oversight of the University, including:**
  - setting the mission, values and strategic direction of the University; and
  - ongoing review of the success of those strategies.

- **Ensuring effective overall governance and management of the University, including:**
  - appointing the Chancellor and Pro-Chancellor;
  - appointing the Vice-Chancellor as principal academic and chief executive officer of the University, and monitoring his or her performance;
  - overseeing and reviewing the management of the University and its performance;
  - ensuring that the strategic goals set by the Council are delivered by effective management systems;
  - overseeing and monitoring the academic activities of the University;
  - establishing policy and procedural principles, consistent with legal requirements and community expectations.

- **Ensuring responsible financial and risk management of the University, including:**
  - approving the annual budget, business plan and annual report;
  - overseeing and monitoring the assessment and management of risk across the University, including in its commercial undertakings;
  - approving and monitoring systems of control and accountability for the University and any entities controlled by the University (within the meaning of section 50AA of the Corporations Act 2001);
  - approving significant commercial activities of the University.

**ATTACHMENTS**

12.1 Council forward agenda plan 2018 (348/2017)
12.2 Acquittal of governance responsibilities 2018 (349/2017)

**COMMUNICATION**

☐ For public release  ☐ For internal release  ☑ Not for release
*C13 Confidential to Council Members
14. STUDENT SERVICES AND AMENITIES FEE (SSAF): APPROVAL PROCESS FOR CONSULTATION WITH STUDENTS

PURPOSE
To seek Council’s approval of a process for consulting students on the expenditure of Student Services and Amenities Fee (SSAF) funds.

PREPARED BY
Pro-Vice-Chancellor, University Experience

REVIEWED BY
Acting Vice-Chancellor

APPROVED BY
Acting Vice-Chancellor

SPONSOR
Vice-Chancellor

RECOMMENDATION
That Council approve a process for consulting students on the expenditure of Student Services and Amenities Fee (SSAF) funds.

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

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

The proposed consultation process has been agreed with student associations.

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

BACKGROUND
The Higher Education Legislation Amendment (Student Services and Amenities) Act 2011 (the Act) allows the universities to charge students a fee to support the provision to students of amenities and services not of an academic nature. This fee, known as the Student Services Amenities Fee or SSAF, may be spent on items such as sporting and recreational activities, employment and career advice, child care, financial and legal advice and food services.

The Student Services, Amenities, Representation and Advocacy Guidelines (the Guidelines) govern the administration of SSAF revenue. These Guidelines were revised in March 2014 and Item 3.2.5 of the revised Guidelines requires that

In relation to decisions regarding the specific uses of the proceeds from any compulsory SSAF, HEPs [Higher Education Providers] must establish and maintain a clearly defined and effective process by which students enrolled at the HEP are consulted that is reviewed and approved annually by the governing body of the HEP.

Council’s approval of the process outlined at attachment 1 and approved by the Deputy Vice-Chancellor (Academic) is now sought.

Item 3.2.2 of the previous version of the Guidelines required HEPs to ‘… publish the details of the mechanisms approved by the governing body of the HEP by which enrolled students are consulted and able to participate in the decision making processes of the HEP.’ At its meeting of 2 December 2011, Council was advised by the Vice-Chancellor that consultations were being undertaken with student organisations as required by the legislation.
The Guidelines were reviewed in 2013 and the requirement for a consultation process with students approved annually by the HEP’s governing body was included following the review. Advice from the Department of Education indicates that the Guidelines were amended with the overall intention of ensuring that they operate in ‘a manner that is clear in intent and purpose, transparent in process; visible; and consultative.’

Since the passage of the Act in 2011 the University has undertaken extensive annual negotiations with the four student associations (the ANU Students’ Association, the Postgraduate and Research Students’ Association, the ANU Sport and Recreation Association and ANU Student Media) on their budgets and expenditure on services and works which benefit all students. Draft expenditure is posted annually on the University’s website and all students invited by e-mail to comment on the draft before funding is finalised. We believe this has been a sound process of consultation which gives all students an opportunity to express their views on how SSAF revenue should be expended.

SUMMARY OF ISSUES

The consultation process and timetable at Attachment A has been approved by the acting Vice-Chancellor, and agreed with student associations (the ANU Students Association, the Postgraduate and Research Students Association, ANU Sport and ANU Student Media).

Approving the proposed consultation process and timetable will enable the University to meet its obligations under the Guidelines.

ATTACHMENT

14.1 Student Services Amenities Fee 2018 allocations: process for consultation with students (351/2017)

COMMUNICATION

☐ For public release ☐ For internal release ☑ Not for release
15. RENEWAL OF APPOINTMENT TO BOARD OF GOVERNORS OF THE ANU ENDOWMENT FOR EXCELLENCE

PURPOSE To approve the renewal of appointment of Stephen Byron to the Board of Governors of the ANU Endowment for Excellence

PREPARED BY Executive Officer, Alumni Relations & Philanthropy

REVIEWED BY Head of Operations, Alumni Relations & Philanthropy

APPROVED BY Chancellor

SPONSOR Chancellor

RECOMMENDATION That Council approve the renewal of appointment of Mr Stephen Byron to the Board of Governors of the ANU Endowment for Excellence for a second term of four years (29 September 2017 to 28 September 2021)

ACTION REQUIRED ☑ For decision

BACKGROUND AND SUMMARY OF ISSUES

Stephen Byron, who has to date served four years on the Board of Governors, has agreed to serve a further four years, pending Council approval. In his time on the Board, Mr Byron has made a significant contribution, with a particular focus on expanding the University’s philanthropic networks.

Appointments to the Board of Governors of the ANU Endowment for Excellence are made by Council under Part 7 of The Australian National University Endowment for Excellence Statute 2012.

COMMUNICATION

☑ Not for release

PART 4 – OTHER MATTERS FOR DECISION
16. ANU (PARKING AND TRAFFIC) STATUTE

PURPOSE
For Council to consider making of the Australian National University (Parking and Traffic) Statute 2017.

PREPARED BY
Associate Director, Corporate and Client Services

REVIEWED BY
Director, Facilities and Services

APPROVED BY
Acting Chief Operating Officer

SPONSOR
Acting Chief Operating Officer

RECOMMENDATION

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

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

The statute has been provided to the University Executive, Service Division Directors, College General Managers, School Managers and the presidents of key student groups, ANUSA and PARSA.

Formal consultation has also occurred with the Corporate Governance and Risk Office and General Counsel. The statute has been endorsed by the Acting Chief Operating Officer.

BACKGROUND
This statute makes provision for and in relation to the regulation and control of traffic, and the parking, stopping, standing and leaving of vehicles, on land occupied by the University in the Australian Capital Territory (ACT). The statute replaces, and provides for the repeal of, the Parking and Traffic Statute 2015 (the existing statute).

SUMMARY OF ISSUES
The University’s parking and traffic statute has not been comprehensively reviewed since the implementation of the Australian Road Rules in the ACT. As a result, the existing statute contains provisions that are dated and not fully consistent with parking and traffic laws that apply in a largely uniform way elsewhere in the ACT and elsewhere in Australia. This lack of consistency with other Australian parking and traffic laws makes the existing statute vulnerable to legal challenge and open to criticism more broadly.

The statute adopts consistent language with, and refers to, relevant legislation and regulations in conformance of ACT law to minimise legal challenges. Harmonisation of the University’s parking and traffic legislation with ACT law has advantages in ensuring that the University’s legislation operates in a way that is familiar to road users and is legally and administratively sound. However, the University has interests that need to be balanced against these considerations. The proposed new statute, therefore, endeavours to achieve an appropriate balance between:

- harmonising the University’s legislation with relevant ACT law to the greatest appropriate extent, and
- preserving the University’s control over matters where the University may have interests as an independent, self-governing institution of higher learning.

To achieve this balance, the proposed new statute applies relevant ACT parking and traffic laws to land occupied by the University in the ACT. However, it does so with modifications made by the statute.
Some of these modifications are needed to apply ACT laws to University land. Other modifications have been made to preserve matters for the University's control. The National Capital Authority has taken a similar approach to the implementation of paid-parking on Commonwealth land in the ACT.

ATTACHMENT
16.1 Australian National University (Parking and Traffic) Statute 2017 (352/2017)

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

The decision of the Council will be communicated for public release. The below text outlines the communication to occur.

The ANU Parking and Transport Statute 2015 has been repealed, replaced by the ANU Parking and Transport Statute 2017.

The new statute endeavours to achieve an appropriate balance between:

- harmonising the University's legislation with relevant ACT law to the greatest appropriate extent, and;
- preserving the University's control over matters where the University may have interests as an independent, self-governing institution of higher learning.

To achieve this balance, the new statute applies relevant ACT parking and traffic laws to land occupied by the University in the ACT. However, it does so with modifications made by the statute. Some of these modifications are needed to apply ACT laws to University land. Other modifications have been made to preserve matters for the University's control. The National Capital Authority has taken a similar approach to the implementation of paid-parking on Commonwealth land in the ACT.
17. ANU STUDENT MEDIA (WORONI) CONSTITUTIONAL AMENDMENT

PURPOSE
To consider for approval changes to the ANU Student Media (Woroni) constitution.

PREPARED BY
Deputy Editor-in-Chief, ANU Student Media

REVIEWED BY
Associate Director, Corporate Governance and Policy

APPROVED BY
Deputy Vice- Chancellor (Academic)

SPONSOR
Vice- Chancellor

RECOMMENDATION
That Council approve the changes to the ANU Student Media Constitution

ACTION REQUIRED
☐ For discussion ☑ For decision ☐ For information

Note: these changes were endorsed at the ANU Student Media General Meeting on 19 September 2017).

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

Consultation with the members of the ANUSM began in late August 2016. An independent review panel was established to collect and consider constitutional changes and create a proposal for the Board of Editors. In addition to this, the Board ran four roundtable consultations where students were invited to discuss their views on how the ANUSM constitution could be improved. Minutes at these meetings were taken and considered as submissions. The Board did not believe that the members had been given enough time to voice their views on the matter and decided to extend the consultation over the holiday period. A commitment was made to presenting changes to the student body early in the following year. Extra consultation time was the best option as the changes proposed and discussed related to elections that there were no qualms extending the time as the 2016 elections had commenced. However, due to the continued limited response, the responsibility then fell to the editors on the Board to look over the submissions with a critical eye and the options were debated until a unanimous consensus was reached. The changes were drafted and published them on 6 March 2017.

After the extensive consultation of the previous Boards ranging from the 2016 Semester 2 Board of Editors up till the 2017 Semester 1 Board, the current 2017 Semester 2 Board did not see further consultation as necessary due to the time constraints of organising this constitution for submission to the ANU Council. Members received an update during the August ordinary general meeting in Week 4, where the changes were being made to constitution were minor, in terms of wording and formatting, therefore not requiring consultation from members if they have already voted to accept the previous amendments at the April ordinary general meeting 2017. Members were satisfied with this update and after clarifying further that the changes to the constitution did not change the meaning.

BACKGROUND
In late August 2016 applications were opened for an independent review panel to collect and consider submitted recommendations for constitutional change, discuss the options as a group and create a proposal for the Board of Editors. The 2016 Board of Editors put a considerable amount of paid advertising on Facebook to assist popularising the consultation process. The consultation process included round tables for members to discuss what changes needed to be made or issues that they found important and should be included in the constitution. A motion was moved by the members of the association at the OGM at the end of the 2016 academic year, that the incoming Board (Semester 1 2017) was to present changes to the members of the association on 6 March 2017. Upon adding in new
election procedures to the constitution in May 2017, the University brought to the Board’s attention the poor wording of the overall document.

Since then, the Board has endeavoured to rework the constitution to be clearly worded, so that its meaning may be easily ascertained. The Semester 1, 2017 Board endeavoured to rephrase the constitution with open student consultation and warning given to the members of a reworded document. This continued into the Semester 2, 2017 Board where the incoming Deputy Editor-in-Chief was handed over the second draft of the constitution to continue the work of Bronte McHenry the outgoing Editor-in-Chief. This has involved meetings with the ANUSA Lawyer to ensure that the new constitution is legally compliant with the Associations Incorporations Act (1991) and overseen in various consultations with the Corporate Government and Risk Office to ensure that it is compliant with the ANU as a whole. Working closely with the current Semester 2, 2017 Board and the Editor-in-Chief Kanika Kirpalani the Board has had internal discussions about specific sections and clauses that were advised to be reworded or reworked by the ANUSA Lawyer and the Corporate Government and Risk Office.

SUMMARY OF ISSUES

It is important that the constitution is accessible and understandable to its members as they are also a mechanism to hold the Board of Editors and the association accountable. The nature of the changes to the existing constitution, though fine in meaning, was difficult to follow due to the wording of the document. Woroni has sought to reword the constitution so that it may be in understandable to its members and to incoming Editors.

There have also been changes made to certain sections which outlined details of election procedure which has been removed and made into electoral regulations. These are outlined below.

Sections 7.1 and 7.4, Election of Editors, simplified the outline of the process of electing editors. Clarified 7.7- the Editor-in-Chief election to reflect the importance of having an existing General Editor as Editor-in-Chief and that Editor-in-Chief and is within the 12 months, as previously this was not explicit.

Further amendments to s7.10 removed the word “retire” due to its connotations of not being able to run again and instead replaced with “step down” this clarifies that the Editors vacate their positions during the electoral period if they wish to renominate themselves.

Section 8. Election Procedure, saw the removal of that clauses 8.4, 8.5, 8.6, 8.8, 8.9, 8.11. These clauses have become part of internal policy regarding the Electoral Regulations.

Sections 9.1-9.4 Removal and Resignation of Board members expands the role of the Grievance and Disputes Panel as an independent arbitrator when there are internal disputes within the Board. Placing greater responsibility of the Returning officer and to a certain degree the two appointed members to assist in arbitrating conflicts that escalate to a removal of either one or more editors from the board. This allows for greater accountability and ensures that the board of editors uphold their responsibilities and in turn the integrity of the association.

It is important to note that the process will also be expanded in the internal policy of the powers of the Grievance and Disputes Panel and the internal policy of the Removal and Resignation of Board members.

Embedded within in the constitution are the core principle framework the current Semester 2 2017 Board would like to ensure is enshrined for future boards follow. This mechanism ensures that the integrity of the association cannot, to a certain degree, be compromised by internal personal grievances of Editors or external pressure.

Further clarification of the membership including who can be and is on the Grievance and Dispute Panel in additional clauses (s26.6,7) that were added to s.26.

The old constitution has red highlights and this indicates text that has been deleted in comparison with the new constitution which has highlights in green indicating things that have been inserted and or re-written.

ATTACHMENTS

17.1 Current ANU Student Media constitution (353/2017)
17.2 Proposed ANU Student Media constitution (354/2017)
COMMUNICATION

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

ANU Student Media will be notified of the decision by Council and will be advised that they may communicate the decision to their membership.
*C18 - 19  Confidential to Council Members
PART 5 – OTHER MATTERS FOR NOTING

*C20 – 21  Confidential to Council Members
22. 2017 SECOND HALF YEAR ENROLMENT AND LOAD PERFORMANCE REPORT

PURPOSE To provide a summary report on student enrolments and load (EFTSL) performance for second-half year 2017

PREPARED BY Planning and Performance Measurement

REVIEWED BY Richelle Hilton, Director of Planning and Performance Measurement

APPROVED BY Acting Chief Operating Officer

SPONSOR Acting Chief Operating Officer

RECOMMENDATION That Council note the report.

ACTION REQUIRED
For discussion □  For decision □  ☑ For information

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

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

BACKGROUND
This report provides information on student enrolments (headcount) and load (EFTSL) using data reported to the Department of Education and preliminary data held in the Student System up to and including 4 September 2017. Attachment A illustrates student enrolment and load performance.

ANU AREAS OF GROWTH – 2016/2017 SECOND-HALF YEAR COMPARISON
• Overall, ANU load is 8.6% higher than 2016 (chart 1), (9.2% overall for full-year to date).
• Undergraduate load is higher by 11.5%, and postgraduate coursework load is higher by 8.7% (chart 1), (10.8% and 12.8% respectively for full-year to date, as a result of strong international growth).
• Domestic load is 0.7% higher than 2016, with 8.0% growth in undergraduate (chart 2), (2.0% overall for full-year to date, with 7.2% in undergraduate).
• International load is 22.2% higher than 2016, with 21.9% growth in undergraduate and 28.3% growth in postgraduate coursework (chart 3), (22.7% overall for full-year to date, with 22.2% in undergraduate and 31.0% in postgraduate coursework).
• Overall, ANU commencing load increased by 5.4% on 2016, with commencing undergraduate growth of 8.3%, and higher degree research of 8.1% (chart 4), (7.7% overall for full-year to date commencing across all career levels.
• Total international commencing load increased by 23.4% while total domestic load decreased by 9.4% (chart 5 and 6). For the first time international commencing load exceeded domestic commencing load by 199.2 EFTSL.
• International postgraduate coursework enrolments (54.7%) outstrip domestic enrolments (45.3%) (chart 10), (51.4% and 48.7% respectively overall for full-year to date).
• International Higher Degree Research load increased by 23.1%.

PART 5 – OTHER MATTERS FOR NOTING
ANU AREAS WITH NO GROWTH - 2016/2017 SECOND-HALF YEAR COMPARISON

- Overall, total Higher Degree Research load decreased by 4.9% from 2016, with a 6.3% decrease in domestic load, and 2.3% in international load (charts 1 & 2).
- Domestic postgraduate coursework load decreased by 16.2% from 2016, and overall by 7.3% for full-year to date, and has been on a downwards trajectory since 2014 (chart 2). Second-half commencing load for this cohort is down 28.7% on 2016 (chart 5), and 14.1% overall for full-year to date.

DOMESTIC SECOND-HALF YEAR 2017 LOAD (EFTSL) PERFORMANCE

Total load (EFTSL) - domestic second-half year load by career
Chart 2 shows domestic load at 5,274.4 with undergraduate representing 69.6% of total domestic load, followed by postgraduate coursework at 18.9%, and higher degree research at 11.4%. (Overall, load for full-year to date is 11,297.9 overall for full-year to date, split 67.8%, 21.1% and 11.0% respectively).

Commencing load (EFTSL) - domestic second-half year load by career
Chart 5 shows an overall 9.4% drop in commencing domestic load, with postgraduate coursework decreasing by 28.7%, followed by Higher Degree Research with a decrease of 0.6%. The only commencing growth was within undergraduate with an increase of 3.4%. (Overall, a 3.8% drop for full-year commencing to date, with postgraduate coursework dropping 14.1%).

College load (EFTSL) - domestic second-half year by career
Chart 7 shows Colleges achieved growth within domestic undergraduate load, with the majority of this growth within postgraduate coursework. The highest growth occurred within the College of Health and Medicine at 20.1% and 6.8% respectively, the College of Arts and Social Sciences at 12.9% and 13.2% respectively, and College of Engineering and Computer Science at 11.1% and 16.4% respectively. (Overall, full year to date across all career levels 10.9% and 11.1% for College of Health & Medicine and College of Arts & Social Sciences).

The College of Law shows a 30.3% semester drop in postgraduate coursework domestic load (28.0% overall for full-year to date across all career levels). The College of Business and Economics is the only College to show growth of 15.7% in domestic load for Higher Degree Research.

INTERNATIONAL SECOND-HALF YEAR 2017 LOAD (EFTSL) PERFORMANCE

Total load (EFTSL) - international second-half year load by career
Chart 3 shows total international load at 3,708.5.1 for second-half, with postgraduate representing 52.0% of total international load, followed by undergraduate at 37.9%, and higher degree research at 9.4%. (7,164.2 overall for full-year to date, split 51.5%, 38.3% and 9.7% respectively).

Commencing load (EFTSL) - international second-half year by career
Chart 6 shows total commencing load at 1,861.9 EFTSL for second-half, with overall growth at 23.4%. Postgraduate coursework is up 25.8% followed by growth within higher degree research at 23.1% and undergraduate at 18.7%. (25.9% increase overall for full-year commencing to date, across all career levels).

College load (EFTSL) - international second-half year by career
Chart 8 shows good growth across all Colleges except the College of Law who experienced a 19.4% semester drop. The highest growth occurred within the College of Health and Medicine at 34.3%, the College of Engineering and Computer Science at 29.8% and the College of Business and Economics at 25.3%. (19.6%, 28.5% and 27.7% respectively overall for full-year to date across all career levels)

The College of Law is the only College to show a drop in postgraduate coursework load of 19.0%. The College of Business and Economics, as well as the College of Health and Medicine show semester growth in international load for higher degree research at 13.6% and 11.4% respectively.

SECOND-HALF YEAR 2017 ENROLMENT PERFORMANCE

PART 5 – OTHER MATTERS FOR NOTING
ANU total second-half year enrolments
Second-half year enrolments for 2017 are currently 21,125, reflecting a growth of 7.5% on second-half year 2016. Across career level, enrolments for postgraduate coursework grew by 6.8% and for undergraduate by 11.6%. Again, Higher Degree Research decreased its enrolments by 5.3%.

Second-half year enrolments by citizenship, and career
Chart 10 shows domestic enrolments remains the highest proportion of total enrolments at 63.4%. However, strong growth in international postgraduate coursework, particularly in the commencing cohort, combined with a reduction in domestic enrolments has international students outnumbering domestic students in postgraduate research with a split of 45.3% domestic and 54.7% international.

Domestic second-half year enrolments by distribution
Chart 11 shows ACT students constitute half (51.2%) of domestic enrolments. NSW is the second largest source for domestic students at 26.5% followed by Victoria at 9.4%.

International home country, 2017 second-half year enrolment distribution
Chart 12 shows Chinese students remain the largest proportion of the international cohort representing 66.6%. This represents growth of 42.7% since second-half year 2013.

ATTACHMENT
22.1 Second half year enrolment and load progress (2017) (358/2017)

COMMUNICATION
For public release ☐ For internal release ☑ Not for release ☐
*C23 – 28  Confidential to Council Members
29. ACADEMIC BOARD REPORT

PURPOSE To note the report from the meeting of Academic Board held on 1 August 2017.

PREPARED BY Chair, Academic Board

SPONSOR Vice-Chancellor

RECOMMENDATION That Council note the report from Academic Board resulting from its 1 August 2017 meeting (557/2017).

ACTION REQUIRED
☐ For discussion ☐ For decision ☑ For information

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

SUMMARY OF ISSUES

Hot Topic – Responding to allegations of sexual harassment and/or assault
With the release of the Australian Human Rights Commission report, Change The Course: National Report on Sexual Assault and Sexual Harassment at Australian Universities (2017), on 1 August, the Board discussed sexual assault and harassment at the University, what actions have been taken to address it and how the University can better prevent harassment and assault, and provide improved support to survivors. In particular, the Board considered the impact on teaching and learning outcomes, power dynamics effecting research students and student experience. The Board heard from a number of people, including representatives from ANUSA and PARSA, Head of the Counselling Centre Carolyn Farrar and Canberra Rape Crisis Centre Chief Executive Chrystina Stanford.

Student Partnership Agreement
The Academic Board approved the Student Partnership agreement that was tabled by the Student Engagement Working Group. The agreement is the first of its kind in Australia and sets out principles for student engagement, with a number of initiatives set out for implementation in the next 18 months. The agreement enhances the student experience in teaching, learning and research by putting students at the heart of quality assurance and development.

Academic Freedom
The Board discussed the importance of academic freedom and identified it as a foundational issue for the University, with a need to define what academic freedom means. The Board agreed to establish a working group to undertake research and consultation to advise Academic Board and the University on the development of an academic freedom statement.

Recent media coverage of Academic Boards:
There has been recent media coverage about the role and functions of Academic Boards, with regards for the Higher Education Standards Framework (Threshold Standards) 2015. The coverage highlights the importance of understanding and delivering the requirements under the Threshold Standards and ensuring diligent academic governance processes.

ATTACHMENT

29.1 Academic Board Report 4/2017, 1 August 2017 (557/2017)

COMMUNICATION
☐ For public release ☐ For internal release ☑ Not for release
30. POWER OF ATTORNEY

PURPOSE
To note that no documents have been executed under Power of Attorney since the 21 July 2017 meeting of Council.

PREPARED BY
Director, Corporate Governance and Risk Office

RECOMMENDATION
That Council note that no documents have been executed under Power of Attorney since the 21 July 2017 meeting of Council.

ACTION REQUIRED
For discussion ☐ For decision ☐ For information ☑

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

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

Council is asked to note that no documents have been executed under Power of Attorney since its last meeting held on 21 July 2017.

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

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

PREPARED BY   Director, Corporate Governance and Risk 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 21 July 2017.

ACTION REQUIRED
For discussion ☐ For decision ☐ For information ☑

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

BACKGROUND AND SUMMARY OF ISSUES

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

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

This report confirms that no uses of the University Seal have been recorded since the last meeting of Council held on 21 July 2017.

COMMUNICATION
For public release ☐ For internal release ☐ Not for release ☑
32. 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 (364/2017).

ACTION REQUIRED
For discussion ☐  For decision ☐  For information ☑

ATTACHMENT
32.1 Report of significant visits and events, grants and consultancies (364/2017).
33. LEGISLATION

PURPOSE
For Council to note legislation made by the Vice-Chancellor.

PREPARED BY
Associate Director, Corporate Governance and Policy

REVIEWED BY
Director, Corporate Governance and Risk Office

APPROVED BY
Vice-Chancellor

SPONSOR
Vice-Chancellor

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

1. Council (Elections) Order 2017
2. Appeals Rule 2017
3. Discipline Rule 2017

ACTION REQUIRED
For discussion ☐ For decision ☐ For information ☑

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

The Council (Elections) Order 2017 gives consequential effect to previous decisions taken by the Council in respect of the academic organisational structure of the University. Consultation occurred on the substantive decisions, and so consultation on the Order was not required.

The Appeals Rule 2017 and Discipline Rule 2017 were prepared in consultation with the Division of Student Administration and Division of Student Life.

BACKGROUND

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

SUMMARY OF ISSUES

Council (Elections) Order 2017

The Council (Elections) Order 2017 is made under section 21 of the Council (Elections) Statute 2016. The Order repeals the Council (Elections) Order 2016 (No.2).

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.

Appeals Rule 2017 and Discipline Rule 2017

The Appeals Rule 2017 is made under section 3 of the Appeals Statute 2014, and the Discipline Rule 2017 is made under section 9.5 of the Vice-Chancellorship Statute 2013. These rules repeal the Appeals Rule 2015 and the Discipline Rule 2015.

The extent to which these new Rules amend the existing Rules is limited in nature and do not involve a major overhaul of the Rules. The amendments have arisen from a review report following concerns expressed by some staff about the processes and outcomes of past appeals decisions involving students. The new Rules, in particular involve the following amendments of the current Appeals and Discipline Rules:
Conferring a new discretion on the Registrar to appoint a person to assist a prescribed authority, the Vice-Chancellor, or a panel selected by the Vice-Chancellor, to conduct an inquiry under the Discipline Rule (see new section 9(2)). This reflects the prospect of expert guidance otherwise available to Appeals Committees under the Appeals Rule (section 14(6)).

Making the role of the Registrar more explicit under the Appeals Rule, by allowing the Registrar or their nominee to present the University’s case before an Appeals Committee. This corrects an apparent asymmetry in the Appeals Rule, which had only expressly allowed the student to participate, and will be of particular assistance where the student is permitted an advocate for their case (involving changes to sections 20-22 of the Appeals Rule).

Continuing the stay of a penalty of suspension of enrolment, imposed by a prescribed authority and now the Vice-Chancellor or panel, where the student appeals to an Appeals Committee; but, tempering that where exceptional circumstances make it necessary to lift the stay. That prospect is limited to instances where there is otherwise an imminent and serious risk to the health or safety of a person if the student’s suspension continued to be stayed or if there would be a serious risk to the University, its staff, students or property (involving changes to sections 10 and 11 of the Discipline Rule).

Reflecting more clearly the obligations arising under the Work Health and Safety Act 2011, among the factors or criteria determining a penalty under both the Discipline and Appeals Rules, being objectives of punishment, deterrence, rehabilitation, the protection of students and staff and University property, the nature and severity of the conduct, and the effect of the behaviour in question, including loss damage and harm caused to others, and the health and safety of students and staff (now included in sections 10 and 11 of the Discipline Rule and section 23 of the Appeals Rule).

ATTACHMENTS

33.1 Council (Elections) Order 2017 (365/2017)
33.2 Appeals Rule 2017 (366/2017)
33.3 Discipline Rule 2017 (367/2017)

COMMUNICATION

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

The new legislation is published on the ANU legislation webpage and the Federal Legislation website.
37. WORKPLACE GENDER EQUALITY AGENCY (WGEA) REPORT

PURPOSE
To present the 2017 Workplace Gender Equality Agency (WGEA) report and the Notice of Compliance issued to the University by WGEA.

PREPARED BY
Employee Relations Branch, HR Division

REVIEWED BY
Dr Nadine White, Director - Human Resources

APPROVED BY
Karen Hill, Acting Chief Operating Officer

SPONSOR
Karen Hill, Acting Chief Operating Officer

RECOMMENDATION
That Council note:

1. The University’s report as submitted to the Workplace Gender Equality Agency (WGEA); and

2. Receipt of the Notice of Compliance with the Workplace Gender Equality Act 2012 (the Act), issued to the University by WGEA.

ACTION REQUIRED
☐ For discussion  ☐ For decision  ☑ For information

CONSULTATION
☐ Staff  ☐ Students  ☐ Alumni  ☐ Government  ☑ Other

BACKGROUND
The Australian National University lodged its annual report with the Workplace Gender Equality Agency (WGEA) on 25 July 2017. The University’s 2017 report covers the 12 month reporting period from 1 April 2016 to 31 March 2017. A copy of the report is at Appendix 1.

Under the notification and access requirements of the Act a public version of the report was also made available to all employees and employee organisations with members in the workplace.

On 22 August 2017 WGEA issued the University’s certificate of compliance with the Act. Reporting organisations require this Notice of Compliance if they wish to buy goods and services from, or enter into a contract with, the Australian Government. The University’s Notice of Compliance issued on 22 August 2016 is attached in Appendix 2.

SUMMARY OF ISSUES
The data within the 2016-17 Workforce Profile is consistent with last year’s results and expectations. The largest difference is that in 2016-17, the reporting levels from the CEO (i.e. the Vice-Chancellor) are more consistent across categories of managers due to minor restructuring within the University Executive.

For the first time, the University has one staff member who chooses not to be identified as male or female in the HR System. In accordance with WGEA guidelines, this staff member is not reported in the Workforce Profile or the questions where data is required in the Reporting Questionnaire.

While there has been an increase in the total number of appointments – 4200 in 2016-17 compared to 3760 in 2015-16 – these are similarly distributed across the manager/non manager categories. There has been an increase in the percentage of female appointments – 55.31% female in 2016-17 compared to 52.90% female in 2015-16. There has also been a substantial increase in female manager promotions compared to last year – 7.19% of all promotions in 2016-17 compared to 4.67% in 2015-16.
The number of staff taking parental leave is consistent with last year. However there has been a significant reduction in the number of ceasing employment during or immediately after a period of parental leave – 10 in 2016-17 compared to 16 in 2015-16.

Overall there has been a slight increase in the total number of resignations – 386 in 2016-17 compared to 354 in 2015-16 – but the proportion of women to men is consistent with 2015-16 and is within the range of benchmarked higher education institutions.

Towards the end of 2017, WGEA will release a benchmarking report comparing the University’s 2017 results with other organisations.

The Reporting Questionnaire in the Report examines the 12 month reporting period from 1 April 2016 to 31 March 2017. The questionnaire consists of 17 questions covering six Gender Equity Indicators (GEI).

Minimum standards are in place for relevant employers with 500 or more employees are required to have a policy or strategy in one of the following areas:

- GEI 1 – gender composition of the workforce
- GEI 3 – equal remuneration between women and men
- GEI 4 – availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities
- GEI 6 – sex-based harassment and discrimination.

Information contained in the University’s annual compliance report has been assessed by WGEA to determine whether the minimum standard has been met. **WGEA has determined that the ANU has met this minimum standard.**

Further information is available on the WGEA website at: [https://www.wgea.gov.au](https://www.wgea.gov.au).

**ATTACHMENTS**

37.1 ANU WGEA Public Report 2017 (372/2017)
37.2 ANU Notice of Compliance (issued on 28 August 2017) (373/2017)

**COMMUNICATION**

☐ For public release ☐ For internal release ☑ Not for release
C38. Confidential to Council Members
PART 6 – OTHER BUSINESS

*39. QUESTION TIME

PURPOSE  For Members of Council to ask questions.

SPONSOR  Chancellor

RECOMMENDATION  That Council note any matters raised in question time.

ACTION REQUIRED
For discussion ☐  For decision ☐  For information ☐
*40. OTHER BUSINESS

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

SPONSOR Chancellor

RECOMMENDATION That Council consider any other business raised.

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

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

**SPONSOR**
Chancellor

**RECOMMENDATION**
That Council note that its next meeting will be held on 1 December 2017.

**ACTION REQUIRED**
For discussion  ☐  For decision  ☐  For information  ☑
COUNCIL AGENDA
21 JULY 2017

ATTACHMENTS
# GLOSSARY OF ANU TERMS

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<td>AHEGS</td>
<td>Australian Higher Education Graduation Statement</td>
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<td>CFO</td>
<td>Chief Financial Officer</td>
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<td>CHELT</td>
<td>Centre for Higher Education, Learning &amp; Teaching</td>
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<td>ANU College of Medicine, Biology &amp; Environment</td>
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<td>CRICOS</td>
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<td>NCIS</td>
<td>National Centre for Indigenous Studies</td>
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<td>National Health and Medical Research Council</td>
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<td>RSD</td>
<td>Research Services Division</td>
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<tr>
<td>RTS</td>
<td>Research Training Scheme</td>
</tr>
<tr>
<td>SCAPA</td>
<td>Strategic Communications &amp; Public Affairs</td>
</tr>
<tr>
<td>SIG</td>
<td>Service Improvement Group</td>
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<tr>
<td>SIS</td>
<td>Scholarly Information Services Division</td>
</tr>
<tr>
<td>SMG</td>
<td>Senior Management Group</td>
</tr>
<tr>
<td>TEQSA</td>
<td>Tertiary Education Quality and Standards Agency</td>
</tr>
<tr>
<td>Tjabal</td>
<td>Tjabal Indigenous Higher Education Centre</td>
</tr>
<tr>
<td>TTO</td>
<td>Technology Transfer Office</td>
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<tr>
<td>UA</td>
<td>Universities Australia</td>
</tr>
<tr>
<td>UAC</td>
<td>University Admissions Centre (for NSW and ACT)</td>
</tr>
<tr>
<td>UEC</td>
<td>University Education Committee</td>
</tr>
<tr>
<td>UG</td>
<td>Undergraduate</td>
</tr>
<tr>
<td>URC</td>
<td>University Research Committee</td>
</tr>
<tr>
<td>VC</td>
<td>Vice-Chancellor</td>
</tr>
</tbody>
</table>
Global Engagement

• Key initiatives for discussion:
  – Supporting Global Engagement: Strategic partnerships
  – International Liaison Offices
  – Culture and outreach strategy
Supporting Global Engagement

Four areas of focus

| Strategic Partnerships | Revenue Growth & Diversification | International Student Cohort Diversification | Globally-Engaged Student Experience |
Enabling Framework

1. International partnerships framework
2. In-country support in key markets
3. External profile-raising
4. Internal communication & co-ordination
5. Evidence-based decision-making
Strategic Partnerships

- Multi-lateral institutional partnerships
  - IARU
  - APRU
- Bi-lateral institutional partnerships
- College-led and area-led partnerships
International Liaison Offices

Purpose: Advance ANU strategic objectives in key offshore markets, by
•Gathering market intelligence
•Identifying opportunities in research and education
•Managing and building relationships
•Supporting ANU delegations
•Supporting alumni engagement
•Mitigating and managing risk
International Liaison Offices

Established:
• North America Liaison Office: NALO
• China Liaison Office: CLO

In progress
• Singapore: High Commission location
• India: Bangalore options
Culture and Outreach Strategy

Scoping and consultation stage

Sources
1. Home grown – ANU traditions, School of Music, School of Art and Design, student creative and cultural activities, academic conferences
2. Strategic partnerships – ACT Government, National Cultural Institutions, International Institutions, Festivals, Media Organisations (eg. Canberra Writers Festival, Smithsonian Air and Space Museum, National Press Club)
Culture and Outreach Strategy

Focus

1. National Capital: ANU Campus (Revitalised Union Court, ANU venues) Parliament House, National Cultural Institutions
2. Interstate (State Capitals, Northern Australia)
3. International (via network of ANU overseas offices, Embassies and High Commissions)
4. Digital: Virtual experience of ANU culture, partnerships key
Summary Profile of Jure Domazet

Qualifications
Bachelor of Commerce (ANU)
Bachelor of Laws (ANU)
Graduate Diploma Legal Practice (ANU)

Employment History

1998-Present: Managing Director Doma Group

Doma Group has been a significant participant in the property industry across the residential, commercial, retail and hospitality sectors in varying roles including development, construction, investment and operation for over 40 years. The Group was established by Jure’s mother and father in 1974 in residential development and construction. Since Jure joined in 1998 it has established itself as a significant participant in the property industry, particularly the ACT, in all sectors including multi-unit residential apartments, commercial office, hotels, retail and carparks.

Doma Group is now recognised as one of the largest investment and development companies in the ACT. It is also one of the largest private hoteliers in the ACT owning and operating all of its hotel operations including food and beverage facilities. It has a significant presence in New South Wales, with activities in Sydney, Newcastle, Gosford and Albury. Some of the major local developments undertaken by the Group include the Realm precinct in Barton, five developments at Kingston Foreshore and the Department of Health and Ageing Sirius Building in Woden.

Whilst predominantly interested in property the Group also has an active private equity arm, with investments in technology start-ups, software business, smart car parking, online retailing and secure lockers. Some of these business offer vertical or horizontal integration, others are part of the broader diversification of the Group’s investments.


Directorships

Canberra Convention Bureau – Chair
Canberra Girls Grammar School – Director and Chair of the Development and Masterplanning Committee
Property Council of Australia (ACT Division) – former Director and President
Various Doma Group entities
Audit and Risk Management Committee Charter

Introduction

1. The Australian National University (ANU) Council has established the Audit and Risk Management Committee (the Committee) in compliance with section 45 of the Public Governance, Performance and Accountability Act 2013 (PGPA Act) and section 17 of the Public Governance and Accountability Rule 2014 (PGPA Rule).

2. This Charter sets out the Committee’s objective, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

Objective

3. The objective of the Committee is to provide independent assurance, advice and assistance to the Council on the University’s risk, control, compliance, internal audit and governance framework, and its external accountability responsibilities including in relation to financial statements.

Authority

4. The Council authorises the Committee, within the scope of its role and responsibilities, to:

   - obtain any information it needs from any employee and/or external party (subject to their legal obligation to protect information);
   - discuss any matters with the University’s external auditors, or other external parties (subject to confidentiality considerations);
   - request the attendance of any ANU employee or Council member at Committee meetings; and
   - obtain external legal or other professional advice, as considered necessary to meet its responsibilities, at the University’s expense.

Composition and Tenure

5. The Committee shall consist of:

   a. a Chair, appointed by the Council, who may be a member of the Council, but not the Chancellor, nor a student or employee of the University;
b. **up to two** members of Council, appointed by the Council, who may not be a student or an employee of the University;

c. up to four independent members, appointed by the Council, who may not be a members of Council, nor a student or employee of the University;

d. **ex officio**, the Chair of the Finance Committee.

6. The Committee may appoint a Deputy Chair from amongst its members.

7. The members, taken collectively, will have a broad range of skills and experience relevant to the operations of the ANU. At least three members shall have appropriate qualifications, knowledge, skills or experience to assist the Committee to perform its functions, with at least one member having accounting or related financial management experience with an understanding of accounting and auditing standards in a public sector environment.

8. Members shall be appointed for up to two years and are eligible for re-appointment.

9. The Council will have regard to the University’s objectives on gender equity, and the need for both continuity and regular renewal, in filling positions on the Committee.

10. Council members may attend Committee meetings, and when they elect to do so, will be provided with Committee papers.

**Roles and Responsibilities**

11. The Committee exercises such functions, responsibilities and authorities as may be assigned or delegated to it by Council from time to time, but only such executive powers as are explicitly delegated to it.

12. The Committee’s responsibilities, subject to revision by Council, are to monitor, review and where appropriate make recommendations to Council with respect to:

   a. **Financial Reporting**: Review and give independent advice and assurance about the appropriateness of the University’s financial reporting, including reviewing the annual audited financial statements and related management representations, and recommending the signing of those statements.

   b. **Performance Reporting**: Review and give independent advice and assurance about the appropriateness of the University’s performance reporting, including the framework for developing and reporting key performance indicators and the annual activities and performance as outlined in the University’s annual report to Parliament.

   c. **System of Risk Oversight and Management**: Review and give independent advice and assurance about the appropriateness of the University’s system of risk oversight and management -- whether it has a sound enterprise risk management...
framework and associated processes for effective identification and management of the entity’s business and financial risks, including fraud risks and those associated with individual projects, program implementation and activities.

d. System of Internal Control: Review and give independent advice and assurance about the appropriateness of the University’s system of internal control, including approaches to governance, compliance and assurance, and including consideration of:
   o the University’s overall control environment, as reflected in its governance, risk management and compliance arrangements;
   o proposed internal audit resourcing and coverage, the extent to which that coverage takes into account the University’s key risks, and recommending approval of the annual Internal Audit Work Plan (IAWP) by Council; and
   o internal and external audit reports, providing advice to Council about significant issues identified, and monitoring the implementation of agreed actions.

Responsibilities of Members

13. Members of the Committee are expected to understand and observe the legal requirements of the Australian National University Act 1991 and the Public Governance, Performance and Accountability Act 2013.

14. Members are also expected to:
   • act in the interests of the University;
   • contribute the time needed to study and understand the papers provided; and
   • apply good analytical skills, objectivity and good judgment.

Reporting

15. The Committee will regularly, but at least once a year, report to the Council on its operation and activities during the year. The report should include:
   • a summary of the work it performed to fully discharge its responsibilities during the preceding year;
   • a summary of the University’s progress in addressing the findings and recommendations made in internal and external reports;
   • an overall assessment of the University’s risk, control and compliance framework, including details of any significant emerging risks or legislative changes impacting the ANU; and
• details of meetings, including the number of meetings held during the relevant

16. The Committee may, at any time, report to the Council any other matter it deems of sufficient importance to do so. In addition, at any time an individual Committee member may request a meeting with the Chair of the Council (Chancellor).

Administrative Arrangements

Meetings and Planning

17. The Committee will meet six times per year. A special meeting will be held to review the University’s annual financial statements.

18. The Chair is required to call a meeting if asked to do so by the Council and decide if a meeting is required if requested by another Committee member, internal audit or the ANAO.

19. A forward meeting plan, including meeting dates, location and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all of its responsibilities, as detailed in this Charter.

20. The Chair is invited to attend at least one Council meeting per year.

21. The Chair will be regularly updated with the ANU audit and risk management activities and emerging issues by the Director, Corporate Governance & Risk Office.

Attendance at Meetings and Quorums

22. A quorum will consist of 50 per cent of Committee members who hold office for the time being.

23. Meetings can be held in person, by telephone or by videoconference.

24. The Director, Corporate Governance and Risk Office (as the officer accountable for internal audit) shall attend all meetings of the Committee unless requested by the Chair of the Committee not to attend a particular Committee meeting or participate in certain agenda items. The Committee may meet with the Director, Corporate Governance and Risk Office in camera and without other members of management in attendance.

25. The Vice-Chancellor, the Deputy Vice-Chancellors, the Pro Vice-Chancellors, the Executive Director (Administration & Planning), the Chief Finance Officer and representatives of the Australian National Audit Office may, subject to the Committee requesting otherwise, attend each meeting and contribute to its deliberations.

26. The Chair of the Committee may request any other ANU employee and/or external party to attend Committee meetings or participate in certain agenda items.

27. External Audit and Internal Audit are to be afforded the opportunity of meeting privately with Committee members only as required.
28. The Chair of the Council (Chancellor) may be invited to attend Committee meetings to participate in specific discussions or provide strategic briefings to the Committee.

**Secretariat**

29. The Corporate Governance and Risk Office will provide secretariat support to the Committee. The Corporate Governance and Risk Office will ensure the agenda for each meeting and supporting papers are circulated, after approval from the Chair, at least 7 days before the meeting, and ensure the minutes of the meetings are prepared and maintained. Minutes shall be approved by the Chair and circulated to each member, as appropriate.

**Conflicts of Interest**

30. Once a year Committee members shall provide written declarations to the Council declaring any material personal interests that would preclude them from being members of the Committee. External members will be asked to consider past employment, consultancy arrangements and related party issues in making these declarations. Council will need to be satisfied that there are sufficient processes in place to manage any real or perceived conflict of interest.

31. Committee members shall declare any material personal interests at the start of each meeting or before discussion of the relevant agenda item or topic. Details of material personal interests declared by Committee members, and actions taken, shall be appropriately recorded in the minutes.

**Induction**

32. The Corporate Governance and Risk Office, will maintain a program of induction, training and awareness-raising for Committee members, with the objective of enabling the Committee to keep abreast of contemporary developments and leading practice to assist them to meet their Committee responsibilities.

**Assessment and Review**

33. The Chair of the Committee shall initiate annually a review of the performance of the Committee, and this Charter, with appropriate input sought from the Council, the Vice-Chancellor, management and any other relevant stakeholders, as determined by the Council. The review of performance shall be conducted on a self-assessment basis unless otherwise determined by the Council.

Approved by resolution of the ANU Council meeting of 2 October 2015.
## Internal Audit and Management Initiated Review reporting protocols

### Reviews conducted as part of the Annual Audit Plan

<table>
<thead>
<tr>
<th>Management report</th>
<th>Audit &amp; Risk Management Committee report</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Internal Audit distributes a draft Management Report to areas involved in the review to check the factual accuracy of the information on which the internal audit conclusions have been drawn. (Note: The Vice-Chancellor will be briefed immediately in the event a potential Extreme finding has been confirmed with the auditee representative)</td>
<td>(Note: Audit and Risk Management Committee chair advised of potential Extreme findings once this has been confirmed with the Vice-Chancellor)</td>
</tr>
<tr>
<td>2. Exit meeting between nominated auditee representative and Internal Audit to discuss and agree findings and recommendations.</td>
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<tr>
<td>3. Where the Draft Management Report includes Extreme, High or Moderate rated findings a detailed management action plan is required. This will be prepared by the responsible area for inclusion in the report and will include agreed due dates for management action. (In some cases, ‘management action plans’ will be management actions rather than only plans for action.)</td>
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<tr>
<td>4. Management Report sign-off by Director Corporate Governance and Risk Office, and ANU auditee representative(s).</td>
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<tr>
<td>5. Audit and Risk Management Committee report prepared comprising a synopsis of overall findings plus detailed findings, recommendations and management action plans in respect of confirmed Extreme, High or Moderate rated findings.</td>
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</tbody>
</table>

### Reviews initiated by management

The Audit & Risk Management Committee will be informed of any internal audit activities which have been initiated by management. The Committee will not however receive a summary report unless:

- It requests a copy; and / or
- The review has identified Extreme, High or Moderate matters.
**ANU COUNCIL**

**2018 FORWARD AGENDA PLAN**

(as at 15 September 2017)

<table>
<thead>
<tr>
<th>Council meeting date</th>
<th>Key business items</th>
</tr>
</thead>
</table>
| 1-2 February 2018, ANU House Melbourne | • Vice-Chancellor’s report  
• Chancellor’s report - Annual Council self-evaluation 2017 (survey only)  
• The Chancellorship – preliminary discussion  
• ANU Strategic Plan – End of 2017 report  
• 2017 report of Remuneration Committee and ANU Executive Remuneration  
• New ANU Act progress report, as applicable  
• Council membership – Noting nominations to the Minister  
• Union Court Redevelopment Project update  
• Acton Campus Master Plan Review update  
• Melbourne engagement strategy 2017 report  
• Honorary degrees nominations  
• 2017 Declarations of Interest – Annual Disclosures  
• 2017 Control self-assessment report  
• Work health and safety performance report  
• Academic Board annual report 2017  
• ANU Emeritus Faculty annual report 2017  
• Prizes and scholarships approvals 2017  
• Academic Board report  
• Finance Committee – Executive Summary  
• Audit and Risk Management Committee – Executive Summary  
• Campus Planning Committee – Executive Summary  
• Power of Attorney report  
• University Seal report  
• Report of Significant Visits and Events, Grants and Consultancies  

Planning day: Delivering the ANU Strategic Plan 2017-2021, including discussion of an acceptable risk appetite, supported by a risk mitigation plan, to help secure the University’s future financial position.

| 6 April 2018 | • Vice-Chancellor’s report  
• 2017 Annual Financial Statements, including subsidiaries and ANAO Audit Clearance Statement  
• 2017 Annual report of Audit and Risk Management Committee activities and acquittal of Internal Audit Charter responsibilities  
• 2017 ANU annual report, including National Institutes Grant report to the Minister  
• New ANU Act progress report, as applicable  
• Investment Strategy and Socially Responsible Investment Policy compliance report  
• Student enrolments progress report  
• Health and Medical Sciences review implementation update  
• Emeritus Professors and Emeritus Fellows appointments report  
• Work health and safety performance report  
• Academic Board report  
• Finance Committee – Executive Summary  
• Audit and Risk Management Committee – Executive Summary  
• Campus Planning Committee – Executive Summary |
<table>
<thead>
<tr>
<th>Council meeting date</th>
<th>Key business items</th>
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</thead>
</table>
| 25 May 2018         | Ø Vice-Chancellor’s report  
|                     | Ø The Chancellorship – further discussion, possible decision  
|                     | Ø 2018/19 Federal Budget report  
|                     | Ø Projected 2018 Financial Results and KPIs  
|                     | Ø ANU Enterprise Business Plan – Implementation update (incl ASI) / Subsidiary entities quarterly performance reports  
|                     | Ø New ANU Act progress report, as applicable  
|                     | Ø Administrative reform update report  
|                     | Ø Student accommodation expansion plan update report  
|                     | Ø Council Committee membership (re-)appointments  
|                     | Ø Honorary degrees nominations  
|                     | Ø Work health and safety performance report  
|                     | Ø Workers Compensation Self-insurance Project progress report  
|                     | Ø Endowment for Excellence annual report to donors  
|                     | Ø Academic Board report  
|                     | Ø Finance Committee – Executive Summary  
|                     | Ø Audit and Risk Management Committee – Executive Summary  
|                     | Ø Campus Planning Committee – Executive Summary  
|                     | Ø Power of Attorney report  
|                     | Ø University Seal report  
|                     | Ø Report of Significant Visits and Events, Grants and Consultancies  

Strategic topic: University Experience Plan – PVC(UE)

Site visit: A site visit activity will coincide with National Reconciliation Week

| 20 July 2018         | Ø Vice-Chancellor’s report, including VC expenditure over $10 million (delegation)  
|                     | Ø ANU Strategic Plan – Mid Year report  
|                     | Ø New ANU Act progress report, as applicable  
|                     | Ø Union Court Redevelopment Project Update  
|                     | Ø CALF Forum 2017 – Chancellor’s report  
|                     | Ø Capital Management Plan 2018  
|                     | Ø CAP-CASS Governance progress report  
|                     | Ø Engineering and Computer Science Expansion Plan progress report  
|                     | Ø Work health and safety performance report  
|                     | Ø Ethics Committees annual report 2017  
|                     | Ø ANU Coursework fee setting for 2019 and 2020  
|                     | Ø ANU Higher Degrees by Research fee setting for 2019 and 2020  
|                     | Ø ANU College Coursework fee setting for 2019  
|                     | Ø Academic Board report  
|                     | Ø Finance Committee – Executive Summary  
|                     | Ø Audit and Risk Management Committee – Executive Summary  
|                     | Ø Campus Planning Committee – Executive Summary  
|                     | Ø Power of Attorney report  
|                     | Ø University Seal report  
|                     | Ø Report of Significant Visits and Events, Grants and Consultancies  

Strategic topic: Academic Plan - DVC(A)  

Site visit: TBA
<table>
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<tr>
<th>Council meeting date</th>
<th>Key business items</th>
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<tr>
<td></td>
<td><strong>Strategic topic: Transforming Society Plan – VC</strong></td>
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<td></td>
<td>Site visit: TBA</td>
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</tbody>
</table>
| 5 October 2018       | ✓ Vice-Chancellor’s report  
|                      | ✓ 2018 Consolidated University financial projections  
|                      | ✓ 2019 Recurrent (allocation) budget  
|                      | ✓ New ANU Act progress report, as applicable  
|                      | ✓ Student enrolments progress report  
|                      | ✓ Alumni relations and philanthropy progress report  
|                      | ✓ Standard & Poor’s Rating of the ANU  
|                      | ✓ Workplace Gender Equality Agency annual report  
|                      | ✓ Work health and safety performance report, including progress report on addressing sexual assault and harassment  
|                      | ✓ Residential fee setting for 2019  
|                      | ✓ Student Services and Amenities Fee - Process for consultation with students  
|                      | ✓ 2019 and 2020 Council meeting dates, strategic topics and site visits  
|                      | ✓ Honorary degrees nominations  
|                      | ✓ Academic Board report  
|                      | ✓ Finance Committee – Executive Summary  
|                      | ✓ Audit and Risk Management Committee – Executive Summary  
|                      | ✓ Campus Planning Committee – Executive Summary  
|                      | ✓ Power of Attorney report  
|                      | ✓ University Seal report  
|                      | ✓ Report of Significant Visits and Events, Grants and Consultancies |
|                      | **Strategic topic: Global Engagement Plan – DVC(GE)** |
|                      | Site visit: TBA |
| 7 December 2018      | ✓ Vice-Chancellor’s report, incl update on publication of ANU history for 75th anniversary, VC report on expenditure over $10 million (delegation)  
|                      | ✓ 2018 Consolidated financial projection  
|                      | ✓ 2019 Consolidated University budget  
|                      | ✓ 2019 Subsidiaries budget and performance reports  
|                      | ✓ Acton Campus Master Plan Review update (possible approval)  
|                      | ✓ New ANU Act progress report, as applicable  
|                      | ✓ Investment performance report (Plato performance; Portfolio Performance)  
|                      | ✓ Capital building financial summary report  
|                      | ✓ Entity-wide Risk Management Framework, profile, strategic risk register and strategic risk appetite statements – annual update  
|                      | ✓ Annual Internal Audit Work Plan 2019  
|                      | ✓ Student enrolments end of year results  
|                      | ✓ Administrative reform update report  
|                      | ✓ Student accommodation expansion plan update report  
|                      | ✓ Work health and safety performance report  
|                      | ✓ Workers Compensation Self-insurance Project progress report  
|                      | ✓ CAP-CASS Governance progress report  
|                      | ✓ Statement of Compliance - ANU Act, PGPA Act, Voluntary Code of Best Practice in University Governance and TEQSA Threshold Standards (Corporate & Academic Governance)  
|                      | ✓ Council Committee annual reports 2018, including charter reviews and performance reports (as appropriate)  
|                      | ✓ Council and Council Committee Members - Skills Matrix  
|                      | ✓ Privacy report  
<p>|                      | ✓ Public interest disclosure report |</p>
<table>
<thead>
<tr>
<th>Council meeting date</th>
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<tbody>
<tr>
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<td>➢ Freedom of information report</td>
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<td>➢ Academic Board report</td>
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<td>➢ Finance Committee – Executive Summary</td>
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<td>➢ Audit and Risk Management Committee – Executive Summary</td>
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<td></td>
<td>➢ University Seal report</td>
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<td>➢ Report of Significant Visits and Events, Grants and Consultancies</td>
</tr>
</tbody>
</table>

**Strategic topic: Research and Innovation Plan – DVC(RI)**

**Site visit: TBA**

**Tentative 2019 Council meeting dates:**

- Thursday 7 and Friday 8 February 2019
- Friday 29 March 2019
- Friday 31 May 2019
- Friday 19 July 2019
- Friday 4 October 2019
- Friday 6 December 2019
## ANU Council
### 2018 Acquittal of Governance Responsibilities

<table>
<thead>
<tr>
<th>Function</th>
<th>No.</th>
<th>Item</th>
<th>Report from</th>
<th>Feb</th>
<th>Apr</th>
<th>May</th>
<th>Jul</th>
<th>Oct</th>
<th>Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Strategic oversight of the University</strong></td>
<td></td>
<td>1. Setting the mission, values and strategic direction of the University</td>
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<tr>
<td>1.1</td>
<td>1</td>
<td>Strategic planning day (various topics including the Resources Plan)</td>
<td>All Executive members</td>
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<td><strong>2. Ongoing review of the success of University strategies</strong></td>
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<td>All Executive members</td>
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### 2018 Acquittal of governance responsibilities

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<td>Council Committee annual reports 2018, including charter reviews and performance reports (as appropriate)</td>
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5. **Appointing the Vice-Chancellor as principal academic and chief executive officer of the University, and monitoring his or her performance**

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6. **Overseeing and reviewing the management of the University and its performance**

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## 2018 Acquittal of governance responsibilities

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### 7. Ensuring that the strategic goals set by the Council are delivered by effective management systems

<p>|          |     | 2017 Control self-assessment report                                 | VC                | X   |     |     |     |     |     |
|          |     | Work health and safety performance report                          | COO and PVC(UE)   | X   | X   | X   | X   | X   | X   |</p>
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<td>CAP-CASS Governance progress report</td>
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<td>Student Services and Amenities Fee - Process for consultation with students</td>
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<td>Investment performance report (Plato performance; Portfolio Performance)</td>
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### 11. Overseeing and monitoring the assessment and management of risk across the University, including in its commercial undertakings

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<td>Entity-wide Risk Management Framework, profile, strategic risk register and strategic risk appetite statements – annual update</td>
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### 12. Approving and monitoring systems of control and accountability for the University and any entities controlled by the University (within the meaning of section 50AA of the Corporations Act 2001)

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<td>13. Approving significant commercial activities of the University</td>
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MEMO

SUBJECT  Allocations of Student Services Amenities Fee funds to Student Associations in 2018

TO  Professor Margaret Harding, Acting Vice-Chancellor

FROM  Professor Richard Baker, Pro Vice-Chancellor (University Experience)

DATE  25 August 2017

Acting Vice-Chancellor

Item 3.2.5 of the Student Services, Amenities, Representation and Advocacy Guidelines requires that

In relation to decisions regarding the specific uses of the proceeds from any compulsory SSAF, HEPs must establish and maintain a clearly defined and effective process by which students enrolled at the HEP are consulted that is reviewed and approved annually by the governing body of the HEP.

Our funding agreements with the student associations set out a broad timeline and process for consulting students on the use of the proceeds raised from compulsory SSAF at ANU. The detailed timeline for 2018 allocations is as follows.

<table>
<thead>
<tr>
<th>Indicative Date</th>
<th>Event</th>
<th>Responsibility</th>
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</thead>
<tbody>
<tr>
<td>8 September, 10am-midday, Ross Hohnen</td>
<td>Meeting to consider the allocations process and association/ DSL priorities for 2018</td>
<td>PVCUE, associations</td>
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<tr>
<td>22 September</td>
<td>Notice of meeting of associations given; call for agenda items</td>
<td>EO</td>
</tr>
<tr>
<td>29 September</td>
<td>Student Associations, DSL submit budgets in Alliance</td>
<td>Student associations</td>
</tr>
<tr>
<td>29 September</td>
<td>Agenda for 6 October meeting available in Alliance</td>
<td>EO</td>
</tr>
<tr>
<td>6 October, 9am to 1pm</td>
<td>Meeting with all associations &amp; DSL - 4 hour meeting time to be scheduled. Each association/ DSL to give a 20 minute presentation with 20 minute Q&amp;A. Items taken on notice included as part of 13 October meeting.</td>
<td>PVCUE/Associations</td>
</tr>
<tr>
<td>9 October 2pm</td>
<td>Associations/DSL submit questions on other bids for circulation and response.</td>
<td>Associations/DSL/ EO</td>
</tr>
<tr>
<td>12 October 9am</td>
<td>Associations/DSL provide their responses to questions for circulation.</td>
<td></td>
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<tr>
<td>13 October, 10am to 12 midday</td>
<td>Questions and follow up from meeting of 6 October. Each association/ DSL to report back on items taken on notice and present any adjustments made at the request of the Student Associations Committee.</td>
<td>PVCUE/ associations</td>
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<tr>
<td>Week of 16 October</td>
<td>One on one discussions with associations/DSL</td>
<td>PVCUE/Associations</td>
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<tr>
<td>23 October</td>
<td>Associations/DSL advised of draft allocations</td>
<td>PVCUE/Associations</td>
</tr>
<tr>
<td>Late October</td>
<td>Students invited to comment on draft allocations</td>
<td>EO/DSA</td>
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<tr>
<td>Late November</td>
<td>Closing date for student comments</td>
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<tr>
<td>5 December</td>
<td>Associations/DSL respond to comments</td>
<td>Associations</td>
</tr>
<tr>
<td>12 December</td>
<td>Allocations approved by delegate</td>
<td>EO/PVCUE/DVCA</td>
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</table>
Recommendation:

That you approve these arrangements for determining SSAF recommended allocations in 2018.

Consistent with the requirements of the Student Services, Amenities, Representation and Advocacy Guidelines, I will ask Mr Reid to include your approval in the Council papers for noting.

[Signature]

MMH

ACTING VICE-CHANCELLOR

25/8/17
THE AUSTRALIAN NATIONAL UNIVERSITY

Australian National University (Parking and Traffic) Statute 2017

The Council of the Australian National University makes the following statute.

Dated 29 September 2017

Professor the Hon Gareth Evans AC QC FASSA FAIIA
Chancellor
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## Schedule 3— Specific modifications

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<td>Offences Regulation modifications</td>
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<td>Safety and Traffic Management Act modifications</td>
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<td>Australian Road Rules modifications</td>
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</tr>
<tr>
<td>7</td>
<td>Withdrawal of Infringement Notices Guidelines modifications</td>
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</table>
Part 1—Preliminary

1 Name

This is the Australian National University (Parking and Traffic) Statute 2017.

2 Commencement

This instrument commences on 1 January 2018.

3 Authority

This instrument is made under the Australian National University Act 1991, sections 50 and 51.

4 Simplified outline of this instrument

The Australian National University Act 1991 authorises the Council of the University to make statutes for or in relation to the regulation or control of traffic, or of the parking, stopping, standing or leaving of vehicles, on land occupied by the University in the ACT. The statute may provide for the punishment, upon summary conviction, by a fine, of offences against the statute.

This statute is made under that authority.

The statute regulates and controls traffic, and the parking (including the stopping, standing or leaving) of vehicles, on University land by applying ACT parking and traffic laws. There are, however, 2 main exceptions to the application of ACT law by the statute.

First, the statute applies most, but not all, relevant ACT parking and traffic laws to University land. The applied laws are identified in section 8 and include the specific ACT laws mentioned in Schedule 1.

As a result, most, but not all, matters relating to parking and traffic on University land are provided for under the statute by applying ACT parking and traffic laws. Some matters are, however, dealt with by provisions of the statute itself rather than applied ACT law. For example, Part 3 deals with parking permits and Part 4 deals with fees. This is consistent with the approach that, subject to any arrangements made with the ACT under Part 5, the applied parking and traffic laws are to be administered in relation to University land by the University instead of the ACT.

Second, the statute applies ACT parking and traffic laws with certain modifications (see s 9). Schedule 2 provides modifications that apply generally to applied laws. For example, a reference in the applied laws to the road transport authority is generally a reference to the Vice-Chancellor as the designated authority under the statute (see Schedule 2, section 11). Schedule 3 provides modifications that apply to particular applied ACT parking and traffic laws. For example, section 1 of that Schedule sets out a number of specific modifications to the applied provisions of the ACT Road Transport (General) Act 1999.
5 Definitions

In this instrument:

ACT means the Australian Capital Territory.

ACT authorised person means a person who is an authorised person under the General Act, section 19.

ACT law means an ACT or statutory instrument.

ACT Legislation Act means the Legislation Act 2001 (ACT).

ACT road transport authority means the Australian Capital Territory Road Transport Authority established by the General Act, section 16.

ACT road transport legislation means the ACT laws that form part of the road transport legislation within the meaning of the General Act, section 6.

[Note 1: The ACT laws that form part of the road transport legislation include the following:
- General Act
- General Regulation
- Offences Regulation
- Safety and Traffic Management Act
- Safety and Traffic Management Regulation
- Australian Road Rules;
- Withdrawal of Infringement Notices Guidelines.]

[Note 2: This section contains definitions for each of these ACT laws.]

[Note 3: ACT laws are accessible at www.legislation.act.gov.au]

applied ACT parking and traffic legislation: see section 8.

approved e-payment method: see section 17 (Approval of e-payment methods).

approved e-permit system: see section 15 (Approval of e-permit systems).

Australian Road Rules has the meaning given by the Safety and Traffic Management Regulation, section 5 (Meaning of Australian Road Rules).

Commonwealth Legislation Act means the Legislation Act 2003 (Cwlth).

designated authority means the Vice-Chancellor.

disability permit means a parking permit that states that it is a disability permit.

exercise a function includes perform the function.

fee includes a charge or other amount.

function includes duty and power.

General Act means the Road Transport (General) Act 1999 (ACT).
General Regulation means the Road Transport (General) Regulation 2000 (ACT).

instrument: to remove any doubt, instrument includes any publication.

Offences Regulation means the Road Transport (Offences) Regulation 2005 (ACT).

parking permit means a parking permit issued under section 10(1) (Issue of parking permits etc.).


Safety and Traffic Management Regulation means the Road Transport (Safety and Traffic Management) Regulation 2000 (ACT).

this instrument includes the laws and instruments in force under this instrument, including, for example, any law or instrument applied, adopted or incorporated (with or without change) under this instrument.

University authorised person means:
(a) a person who is an authorised person appointed under section 22 (Appointment of authorised persons); or
(a) a person prescribed by another statute for this instrument or a provision of this instrument.

University land means land occupied by the University in the ACT.

Withdrawal of Infringement Notices Guidelines means the Road Transport (General) Withdrawal of Infringement Notices Guidelines 2012 (No 1) (ACT).

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

6 References to ACT laws

(1) A reference in this instrument (either generally or specifically) to an ACT law is a reference to the law as in force on the application day.

(2) To remove any doubt, a reference in this instrument (either generally or specifically) to an ACT law includes a reference to a provision of the law.

(3) A reference in this instrument (either generally or specifically) to an ACT law includes a reference to the statutory instruments made or in force under the law on the application day.

[Note: The ACT Legislation Act, s 13 defines ‘statutory instrument’. That definition applies in relation to this instrument (see s 7 (Application of certain definitions in ACT legislation).]

(4) In subsection (3), a reference to the statutory instruments made or in force under an ACT law includes a reference to any law or instrument applied, adopted or incorporated (with or without change) under the law on the application day.

(5) In this section:

application day means the day this instrument commences or, if another statute prescribes another day, that day.
7 Application of certain definitions in ACT legislation

(1) This section applies to a term if the term is defined in:
   (a) an ACT Act (but not a regulation or other instrument) that forms part of the ACT road transport legislation; or
   (b) the ACT Legislation Act so far as it applies in relation the ACT road transport legislation.

(2) The definition applies to each use of the term (and other parts of speech or grammatical forms of the term) in this instrument unless the contrary intention appears.
Part 2—Applied ACT parking and traffic legislation

8 What is the *applied ACT parking and traffic legislation*?

(1) The *applied ACT parking and traffic legislation* is the following:

(a) the ACT laws mentioned in Schedule 1 (Applied ACT parking and traffic legislation);
(b) any other ACT law that is declared by another statute to be included in the applied ACT parking and traffic legislation;
(c) the ACT Legislation Act so far as it applies to an ACT law mentioned in paragraph (a) or (b);
(d) any other ACT law so far as it gives meaning to, or limits or extends the meaning of, a term used in a law mentioned in paragraph (a) or (b).

**Examples for paragraph (e)**

1 The ACT Legislation Act, section 133 defines the term ‘penalty unit’ for the ACT road transport legislation.

2 The ACT Legislation Act, section 255 has requirements applying to the completion of forms for the ACT road transport legislation.

[Note: A reference to an ACT law includes a reference to a provision of the law and to the statutory instruments made or in force under the law (see s 6(2) and (3)).]

(2) However, the *applied ACT parking and traffic legislation* does not include an ACT law to which subsection (1)(a) applies if the law is declared by another statute not to be included in the applied ACT parking and traffic legislation.

9 Application of applied ACT parking and traffic legislation

The applied ACT parking and traffic legislation applies in relation to University land (including in relation to acts or omissions on University land) with:

(a) the modifications provided by Schedule 2 (General modifications) and Schedule 3 (Specific modifications); and
(b) the modifications provided by any other statute; and
(c) any other necessary modifications.
Part 3—Parking permits

10 Issue of parking permits etc.

(1) The designated authority may issue a permit (a parking permit), in written or electronic form, authorising the parking of a vehicle on University land on a length of road, or in an area, designated by a permit zone sign for use by the holder of that permit or by holders of that kind of parking permit.

(2) A parking permit may be issued:
   (a) for a University vehicle; or
   (b) for a University-related vehicle; or
   (c) to an eligible person.

(3) A parking permit may be:
   (a) a disability permit; or
   (b) of any other kind decided, in writing, by the designated authority.

(4) A parking permit in written form may be issued for a single specified vehicle. A parking permit in electronic form may be issued for a single specified vehicle or for 2 or more specified vehicles.

(5) If a parking permit is issued in written or electronic form for a single specified vehicle, the permit authorises parking for that vehicle only.

(6) If a parking permit is issued in electronic form for 2 or more specified vehicles, the permit authorises the parking of only one of those vehicles at any time (and for no other vehicle), but does not authorise the parking of any of the specified vehicles unless that vehicle is selected, at that time, as the ‘active vehicle’ under an approved e-permit system.

(7) A parking permit is subject to the following conditions:
   (a) if the permit is a parking permit issued in written form—the permit must be displayed in or on the vehicle to which the permit applies when the vehicle is parked on University land; or
   (b) if the permit is a parking permit issued in electronic form—each numberplate of the vehicle (or a vehicle) to which the permit applies must, at all times, be clearly readable when the vehicle is parked on University land.

[Note: For the condition mentioned in paragraph (a), see s 11 (Meaning of conditions about display of parking permits).]

(8) A parking permit issued to a person is also subject to the limitations and conditions:
   (a) stated in the permit; or
   (b) agreed to by the person; or
   (c) notified in writing to the person by the designated authority; or
   (d) prescribed by the designated authority by notifiable instrument.

Examples of limitations: A parking permit may authorise parking only on particular days, at particular times or on particular University land.

(9) A parking permit:
(a) must state when it expires or the period for which it applies; and
(b) may include anything else the designated authority considers appropriate.

(10) For this section, the designated authority may, in writing, approve a person or other entity as a University-related entity if the entity uses University land, or premises on University land, in the conduct of its affairs or operations.

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

(12) In this section

area: see the Australian Road Rules, dictionary.
eligible person: see subsection (11).
length, of road: see the Australian Road Rules, dictionary.

permit zone sign means a permit zone sign under the Australian Road Rules.
road includes a road related area.
[Note: See Safety and Traffic Management Regulation, s 3A (Road includes road related area).]

University-related entity means a person or other entity that is approved as a University-related entity under subsection (10).

University-related vehicle means:
(a) a vehicle registered in the name of, or owned by, a University-related entity; or
(b) a vehicle used in an official capacity in the conduct of the affairs or operations of a University-related entity.

University vehicle means:
(a) a vehicle registered in the name of, or owned by, the University; or
(b) a vehicle used in an official capacity in the conduct of the affairs or operations of the University.

11 Meaning of conditions about display of parking permits

(1) If it is a condition of a parking permit that the permit must be displayed in or on the vehicle (or a vehicle) to which the permit applies when it is parked on University land, it is a condition of the permit that the driver of the vehicle ensures that the permit is correctly displayed in or on the vehicle when the vehicle is parked on University land as authorised by the permit.

(2) In this section:
A parking permit is correctly displayed in or on a vehicle if the permit is displayed:
(a) in or on the front left-hand side of the vehicle or, if the permit or a condition of the permit states that the permit must be displayed in or on a particular part of the vehicle, in or on that part of the vehicle; and
(b) in a way that the details of the permit on the front of the permit are clearly visible from outside the vehicle.

The front of a parking permit—to remove any doubt, the front of a parking permit is the side of the permit that states when it expires or the period for which it applies.

12 Replacement of lost etc. parking permits

(1) On application by the holder of a current parking permit issued in written form, the designated authority may issue a replacement parking permit if satisfied that the current permit has been lost, stolen, destroyed or damaged.

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

13 Surrender of parking permits

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

14 Cancellation of parking permits

(1) The designated authority may cancel a parking permit issued to a person if:
(a) the person is given at least 4 infringement notices in a calendar year that are not withdrawn or successfully disputed; or
(b) the person is no longer eligible to be issued with the permit; or
(c) the person contravenes a condition of the permit; or
(d) the person otherwise contravenes this instrument in relation to the permit; or
(e) the designated authority considers that the cancellation of the permit is justified for another reason.

(2) If the designated authority proposes to cancel a parking permit issued to a person, the authority must give the person a written notice:
(a) stating that the authority proposes to cancel the permit; and
(b) giving a brief explanation for the proposed cancellation; and
(c) stating that the person may, within 10 working days after the day the person is given the notice, give a written response to the authority about the notice.

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

(4) The designated authority must give the person written notice of the authority’s decision.

(5) The notice must include, or be accompanied by, a statement of reasons for the decision.

(6) If the designated authority decides to cancel the permit, the cancellation takes effect at the end of the day when written notice of the decision is given to the person or, if the notice states a different day of effect, at the end of that day.
15 Approval of e-permit systems

(1) The designated authority may, by notifiable instrument, approve an e-permit system (an approved e-permit system) for parking permits.

(2) An e-permit system may be approved for all or stated parking permits.

(3) The designated authority must not approve an e-permit system unless satisfied that the system is capable of:
   (a) allowing users of the system to select a vehicle as the ‘active vehicle’; and
   (b) giving the authority up-to-date information about the vehicles that have been selected as ‘active vehicles’; and
   (c) keeping a record of each selection.

(4) In this section:

   e-permit system means a system that allows users of the system to access the system using an electronic device.
Part 4—Fees

16 Determination of fees

(1) The designated authority may, in writing, determine the fees that are payable to the University for the purposes of this instrument.

(2) Without limiting subsection (1), a fee may be determined in relation to:
   (a) the provision of a service or facility under or in relation to this instrument; or
   (b) the grant, issue, renewal, revocation, surrender or variation of, or the doing of anything else in relation to, an approval, authority, certificate, exemption, permission, permit or anything else under or in relation to this instrument.

Examples of determined fees: parking fees and fees for parking permits

(3) Without limiting subsection (1), a determination under this section may make provision about the following in relation to a fee:
   (a) how the amount of the fee is to be calculated;
   (b) the circumstances in which the fee is payable;
   (c) exempting a person from payment of the fee;
   (d) when the fee is payable and how it is to be paid (for example, as a lump sum or by instalments);
   (e) waiving, postponing or refunding the fee (completely or partly);
   (f) when the fee is taken to have been paid (or not paid), including, for example, if it is paid by cheque, credit or debit card, or payment transfer.

(4) A determination under this section has effect despite anything in any ACT law, including an ACT law applied by this instrument.

(5) The designated authority must ensure that a determination in force under this section is publicly available on the University’s website or any other way that the designated authority considers appropriate.

17 Approval of e-payment methods

(1) The designated authority may, by notifiable instrument, approve an e-payment method (an approved e-payment method) as a method for paying ticket parking fees.

(2) The designated authority must not approve an e-payment method unless satisfied that the method is capable of:
   (a) giving the designated authority up-to-date information about ticket parking fees paid; and
   (b) keeping a record of each transaction; and
   (c) giving a person using the method an electronic receipt for the transaction.

(3) In this section:

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

   ticket parking area: see the Safety and Traffic Management Regulation, dictionary.
*ticket parking fee* means a fee payable by the driver of a vehicle for the use of a ticket parking space in a ticket parking area.

*ticket parking space*: see the Safety and Traffic Management Regulation, dictionary.
Part 5—Arrangements with the ACT

18 Administrative arrangements with ACT

(1) The designated authority may, on behalf of the University, enter into arrangements with the ACT in relation to the following:
   (a) the administration of this instrument, including all or any provisions of the applied ACT parking and traffic legislation in relation to its application to University land under this instrument;
   (b) the administration of the ACT road transport legislation in its application in relation to University land.

(2) Without limiting subsection (1), an arrangement may provide for:
   (a) the exercise of functions by the ACT (or its authorities, officers, employees or contractors) on behalf of the University (or its authorities, officers, employees or contractors); or
   (b) the exercise of functions by the University (or its authorities, officers, employees or contractors) on behalf of the ACT (or its authorities, officers, employees or contractors).

(3) In this section:

administration: to remove any doubt, administration includes enforcement.

19 Installation of prescribed traffic control devices on University land etc.

(1) To remove any doubt and without limiting section 18 (Administrative arrangements with ACT), this instrument does not prevent:
   (a) the ACT road transport authority from installing or displaying a prescribed traffic control device on or above University land under arrangements with the University, or from changing or removing, under arrangements with the University, a prescribed traffic device installed or displayed on or above University land by the ACT road transport authority; or
   (b) the ACT road transport authority or an ACT authorised person from taking action to enforce the ACT road transport legislation in relation to a prescribed traffic control device installed or displayed on or above University land by the ACT road transport authority under arrangements with the University; or
   (c) the University or a University authorised person from taking action to enforce this instrument in relation to a prescribed traffic control device installed or displayed on or above University land by the ACT road transport authority under arrangements with the University; or
   (d) an ACT authorised person from exercising any function that the ACT authorised person has under this instrument.

[Note 1: The following terms are defined in the dictionary to the Safety and Traffic Management Act and the definitions apply in relation to the use of the terms in this section (see s 7 (Application of certain definitions in ACT legislation)):
   • installation, of a prescribed traffic control device
   • prescribed traffic control device.]

The Safety and Traffic Management Regulation, section 63 (Devices that are prescribed traffic control devices—Act, dict, def prescribed traffic control device)
prescribes the things that are prescribed traffic control devices. These include ‘traffic control devices’ and ‘traffic-related items’ that have effect for certain provisions of the Australian Road Rules. These terms are defined in the Australian Road Rules, dictionary. They include things such as traffic signs, road markings and traffic signals.

[Note 2: The functions of an ACT authorised person under the provisions of the applied ACT parking and traffic legislation mentioned in Schedule 2 (General modifications), section 4(4) (Authorised persons: general) are examples of the functions to which paragraph (d) applies.]

(2) In this section:

**ACT authorised person** includes, in relation to an infringement notice or reminder notice for an infringement notice offence, a person who is an authorised person for the service of the notice under the General Act, Part 3 (Infringement notices for certain offences).

**University authorised person** includes, in relation to an infringement notice or reminder notice for an infringement notice offence, a person who is appointed under the General Act, section 53A(1) (Authorised people for infringement notice offences), as applied by this instrument, to serve infringement notices or reminder notices, as the case may be, for the offence or infringement notice offences.
Part 6—Miscellaneous

20 Traffic sign diagrams

(1) The designated authority may, by notifiable instrument, declare that a specified diagram of a traffic sign is taken, for this instrument, to be included in the Australian Road Rules, Schedule 3 (Other permitted traffic signs).

(2) If the designated authority makes a declaration under subsection (1) in relation to a diagram of a traffic sign, the diagram represents a permitted version of the sign for this instrument.

(3) This section has effect despite anything in any ACT law, including an ACT law applied by this instrument.

(4) In this section:

traffic sign: see the Australian Road Rules, dictionary.

21 Words on or with certain traffic signs

(1) The designated authority may, by notifiable instrument, declare that a permissive parking sign with a specified word or specified words on or with the sign is taken, for this instrument, to be a ticket parking sign.

(2) To remove any doubt, subsection (1) does not prevent a permissive parking sign with another word or other words on or with the sign from being a ticket parking sign for this instrument.

(3) This section has effect despite anything in any ACT law, including an ACT law applied by this instrument.

(4) In this section:

permissive parking sign means a permissive parking sign under the Australian Road Rules.

22 Appointment of authorised persons

(1) The designated authority may, in writing, appoint a person to be an authorised person for this instrument or stated provisions of this instrument.

(2) A person must not be appointed under subsection (1) unless:

(a) the person is an Australian citizen or a permanent resident of Australia; and

(b) the designated authority is satisfied that the person is a suitable person to be appointed, having regard in particular to:

(i) whether the person has any criminal convictions; and

(ii) the person’s employment record; and

(c) the person has satisfactorily completed adequate training to exercise the functions of an authorised person that are proposed to be given to the person.
23 Approved forms

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

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

(3) Subsection (2) has effect despite anything in any ACT law, including an ACT law applied by this instrument.

(4) Without limiting subsection (3), if the designated authority approves a form (the ANU form) for a particular purpose and there is a form approved, or a form is approved, under an ACT law (the ACT form) for that purpose, the ANU form (and not the ACT form) must be used for that purpose for this instrument.

(5) The designated authority must ensure that approved forms are publicly available on the University’s website or any other way that the designated authority considers appropriate.

24 Service of notices etc.

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

(2) The document may be served on an individual:
   (a) by giving it to the individual; or
   (b) by sending it by prepaid post, addressed to the individual, to an address shown in the University’s records as the individual’s semester address, work address or permanent home address; or
   (c) by emailing it to:
      (i) if the individual has an email address provided by the University—that email address; or
      (ii) in any case—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 when it would have been delivered in the ordinary course of post.

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

(5) This section does not affect the operation of any other law (including an ACT law applied by this instrument) that authorises or requires service of a document otherwise than as provided under this section.

[Note: This section does not apply, for example, to the service of infringement notices. The General Act, section 24(3) (Infringement notices), as applied by this instrument, provides that an infringement notice must be served in the way prescribed by regulation (under that Act). The Offences Regulation, section 12 (Infringement notices—service if offender known—Act, s 24 (2)) and section 12A (Infringement notices—service if offender unknown—Act, s 24 (2)) prescribe how an infringement notice may be served.]
25 Delegation by designated authority etc.

(1) The designated authority may, in writing, delegate the authority’s functions under this instrument to a member of the staff of the University or, under arrangements with the ACT, to an authority, officer, employee or contractor of the ACT.

(2) A delegation under subsection (1) may authorise the delegate to subdelegate, in accordance with the delegation, all or part of a delegated function to a member of the staff of the University or, under arrangements with the ACT, to an authority, officer, employee or contractor of the ACT.

26 Repeal

The Parking and Traffic Statute 2015 is repealed.

27 Transitional

(1) This instrument (other than this section) does not apply to an act or omission that happened before the commencement of this instrument.

(2) Despite the repeal of the Parking and Traffic Statute 2015, that statute continues to apply to an act or omission that happened before the commencement of this instrument if that statute applied to the act or omission immediately before that commencement.

(3) Subsection (2) is additional to, and does not limit, the Acts Interpretation Act 1901, section 7 (Effect of repeal or amendment of Act).
Schedule 1—Applied ACT parking and traffic legislation

[Note: See section 8.]

1 Applied ACT parking and traffic legislation

The ACT laws mentioned in the following table are included in the applied ACT parking and traffic legislation for this instrument.

<table>
<thead>
<tr>
<th>Item</th>
<th>ACT laws</th>
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<tbody>
<tr>
<td>1</td>
<td>The following provisions of the General Act:</td>
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<td></td>
<td>(a) the following provisions of Part 2 (Administration of road transport legislation):</td>
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<td></td>
<td>(i) Division 2.1 (Road transport legislation);</td>
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<td>(ii) Division 2.2 (Relationship between road transport legislation and other laws);</td>
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<td>(iii) Division 2.3 (Responsible persons for vehicles under road transport legislation);</td>
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<td>(iv) section 12 (Power to include or exclude areas in road transport legislation);</td>
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<td>(v) section 13 (Power to exclude vehicles, persons or animals from road transport legislation);</td>
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<td>(vi) section 20 (Identity cards);</td>
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<td>(vii) section 21 (Power not to be exercised before identity card shown);</td>
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<td></td>
<td>(b) the following provisions of Part 3 (Infringement notices for certain offences):</td>
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<td></td>
<td>(i) Division 3.1 (Preliminary);</td>
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<td>(ii) Division 3.2 (Infringement and reminder notices);</td>
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<td>(iii) Division 3.2B (Waiver of infringement notice penalties);</td>
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<td>(iv) Division 3.3 (Infringement notice offences involving registrable vehicles—responsible person’s liability);</td>
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<td>(v) Division 3.3AA (Withdrawal of infringement notices);</td>
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<td></td>
<td>(vi) Division 3.3AB (Effect of penalty payment etc);</td>
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<td>(vii) Division 3.5 (Disputing liability);</td>
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<td>(viii) Division 3.6 (Miscellaneous);</td>
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<td>(c) the following provisions of Part 4 (Enforcement of road transport legislation):</td>
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<td>(i) section 58 (Police officer or authorised person may require name, date of birth, address and driver licence—driver or rider);</td>
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<td>(ii) section 60 (Police officer or authorised person may require people to disclose identity of driver);</td>
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<td>(iii) section 64 (Court may order disqualification for other offences);</td>
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<td>(iv) section 66 (Effect of disqualification);</td>
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<td>(v) section 70 (Additional powers of court);</td>
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<tr>
<td></td>
<td>(vi) Division 4.3 (Evidentiary provisions in relation to road transport legislation);</td>
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</table>
(vii) Division 4.4 (Proceedings for offences under road transport legislation);
(d) the following provisions of Part 11 (Miscellaneous):
  (i) section 231 (Person not to hinder or obstruct);
  (ii) section 232 (False or misleading statements);
(e) dictionary.

2 The following provisions of the General Regulation:
(a) the following provisions of Part 2 (Administration of road transport legislation):
  (i) section 5 (Responsible people for vehicle);
  (ii) section 9B (When posted notice is taken to be given);
(b) section 10 (Certificate evidence—Act, s 72 (4));
(c) dictionary.

3 The following provisions of the Offences Regulation:
(a) Part 2 (Infringement notices);
(b) Part 3 (Enforcement of road transport legislation);
(c) Schedule 1 (Short descriptions, penalties and demit points);
(d) dictionary.

4 The following provisions of the Safety and Traffic Management Act:
(a) Part 5 (Traffic control devices);
(b) Part 7 (Traffic management);
(c) dictionary.

5 The following provisions of the Safety and Traffic Management Regulation:
(a) Chapter 1 (Preliminary);
(b) Chapter 2 (Australian Road Rules), Part 2.1 (Incorporation into ACT law);
(c) Chapter 2 (Australian Road Rules), Part 2.2 (How the Australian Road Rules are incorporated);
(d) the following provisions of Chapter 2 (Australian Road Rules), Part 2.3 (Additional ACT road rules):
  (i) Division 2.3.1 (Noise and other nuisances);
  (ii) Division 2.3.1A (Bicycle riders);
  (iii) Division 2.3.1B (People using personal mobility devices);
  (iv) Division 2.3.2 (Driver and passenger safety);
  (v) Division 2.3.6 (Ticket parking);
  (vi) Division 2.3.7 (Other ACT road rules about stopping and parking);
(vii) Division 2.3.8 (Other ACT road rules);
(e) Chapter 2 (Australian Road Rules), Part 2.4 (Other provisions);
(f) the following provisions of Chapter 3 (Parking), Part 3.1 (Parking schemes):
   (i) Division 3.1.2 (Ticket parking schemes);
   (ii) Division 3.1.4 (Miscellaneous);
(g) section 101B (Parking permits and mobility parking scheme authorities—return when cancelled);
(h) Chapter 3 (Parking), Part 3.3 (Parking—other provisions);
(i) section 111 (Removal of unattended vehicles—Act, s 32 (1) (c));
(j) dictionary.

6 The following provisions of the Australian Road Rules:
(a) Part 1 (Introductory), Division 2 (Some features of the Australian Road Rules);
(b) Part 2 (Application of the Australian Road Rules);
(c) the following provisions of Part 8 (Traffic signs and road markings):
   (i) Division 1 (Traffic signs and road markings at intersections and other places);
   (ii) Division 2 (Traffic signs and road markings generally);
(d) Part 12 Restrictions on stopping and parking);
(e) Part 14 (Rules for pedestrians);
(f) Part 15 (Additional rules for bicycle riders);
(g) the following provisions of Part 18 (Miscellaneous road rules):
   (i) rule 288 (Driving on a path);
   (ii) rule 289 (Driving on a nature strip);
   (iii) rule 290 (Driving on a traffic island);
   (iv) rule 291 (Making unnecessary noise or smoke);
   (v) rule 293 (Removing fallen etc things from the road);
   (vi) rule 304 (Directions by a police officer or authorised person);
(h) Part 19 (Exemptions);
(i) Part 20 (Traffic control devices and traffic-related items);
(j) Part 21 (General);
(k) Schedule 1 (Abbreviations and symbols);
(l) Schedule 2 (Standard or commonly used traffic signs);
(m) Schedule 3 (Other permitted traffic signs);
(n) Schedule 4 (Symbols and other traffic-related items);
(o) dictionary.
7 Withdrawal of Infringement Notices Guidelines
Schedule 2—General modifications

[Note: See sections 9.]

1 Administering authority

A reference to the administering authority for an infringement notice offence (however described) is a reference to the designated authority.

2 Approved e-payment method

A reference to an approved e-payment method is a reference to an approved e-payment method under section 17 (Approval of e-payment methods) of this instrument.

3 Approved forms

A reference to an approved form is a reference to a form approved under section 23 (Approved forms) of this instrument.

4 Authorised persons: general

(1) This section applies to a reference to an authorised person, other than in relation to an infringement notice or reminder notice for an infringement notice offence.

[Note: Section 5 of this Schedule applies to a reference to an authorised person in relation to an infringement notice or reminder notice for an infringement notice offence.]

(2) A reference to an authorised person, other than in an inclusive provision, is a reference to a University authorised person.

(3) A reference to an authorised person in an inclusive provision includes a reference to a University authorised person.

(4) In this section:

inclusive provision means:
(a) any of the following provisions of the Safety and Traffic Management Act:
(i) section 20 (Removal of unauthorised devices);
(ii) section 31 (Removal of dangers and obstructions to traffic);
(iii) section 32 (Removal of unattended vehicles from certain places);
(b) the Safety and Traffic Management Regulation, section 64 (Preventing prescribed traffic control devices being clearly visible).

5 Authorised persons: infringement notices and reminder notices

A reference to an authorised person (however described), in relation to an infringement notice or reminder notice for an infringement notice offence, is a reference to any University authorised person or to another person appointed under the General Act, section 53A(1) (Authorised people for infringement notice offences), as applied by this instrument, to serve infringement notices or reminder notices, as the case may be, for the offence or infringement notice offences.

6 Minister

A reference to the Minister is a reference to the designated authority.
7 Notifiable instruments

A reference to a **notifiable instrument** is a reference to a notifiable instrument under the Commonwealth Legislation Act.

[Note: An instrument made under this instrument (including under the applied ACT parking and traffic legislation in its application in relation to University land under this instrument) that is a notifiable instrument must be registered under the Commonwealth Legislation Act and not the ACT Legislation Act.]

8 Offence references

A reference to an **offence against a territory law**, or to an **offence against the road transport legislation**, includes a reference to an offence against this instrument, including the applied ACT parking and traffic legislation in its application in relation to University land under this instrument.

9 Parking permits

A reference to a **parking permit** is a reference to a parking permit issued under section 10(1) (Issue of parking permits etc.) of this instrument.

10 Penalty levels

(1) The maximum fine that can be imposed on a person for an offence against this instrument (including the applied ACT parking and traffic legislation in its application in relation to University land under this instrument) is 10 penalty units.

(2) Subsection (1) has effect despite anything else in this instrument.

(3) In this section, to remove any doubt, **penalty unit** has the meaning given by the ACT Legislation Act, section 133.

11 Road transport authority

(1) A reference to the **road transport authority**, other than in an excepted provision, is a reference to the designated authority.

(2) A reference to the **road transport authority** in an inclusive provision includes a reference to the designated authority.

(3) In this section:

**excepted provision** means:

(a) either of the following provisions of the General Act:
(i) section 66(4) or (5) (Effect of disqualification);
(ii) section 72 (Certificate evidence and other evidentiary provisions); or
(b) the General Regulation, section 9B(1)(b)(ii) (When posted notice taken to be given); or
(c) the Offences Regulation, section 14H(e) (Sold vehicle declaration—Act, s 21A, def sold vehicle declaration, par (c)); or
(d) the Safety and Traffic Management Act, section 18 (Authority to install etc prescribed traffic control devices); or
(e) either of the following provisions of the Safety and Traffic Management Regulation:
inclusive provision means:

(a) the General Act, section 72 (Certificate evidence and other evidentiary provisions); or
(b) the Safety and Traffic Management Act, section 18 (Authority to install etc prescribed traffic control devices); or
(c) the Withdrawal of Infringement Notices Guidelines, Schedule 1, Part 1, item 1.2, column 3.

[Note Specific modifications also apply under Schedule 3 to provisions mentioned in these definitions.]

12 Road transport legislation and applied ACT laws

(1) A reference to the road transport legislation, other than in an excepted provision, is a reference to this instrument, including the applied ACT parking and traffic legislation in its application in relation to University land under this instrument.

(2) A reference to an ACT law applied by this instrument in relation to University land is a reference to the ACT law in its application in relation to University land under this instrument.

(3) In this section:

excepted provision means:

(a) either of the following provisions of the General Act:
   (i) section 20(1) (Identity cards);
   (ii) section 72(1)(h) (Certificate evidence and other evidentiary provisions); or
(b) either of the following provisions of the Offences Regulation:
   (i) section 12 (Infringement notices—service if offender known—Act, s 24 (2));
   (ii) section 14A(1)(c) and (d) (Infringement notices—contents—Act, s 25).

[Note Specific modifications also apply under Schedule 3 to provisions mentioned in this definition.]

13 Working day

A reference to working day is a reference to a working day as defined by section 5 (Definitions).
Schedule 3—Specific modifications

[Note: See sections 9.]

1 General Act modifications

(1) The General Act is modified in accordance with this section.

(2) The reference in section 12(1) (Power to include or exclude areas in road transport legislation) to the application of the road transport legislation, or a provision of the road transport legislation, to an area that is open to or used by the public includes a reference to the application of the road transport legislation or provision to an area of University land, whether or not the area is open to or used by the public, as if the area were a road or road related area or a road or road related area of a stated kind.

(3) The reference in section 12(3) to a disallowable instrument is a reference to a notifiable instrument.

(4) The note to section 12 is taken to be omitted.

(5) The reference in section 13(3) (Power to exclude vehicles, persons or animals from road transport legislation) to a disallowable instrument is a reference to a notifiable instrument.

(6) The note to section 13 is taken to be omitted.

(7) The reference in section 20(1) (Identity cards) to an authorised person for the road transport legislation, or stated provisions of the road transport legislation, is a reference to an authorised person for the University.

(8) The reference in section 20(1)(a) to a recent photograph is a reference to a photograph that is not more than 1 year old.

(9) The following provisions are taken to be omitted:
   (a) section 26(2)(b)(i) and (ii) (Infringement notice—payment of penalty etc);
   (b) section 28(2)(b)(i) and (ii) (Action on service of reminder notice—payment of penalty etc);
   (c) section 30(1) and (3) (Extension of time—guidelines);
   (d) section 31G(3)(d) and (4) (Application for waiver of penalty—decision);
   (e) section 36A (Infringement notice—effect of withdrawal on infringement notice plan);
   (f) section 38(1) and (3) (Infringement notice—guidelines for withdrawal);
   (g) section 39(1)(a)(ii)(B), (b)(ii)(B) and (c)(ii)(B) (Infringement notice—effect of penalty payment etc);
   (h) section 53A(2) (Authorised people for infringement notice offences);
   (i) section 53A(3), definition of authorised person, paragraphs (a) and (b)(i)(C) and (ii)(C);
   (j) section 54 (Delegation of administering authority’s functions);
   (k) section 56(3)(d) to (i) (Evidentiary certificates).

(10) The reference in section 72(1)(h) (Certificate evidence and other evidentiary provisions) to any other record kept by the authority under the road transport legislation includes a reference to any record of the University.
2 General Regulation modification

(1) The General Regulation is modified in accordance with this section.

(2) The reference in section 9B(1)(b)(ii) (When posted notice taken to be given) to an address for service recorded for a person in a road transport authority record or register includes a reference to any address recorded for the person in the University’s records.

3 Offences Regulation modifications

(1) The Offences Regulation is modified in accordance with this section.

(2) The following provisions are taken to be omitted:
   (a) section 4E(a) and (b) (Meaning of discharge action—pt 2);
   (b) section 8 (Administering authority—Act, dict, def administering authority).

(3) A reference in section 12 (Infringement notices—service if offender known—Act, s 24 (2)) to an address for service for a person in a record or register kept under the road transport legislation, the Heavy Vehicle National Law (ACT) or a corresponding law includes a reference to any address recorded for the person in the University’s records.

(4) Section 12(2)(b)(ii)(B) is modified by inserting ‘or the offender has an email address provided by the University and the notice is sent to that address’ after ‘electronic means’.

(5) Section 12A(2)(b)(ii)(B) (Infringement notices—service if offender unknown—Act, s 24 (2)) is modified by inserting ‘or the responsible person has an email address provided by the University and the notice is sent to that address’ after ‘electronic means’.

(6) The reference in section 14A(1)(c) (Infringement notices—contents—Act, s 25)) to a home address or address for service recorded for an individual in a record or register kept under the road transport legislation or a corresponding law includes a reference to any address recorded for the individual in the University’s records.

(7) The reference in section 14A(1)(d) to a corporation’s identifying details under a record or register kept under the road transport legislation or a corresponding law includes a reference to the identifying details recorded for the corporation in the University’s records.

(8) The following provisions are taken to be omitted:
   (a) section 14A(2)(a)(ii)(A), (f)(i), (h), (j)(i), (k)(ii)(A) and (l)(i) and (ii) (Infringement notices—contents—Act, s 25);
   (b) section 14B(1)(m)(ii)(A), (p)(i and (r)(ii), and (2)(b)(i), (c)(ii)(A) and (d)(i) and (ii) (Reminder notices—contents—Act, s 27 (3));
   (c) section 14EA (Application for infringement notice management plan or addition to plan—contents—Act, s 31A (4) (b));
   (d) section 14EB (Minimum amount—Act, s 31B (7) (b));
   (e) section 15 (Delegation of administering authority’s functions—Act, s 54 (1)(b)).

4 Safety and Traffic Management Act modifications

(1) The Safety and Traffic Management Act is modified in accordance with this section.
(2) The reference in section 20(4)(b) (Removal of unauthorised devices) to the Territory is, in relation to a device removed by the designated authority or a University authorised person, a reference to the University.

(3) A reference in section 21 (Devices generally presumed to be lawfully installed or displayed) or section 22 (Notice of intention to challenge certain issues) to an offence against this Act is a reference to an offence against this instrument, including the applied ACT parking and traffic legislation in its application in relation to University land under this instrument.

(4) A reference in section 30 (Road or road related area may be closed temporarily to traffic) to a police officer includes a reference to a University authorised person.

(5) The reference in section 31(2) (Removal of dangers and obstructions to traffic) to the Territory is, in relation to action taken by a University authorised person, a reference to the University.

(6) A reference in section 32 (Removal of unattended vehicles from certain places) to a road or road related area includes a reference to any other area of University land that is not a road or road related area, whether or not the area is open to or used by the public.

5 Safety and Traffic Management Regulation modifications

(1) The Safety and Traffic Management Regulation is modified in accordance with this section

(2) A reference in section 4B (Offences against regulation are strict liability offences) or section 4C (General defence of accident or reasonable effort) to an offence against this regulation (including the Australian Road Rules) is a reference to an offence against a provision of that regulation (or those rules) that is a provision of the applied ACT parking and traffic legislation as that provision applies in relation to University land under this instrument.

(3) The reference in section 13(1)(a) (ARR r 179 (1) (c)—stopping in a loading zone—goods and permit vehicles) to a motor vehicle that is built mainly for the transport of goods is a reference to any motor vehicle.

(4) Each reference in section 49A(1) (Ticket parking—display of tickets) to an RTA multi-stay ticket parking area is taken to be omitted.

(5) Section 49AA(2) (Ticket parking—e-payment) is taken to be omitted.

(6) A reference in section 50(c) (Ticket parking—exceptions to s 49A and s 49B) to a mobility parking scheme authority includes a reference to a disability permit.

(7) Section 50(d)(ii) is modified to read as follows:

(ii) a current parking permit of that kind is in force for the vehicle; and

(8) A reference in section 56 (Unauthorised use of parking permits and mobility parking scheme authorities) to the conditions of a parking permit or mobility parking scheme authority includes a reference to any limitations of the permit or authority.

(9) The reference in section 75A(3) (Parking authorities) to a disallowable instrument is a reference to a notifiable instrument.

(10) The note to section 75A(3) is taken to be omitted.
(11) The reference in section 75B(2) (Parking authority guidelines) to a disallowable instrument is a reference to a notifiable instrument.

(12) The note to section 75B(2) is taken to be omitted.

(13) Section 76 (Ticket parking schemes—road transport authority) is modified by adding the following subrules at the end:

(3) To remove any doubt, nothing in this Regulation or the Australian Road Rules prevents a ticket parking scheme from being established or operated (whether under this section or otherwise) for any length of road or area that is, in whole or part, a permit zone under those Rules or prevents a permit zone under the Australian Road Rules being established or operated for any length of road or area that is, in whole or part, a ticket parking area under this Regulation.

(4) Also, to remove any doubt, nothing in this Regulation prevents the designated authority (or a parking authority) from deciding that fees payable for parking under a ticket parking scheme may only be paid by an approved e-payment method.

(14) Section 76AA (Approval of e-payment method) is taken to be omitted.

(15) The reference in section 79 (Ticket machines) to this division is a reference to this statute.

(16) Each reference in section 80(1) (Parking tickets) to a RTA periodic ticket is taken to be omitted.

(17) Section 101B is modified to read as follows:

**101B Parking permits—return when cancelled**

If a parking permit is cancelled under section 14 (Cancellation of parking permits) of the Australian National University (Parking and Traffic) Statute 2017, the person to whom the permit was issued must return the permit to the designated authority as soon as practicable but no later than 15 working days after the date of effect of the cancellation of the permit.

Maximum penalty: 20 penalty units.

(18) Section 101C is modified to read as follows:

**101C Marking tyres by University authorised person etc.**

A police officer or University authorised person may mark the tyres on any vehicle using crayon, chalk or a similar substance, or remove and replace a cover placed over all or part of a vehicle, as far as reasonably necessary for the purpose of enforcing a provision of the applied ACT parking and traffic legislation as that provision applies in relation to University land under the Australian National University (Parking and Traffic) Statute 2017.

(19) The definitions of approved e-payment method and parking permit in the dictionary is taken to be omitted.

6 **Australian Road Rules modifications**

(1) The Australian Road Rules are modified in accordance with this section.
(2) Rule 185(1) (Stopping in a permit zone) is modified to read as follows:

(1) A driver must not stop in a permit zone unless a current permit issued under the Australian National University (Parking and Traffic) Statute 2017 permits the driver’s vehicle to stop in the zone. However, to remove any doubt, this subrule does not apply to the driver if the driver stops in a ticket parking space, or on a length of road in a ticket parking area, in the permit zone.

Offence provision.

Note  Driver’s vehicle is defined in the dictionary.

(3) The reference in rule 185(2) to a length of road is a reference to a length of road or an area.

(4) Rule 185 is modified by adding the following subrule at the end:

(3) In this rule:

票务停车区域和票务停车空间具有《道路交通（安全管理）条例2000年》中定义的含义。

(5) The reference in rule 197(1) (Stopping on a path, dividing strip, nature strip or painted island) or rule 289(1) (Driving on a nature strip) to a nature strip adjacent to a length of road in a built-up area includes a reference to any other area of University land that is not a road, whether or not the area is open to or used by the public.

(6) The definition of parking permit for people with disabilities in the dictionary is taken to include a disability permit.

7 Withdrawal of Infringement Notices Guidelines modifications

(1) The Withdrawal of Infringement Notices Guidelines are modified in accordance with this section.

(2) The definition of mobility parking scheme authority in section 5 (Definitions) is taken to include a disability permit.

(3) The reference in Schedule 1, Part 1, item 1.4, column 3, to section 57 of the Crimes (Sentencing) Act 2005 includes a reference to section 16BA of the Crimes Act 1914 (Cwlth).

(4) The reference in Schedule 1, Part 1, item 1.4, column 3, to any offence mentioned in section 29 of the Crimes Act 1900 were omitted.

(5) The reference in Schedule 1, Part 1, item 1.8, column 3, to Section 53(5) is a reference to section 53(5) of the General Act in its application in relation to University land under this instrument.

(6) The reference in Schedule 1, Part 2, item 2.1, column 3, to a parking permit or parking ticket not being properly displayed is a reference to a parking permit or parking ticket not being correctly displayed if the display of the permit or ticket was required under this instrument or, for a parking permit, a condition of the permit.
AUSTRALIAN NATIONAL UNIVERSITY
STUDENT MEDIA
INCORPORATED ASSOCIATION
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NAME

1 The name of the Association is “Australian National University Student Media”.

DEFINITIONS

2 Except where the contrary intention appears, in this Constitution:

(a) “Academic week” means any week of the calendar year that includes at least one (1) weekday that falls during a teaching period of the University;

(b) “Academic year” means the period between the first day of the first teaching period of the University and the last day of the last teaching period of the University in a calendar year;

(c) “ACT” means the Australian Capital Territory;

(d) “the Act” means the Associations Incorporation Act (ACT) 1991;

(e) “College” means an ANU College established by the University Council;

(f) “Association” means Australian National University Student Media Incorporated;

(g) “AGM” means the Annual General Meeting of the Association;

(h) “Council” means the University Council of The Australian National University;

(i) “Editor” means a member of the Board of Editors described in section 7;

(j) “OVC” means the Office of the Vice-Chancellor;

(k) “Undergraduate student” means a student enrolled in a unit or program of study for a Bachelor’s degree or any other undergraduate award of the University;

(l) “University” means The Australian National University, an institution of higher education established under the Australian National University Act (Cth) 1991;

(m) “Vice-Chancellor” means the Vice-Chancellor and President of The Australian National University;

(n) “Working day” means a 24-hour period during any day or days that do not fall on a weekend or a public holiday day, and that do not fall during an examination period of the Colleges.

OBJECTS

3 The objects of the Association are:

(a) to produce interesting, entertaining, informative, recognised and regular content and publications across print, multimedia, and online media forms for the students of the University;

(b) to contribute to a sense of University identity and reflect the scholarly and cultural diversity of the University community;

(c) to promote open public dialogue and debate in the University community;

(d) to promote awareness of the variety of curricular and extra-curricular activities undertaken by students of the University;
(e) to discover and develop the creative talents of students at the University in journalism and the media arts;  
(f) to promote best practice in professional journalism; and  
(g) to innovate and explore new media forms.

4 The assets and income of the Association 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 organization except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.

MEMBERSHIP

5 Membership of the Association is open to all undergraduate and postgraduate students of the University. There are two classes of membership: ordinary and honorary life.

5.1 Ordinary membership

Any person who:

(a) is an undergraduate or postgraduate student of the University; and
(b) has not notified the Deputy Editor-in-Chief, in writing, that she/he does not wish to be a member.

is an ordinary member of the Association.

5.2 Honorary life membership

Honorary life membership of the Association may be conferred upon any person who has significantly contributed to the life and development of ANUSM by a two-thirds vote at any general meeting of the Association.

5.43 Rights of associate and honorary life members

Associate 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 Board, but shall otherwise have rights equal to ordinary members.

5.4 Cessation of membership

An ordinary member ceases to be a member of the Association at such time if

(a) they cease to fulfil the conditions in sub-sections 5.1 and 5.2 respectively; or
(b) their membership is revoked.

An honorary life member ceases to be a member if her/his membership is revoked by a general meeting of the Association.

5.5 Membership fee
There is no fee payable for membership of the Association as an ordinary, associate or honorary life member.

5.6 Members liabilities

No member of the Association will be personally liable to contribute towards the payments of the debts and liabilities of the Association or the costs, changes and any expenses of the dissolution or winding up of the Association.

PUBLIC OFFICER

6 The Board shall appoint a member of the Board to be the Public Officer of the Association.

6.1 Duties

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

6.2 Vacancy

The office of Public Officer becomes vacant if the person holding that office:

(a) dies; or
(b) becomes bankrupt, applies to take the benefits of a law for the relief of bankrupt or insolvent debtors or compounds with their creditors; or
(c) suffers from mental or physical incapacity; or
(d) resigns their office by writing to the Editor-in-Chief; or
(e) ceases to be resident in the ACT.

If the office of Public Officer becomes vacant the Board will, within fourteen (14) days after it becomes vacant, appoint another person to fill the vacancy.

BOARD OF EDITORS

7 The Board of Editors is the committee of the Association for the purposes of the Act.

7.1 Powers of the Board of Editors

The Board, subject to the Act, the regulations, 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 this Constitution to be exercised by a general meeting of the Association; and
(c) has power to perform all acts and do all things that appear to
the Board to be necessary or desirable for the proper management of the affairs of the Association.

7.2 Duties of the Board of Editors

The Board, subject to the Act, the regulations, this Constitution, and to any resolution passed by the Association in general meeting, must:

(a) implement the objects of the association;
(b) ensure that Members of the Board act in accordance with this Constitution and their respective duties;
(c) appoint, encourage, manage and supervise sub-editors, staff writers and contributors of publications.

7.3 Membership of the Board of Editors

7.3.1 The Board of Editors has eight (8) members, including:

(a) the Editor-in-Chief;
(b) the Deputy Editor-in-Chief;
(c) the Managing Editor; and
(d) five (5) General Editors.

7.3.2 The Editor-in-Chief, Deputy Editor-in-Chief and Managing Editor are Executive Officers of the Association.

7.4 Duties of Office Bearers

7.4.1 Editor-in-Chief

The Editor-in-Chief is the President of the Association and Chairperson of the Board. Subject to the Act, the regulations, this Constitution and to any resolution passed by the Association in general meeting, the Editor-in-Chief must:

(a) convene and chair meetings of the Board;
(b) chair meetings of the Association;
(c) be the spokesperson of the Association on matters of concern to members of the Association;
(d) be primarily responsible for the management and supervision of the Association’s employees, in conjunction with the other Executive Officers of the Association;
(e) actively promote the Constitution and objects of the Association;
(f) ensure that all publications of the Association comply with the Constitution and objects of the Association; and
(g) report on the activities of the Association at general meetings of the Association.

7.4.2 Deputy Editor-in-Chief

The Deputy Editor-in-Chief is the Secretary of the Association and Deputy Chairperson of the Board. Subject to the Act, the
regulations, this Constitution and to any resolution passed by
the Association in general meeting, the Deputy Editor-in-Chief
must:

(a) convene general meetings of the Association;
(b) create and maintain all records, decisions, policies and
minutes of the Association;
(c) ensure that all members of the Association have
adequate notice of general meetings of the Association;
(d) at the time of the election, report to the returning officer
on whether each nominee has made three valid
contributions;
(e) manage the electoral affairs of the Association, except
those managed by the returning officer;
(f) liaise with stakeholders in preparation for general
meetings; and
(g) perform the role of Acting Editor-in-Chief when the
Editor-in-Chief is on leave or otherwise unable to
perform the duties of the office.

7.4.3 Managing Editor

The Managing Editor is the Treasurer of the Association.
Subject to the Act, the regulations, this Constitution and to any
resolution passed by the Association in general meeting, the
Managing Editor must:

(a) create and maintain the books and financial records of
the Association;
(b) manage the Association’s business relationships;
(c) prepare and manage the budget of the Association;
(d) report on the state of the budget at each Board
meeting of the Association;
(e) prepare the annual financial statements of the
Association.

7.5 Duties of General Editors

Subject to the Act, the regulations, this Constitution and to any
resolution passed by the Association in general meeting, the General
Editors must:

(a) perform any duties assigned to them by the Board;
(b) provide assistance to the Executive Officers of the
Association in the performance of their duties as requested by
the Board; and
(c) manage and supervise sub-editors, staff writers and contributors of
publications.

7.6 Election of the Board of Editors

The Board of Editors is a rotational committee. Except where the
contrary intention appears, four Members of the Board shall be
elected by the ordinary members of the Association every six (6)
calendar months to replace four retiring Members of the Board.
7.6.1 The term of office for a Member of the Board begins on the day following the last day of the examination period immediately following an election and ends on the last day of the examination period two semesters hence.

7.6.2 Members of the Board who have served twelve (12) calendar months must retire.

7.6.3 The Board must arrange an election to fill vacancies on the Board at least two (2) calendar months prior to vacancies being created.

7.6.4 The Returning Officer for elections for the Board must be a staff member of the University appointed by the Vice-Chancellor.

7.6.5 With the exception of casual vacancies, if the office of the Managing Editor becomes vacant the immediate subsequent election is to be for three (3) General Editors and the Managing Editor. The Board must ensure that for such an election two (2) separate ballots are distributed, one for General Editors and Managing Editor.

7.6.6 Elections for the Board must:

(a) be held by online ballot open to all ordinary members of the Association;
(b) be accompanied by at least two (2) official notices of the election delivered to all ordinary members of the Association by email at least once each week in the two weeks preceding the election;
(c) be accompanied by prominent and informative notices posted at the primary thoroughfares at each College and in Union Court; and
(d) be held over the course of five (5) consecutive academic days.
(e) be held in the last week of the teaching period of the semester prior to vacancies being created.

7.6.7 Nominations to fill vacancies on the Board must:

(a) be made to the Returning Officer at least three (3) weeks prior to the opening of the poll and include the name, student number, year of study, one (1) example of written, videographic, photographic or multimedia work which is the original work of the nominee, a short biography of two hundred (200) words or less, and any other submission the current board members deem necessary;
(b) where relevant, nominations must include the position for which the nominee is running be it Managing Editor or General Editor
(c) following the close of nomination period, be displayed online (excluding student number) during the two (2) weeks prior to the opening of the poll and be viewed online by all voting ordinary members of the Association prior to casting their ballots;
(d) be invited at least five (5) weeks prior to the opening of the poll by email to all ordinary members of the Association.

7.6.8 A nomination is only valid where the nominee has previously made at least three (3) contributions over a period greater than two weeks duly acknowledged by the Deputy Editor-in-Chief.

7.6.9 Ascertain result of poll

(a) The poll is to be conducted by optional preferential vote.
(b) The four (4) validly nominated ordinary members with the most votes following the distribution of preferences shall be declared elected to the Board.
(c) The Board may make regulations for the management of elections which are consistent with section 7.6.

7.7 Election of Office Bearers

7.7.1 With the exception of the Managing Editor, whose term of office is twelve (12) calendar months, the term of office for an Officer Bearer of the Association is six (6) calendar months or the remainder of their term of office as a Member of the Board, whichever is the lesser.

7.7.2 At the first meeting of a newly elected Board following an election, a secret ballot must be held for the Officer Bearers, with the exception of the office Managing Editor, which is automatically filled at the time of its election. This ballot is to be conducted by compulsory preferential vote.

7.8 Casual Board Vacancies

7.8.1 Where a casual vacancy exists on the Board, the Board must within two (2) days of being notified advertise the vacancy and invite written applications from ordinary members to fill the vacancy.

7.8.2 Written applications to fill the vacancy should take the same form of nominations in 7.6.6(a).

7.8.3 The application period must be open for at least one (1) calendar week.

7.8.4 The Board will consider applications to fill the vacancy, conducting interviews if necessary, and may decide to appoint the most meritorious applicant to the Board. A decision to appoint an applicant must be made within two (2) weeks from the close of nominations and be supported by at least five (5) Board members or the majority of the current membership of the Board, whichever is greater.

7.8.4 The Board may decide that the applications received are unsatisfactory and re-advertise for applications.
7.9 Removal and Resignation of Board Members

7.9.1 Where valid grounds exist for removal, a member of the Board may be removed by:

(a) a motion of no-confidence supported by two thirds of those present and voting at a general meeting of the Association; or
(b) a motion of no-confidence supported by all other members of the Board.

Three (3) working days notice must be given of any motion of no-confidence to the Board member who is the subject of the motion for the motion to be valid.

7.9.2 Valid grounds for removal of a member of the Board are:

(a) failure to attend three (3) or more meetings of the Board without apologies and an accompanying reasonable excuse;
(b) a breach or breaches of this Constitution or any regulations or orders made under this Constitution.

7.9.3 A Board member may resign from the Board in writing to the Editor-in-Chief.

PUBLICATIONS

8 The Association may publish a publication or publications in the name of the Association. A publication may be in hard copy and/or digital format.

9 The Association must publish a hard copy and online publication with the masthead Woroni

9.1 Woroni must be published at least once every two academic weeks of the academic year. Special editions of Woroni must be published for University Orientation Week and Bush Week.

10 A publication of the Association may not be published without the approval of the Board. The Board may only authorise publication where:

(a) the publication complies in its entirety with the Principles, as issued from time to time by The Australian Press Council, outlined in Schedule 1 of this Constitution and is not otherwise contrary to this Constitution or any regulations or orders;
(b) the publication does not contain any material which may impose civil or criminal liability on the Association or members of the Board.

11 Notwithstanding section 10, the Board may only authorise publication of Woroni where at least six (6) Members of the Board vote in favour of authorising a publication.

11.1 The Board of Editors must set up a process for approving the publication of any other media as appropriate.
CO-OPTION OF ASSOCIATION MEMBERS

12 The Board may co-opt other ordinary members of the Association to a publication of the Association to perform the roles of sub-editors, staff writers and contributors, or in any other role that the Board may create from time to time.

12.1 Where the Board has a position/s to fill for a publication, the Board must publicly advertise the position/s and call for applications. The Board must make appointment decisions on merit.

12.2 Once appointed, a sub-editor, staff writer or contributor holds their role until removed by the Board.

12.3 Co-opted members enjoy indemnity from the Association for duties performed for the Association under section 25.

EMPLOYEES

13 The Board may appoint employees of the Association from time to time in accordance with relevant laws of the Australian Capital Territory and the Commonwealth, and any applicable industrial relations award or enterprise agreement. Employees of the Association must enjoy the same conditions and entitlements as employees of the University.

MEETINGS

14 General Meetings

A general meeting of the Association shall be called by the Deputy Editor-in-Chief at the direction of the Board, or upon receipt of a written request signed by at least twenty (20) ordinary members. There is no limit to the number of general meetings which may be held each year.

14.1 A general meeting must only be held on an academic day.

14.2 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.

14.3 Advertisement shall be effected by:

(a) the placement of a notice in an official newspaper, website, or similar publication that the ANU Student Media might produce; and

(b) prominent and informative notices posted at the primary thoroughfares at each College and in Union Court.

14.4 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 Deputy Editor-in-Chief at least two (2) academic days 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.
14.5 The quorum at a general meeting shall be twenty (20) ordinary members.

14.6 Decisions at a general meeting must 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.

14.7 A general meeting must be run in accordance with standing orders determined by the Board.

14.8 The Chairperson at a general meeting is the Editor-in-Chief.

15 Annual General Meetings

15.1 The Annual General Meeting (AGM) of the Association must be convened by the Board within five (5) months of the end of the financial year, and must be held on an academic day. The financial year of the Association shall commence on the last day of December in each year, and end on the last day of November in the following year (in accordance with section 17.6.1 of this constitution).

15.2 The Editor-in-Chief’s Annual Report, the Managing Editor’s Annual Report, draft budget and duly audited Annual Financial Statements and such other reports as the Board determines shall be presented at the AGM and shall be made available for inspection by members at least fourteen (14) calendar days before the AGM.

15.3 The AGM must be conducted in accordance with the rules for general meetings with the additional provision that a notice of the AGM shall also be sent to every member for whom the Association has a University email address.

16 Board Meetings

16.1 The Board must meet at least once each fortnight during the academic year. Meetings of the Board may be convened at any time by the Editor-in-Chief.

16.2 The quorum at a meeting of the Board is five (5) members of the Board and must include at least two (2) Executive Officers of the Association.

16.3 The Deputy Editor-in-Chief must provide notice to all members of the Board by email.

16.4 Decisions at a Board meeting shall be by a majority vote of 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 Board member present at the Board meeting, a secret ballot shall be held. Voting by proxy shall not be permitted at any Board meeting.

16.5 When necessary, the Board may approve motions through email or other such technologically mediated communicative forms, as long as the process to technologically approve such a motion has been
previously authorized by the Board at any Board meeting. Any Board member may ask to postpone electronic discussion of the motion and ask for approval at a Board meeting.

FINANCE

17 The Association and the Board will exercise all due-care and diligence in the management of the financial affairs of the Association.

17.1 Members’ Benefit

No member of the Association shall benefit from any funds held by the Association except by way of bona fide remuneration for liabilities incurred on behalf of the Association.

17.2 Honoraria for Members of the Board

A general meeting of the Association may authorise the payment of honoraria to the Members of the Board.

17.3 Budget

The Managing Editor will prepare a budget, to be presented to the first meeting of the Board of the calendar year, for approval. The Managing Editor will report to each meeting of the Board on the current budgetary position of the Association.

17.4 Audited Statements

The Managing Editor will prepare all relevant financial statements and records for audit and presentation at the AGM in compliance with all relevant legislation. The Managing Editor must ensure that the audit is completed at least fourteen (14) working days before the AGM. In accordance with the relevant legislation, the Managing Editor must lodge the annual return of the Association within six (6) months of the end of each financial year.

17.5 Other Financial Provisions

17.5.1 The financial year of the Association shall commence on the first day of December in each year, and end on the last day of November in the following year.

17.5.2 The Association may maintain such bank accounts in its name as the Board deems necessary.

17.5.3 Withdrawal of monies from any bank account of the Association may only be authorised by any two (2) of the Editor-in-Chief, Deputy Editor-in-Chief and Managing Editor.

17.5.4 No person may incur liabilities on behalf of the Association without consulting the Editor-in-Chief or the Managing Editor. Should a situation arise where actions taken in good faith have caused expenditure to exceed a budget estimate, then this fact must be reported to the next meeting of the Board.

17.6 Association Books
Subject to the relevant legislation the Deputy Editor-in-Chief must keep in their custody or under their control all records, books and other documents relating to the Association. The records, books and other documents of the Association shall be open to inspection in the office of the Association at any reasonable hour.

**AUDITOR**

18 An auditor, not being a member of the Association, will be appointed by the Board and will audit the financial affairs of the Association each financial year and certify as to the correctness of the Annual Financial Statements.

**FREEDOM OF INFORMATION**

19 Specified Documents

Upon receipt of a request in writing, the Board shall supply to any member of the Association within fourteen (14) days copies of:

(a) this Constitution, as amended;
(b) any regulations or orders of the Association;
(c) the minutes of any general meeting or Board meeting;
(d) audited financial statements and Managing Editor’s reports;
(e) the current draft or approved budget; and

20 General Freedom of Information

20.1 Upon receipt of a request in writing, the Board must within fourteen (14) days grant to any member of the Association access to documents or electronic records other than those referred to in section 19 produced by the Association, its officers, employees or the Board, except that the Deputy-in-Chief may restrict access to protect the confidentiality of any document or records.

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

**COMMON SEAL**

21 The Association will keep and maintain a Common Seal of the Association. The Common Seal must:

(a) be kept in the custody of the Editor-in-Chief; and
(b) not be attached to any instrument except by the authority of the Board and the attaching of the common seal must be attested by the signatures of two (2) members of the Board, one (1) of whom must be the Editor-in-Chief or the Managing Editor.
INTERPRETATION

22 The Deputy Editor-in-Chief of the Association is empowered to interpret this Constitution. An alternative interpretation of this Constitution may only be made by:

(a) Two-thirds of those members present and voting at a meeting of the Board; or
(b) Two-thirds of those members present and voting at a general meeting of the Association.

REGULATIONS AND ORDERS

23 Subject to this Constitution, the Board may make such regulations or orders as it sees fit to assist the convenient conduct of the Association’s business. These regulations may include, but are not necessarily limited to, standing orders to govern the conduct of any meeting of the Association or its members, methods by which meetings and elections are to be advertised, and electoral regulations to govern the conduct of any election held by the Association. These regulations or orders must be advertised and made available to all members.

ALTERATION OF THE CONSTITUTION

24 This Constitution may be amended by special resolution at any general meeting of the Association in accordance with section 15 except that at least twenty-one (21) days notice of the special resolution shall be given to members and a decision to amend the Constitution must require the support of three-quarters (75%) of ordinary members present and voting.

24.1 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.

24.2 The Deputy Editor-in-Chief must 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.

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

INDEMNITY

25 All members and employees of the Association are 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 them in respect of any negligence, default, breach of duty or breach of trust of which they may be guilty in relation to the Association.

DISSOLUTION OR WINDING-UP

26 A motion may be put to dissolve or wind up the Association, subject to subsections 27.1, 27.2 and 27.3.

26.1 A motion to dissolve or wind up the Association may be considered at any general meeting of the Association where twenty-one (21) days’ notice of such a general meeting has been given to members,
accompanied by a notice of intention to propose a motion to dissolve or wind up the Association.

26.2 A motion to dissolve or wind up the Association must be passed by a special resolution, at least three quarters (75%) of those present and voting at a general meeting held in accordance with section 15.

26.3 In the event of the Association 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.

GRIEVANCES AND DISPUTES

27 Grievances and Disputes Panel

The Association has a Grievances and Disputes Panel to hear and resolve grievances and disputes between members of the Association and members of the Association and the Board. The Panel may also hear complaints about publications of the Association from non-members.

27.1 Membership of the Panel

The Grievances and Disputes Panel has three (3) members:

(a) one (1) ordinary member of the Association appointed by the Board who must not be a member of the Board or a co-opted member;
(b) one (1) ordinary member of the Association elected at any General Meeting of the Association who must not be a member of the Board or a co-opted member; and
(c) one (1) staff member of the University appointed by the Vice-Chancellor.

The ordinary members of the Panel must be appointed annually. A general meeting may remove a Panel member.

27.2 Grievances and Disputes

The Grievances and Disputes Panel may hear and resolve grievances and disputes relating to:

(a) an alleged breach or breaches of this Constitution or any orders or regulations made under this Constitution by an ordinary member of the Association and/or the Board;
(b) an alleged breach of the Press Council Principles in Schedule 1 of this Constitution by an ordinary member of the Association and/or the Board;
(c) an alleged breach of the Code of Conduct in Schedule 2 of this Constitution by an ordinary member of the Association and/or the Board.

In determining whether to uphold or dismiss a complaint the Grievances and Disputes Panel must apply accepted principles of natural justice, including the provision of a fair and timely hearing and published reasons for a decision.
27.3 Remedies

If a complaint is upheld, the Grievances and Disputes Panel may:

(a) revoke or suspend the membership of the Association of the person/s found to be in breach;

(b) impose a fine (which may not exceed $100AUD) on the person/s found to be in breach, the non-payment of which will result in the revocation of membership;

(c) where the complaint relates to a breach of the Press Council Principles in Schedule 1, require the publication concerned to promptly and prominently publish the decision and/or issue a retraction.

RIGHT TO APPEAL

28 Right of appeal of disciplined member

28.1 A disciplined member may appeal a decision of the Grievances and Disputes Panel at a general meeting.

28.2 The disciplined member must notify, in writing, the Deputy Editor-in-Chief of their intention to appeal within 7 academic days of being informed of the decision of the Grievances and Disputes Panel.

28.3 The Deputy Editor-in-Chief on receipt of a notice under subsection (2) must notify the Board within 1 academic day. The Board must subsequently direct the Deputy Editor in Chief to call a general meeting of the association within 21 academic days of when notice of the appeal was received.

28.4 At this general meeting of the association called under subsection (3):

28.4.1 the only business which may be considered is the appeal against the Panel’s decision;

28.4.2 the Grievances and Disputes Panel and the member must be given the opportunity to make representations in relation to the appeal orally or in writing, or both; and,

28.4.3 the members present must vote by secret ballot on the question of whether the resolution made under section 28.3 should be confirmed or revoked.
SCHEDULES

Schedule 1 – Press Council Principles

Preamble:
In a democratic society, all people have the right to freedom of expression and to be informed. These rights cannot be secured unless the press is free to publish facts and opinions without fear or favour.

Freedom of the press, however, carries responsibilities to the public. Liberty does not mean license, and due regard must be given to other important freedoms, rights and values which are in the public interest.

Accordingly, the Press Council has laid down the following General Principles to which all publisher members are committed by the Council’s Constitution.

The General Principles Publications are free to publish as they wish by reporting facts and expressing opinions, provided they take reasonable steps to comply with the following Principles and the Council’s other Standards of Practice.

Accuracy and Clarity

1. Ensure that factual material in news reports and elsewhere is accurate and not misleading, and is distinguishable from other material such as opinion

2. Provide a correction or other adequate remedial action if published material is significantly inaccurate or misleading.

Fairness and balance

3. Ensure that factual material is presented with reasonable fairness and balance, and that writers’ expressions of opinion are not based on significantly inaccurate factual material or omission of key facts.

4. Ensure that where material refers adversely to a person, a fair opportunity is given for subsequent publication of a reply if that is reasonably necessary to address a possible breach of General Principle.

Privacy and avoidance of harm

5. Avoid intruding on a person’s reasonable expectations of privacy, unless doing so is sufficiently in the public interest.

6. Avoid causing or contributing materially to substantial offence, distress or prejudice, or a substantial risk to health safety, unless doing so is sufficiently in the public interest.

Integrity and Transparency

7. Avoid publishing material which has been gathered by deceptive or unfair means, unless doing so is sufficiently in the public interest.

8. Ensure that conflicts of interests are avoided or adequately disclosed, and that they do not influence published material.
Schedule 2 – Code of Conduct

Board members, sub-editors and staff are expected to carry out their duties honestly, responsibly and impartially to the best of their ability. This Code of Conduct applies to Board members, sub-editors and staff during those times in which they perform work for the Association. It does not apply to conduct engaged in outside of official work.

Exercising care and diligence

All Board members, sub-editors and staff members should:

(a) carry out their duties in a professional, responsible and conscientious manner;
(b) carry out official directions and policies in a faithful, impartial and transparent manner;
(c) ensure decisions can be seen to be reasonable, fair and appropriate to the circumstances based on consideration of all the relevant facts;
(d) report genuinely suspected or known fraud or corrupt conduct to appropriate authorities;
(e) take reasonable steps to ensure adequate protection of all confidential information;
(f) take reasonable steps to ensure compliance with intellectual property laws;
(g) maintain as appropriate the confidentiality of Association dealings when interacting with outside organisations and others within the Association;
(h) maintain adequate security over Association property, facilities and resources and information;
(i) ensure that Association resources are managed effectively and efficiently.

Respect and fair treatment of people

This obligation covers the conduct of Board members, sub-editors and staff members in their dealings with others including students, staff of the University and members of the community.

All Board members, sub-editors and staff members should:

(a) treat others with respect;
(b) treat others with courtesy, fairness and equity;
(c) engage in conduct that is respectful of differences and non-discriminatory on the basis of sex, race, sexuality, disability, cultural background, religion, marital status, age, union affiliation, political conviction or family responsibilities;
(d) avoid behaviour that may be reasonably perceived as harassing, intimidating, overbearing, bullying or physically or emotionally threatening;
(e) be responsive, courteous and prompt in Association dealings.
AUSTRALIAN NATIONAL UNIVERSITY STUDENT MEDIA INCORPORATED

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Part One: Preliminary

1. Name
   The name of the Association is Australian National University Student Media Incorporated.

2. Definitions
   Except where the contrary intention appears, in this Constitution:
   1. “Academic day” means any working day that falls in the semester one (1) and two (2) teaching period of the University.
   2. “Academic term” means half (1/2) of an academic semester of the University, either before or after the teaching break; there are four (4) academic terms in a year.
   3. “Academic semester” means two (2) academic terms, including the teaching break between those terms.
   4. “Academic week” means a calendar week that includes at least one (1) weekday that falls during a teaching period of the University.
   5. “Academic year” means the period between the first day of the first teaching period of the University and the last day of the last teaching period of the University in a calendar year.
   6. “ACT” means the Australian Capital Territory.
   8. “AGM” means the Annual General Meeting of the Association.
   10. “Board” means the Board of Editors, as described in sub-section 5.1.
   11. “College” means an academic ANU College established by the University Council.
   12. “Council” means the Council of the Australian National University.
   13. “Editor” means a member of the Board of Editors described in section 6.
   14. “Examination period” means the formal period at the end of each semester during which the University conducts examinations.
   15. “Executive” means the three (3) Executive Officers of the Association, these being the Editor-in-Chief, the Deputy Editor-in-Chief and the Managing Editor, as described in sub-section 6.2.
   16. “GDP” means Grievances and Disputes Panel, as described in section 26.
   17. “OVC” means the Office of the Vice-Chancellor.
   18. “Platform” means one of the Association’s media platforms, including but not limited to: print, online, television and radio.
   19. “Postgraduate student” means a student enrolled in a unit or program of study for a Masters degree or any postgraduate award of the University.
   20. “Publication” means any and all content published on any of the Association’s media platforms.
   21. “Undergraduate student” means a student enrolled in a unit or program of study for a Bachelors degree or any other undergraduate award of the University.
22. "University" means The Australian National University, an institution of higher education established under the Australian National University Act (Cth) 1991, or as amended or re-enacted from time to time.

23. "Vice-Chancellor" means the Vice-Chancellor and President of the Australian National University.

24. "Working day" means a 24-hour period of any day that does not fall on a weekend or a University-recognised public holiday.

3. Objects
The objects of the Association are:
1. to produce interesting, entertaining, informative, recognised and regular content and publications across print, radio, video, and online media platforms for the students of the University;
2. to contribute to a sense of University identity and reflect the scholarly and cultural diversity of the University community;
3. to promote open public dialogue and debate in the University community;
4. to promote awareness of the variety of curricular and extra-curricular activities undertaken by students of the University;
5. to discover and develop the creative talents of students at the University in journalism and the media arts;
6. to promote best practice in professional journalism; and
7. to innovate and explore new media forms.

Part Two: Membership

4. Membership
1. There are two (2) classes of membership: ordinary membership and honorary life membership.
2. Any person who:
   a. is a student of the University; and
   b. has not notified the Deputy Editor-in-Chief in writing that they do not wish to be a member

   is an ordinary member of the Association.
3. Honorary life membership may be conferred upon any person by a two-thirds (2/3) vote at any General Meeting of the Association.
4. Honorary life members shall not vote at any meeting or election of the Association, shall not count towards quorum, and shall not be eligible for election to the Board, but shall otherwise have rights equal to ordinary members.
5. An ordinary member ceases to be a member of the Association at such time as they cease to fulfil the conditions in sub-section 4.2.
6. An honorary life member ceases to be a member if their membership is revoked by a General Meeting of the Association.
7. There is no fee payable for membership of the Association as an ordinary or honorary life member.

Part Three: Board of Editors

5. Powers of the Board
1. The Board of Editors is the committee of the Association for the purposes of the Act.
2. The Board, subject to the Act, this Constitution, the regulations, and to any resolution passed by the Association in a General Meeting:
   a. controls and manages the affairs of the Association;
   b. may exercise all functions that may be exercised by the Association other than those functions that are required by this Constitution to be exercised at a General Meeting of the Association; and
   c. has power to perform all acts and do all things that appear to the Board to be necessary or desirable for the proper management of the affairs of the Association.

6. Composition and membership of the Board
1. The Board of Editors is made up of two (2) types of members:
   a. Executive Officers of the Association; and
   b. General Editors.
2. The Executive Officers of the Association are:
   a. the Editor-in-Chief;
   b. the Deputy Editor-in-Chief; and
   c. the Managing Editor.
3. The General Editors are:
   a. the Content Editor;
   b. the News Editor;
   c. the Television Editor;
   d. the Radio Editor; and
   e. the Art Editor.
4. No person can simultaneously hold more than one (1) position on the Board.
5. Board members must be ordinary members of the Association.

7. Election of Editors
1. There are two (2) ways in which Editors may be elected to their positions on the Board.
   a. The Editor-in-Chief must be elected by the Board in a Board meeting; and
   b. The Deputy Editor-in-Chief, Managing Editor and General Editors must be directly elected by ordinary members of the Association.
2. The term of a Board member begins on the day after the last day of the examination period that follows the election period in which they were elected.
3. The term of a Board member ends on the last day of the examination period two (2) semesters hence.
4. Board members who have served twelve (12) calendar months must step-down. Board members must step-down, and if they wish may nominate themselves for re-election, either in the election that immediately follows or after a period of time has passed.
Editor-in-Chief Election
5. At least two (2) days prior to the opening of the nomination period for a biannual election, the Board must have a meeting and elect an incoming Editor-in-Chief to commence their duties when the terms of the new Board members begin. All current members of the Board must be present and must vote.

6. The elected Editor-in-Chief must have served on the Board as Deputy Editor-in-Chief or a General Editor for six (6) months immediately prior to their term as Editor-in-Chief.

7. The term of office for Editor-in-Chief is six (6) calendar months. Overall, the period of time spent as a member of the Board will be 12 months when considering both their previous editorial position and their time as Editor-in-Chief.

8. The Managing Editor must remain in their position for the duration of their 12-month term, and cannot run for the position of Editor-in-Chief.

9. This ballot is to be conducted by optional preferential vote.

Deputy, Managing and General Editor Elections
10. The Board of Editors is a rotational committee. Direct elections must be held biannually. Four (4) new Editors shall be elected by the ordinary members of the Association every six (6) calendar months to fill the positions of the four (4) Editors who step down.

11. In each biannual election, the positions available are:
   a. those of the three (3) Editors who are stepping down; and
   b. that of the Editor who has been elected as incoming Editor-in-Chief and will vacate their current position when the new Board members begin their terms.

12. The Deputy Editor-in-Chief, Managing Editor and General Editors must be elected under the election procedure outlined in section 8.

8. Election Procedure
1. The Board must arrange direct elections biannually.
2. The Board must arrange an election to fill open positions on the Board at least two (2) calendar months prior to the end of the outgoing Editor’s terms.
3. The Returning Officer for elections for the Board must be a staff member of the University appointed by the Vice-Chancellor.
4. In the three (3) week period between nominations closing and the opening of the poll:
   a. the name, biography and position the nominee will run for must be published on at least one (1) of the Association’s media platform;
   b. at least two (2) official notices with details about the upcoming election must be delivered to all ordinary members of the Association by email; and
   c. prominent and informative notices must be posted at the primary thoroughfares of each College and in the Union Court.
5. The four (4) nominees with the most votes in their respective polls following the distribution of preferences shall be declared elected to the Board.
6. A General Meeting of the Association may make or amend Regulations for the management of elections which are consistent with section 8.
9. **Removal and Resignation of Board Members**
   1. Where valid grounds exist for removal, a Board member may be removed by:
      a. a motion of no-confidence supported by two-thirds (2/3) of those present and voting
         at a General Meeting of the Association; and
      b. a motion of no-confidence supported by all other Board members.
      c. In the event that a vote of no-confidence arises, the Grievance and Disputes Panel
         will accept reports from each of the board members for review. The panel has two
         weeks to determine if the vote of no-confidence is valid.
         i. If the vote of no-confidence is found to be valid, the Board may implement
            9.1a and 9.1b
         ii. If the vote of no-confidence is found to be invalid, then the Board must
             engage in a period of dispute resolution to be held by the Grievance and
             Disputes panel.
   2. For the motion to be valid, three (3) working days’ notice of a motion of no-confidence must
      be given to the Board member who is the subject of the motion.
   3. Valid grounds for removal of a Board member are:
      a. failure to attend three (3) or more Board meetings without apologies and an
         accompanying reasonable excuse; and
      b. a breach or breaches of this Constitution or any regulations or policies made under
         this Constitution.
   4. A Board member may resign from the Board in writing to the Editor-in-Chief.
   5. The Editor-in-Chief may resign from the Board in writing to the Deputy Editor-in-Chief.

10. **Casual Vacancies**
   1. Within two (2) days of being notified that there is a casual vacancy on the Board, the Board
      must advertise the casual vacancy and invite written applications from ordinary members to
      fill the vacant position.
   2. Written applications to fill the casual vacancy should take the same form of nominations in
      sub-section 8.6.
   3. The application period must be open for at least one (1) calendar week.
   4. The Board will consider applications to fill the vacancy, conducting interviews if necessary,
      and must appoint the most meritorious applicant to the Board.
   5. A decision to appoint an applicant must be made within two (2) weeks of the close of the
      application period and be supported by at least five (5) Board members or the majority of
      the current membership of the Board, whichever is greater.
   6. The Board may decide that the applications received are unsatisfactory and re-advertise for
      applications.

11. **Duties of the Board**
   1. The Board, subject to the Act, the regulations, this Constitution, and to any resolution
      passed by the Association in a General Meeting, must:
      a. implement the objects of the Association;
      b. ensure that Board members act in accordance with this Constitution and their
         respective duties; and

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12. Duties of each Editor

Editor-in-Chief
1. The Editor-in-Chief is the President of the Association and Chairperson of the Board. Subject to the Act, the regulations, this Constitution and to any resolution passed by the Association in a General Meeting, the Editor-in-Chief must:
   a. chair Board meetings;
   b. chair meetings of the Association;
   c. be the spokesperson of the Association on matters of concern to members of the Association;
   d. be primarily responsible for the management and supervision of the Association’s employees, in conjunction with the other Executive Officers of the Association;
   e. actively promote the Constitution and objects of the Association;
   f. ensure that all media platforms and publications of the Association comply with the Constitution and objects of the Association; and
   g. report on the activities of the Association at General Meetings of the Association.

Deputy Editor-in-Chief
2. The Deputy Editor-in-Chief is the Secretary of the Association and Deputy Chairperson of the Board. Subject to the Act, the regulations, this Constitution and to any resolution passed by the Association in a General Meeting, the Deputy Editor-in-Chief must:
   a. create and maintain records of all decisions, regulations, policies and minutes of the Association;
   b. organise Board meetings;
   c. organise General Meetings of the Association;
   d. liaise with stakeholders in preparation for General Meetings;
   e. ensure that all members of the Association have adequate notice of General Meetings of the Association;
   f. at the time of the election, report to the Returning Officer on whether each nominee has made three (3) valid contributions, as outlined in sub-section 8.7;
   g. manage the electoral affairs of the Association on behalf of the Board, except those managed by the Returning Officer; and
   h. perform the role of Acting Editor-in-Chief when the Editor-in-Chief is on leave or otherwise unable to perform their duties.

Managing Editor
3. The Managing Editor is the Treasurer of the Association. Subject to the Act, the regulations, this Constitution and to any resolution passed by the Association in a General Meeting, the Managing Editor must:
   a. create and maintain the books and financial records of the Association;
   b. manage the Association’s business relationships;
c. prepare and manage the budget of the Association;
d. report on the state of the budget at each Board meeting;
e. prepare and present a financial update to the Board at the conclusion of each academic term; and
f. prepare the annual financial statements of the Association.

General Editors
4. Subject to the Act, the regulations, this Constitution and to any resolution passed by the Association in a General Meeting, General Editors must:
   a. provide assistance to the Executive Officers of the Association in the performance of their duties; and
   b. perform any duties assigned to them by the Board.

5. In addition:
   a. The Content Editor and the News Editor must appoint and manage sub-editors to assist with the management of the print and online media platform Woroni, and must oversee the involvement of volunteers and contributors.
   b. The Television Editor must appoint and manage sub-editors to assist with the management of the media platform Woroni TV, and must oversee the involvement of volunteers and contributors.
   c. The Radio Editor must appoint and manage sub-editors to assist with the management of the media platform Woroni Radio, and must oversee the involvement of volunteers and contributors.
   d. The Art Editor must appoint and manage sub-editors to assist with the art and design aspects of the Association and the Association’s media platforms, and must oversee the involvement of volunteers and contributors.

Part Four: Meetings
13. Meetings
   1. General Meetings
      a. A General Meeting of the Association shall be called by the Deputy Editor-in-Chief:
         i. at the direction of the Board; or
         ii. upon the receipt of a written request signed by at least twenty (20) ordinary members.
      b. The Board must hold at least one (1) General Meeting per academic term. There is no limit to the number of General Meetings that may be held each year.
      c. A General Meeting must only be held on an academic day.
      d. Except where the nature of the business proposed to be dealt with at a General Meeting requires a special resolution of the Association, an advertisement of the date, time and location of a General Meeting, and a provisional agenda, must be given to members at least seven (7) days before the meeting.
      e. Advertisement shall be effected by:
         i. the publication of a notice on at least one (1) of the Association’s media platforms; and
ii. prominent and informative notices posted at the primary thoroughfares at each College and in Union Court.

f. Matters for inclusion on the agenda of a General Meeting, other than those matters requiring a special resolution, may be submitted by any member to the Deputy Editor-in-Chief at least two (2) academic days prior to the meeting.

g. There must also be an item on the agenda to allow any other business to be raised by those present at the meeting.

h. The Chairperson at a General Meeting is the Editor-in-Chief.

i. The quorum for a General Meeting is twenty (20) ordinary members.

j. Decisions at a General Meeting must 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 a General Meeting, a secret ballot shall be held. Voting by proxy shall not be permitted at any General Meeting of the Association.

k. Each Board member must deliver a report at every General Meeting with details of their recent activities. Written versions of these reports must be made available to ordinary members at least two (2) academic days before the General Meeting. This is not required at the Association’s Annual General Meeting.

l. A General Meeting must be run in accordance with the Association’s Standing Orders.

m. A General Meeting of the Association may make or amend Standing Orders for the operation of General Meetings which are consistent with sub-sections 13.1 and 13.2.

1. Annual General Meeting

n. The Annual General Meeting (AGM) of the Association must be convened by the Board within five (5) months of the end of the financial year, and must be held on an academic day.

o. The AGM must be conducted in accordance with the standing orders, with the additional provision that a notice of the AGM must also be sent to every ordinary member of the Association with a University email address.

p. The Editor-in-Chief’s Annual Report, the Managing Editor’s Annual Report, a draft budget, the duly audited Annual Financial Statements and any other reports deemed necessary by the Board shall be presented and passed at the AGM, and shall be made available on the Association’s online platform for inspection by ordinary members at least fourteen (14) calendar days before the AGM.

2. Board Meetings

q. The Board must meet at least once each fortnight during the academic year.

r. Board meetings may be convened at any time by the Editor-in-Chief. The Editor-in-Chief is the Chairperson at Board meetings.

s. The Deputy Editor-in-Chief must provide reasonable notice of Board meetings to all Board members by email.

t. The quorum at a Board meeting is five (5) Board members and must include at least two (2) members of the Executive.
u. Decisions at a Board meeting shall be by a majority vote of 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 Board member present at the Board meeting, a secret ballot shall be held. Voting by proxy shall not be permitted at any Board meeting.

v. When necessary, the Board may approve motions through email or other such technologically mediated communicative forms, as long as the process to technologically approve such a motion has been previously authorised by the Board at a Board meeting, and reasonable notice of the motion and time to make a decision is given. Any Board member may ask to postpone electronic discussion of a motion and ask for approval at a Board meeting.

Part Five: Miscellaneous

14. Publications

1. The Association may establish and manage media platforms in the name of the Association. These media platforms may be in print, digital, audio or video format.

2. The Association must manage a print and online platform with the masthead Woroni.
   a. Woroni must be published at least once every two (2) academic weeks of the academic year. Special editions of Woroni must be published for University Orientation Week and Bush Week.

3. The Association must manage a video platform with the name Woroni TV.

4. The Association must manage a radio platform with the name Woroni Radio.

5. A publication of the Association may not be published without the approval of the Board. The Board may only authorise a publication where:
   b. the publication complies in its entirety with the Principles, as issued from time to time by The Australian Press Council, outlined in Schedule 1 of this Constitution and is not otherwise contrary to this Constitution or any regulations or policies;
   c. the publication does not contain any material which may impose civil or criminal liability on the Association or Board members.

6. Notwithstanding sub-section 14.5, the Board may only authorise the publication of Woroni where at least six (6) Board members vote in favour of authorising the publication.

7. The Board of Editors must set up a process for approving the publication of any other media content as appropriate.

15. Co-Option of Association Members

1. The Board may co-opt other ordinary members of the Association to assist with the management of the Association or one of its media platforms by performing the roles of sub-editor or contributor, or any other role that the Board may create from time to time.

2. Where the Board has a position to fill, the Board must publicly advertise the position and call for applications. The Board must make appointment decisions on merit.

3. Once appointed, a sub-editor or contributor holds their role until removed by the Board.

4. Co-opted members enjoy indemnity from the Association for duties performed for the Association under section 24.

16. Employees
1. The Board may appoint employees of the Association in accordance with relevant laws of
the Australian Capital Territory and the Commonwealth, and any applicable industrial
relations award or enterprise agreement. Employees of the Association must enjoy the
same conditions and entitlements as employees of the University.

17. Public Officer
1. The Board shall appoint a Board member to be the Public Officer of the Association.
2. The Public Officer will, within fourteen (14) working days of their appointment, notify the
relevant authority in writing of the appointment and supply their full name and address. The
Public Officer will also supply any and all documents required by the relevant authority and
shall perform any other duties as required by the relevant legislation.
3. The position of Public Officer becomes vacant if the person is no longer a Board member, or
if they resign from the position of Public Officer in writing to the Executive.

18. Finance
2. The Association and the Board will exercise all due-care and diligence in the management
of the financial affairs of the Association.
3. The assets and income of the Association shall be applied solely in furtherance of the
objects outlined in section 3 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 Association.
4. No person may incur liabilities on behalf of the Association without approval from the
Editor-in-Chief or the Managing Editor. Should a situation arise where actions taken in good
faith have caused expenditure to exceed a budget estimate, then this fact must be reported
to the next meeting of the Board.
5. The financial year of the Association shall commence on the first day of December in each
year, and end on the last day of November in the following year.
6. The Association may maintain such bank accounts in its name as the Board deems
necessary.
7. Withdrawal of monies from any bank account of the Association must be authorised by two
(2) members of the Executive.
8. The Association must not enter into any bank liabilities, guarantees or indemnities incurring
contingent liabilities, other than in the normal course of business.

Members Benefits and Liabilities
9. No member of the Association shall benefit from any funds held by the Association except
by way of bona fide compensation for services rendered or expenses incurred on behalf of
the Association.
10. No member of the Association will be personally liable to contribute towards the payments
of the debts and liabilities of the Association or the costs, changes and any expenses of the
dissolution or winding up of the Association.

Honoraria for Board members
11. A General Meeting of the Association may authorise the payment of honoraria to Board
members.
Budget
12. The Managing Editor will prepare a budget and present it to the Board at the first Board meeting of the calendar year for approval.

13. The Managing Editor will report on the current budgetary and financial position of the Association at each Board meeting.

Audit
14. An auditor, who is not a member of the Association and who is a professionally qualified accountant, will be appointed by the Board and will audit the financial affairs of the Association every financial year and certify the correctness of the Annual Financial Statements.

15. The Managing Editor will prepare all relevant financial statements and records for audit and presentation at the AGM in compliance with all relevant legislation. The Managing Editor must ensure that the audit is completed at least fourteen (14) working days before the AGM. In accordance with the relevant legislation, the Managing Editor must lodge the annual return of the Association within six (6) months of the end of each financial year.

Association Books
16. Subject to the relevant legislation the Deputy Editor-in-Chief must keep in their custody or under their control all records, books and other documents relating to the Association. The records, books and other documents of the Association shall be open to inspection by members in the office of the Association at any reasonable hour.

19. Freedom of Information

Specified Documents
1. Upon receipt of a request in writing, the Board must within fourteen (14) days grant any member of the Association access to:
   a. the Constitution;
   b. any regulations or policies of the Association;
   c. the minutes of any General Meeting or Board meeting;
   d. audited financial statements and Managing Editor’s reports; and
   e. the current draft or approved budget.

General Freedom of Information
2. Upon receipt of a request in writing, the Board must within fourteen (14) days grant any member of the Association access to documents or electronic records produced by the Association, its officers, employees or the Board, other than those referred to in sub-section 19.1, except where the Deputy-in-Chief has restricted such access to protect the confidentiality of these documents or records.

3. Access to any document or record not produced by the Association, its officers, employees or the Board but which has been submitted to or is held by the Association explicitly or implicitly in confidence, must only be granted with the permission of the other parties of the document or record. All disputes concerning access shall be resolved by the Board.
20. Common Seal
1. The Association will keep and maintain a Common Seal of the Association. The Common Seal must:
   a. be kept in the custody of the Editor-in-Chief;
   b. not be attached to any instrument except by the authority of the Board; and
   c. be attested by the signatures of two (2) Board members, one (1) of whom must be the Editor-in-Chief or the Managing Editor, when attached to an instrument.

21. Interpretation
1. The Deputy Editor-in-Chief of the Association is empowered to interpret this Constitution.
2. An alternative interpretation of this Constitution may only be made by:
   a. two-thirds (2/3) of those present and voting at a Board meeting; or
   b. two-thirds (2/3) of those present and voting at a General Meeting of the Association.

22. Regulations and Policy
1. The Association may, by a resolution passed by two-thirds (2/3) of ordinary members at a General Meeting, make or amend Regulations to govern the operation of particular aspects of the Association’s affairs. These regulations must be advertised and made available to all members. These regulations must include, but are not necessarily limited to, standing orders that govern the conduct of any meeting of the Association or its members, as well as methods by which meetings and elections are to be advertised, and electoral regulations to govern the conduct of any election held by the Association.
2. Subject to this Constitution and any regulations, the Board may make such policies as it sees fit to assist the convenient conduct of the Association’s business.
3. All regulations and policies must be advertised and made available to all members.

23. Alteration of the Constitution
1. This Constitution may be amended by special resolution at any General Meeting of the Association in accordance with sub-section 13.1, except that at least twenty-one (21) days’ notice of the special resolution shall be given to members and a decision to amend the Constitution must have the support of three-quarters (3/4) of ordinary members present and voting.
2. Full notice of proposed amendments to the Constitution must 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 Deputy Editor-in-Chief must 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 will have any effect until ratified by the Council and, if necessary, by the relevant local authority.

24. Indemnity
1. All members and employees of the Association are indemnified by the Association to the extent permitted by law, 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 them in respect of any negligence, default, breach of duty or breach of trust of which they may be guilty in relation to the Association.

25. Dissolution or Winding-Up
1. A motion may be put to dissolve or wind-up the Association.
2. A motion to dissolve or wind-up the Association may be considered at any General Meeting of the Association where twenty-one (21) days’ notice of such a General Meeting has been given to members, accompanied by a notice of intention to propose a motion to dissolve or wind up the Association.
3. A motion to dissolve or wind up the Association must be passed by a special resolution, at least three-quarters (3/4) of those present and voting at a General Meeting held in accordance with section 13.1.
4. In the event of the Association 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, and which benefits the students of the University generally.

26. Grievances and Disputes
1. The Association has a GDP to hear and resolve grievances and disputes between:
   a. members of the Association in relation to the Association;
   b. members of the Association and Board members; and
   c. members of the Board
2. The GDP may also hear complaints about publications of the Association from non-members.
3. The GDP may hear and resolve grievances and disputes relating to:
   a. an alleged breach or breaches of this Constitution or any policies or regulations made under this Constitution by an ordinary member of the Association and/or the Board;
   b. an alleged breach of the Press Council Principles in Schedule 1 of this Constitution by an ordinary member of the Association and/or the Board;
   c. an alleged breach of the Code of Conduct in Schedule 2 of this Constitution by an ordinary member of the Association and/or the Board.
4. In determining whether to uphold or dismiss a complaint the GDP must apply accepted principles of natural justice, including the provision of a fair and timely hearing and published reasons for a decision.

Membership of the Panel
5. The Grievances and Disputes Panel has three (3) members. These are:
   a. one (1) ordinary member of the Association appointed by the Board who must not be a Board member or a co-opted member;
   b. one (1) ordinary member of the Association elected at any General Meeting of the Association who must not be a Board member or a co-opted member; and
c. one (1) staff member of the University appointed by the Vice-Chancellor.

6. The panel member who is also a staff member of the University is the chair of the GDP.
7. The GDP may communicate and make all decisions electronically.
8. Decisions must be unanimous and made within reasonable time.
9. The ordinary members of the GDP must be appointed annually.
10. A General Meeting may remove either of the ordinary members who serve on the GDP.

Remedies
11. If a complaint is upheld, the GDP may:
   a. revoke or suspend the membership of the Association of the person/s found to be in breach;
   b. impose a fine (which may not exceed $100AUD) on the person/s found to be in breach, the non-payment of which will result in the revocation of membership;
   c. where the complaint relates to a breach of the Press Council Principles in Schedule 1, require the publication concerned to promptly and prominently publish the decision and/or issue a retraction.

Right of Appeal of a Disciplined Member
12. A disciplined member may appeal a decision of the GDP at a General Meeting.
13. The disciplined member must notify the Deputy Editor-in-Chief in writing of their intention to appeal within seven (7) academic days of being informed of the decision of the GDP.
14. On receiving an appeal notice the Deputy Editor-in-Chief must notify the Board within one (1) academic day. The Board must subsequently direct the Deputy Editor in Chief to call a General Meeting of the Association within twenty-one (21) academic days of the time the notice of the appeal was received.
15. At this General Meeting of the Association:
   a. the only business which may be considered is the appeal against the GDP’s decision;
   b. the GDP and the member must be given the opportunity to make representations in relation to the appeal orally, in writing or both; and,
   c. the members present must vote by secret ballot on the question of whether the appeal should be approved or rejected.

Part Six: Schedules

27. Schedules

1. Schedule 1 – Press Council Principles
   a. Preamble:
   In a democratic society, all people have the right to freedom of expression and to be informed. These rights cannot be secured unless the press is free to publish facts and opinions without fear or favour.
   Freedom of the press, however, carries responsibilities to the public. Liberty does not mean license, and due regard must be given to other important freedoms, rights and values which are in the public interest.
Accordingly, the Press Council has laid down the following General Principles to which all publisher members are committed by the Council’s Constitution. The General Principles Publications are free to publish as they wish by reporting facts and expressing opinions, provided they take reasonable steps to comply with the following Principles and the Council’s other Standards of Practice.

b. Accuracy and Clarity
   i. Ensure that factual material in news reports and elsewhere is accurate and not misleading, and is distinguishable from other material such as opinion.
   ii. Provide a correction or other adequate remedial action if published material is significantly inaccurate or misleading.

c. Fairness and balance
   iii. Ensure that factual material is presented with reasonable fairness and balance, and that writers’ expressions of opinion are not based on significantly inaccurate factual material or omission of key facts.
   iv. Ensure that where material refers adversely to a person, a fair opportunity is given for subsequent publication of a reply if that is reasonably necessary to address a possible breach of General Principle.

d. Privacy and avoidance of harm
   v. Avoid intruding on a person’s reasonable expectations of privacy, unless doing so is sufficiently in the public interest.
   vi. Avoid causing or contributing materially to substantial offence, distress or prejudice, or a substantial risk to health safety, unless doing so is sufficiently in the public interest.

e. Integrity and Transparency
   vii. Avoid publishing material which has been gathered by deceptive or unfair means, unless doing so is sufficiently in the public interest.
   viii. Ensure that conflicts of interests are avoided or adequately disclosed, and that they do not influence published material.

2. Schedule 2 – Code of Conduct
   Board members, sub-editors and staff are expected to carry out their duties honestly, responsibly and impartially to the best of their ability. This Code of Conduct applies to Board members, sub-editors and staff during those times in which they perform work for the Association. It does not apply to conduct engaged in outside of official work.

   a. Exercising care and diligence
      All Board members, sub-editors and staff members should:
      i. carry out their duties in a professional, responsible and conscientious manner;
      ii. carry out official directions and policies in a faithful, impartial and transparent manner;
      iii. ensure decisions can be seen to be reasonable, fair and appropriate to the circumstances based on consideration of all the relevant facts;
      iv. report genuinely suspected or known fraud or corrupt conduct to appropriate authorities;
v. take reasonable steps to ensure adequate protection of all confidential information;
vi. take reasonable steps to ensure compliance with intellectual property laws;
vii. maintain as appropriate the confidentiality of Association dealings when interacting with outside organisations and others within the Association;
viii. maintain adequate security over Association property, facilities and resources and information; and
ix. ensure that Association resources are managed effectively and efficiently.

b. Respect and fair treatment of people
This obligation covers the conduct of Board members, sub-editors and staff members in their dealings with others including students, staff of the University and members of the community.

All Board members, sub-editors and staff members should:
i. treat others with respect;
ii. treat others with courtesy, fairness and equity;
iii. engage in conduct that is respectful of differences and non-discriminatory on the basis of sex, race, sexuality, disability, cultural background, religion, marital status, age, union affiliation, political conviction or family responsibilities;
iv. avoid behaviour that may be reasonably perceived as harassing, intimidating, overbearing, bullying or physically or emotionally threatening; and
v. be responsive, courteous and prompt in Association dealings.
2017 Council dashboard:
Second-half year student enrolment and load

Load (EFTSL) and Headcount (Enrolment) YTD

1 Second-half: Total EFTSL by career

<table>
<thead>
<tr>
<th>Year</th>
<th>UG EFTSL</th>
<th>PGC EFTSL</th>
<th>HDR EFTSL</th>
<th>Total EFTSL</th>
<th>Annual Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>4,084.3</td>
<td>1,958.1</td>
<td>1,048.5</td>
<td>7,131.2</td>
<td>11.5%</td>
</tr>
<tr>
<td>2014</td>
<td>3,991.4</td>
<td>2,499.4</td>
<td>1,050.4</td>
<td>7,580.0</td>
<td>8.7%</td>
</tr>
<tr>
<td>2015</td>
<td>4,240.0</td>
<td>2,407.8</td>
<td>1,061.4</td>
<td>7,734.5</td>
<td>8.6%</td>
</tr>
<tr>
<td>2016</td>
<td>4,554.4</td>
<td>2,691.2</td>
<td>995.7</td>
<td>8,274.7</td>
<td>-4.9%</td>
</tr>
<tr>
<td>2017</td>
<td>5,078.9</td>
<td>2,924.3</td>
<td>947.1</td>
<td>8,982.9</td>
<td>-11.5%</td>
</tr>
</tbody>
</table>

2 Second-half: Domestic EFTSL by career

<table>
<thead>
<tr>
<th>Year</th>
<th>UG EFTSL</th>
<th>PGC EFTSL</th>
<th>HDR EFTSL</th>
<th>Total EFTSL</th>
<th>Annual Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>3,245.0</td>
<td>1,001.6</td>
<td>663.1</td>
<td>4,921.0</td>
<td>8.0%</td>
</tr>
<tr>
<td>2014</td>
<td>3,137.8</td>
<td>1,352.4</td>
<td>665.5</td>
<td>5,163.6</td>
<td>-16.2%</td>
</tr>
<tr>
<td>2015</td>
<td>3,273.4</td>
<td>1,278.7</td>
<td>683.4</td>
<td>5,240.8</td>
<td>-6.3%</td>
</tr>
<tr>
<td>2016</td>
<td>3,400.0</td>
<td>1,187.3</td>
<td>640.5</td>
<td>5,240.2</td>
<td>0.7%</td>
</tr>
<tr>
<td>2017</td>
<td>3,672.3</td>
<td>994.8</td>
<td>599.9</td>
<td>5,274.4</td>
<td>-4.9%</td>
</tr>
</tbody>
</table>

3 Second-half: International EFTSL by career

<table>
<thead>
<tr>
<th>Year</th>
<th>UG EFTSL</th>
<th>PGC EFTSL</th>
<th>HDR EFTSL</th>
<th>Total EFTSL</th>
<th>Annual Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>1,144.0</td>
<td>1,390.2</td>
<td>229.7</td>
<td>2,804.0</td>
<td>8.3%</td>
</tr>
<tr>
<td>2014</td>
<td>1,216.9</td>
<td>1,769.8</td>
<td>224.5</td>
<td>3,248.6</td>
<td>2.7%</td>
</tr>
<tr>
<td>2015</td>
<td>1,346.1</td>
<td>1,462.4</td>
<td>223.5</td>
<td>3,056.6</td>
<td>8.1%</td>
</tr>
<tr>
<td>2016</td>
<td>1,487.0</td>
<td>1,642.0</td>
<td>181.7</td>
<td>3,343.6</td>
<td>5.4%</td>
</tr>
<tr>
<td>2017</td>
<td>1,610.3</td>
<td>1,687.0</td>
<td>196.5</td>
<td>3,524.5</td>
<td>-9.4%</td>
</tr>
</tbody>
</table>

4 Second-half: Commencing EFTSL by career

<table>
<thead>
<tr>
<th>Year</th>
<th>UG EFTSL</th>
<th>PGC EFTSL</th>
<th>HDR EFTSL</th>
<th>Total EFTSL</th>
<th>Annual Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>900.3</td>
<td>683.1</td>
<td>146.5</td>
<td>1,740.8</td>
<td>3.4%</td>
</tr>
<tr>
<td>2014</td>
<td>891.4</td>
<td>943.9</td>
<td>144.3</td>
<td>1,986.4</td>
<td>-28.7%</td>
</tr>
<tr>
<td>2015</td>
<td>993.4</td>
<td>774.0</td>
<td>140.5</td>
<td>1,912.5</td>
<td>-0.6%</td>
</tr>
<tr>
<td>2016</td>
<td>1,012.8</td>
<td>695.0</td>
<td>115.1</td>
<td>1,834.7</td>
<td>-9.4%</td>
</tr>
<tr>
<td>2017</td>
<td>1,047.1</td>
<td>495.3</td>
<td>114.4</td>
<td>1,662.7</td>
<td>-11.5%</td>
</tr>
</tbody>
</table>

Prepared by Corporate Planning: Planning and Performance Measurement Division
ACADEMIC BOARD

Meeting No. 4/2017 of the Academic Board was held on Tuesday, 1 August 2017 at 9.30 am in the Mills Room, Chancelry.

Present: Professor Lo (Chair), Professor Close, Professor Schmidt, Professor Hughes-Warrington, Professor Harding, Professor Cardew-Hall, Professor Baker, Ms Edge, Ms Mathey, Professor Sell, Professor Bottomley, Professor Cowan, Professor Mitchell, Professor Whelen, Dr Hendriks (for Associate Professor Newitt), Ms Missingham, Dr Whiting, Professor Abhayapala, Dr Gustavson, Professor Clements, Dr Craig, Dr Schmidt, Associate Professor Kennedy, Dr Blaxland, Dr Lu, Professor Pitchford, Associate Professor Sault, Associate Professor Connolly, Dr Banwell, Dr van Kerkhoff, Dr Rajendran, Dr Robins, Professor Bicknell, Ms Nott, Ms Snowball, Ms Shaw, Mr Connolly, Dr Fogarty (for Professor Dodson), Associate Professor Wood.

By Invitation: Ms Farrar, Ms Sana, Ms Scott, Ms Blakely.

Apologies: Professor Leitch, Associate Professor Newitt, Professor Frances, Professor Roberts, Professor Huntington, Professor Kirk, Professor Goh, Dr Lahiri-Dutt, Professor Williamson, Dr Tricoli, Ms DuMoulin, Professor Dodson, Ms Martin.

Observers: Mr Reid, Mr Evans, Dr Wilde, Ms Angel, Ms Mason, Mr Alcorn, Ms Willis, Ms Baker.

In Attendance: Ms Caughey Hutt.

Unconfirmed Minutes

Part 1 – Procedural Items

Item 1 Apologies and announcements

1.1 Apologies

The apologies recorded above were noted.

1.2 Announcements

The Chair, on behalf of the Academic Board made the following announcements:

1. Welcome to the new Board members:
   - Professor Steven Roberts;
   - Associate Professor Tony Connolly;
   - Professor Susan Sell; and
   - Professor Bob Williamson.

2. Thank you to Ms Alyssa Shaw, for all your efforts representing postgraduate and research students at Board, in particular your contribution to key hot topics, including today’s discussion.

3. Thank you to Associate Professor Miriam Gani, in particular, for your role in the working party, reviewing the operations of the Academic Board.

4. Thank you to Professor Ian Clarke, for representing the College of Business and Economics during your time as Acting Dean.
Item 2  Conduct of Academic Board members: conflict of interest and duties under the Public Governance, Performance & Accountability Act 2013

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: 1-11, 13-19, 25, 44.

Resolution
The Academic Board resolved to approve unstarred items.

Item 4  Minutes

Resolution
The Academic Board accepted the minutes (546/2017) of meeting 3/2017 of the Academic Board held on 20 June 2017 as a true and accurate record.

Item 5  Matters arising from the minutes & action items

Draft Academic Plan
Update: Due to Academic Board 5/2017.

Hot Topic: SELT Review
Update: Due to Academic Board 6/2017.

Pathways to the PhD Working Party Report
Update: Due to Academic Board 6/2017.

Resolution
The Academic Board noted the current action items list (492a/2016) and updates on action items as reported below.

Item 6  Confidential items
The Academic Board noted there were no confidential items on the agenda.

Part 2 – Information Flow

Item 7  Report from the Vice-Chancellor
The Board noted that questions can be taken on notice and sent to secretary.academic.board@anu.edu.au.

Resolution
The Academic Board noted the report.

Item 8  Report from the Deputy Vice-Chancellor (Academic)
The Board discussed the report, noting:

- The Deputy Vice-Chancellor (Academic) acknowledged and thanked students and staff who have spoken out as part of the report into sexual assault and harassment.
- The Deputy Vice-Chancellor (Academic) congratulated Associate Professor Asmi Wood on his appointment as Principal Fellowship of the Higher Education Academy.

Resolution
The Academic Board noted the report.
Item 9  Report from the Deputy Vice-Chancellor (Research & Innovation)
The Board discussed the report, noting:
- The Higher Degree Research Committee will consider the implications of the report into sexual assault and harassment on Higher Degree students and reflect on the comments from students, in particular the impact of power imbalance.
- Members are encouraged to visit the ANU Grand Challenges Scheme portal and view the submissions.
- The Australian Research Council are calling for nominations for the ERA panels, which provide a great leadership opportunity. Board members are encourage to consider nominating or identifying colleagues who would benefit from participating.

Resolution
The Academic Board noted the report.

Item 10  Report from the Deputy Vice-Chancellor (Global Engagement)
The Board noted that questions can be taken on notice and sent to secretary.academic.board@anu.edu.au.

Resolution
The Academic Board noted the report.

Item 11  Report from the Chair
The Chair advised members to review the recent media coverage on Academic Boards, including the article provided in the agenda papers.

Resolution
The Academic Board noted the report.

Item 12  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 13  General question time
The Board discussed the issues raised during General Question Time, noting:

Bullying and harassment: Re-evaluation of the procedures in place for students:
- The university has a range of policies on bullying and harassment and a number of areas are working on increasing the understanding of policies and procedures
- Action: The Medical School guidance will be published on the Academic Board Alliance site.

Open access and research impact:
- Research funders are committed to open access and it is becoming a more common requirement.
- Open access increases engagement as well as impact. For example, research students receive additional research opportunities through open access.
- ANU Press underwent a review, with a focus on becoming an international publisher and how to attract international materials.
**Timetabling update:**
- The Deputy Vice-Chancellor (Academic) thanked the timetabling team for their efforts in implementing the timetable and acknowledged the support of the Associate Deans (Education) to work through the issues.
- Aside from a few technical issues, the use of live streaming has been successful.
- Additional spaces are online for semester 2, including the Barry Drive space and Llewellyn Hall, which has received upgraded Wi-Fi.

**Resolution**
The Academic Board noted the matters raised.

**Part 3 – Strategy and Planning**

**Item 14  Hot Topic: Responding to allegations of sexual harassment and/or assault**
The Board discussed the topic in great detail, noting:
- The Chair thanked those who attended the discussion including student representatives from ANUSA and PARSA, Head of the Counselling Centre Carolyn Farrar and Canberra Rape Crisis Centre Chief Executive Chrystina Stanford.
- The report serves as a wake-up call to the University to make the campus safe.
- It is the collective task of the University community to address this issue.
- This is an area of profound concern and the University must
- The student body has been long calling for action on the systemic nature of harassment and assault.
- Sexual harassment and assault at University is often impacted by a power imbalance.
- This is an issue for Board as it is about creating a safe space where everyone can access education and knowledge.
- Failure to act creates an environment where survivors are scared, resulting in low rates of reporting.
- Statistics reveal that perpetrators are a small minority but that they target vulnerable people, which is why universities have an issue with harassment and assault.
- The Counselling Centre now has a dedicated counsellor to work with survivors and the centre is prepared for any increase in demand, with the release of the report
- Certain students are disproportionately affected by sexual violence including students from the LGBTIQ community, students with a disability and Indigenous students.
- Work in underway to develop resources to support these students.
- The Student Partnership Agreement will focus on this as a matter of priority, under item 3, wellbeing, in Part B of the agreement.
- The ANU Medical School has produced a guidance document for students about how to access assistance, which may provide a useful framework and defined terms for other Colleges or Schools.
- Members of the community will need support during this time and staff are asked to access the materials about how to support someone when they disclose.

**Resolution**
The Academic Board:
- Noted the information on how the ANU responds to allegations of sexual assault and/or harassment; and
- Discussed what furthers steps ANU could take to minimise incidents of sexual assault and harassment and better support survivors of such events.
**Item 15  ANU Strategic Plan: Executive plans UEC**
The Board discussed the item, noting:

- Council is dedicated to ensuring the University management is accountable for the delivery of the Strategic Plan.
- While not all plans have been tabled to all committees, Board should be assured that there has been substantial consideration of all plans and how they will operate collectively. There will be elements of the plans that intersect and this will form part of the considerations by the appropriate committees.
- The traffic light reporting template has been designed to facilitate ease of reporting and review by relevant committees and Council.

**Resolution**
The Academic Board noted the six Executive Plans, and discussed the process for tracking the delivery of key strategic initiatives.

**Item 16  Student Engagement Working Group Report**
The Board discussed the item, noting:

- This is an opportunity to be first in the Australian university to have a formal student partnership agreement.
- The agreement enhances the student experience in teaching, learning and research by putting students at the heart of quality assurance and development.
- The Deputy Vice-Chancellor (Academic) noted their strong support for the agreement.
- The Pro Vice-Chancellor (University Experience) acknowledged Mr Connolly for the leadership he had demonstrated.
- The Chair thanked the members of the working group for their efforts in developing the agreement.

**Resolution**
The Academic Board:

1. Approved the ANU Student Partnership Agreement and engagement initiatives (Appendix A) to be reviewed annually.
2. Endorsed for transmission to the Vice-Chancellor the recommendation that he support the broad promotion of this agreement and for ANU to advertise it publicly.

**Item 17  Beyond SELT: A new framework for teaching and learning enhancement**
The Board discussed the item, noting:

- The Centre for Higher Education, Learning & Teaching has been consulted about training in peer observation, mentoring and review.
- Planning and Performance Management have welcomed a researcher to the team to assist with the role out of the new SELT tool.
- An alternative approach could be to manage the framework in two parts:
  1. Course review: courses to be reviewed as part of the program review to provide context and consider how the individual courses fit together as a whole.
  2. Student engagement: review how the staff member engages students in teaching and learning.
- The use of peer reviews will provide staff with additional evidence of their teaching performance and development.
- Peer review must be implemented carefully to ensure it is constructive, not adversarial.
- Action: the approach to managing the framework raised at the meeting is to be taken back to the University Education Committee.
Resolution
The Academic Board approved:

1. The principles, procedures and processes outlined in the Beyond SELT paper following feedback;
2. That PPM, CMBE/CPMS and CECS ADEs work with ASQO to develop a policy and procedure; and
3. That investigation be undertaken as to the support that CHELT can provide for peer reviewers.

Item 18 Proposed Education Committees Structure
The Board discussed the item, noting:

- The new structure must facilitate due diligence of the key issues and support a comprehensive approach to Academic Governance.
- The new structure will be implemented to take effect on 1 January 2018.
- Items would not be restricted to one education committee and papers may be referred from one committee to another, as is currently the case.
- The new structure will support the quality assurance procedures that has been developed in recent years, while providing additional scope to innovate.
- Feedback received will be reported to the next Academic Board.

Resolution
The Academic Board:

1. Discussed the proposed University Education Committee Structure and terms of reference; and
2. Noted that Colleges are asked to provide feedback to secretary.academic.board@anu.edu.au by 31 August 2017; and
3. Approved the establishment of the new committee structure to take effect in 2018.

Item 19 Admissions, Scholarships and Accommodation (ASA) Scope Paper
The Board discussed the item, noting:

- The three parts of the project (admissions, scholarships and accommodation) are being looked at individually, as well as how they will be implemented together.
- The University has engaged UAC as the preferred provider of the portal, in particular because of the significant amount of data they hold.
- As the national university there is an obligation to ensure diversity in the student body.
- Diversity changes will not happen overnight but the University needs to address the issue.

Resolution
The Academic Board approved:

1. The proposed scope of the ASA model phase 1: domestic undergraduate applicants who are completing Australian Year 12 (including year 12 with concurrent enrolment in an ANU Bachelor of Studies) or IB (Nov Session).
2. The proposed timeline for the first round of offers to be made in 2019 for Semester 1 2020 commencement.

Item 20 Scoping Item 2017: How do we harness the capabilities of our alumni to further strengthen ANU education?

Resolution
The Academic Board noted the discussion points around the harnessing of alumni skills to improve ANU education.
Item 21  UAC Strategy

Resolution
The Academic Board endorsed the following:
1. The 2018 UAC offer round strategy for domestic undergraduate admission, noting the proposed participation of offer rounds is in-line with the 2017 UAC strategy, with the following exceptions:
   a. Reconfiguration of UAC round dates including new Main Round (12 Jan 2018)
   b. Participation in November rounds (16 & 23 Nov 2017)

Part 4 – Academic Standards and Quality
Item 22  TEQSA Attrition Paper

Resolution
The Academic Board noted the report provided by the Academic Standards and Quality Office relating to TEQSAs report on first-year student attrition as well as some preliminary ANU first-year student attrition statistics provided by Planning and Performance Management (PPM).

Item 23  Zero Enrolment Courses

Resolution
The Academic Board approved:
1. That Colleges to review all zero enrolled courses in their College and report back to eo.dvca@anu.edu.au by no later than 12 October 2017 on action taken.
2. That any questions or changes to the data be provided to eo.dvca@anu.edu.au

Item 24  Structural Requirements of Majors, Minors and Specialisations

Resolution
The Academic Board approved the recommended changes to requirements for majors, minors and specialisations.

Part 5 – Policy
Item 25  University Statement on Academic Freedom

The Board discussed the item, noting:
- We have seen in other countries that academic freedom is a substantial issue, and it is a foundational issue for the University.
- The current University policy is not adequate and is restrictive for academic staff.
- There is a risk to the University that academic freedom can be eroded, so it is important to have a clear view on what academic freedom means.
- The Board should play an active role in debating what Academic Freedom means for the ANU, including its limits.
- Part 5 of the current policy restricts the meaning of freedom, which is a contradiction of the concept of freedom. In addition, how is it possible to define the field of expertise?
- Any approach to academic freedom must be managed with consideration for the Code of Conduct.
- An open preamble would be able to say a lot about the University and its qualities.
- The role of a university is to facilitate informed debate.
- There needs to be consideration for managing things that are socially untenable.
- That a working group will be established to advise on the development of an academic freedom statement. This is not limited to Academic Board members.
- Members who wish to nominate for the working group, please contact the Chair.
Resolution
The Academic Board considered and provided input into the proposal to have a University statement on academic freedom, a revision of related and relevant policies and the commencement of a University-wide discussion of academic freedom and its application at ANU.

Part 6 – Reports from Committees and Units
Item 26 Report from University Education Committee
Resolution
The Academic Board noted the report.

Item 27 Report from Academic Board Accreditation Subcommittee
Resolution
The Academic Board noted the report.

Item 28 ANU Institute for Communication in Healthcare
Resolution
The Academic Board noted the establishment of the ANU Institute for Communication in Healthcare within the College of Arts and Social Sciences.

Item 29 Student Experience Survey
Resolution
The Academic Board noted the results of the survey and noted the request to disseminate to key stakeholders for quality enhancement activities.

Item 30 Report of the University Medal Committee
Resolution
The Academic Board noted the 2016 report of the University Medal Committee.

Item 31 PhB/R&D Conditions of Award Committee report
Resolution
The Academic Board noted:
1. The identification processes, establishment of Committee and Terms of Reference framework.
2. Actions resulting from identifying students in breach of PhB/R&D progression standards.
3. Formation of the Committee.
4. The report on feedback received to the following questions (Appendix D), to be discussed at the next PhB and R&D CoA Committee meeting:
   a) The current equivalency of progression requirements by degrees or discipline areas and how to ensure equitable treatment of students.
   b) How the structure of PhB/R&D degrees could facilitate a more systematic assessment of progression requirements?
   c) The allowable margin of error when considering progression requirements under review.
5. That an ANUSA representative be added to the Committee.
6. That the notification to students be updated to include ANUSA services.
Item 32  Chancellor’s Scholars Program 2017

Resolution
The Academic Board:
1. Approved the expansion of the Chancellors Scholars Program for 2018 and 2019 entry.
2. Noted that a review of the scheme will be undertaken by CAAC 2/2019.

Item 33  ANU College of Asia and the Pacific progression incident report

Resolution
The Academic Board noted the report provided by the ANU College of Asia and the Pacific (CAP) relating to an incident that occurred in Semester 1 2017.

Item 34  Academic Standards and Quality Office assessment appeal incident report

Resolution
The Academic Board noted the report provided by the Academic Standards and Quality Office relating to an incident which occurred in 2004 for an appeal outcome that was not recorded leading to an incorrect grade result.

Item 35  ANU College of Business and Economics completion letter incident report

Resolution
The Academic Board noted the report provided by the ANU College of Business and Economics relating to the completion letter incident that occurred in First Semester 2016.

Item 36  Division of Student Administration handbook publication incident report

Resolution
The Academic Board noted the report provided by the Division of Student Administration relating to a handbook publication incident that occurred in November 2016.

Part 7 – Accreditation
Item 37  Marketing Materials in Articulation Pathways

Resolution
The Academic Board noted the responses received for the monitoring of marketing materials associated with international articulation agreements.

Item 38  ANU College of Law: Internal Transfer GPA

Resolution
The Academic Board approved the following recommendations:
1. The continued use of a GPA of 5.2 (equivalent to an ATAR of 92) for internal transfer applications from other ANU programs for 2018 into the LLBHons and FDD Law.
2. That the ANU College of law reports back to CAAC 2/2018 on the impact of this process.

Item 39  National Access Scheme (Bonus Points)

Resolution
The Academic Board approved that the updated National Access Scheme schedule (Appendix A) be made publicly available to students and parents.
Item 40  International Baccalaureate (IB) Early Entry Scheme

Resolution
The Academic Board approved the expansion of the IBEES to include international students attending an Australian or New Zealand IB School.

Item 41  Early Entry Scheme

Resolution
The Academic Board approved the following recommendations:

1. That conditional offers are made to current Year 12 students based on Year 11 results equivalent to 5 points below the current ATAR requirement and a total (maximum) of 5 points from a combination of completion of items in Schedule A: Awards and Achievements or Equity bonus points. (i.e. that students will meet the published cut-off by a combination of academic and co-curricular points in their SEE rank.)
2. That offers be issued with a quality control condition, that students must achieve a final entrance rank of at least 70.00 (including equity bonus points), to retain an offer to programs with a published cut-off of 80.00 – 82.00, or an entrance rank within 5 points of the published cut-off (including equity bonus points) for programs with a published cut-off of 83.00-97.00.
3. Students who fall below the required entrance rank will be placed into the base bachelor degree, diploma or associate degree program most suited to their program preference and final entrance rank. See Table A.1 and Table A.2 for alternative programs to be offered.
4. That programs with an ATAR cut-off of 98 and above will not be included in this scheme.
5. That academic bonus points not apply to applicants applying under this framework.
6. That offers be issued to year 12 students through UAC via the existing Schools Recommendation Scheme functionality, in December Round 1.
7. That all points awarded from items from Schedule A: Awards and Achievements are verified with documentation consistent with current ANU requirements and will be subject to back to source audits as per current process.
8. That offers may be made to programs with outstanding prerequisites, but with a further condition that program prerequisites must be met in addition to attaining the minimum entrance rank. Should a minimum entrance rank be achieved but the prerequisites remain unmet, the applicant will be offered an alternative Bachelor degree program. See Table A.3 for programs to be offered.
9. That a review be conducted following the 2018 intake of students under this framework, including conversion rates of offered students and audit of final ATARs.

Item 42  Undergraduate Awards
Item 42.1 Amendments to Undergraduate Awards

Resolution
The Academic Board approved the following recommendations:

1. Amendment to the Bachelor of Politics, Philosophy and Economics are approved as proposed.

Item 42.2 Disestablishment of Undergraduate Awards

Resolution
The Academic Board approved the following recommendations:

1. Disestablishment of the Bachelor of Medicine and Bachelor of Surgery is approved as proposed.
Item 42.3 Review of Undergraduate Awards

Resolution
The Academic Board approved the following recommendations:

1. Bachelor of Arts (Honours) is reaccredited without conditions until 31 December 2022.
2. Bachelor of Development Studies is reaccredited until 31 December 2022 with conditions: An amendment proposal to remove disestablished courses and correct renamed courses within the study requirements is submitted by 27 July 2017.
3. Bachelor of Development Studies (Honours) is reaccredited without conditions until 31 December 2022.
4. Bachelor of Latin American Studies is not reaccredited as recommended by ANUCASS.
5. Bachelor of Middle Eastern and Central Asian Studies is reaccredited without conditions until 31 December 2022.
6. Bachelor of Middle Eastern and Central Asian Studies (Honours) is reaccredited without conditions until 31 December 2022.
7. Bachelor of Policy Studies is reaccredited until 31 December 2022 with conditions: An amendment proposal to remove disestablished courses and correct renamed courses within the study requirements is submitted by 27 July 2017.
8. Bachelor of Policy Studies (Honours) is reaccredited without conditions until 31 December 2022.
9. Bachelor of Politics, Philosophy and Economics is reaccredited without conditions until 31 December 2022.
10. Bachelor of Politics, Philosophy and Economics (Honours) is reaccredited without conditions until 31 December 2022.
11. Diploma of Languages is reaccredited without conditions until 31 December 2022.
12. Bachelor of Environmental Studies (Honours) is reaccredited without conditions until 31 December 2022.

<table>
<thead>
<tr>
<th>College</th>
<th>Program</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASS</td>
<td>Bachelor of Arts (Honours)</td>
<td>HARTS</td>
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<tr>
<td>CASS</td>
<td>Bachelor of Development Studies</td>
<td>BDEVs</td>
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<tr>
<td>CASS</td>
<td>Bachelor of Development Studies (Honours)</td>
<td>HDEVs</td>
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<td>CASS</td>
<td>Bachelor of Latin American Studies</td>
<td>BLAMS</td>
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<td>Bachelor of Middle Eastern and Central Asian Studies</td>
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<td>Bachelor of Middle Eastern and Central Asian Studies (Honours)</td>
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<td>CASS</td>
<td>Bachelor of Policy Studies</td>
<td>BPOLS</td>
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<td>CASS</td>
<td>Bachelor of Policy Studies (Honours)</td>
<td>HPOLS</td>
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<td>CASS</td>
<td>Bachelor of Politics, Philosophy and Economics</td>
<td>BPPE</td>
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<tr>
<td>CASS</td>
<td>Bachelor of Politics, Philosophy and Economics (Honours)</td>
<td>HPPE</td>
</tr>
<tr>
<td>CASS</td>
<td>Diploma of Languages</td>
<td>ELANG</td>
</tr>
<tr>
<td>CMBE</td>
<td>Bachelor of Environmental Studies (Honours)</td>
<td>HENVS</td>
</tr>
</tbody>
</table>

Item 42.4 New Undergraduate Majors, Minors and Specialisations

Resolution
The Academic Board approved the following recommendations:

1. The new undergraduate Honours specialisations are approved and accredited as proposed.

<table>
<thead>
<tr>
<th>College</th>
<th>Honours Specialisation</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASS</td>
<td>Environmental Studies Honours</td>
<td>ENVS-HSPC</td>
</tr>
<tr>
<td>CMBE</td>
<td>Medical Research Honours</td>
<td>MEDR-HSPC</td>
</tr>
</tbody>
</table>
Item 42.5 Disestablishment of Undergraduate Majors, Minors and Specialisations

Resolution
The Academic Board approved the following recommendations:

1. The disestablishment of undergraduate majors, minors and specialisation is approved as proposed.

<table>
<thead>
<tr>
<th>College</th>
<th>Major/Minor/Specialisation</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAP</td>
<td>Urdu Major</td>
<td>URDU-MAJ</td>
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<tr>
<td>CAP</td>
<td>Urdu Minor</td>
<td>URDU-MIN</td>
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<tr>
<td>CASS</td>
<td>Curatorship Minor</td>
<td>CURT-MIN</td>
</tr>
<tr>
<td>CMBE</td>
<td>Neuroscience Honours Specialisation</td>
<td>NEUR-HSPC</td>
</tr>
</tbody>
</table>

Item 43 Graduate Awards
Item 43.1 New Graduate Coursework Programs

Resolution
The Academic Board approved the following recommendations:

1. The new Awards Master of Criminology, Justice and Regulation and Master of Criminology, Justice and Regulation (Advanced) are approved and accredited from 1 January 2018, with the following conditions:
   a) ESEN6101 is removed from the introductory course list and made available to students only in cases of demonstrated need.
   b) Admission and/or progression requirements that include written agreement of a supervisor for the thesis are agreed with the ANU College of Arts and Social Sciences.

Item 43.2 Review of Graduate Coursework Programs

Resolution
The Academic Board approved the following recommendations:

1. Master of Anthropology is reaccredited without conditions until 31 December 2022.
2. Master of Anthropology (Advanced) is reaccredited without conditions until 31 December 2022.
3. Master of Applied Anthropology and Participatory Development is reaccredited without conditions until 31 December 2022.
4. Master of Applied Anthropology and Participatory Development Online is not reaccredited as recommended by ANUCASS, subject to approval of the accreditation of the replacement program. If the Master of Applied Anthropology and Participatory Development Online is reaccredited, it is to be reaccredited without conditions until 31 December 2022.
5. Master of Applied Anthropology and Participatory Development (Advanced) is reaccredited without conditions until 31 December 2022.
6. Master of Applied Anthropology and Participatory Development (Advanced) Online is not reaccredited as recommended by ANUCASS, subject to approval of the accreditation of the replacement program. If the Master of Applied Anthropology and Participatory Development (Advanced) Online is reaccredited, it is to be reaccredited without conditions until 31 December 2022.
7. Master of Earth Sciences (Advanced) is reaccredited without conditions until 31 December 2020.
8. Master of Nuclear Science is not reaccredited as recommended by ANUCPMS.

<table>
<thead>
<tr>
<th>College</th>
<th>Program</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASS</td>
<td>Master of Anthropology</td>
<td>MANTH</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Anthropology (Advanced)</td>
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<tr>
<td>CASS</td>
<td>Master of Applied Anthropology and Participatory Development</td>
<td>MAAAPD</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Applied Anthropology and Participatory Development - Online</td>
<td>MAAOOL</td>
</tr>
</tbody>
</table>
Item 43.3 Amendments to Graduate Coursework Awards

Resolution
The Academic Board approved the following recommendations:
1. Amendments to the admission requirements of the Juris Doctor and Juris Doctor online are approved as proposed.

Item 43.4 Disestablishment of Graduate Coursework Awards

Resolution
The Academic Board approved the following recommendations:
1. The disestablishment of Master of Human Resource Management (Advanced) is approved as proposed.

Item 43.5 College Responses to Low Commencing Load in Graduate Coursework Programs

Resolution
The Academic Board noted responses to low commencing load in graduate coursework programs.

<table>
<thead>
<tr>
<th>College</th>
<th>Program</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASS</td>
<td>Master of Digital Arts</td>
<td>MDIGA</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Digital Arts (Advanced)</td>
<td>VDIGA</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Digital Humanities and Public Culture</td>
<td>MDHPC</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Digital Humanities and Public Culture (Advanced)</td>
<td>VDHPC</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Translation</td>
<td>MTRAN</td>
</tr>
<tr>
<td>CASS</td>
<td>Master of Translation (Advanced)</td>
<td>VTRAN</td>
</tr>
</tbody>
</table>

Supplementary Agenda

Item S1 Diploma English equivalency scores for students undertaking ANUC Foundation and Access programs

Resolution
The Academic Board Academic Board:
1. Noted the complexity of issues regarding English results and Academic IELTS equivalency in regard to diploma entry requirements, and the test of fairness for students seeking direct entry to ANU diplomas versus completion of a Foundation program (taught in English) or Access language course prior to entry.
2. Approved that all international pathway students (Foundation Standard/Foundation Rapid/Foundation Extended and ANU Access) can provide ONE of the following as having met the English requirement for ANU Diploma entry:
   a) A recent (<6 months) English test (e.g., Academic IELTS of 6 or equivalent) will be accepted as the English requirement if Foundation Standard English hurdle score, obtained in Advanced Academic English (AAE), is above 50. (Note: these students have also demonstrated academic capacity in the Foundation program (English instruction) having met the required ANU entry scores for diploma)
   b) An Academic IELTS test result of 6.0 with no band less than 5.5, (or equivalent) (two year currency prior to ANU entry date) plus successful completion of the ANUC Foundation program with Foundation AAE (1 semester) score above 55
c) Successful completion of Foundation Standard program plus ANUC Foundation AAE (final semester) score above 60 (noting that an AAE score of 65 is currently recognised by ANU as equivalent to Academic IELTS 6.5)

d) An Academic IELTS test result of 6.0 with no band less than 5.5, (or equivalent) (two year currency on ANU entry date) plus completion of the new 2018 Foundation programs (quadmester model) with an English hurdle requirement average of 55 (based on the average of 3 English courses undertaken in the final two quadmester terms/20 weeks)

e) Successful completion of the new 2018 Foundation program with an English hurdle requirement (see Item 8) score above 60 (based on the average of 3 English courses undertaken in the final two quadmester terms/20 weeks)

f) An English Access (10 weeks of intensive English) result of 55, noting that an English Access result of 60 is currently recognised by ANU as equivalent to an Academic IELTS of 6.5

g) All requirements listed (a-f) to be reviewed annually, as well as after the transition to the new foundation programs at ANUC is completed.

3. Noted that there is no change to the English requirements for entry to Law programs.

**Item S2  ANUC Foundation Quadmester Calculations: Entrance Score / Graduate English Hurdle Requirement 2018 – 2020**

**Resolution**

The Academic Board:

1. Approved that the ANUC 2018 Quadmester Foundation entry score calculations and progression rules as follow:
   a. Students completing the Foundation Extended 5 week preliminary program will need to achieve an average score >50, and a result of 55% in the Foundation English course OR an academic IELTS of 6.0 or equivalent, to progress to the new ANUC (Quadmester) Foundation Standard program (4 terms).
   b. Students must successfully complete all requirements of their respective foundation program including satisfying core and elective line selections.
   c. The ANU entry score for ANUC Foundation students to progress to ANU will be calculated on the average of the best 14 courses (subjects) taken within the quadmester program of enrolment (Standard - 4 terms or Rapid – 3 terms).
   d. ANU English hurdle requirement is based on the average of the best 3 English courses taken from English Core Skills (A-E) and Applied English (A-D) completed over the last two terms (twenty weeks) of study OR an IELTS result of 6.5 obtained within six months prior to study at ANU. (Note: a separate paper on English equivalency for diplomas is presented at CAAC 3/2017)
   e. ANU prerequisites: All students will be required to complete and pass a minimum of 20 weeks (=2 terms) of a Foundation course that is comparable to any prerequisite Year 12 course listed for a selected ANU program on the ANU programs and courses website.

2. Noted the requirements listed above be reviewed in 2019 and 2020 using the data gathered from graduating cohorts

3. Noted that there is no change to the English requirements for entry to Law programs.

**Part 8 – Items of Other Business**

**Item 44  Other business and question time**

Meeting No. 5/2017 of the Academic Board will be held on Tuesday, 10 October 2017 at 9.30 am in the Mills Room, Chancellery.

**Resolution**

The Academic Board noted the matters raised and the responses.
# ACADEMIC BOARD ACTION ITEMS 2017

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Action Item</th>
<th>Area / Officer Responsible</th>
<th>Reporting Date</th>
<th>Contact Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB 4/2017 Item 13</td>
<td><strong>General Question Time</strong> &lt;br&gt;The Medical School guidance will be published on the Academic Board Alliance site.</td>
<td>Manager, Academic Governance</td>
<td>4/08/2017</td>
<td><a href="mailto:secretary.academic.board@anu.edu.au">secretary.academic.board@anu.edu.au</a></td>
</tr>
<tr>
<td>AB 4/2017 Item 17</td>
<td><strong>Beyond SELT: A new framework for teaching and learning enhancement</strong> &lt;br&gt;The approach to managing the framework raised at the meeting is to be taken back to the University Education Committee.</td>
<td>Manager, Academic Governance</td>
<td>UEC 6/2017</td>
<td><a href="mailto:secretary.academic.board@anu.edu.au">secretary.academic.board@anu.edu.au</a></td>
</tr>
<tr>
<td>AB 4/2017 Item 25</td>
<td><strong>University Statement on Academic freedom</strong> &lt;br&gt;Board members who wish to nominate for the working group, please contact the Chair or <a href="mailto:secretary.academic.board@anu.edu.au">secretary.academic.board@anu.edu.au</a>.</td>
<td>Manager, Academic Governance</td>
<td>31/08/2017</td>
<td><a href="mailto:secretary.academic.board@anu.edu.au">secretary.academic.board@anu.edu.au</a></td>
</tr>
<tr>
<td>AB 3/2017 Item 14</td>
<td><strong>Hot Topic: SELT Review</strong> &lt;br&gt;Board has requested an update on the progress of the new SELT tool, including benchmarking that incorporates institutions with high student satisfaction (not necessarily just Go8) and details of how scholarship has informed the development process.</td>
<td>PPM</td>
<td>AB 6/2017</td>
<td><a href="mailto:secretary.academic.board@anu.edu.au">secretary.academic.board@anu.edu.au</a></td>
</tr>
<tr>
<td>AB 1/2017 Item 15.1</td>
<td><strong>Draft Academic Plan</strong> &lt;br&gt;Action: The Deputy Vice-Chancellor (Academic) to provide a report back to the Board on the implementation of the Academic Plan, with particular consideration for the issues raised in Appendix B and by the Board at meeting 1/2017.</td>
<td>DVC (A)</td>
<td>AB 5/2017</td>
<td><a href="mailto:eo.dvca@anu.edu.au">eo.dvca@anu.edu.au</a></td>
</tr>
<tr>
<td>AB 6/2014 Item 15</td>
<td><strong>Pathways to the PhD Working Party Report</strong> &lt;br&gt;Action: The Pro Vice-Chancellor (Research and Research Training) to provide a report back to the final Board meeting in 2016. Noting any modifications that may need to be made based on the experience at that point. <strong>Update:</strong>&lt;br&gt;DVC-R provided an update at AB 6/2016. Dean, HDR provided an update at AB 3/2017.</td>
<td>Dean, HDR</td>
<td>AB 6/2017</td>
<td>Dean, HDR</td>
</tr>
</tbody>
</table>
Australian National University - Research Services Division

Grants and Consultancies
Awarded between 28 June 2017 and 31 August 2017

College of Arts and Social Science ................................................................................................................................... 2
College of Asia and the Pacific ......................................................................................................................................... 2
College of Engineering and Computer Science ................................................................................................................ 3
ANU College of Law ........................................................................................................................................................ 4
College of Health and Medicine ....................................................................................................................................... 4
College of Science ............................................................................................................................................................ 5

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.
### College of Arts and Social Science

<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>Commonwealth Attorney-Generals Department</td>
<td>Dr Raihan Ismail</td>
<td>Political Islam Seminars 5th to 7th September 2017</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Prof Amin Saikal</td>
<td>Develop and deliver training on &quot;Islamic Awareness&quot; for the Diplomatic Academy DFAT</td>
<td>$63,002</td>
</tr>
<tr>
<td>Museum of Applied Arts and Sciences</td>
<td>Prof Catherine Travis</td>
<td>Sydney Speaks</td>
<td></td>
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</tbody>
</table>

### College of Asia and the Pacific

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<thead>
<tr>
<th>Primary Funds Provider</th>
<th>Primary Investigator</th>
<th>Title</th>
<th>Total Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>A/Prof Anthea Roberts</td>
<td>Negotiating and Reforming Investment Treaties: Enhancing the Capacity of LDCs and LICs in the Asia Pacific Region</td>
<td>$0</td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade, Australia-Korea Foundation</td>
<td>Dr Brendan Taylor</td>
<td>Korean Peninsula in Crisis: building awareness, avoiding conflict</td>
<td>$27,000</td>
</tr>
<tr>
<td>Japan Foundation, The</td>
<td>Dr Mark Gibeau</td>
<td>Japanese Language Speech Contest 2017</td>
<td>$1,200</td>
</tr>
<tr>
<td>Cardno Emerging Markets (Australia) Pty Ltd</td>
<td>Prof Edward Aspinall</td>
<td>Patronage, Political Networks and Electoral Dynamics in Southeast Asia: A study of the 2017 parliamentary elections in Timor-Leste</td>
<td>$100,000</td>
</tr>
<tr>
<td>The World Bank Group, Washington</td>
<td>Prof James Fox</td>
<td>Research and policy advice on integrated forest and land fire management in Indonesia</td>
<td>$75,479</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>National Health and Medical Research Council (NHMRC)</td>
<td>Dr David Nisbet</td>
<td>Treating Parkinson's Disease Dementia with nanoscaffolds</td>
<td>$665,144</td>
</tr>
<tr>
<td>Sunrise CSP Pty Ltd</td>
<td>Dr John Pye</td>
<td>Solanova SMILE Solar Receiver</td>
<td>$25,758</td>
</tr>
<tr>
<td>US Air Force Office of Scientific Research</td>
<td>Dr Sergiy Bogomolov</td>
<td>Compositional Analysis of Autonomous Systems</td>
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</tbody>
</table>
## ANU College of Law

<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>United Nations</td>
<td>Dr Katherine Hall</td>
<td>Review of UN whistle blowing policies</td>
<td>$49,484</td>
</tr>
<tr>
<td>Bushfire and Natural Hazards CRC Ltd</td>
<td>Dr Michael Eburn</td>
<td>Planning and Capability Requirements for Catastrophic and Cascading Disasters</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Department of Foreign Affairs and Trade (DFAT)</td>
<td>Dr Moeen Cheema</td>
<td>Rule of Law Impact of CPEC (Pakistan)</td>
<td>$216,686</td>
</tr>
<tr>
<td>National Gallery of Australia</td>
<td>Prof Timothy Bonyhady</td>
<td>Development and Delivery of NGA Exhibition 'The National Picture' (2017-2019)</td>
<td>$50,000</td>
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</tbody>
</table>

## College of Health and Medicine

<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>National Blood Authority (NBA)</td>
<td>Dr Elizabeth Gardiner</td>
<td>Improved strategies in management of immune thrombocytopenia</td>
<td>$105,412</td>
</tr>
<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>Dr Ellie Paige</td>
<td>NHMRC CREMA Small Project Grant: Improving primary prevention of cardiovascular disease: identifying and quantifying gaps in the use of evidence-based pharmacotherapy</td>
<td>$26,306</td>
</tr>
<tr>
<td>National Health and Medical Research Council (NHMRC)</td>
<td>Dr Wei Du</td>
<td>NHMRC CREMA Small Project Grant: Pharmaceutical opioid use and related adverse outcomes among older Australians</td>
<td></td>
</tr>
<tr>
<td><strong>Primary Funds Provider</strong></td>
<td><strong>Primary Investigator</strong></td>
<td><strong>Title</strong></td>
<td><strong>Total Amount Awarded</strong></td>
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<tr>
<td>ARC Centre of Excellence in Population Ageing Research</td>
<td>Mr Shea Andrews</td>
<td>CEPA 2017 HDR ECR Travel Awards</td>
<td>$5,500</td>
</tr>
<tr>
<td>Commonwealth Department of Health</td>
<td>Ms Nicola Palfrey</td>
<td>Emerging Minds: National Workforce Centre for Child Mental Health</td>
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<tr>
<td><strong>College of Science</strong></td>
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</tr>
<tr>
<td><strong>Primary Funds Provider</strong></td>
<td><strong>Primary Investigator</strong></td>
<td><strong>Title</strong></td>
<td><strong>Total Amount Awarded</strong></td>
</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Ceridwen Fraser</td>
<td>The space race: how dispersal and competition shape global biodiversity</td>
<td>$897,317</td>
</tr>
<tr>
<td>Max Planck Institute for Chemical Energy Conversion</td>
<td>Dr Nicholas Cox</td>
<td>Transfer of existing equipment from Max Planck Institute</td>
<td></td>
</tr>
<tr>
<td>ACT Environment, Planning and Sustainable Development Directorate</td>
<td>Dr Philip Gibbons</td>
<td>Evaluating the effects of adding rock to degraded grasslands as a technique for increasing reptile richness and abundance</td>
<td>$5,000</td>
</tr>
<tr>
<td>Australian Research Council (ARC)</td>
<td>Dr Pu Xiao</td>
<td>Naturally Derived Photoinitiators for Biocompatible 3D Printing</td>
<td>$681,504</td>
</tr>
<tr>
<td>Royal Botanic Gardens Victoria</td>
<td>Mr Marc Freestone</td>
<td>Conservation of Prasophyllum - understanding orchid mycorrhizal fungi to save threatened orchids from extinction.</td>
<td>$18,000</td>
</tr>
<tr>
<td>Australian Orchid Foundation</td>
<td>Ms Alyssa Weinstein</td>
<td>Ecology and phylogenetics of a unique Australasian orchid genus: Cryptostylis</td>
<td>$13,990</td>
</tr>
<tr>
<td>QLD Department of Science, Information Technology and Innovation</td>
<td>Prof Anthony Jakeman</td>
<td>QLD CA: Schedule 3: Guidelines for Queensland Modelling</td>
<td>$39,091</td>
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<tr>
<td>Organization</td>
<td>Principal Investigator</td>
<td>Project Description</td>
<td>Amount</td>
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<tr>
<td>Australian Synchrotron</td>
<td>Prof John Mavrogenes</td>
<td>REEs speciation and monazite/xenotime solubility in fluids up to 800 °C and 7 GPa: Towards an improved understanding of subduction zone REE signatures</td>
<td>$3,500</td>
</tr>
<tr>
<td>AuScope Ltd</td>
<td>Prof Malcolm Sambridge</td>
<td>Structure and Evolution of the Australian Continent (AuScope)</td>
<td>$3,130,000</td>
</tr>
<tr>
<td>French National Research Agency (ANR)</td>
<td>Prof Mark Humphrey</td>
<td>Isocyanurate-cored Functional Multiphoton Absorbers: Toward New Optical Gates triggered by Light</td>
<td></td>
</tr>
<tr>
<td>Commonwealth Dept of Foreign Affairs&amp;Trade,</td>
<td>Prof Peter Kanowski</td>
<td>Adoption Study for ACIAR Project FST/2004/050 ‘Value-adding to Papua New Guinea agroforestry systems’</td>
<td>$14,891</td>
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<tr>
<td>Australian Cnt for International Agricultural Res(ACIAR)</td>
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<tr>
<td>Date</td>
<td>Venue</td>
<td>Host area</td>
<td>Description of event</td>
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<tr>
<td>29 June</td>
<td>Lecture Theatre, CAIS</td>
<td>Centre for Arab and Islamic Studies (CAIS)</td>
<td>A Century of Revolutionary Change: 1917-2017 Conference. The Vice-Chancellor delivered the welcome address.</td>
</tr>
<tr>
<td>3 July</td>
<td>Centre for European Studies</td>
<td>Centre for European Studies (CES)</td>
<td>Roundtable attended by Mr Johannes Eigner, Deputy Head of Mission, Austria. Her Excellency Ms Nineta Barbulescu, Ambassador for Romania. His Excellency Mr Andrew Unga, Ambassador for Estonia. His Excellency Mr Halyna Yuspiuk, Ambassador for Ukraina.</td>
</tr>
<tr>
<td>4 July</td>
<td>Leonard Huxley Theatre</td>
<td>Strategic Communications and Public Affairs (SCAPA)</td>
<td>Meet the Author event with Jamila Rizvi in conversation with Daryl Karp on Jamila’s new book, Not Just Lucky. 295 people attended.</td>
</tr>
<tr>
<td>6 July</td>
<td>The Tank, Haydon-Allen Building</td>
<td>ANU College of Business and Economics (CBE)</td>
<td>Trevor Swan Distinguished Public Lecture: Competitive Matching Markets delivered by Professor Larry Samuelson, Director the Cowles Foundation for the Research in Economics at Yale University. 220 people attended.</td>
</tr>
<tr>
<td>10 July</td>
<td>Molonglo Theatre, JG Crawford Building</td>
<td>Research School of Astronomy and Astrophysics (RSAA)</td>
<td>The Vice-Chancellor delivered the welcome address at the Astronomical Society of Australia’s Annual Scientific Meeting.</td>
</tr>
<tr>
<td>11 July</td>
<td>Tjabal Centre</td>
<td>ANU Heritage Office/Tjabal Centre</td>
<td>Professor Richard Baker, Pro Vice-Chancellor (University Experience) launched the ANU Heritage Trail. 80 people attended.</td>
</tr>
<tr>
<td>11 July</td>
<td>Molonglo Theatre, Crawford School of Public Policy</td>
<td>Research School of Astronomy and Astrophysics (RSAA)</td>
<td>The Vice-Chancellor delivered address at the signing of the new European Southern Observatory (ESO) arrangement. In attendance: o Minister Arthur Sinodinos o Professor Pieter Timotheus de Zeeuw, Director General, European Southern Observatory o Ms Sue Wilson, Deputy Secretary, Department of Industry, Innovation and Science o Professor Warrick Couch FAA, Director, Australian Astronomical Observatory o Associate Professor Virginia Kilborn, President, Astronomical Society of Australia, Swinburne University</td>
</tr>
<tr>
<td>11 July</td>
<td>Mount Stromlo Observatory</td>
<td>ASTRO 3D</td>
<td>The Vice-Chancellor hosted visit to Mount Stromlo by Senator the Hon Arthur Sinodinos, Minister for Industry, Innovation and Science to ASTRO 3D and Mount Stromlo Observatory. Attended by: o Professor Pieter Timotheus de Zeeuw, Director General, European Southern Observatory</td>
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<tr>
<td>Date</td>
<td>Location</td>
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<tr>
<td>11 July</td>
<td>ANU Pop-Up Village</td>
<td>The Vice-Chancellor delivered announcement of ANU/CRCC services for all ANU staff and students on campus. In attendance: Chrystina Stanford, Chief Executive (CRCC); James Connelly, ANUSA President; Pro Vice-Chancellor (University Experience)</td>
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</tr>
<tr>
<td>11 July</td>
<td>ANU Pop-Up Village</td>
<td>ANU Pop-Up Village Launch Party launched by ACT Chief Minister Andrew Barr. The Vice-Chancellor delivered the welcome address. 350 people attended.</td>
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<tr>
<td>12 July</td>
<td>Questacon</td>
<td>The Vice-Chancellor delivered speech at launch of the ARC Centre of Excellence for All Sky Astrophysics in 3D.</td>
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<tr>
<td>12 July</td>
<td>Nye Hughes Room</td>
<td>Seminar: European Security: A Finnish view Attended by: Ambassador for Finland; Deputy Head of Mission, Switzerland; Charge d’Affaires, European Union</td>
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<tr>
<td>13 July</td>
<td>Llewellyn Hall</td>
<td>ANU College of Asia and the Pacific Graduation ceremony attended by: Ambassador of Myanmar</td>
<td></td>
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<tr>
<td>17 July</td>
<td>NCI Boardroom</td>
<td>The Vice-Chancellor welcome new Director to the National Computational Infrastructure board meeting.</td>
<td></td>
</tr>
<tr>
<td>18 July</td>
<td>Leonard Huxley Theatre</td>
<td>Public lecture: <em>Climate Change: A Global Science Update</em>, delivered by Dr Valerie Masson-Delmotte, Co-Chair of Intergovernmental Panel on Climate Change. 300 people attended.</td>
<td></td>
</tr>
<tr>
<td>19 July</td>
<td>Weston Theatre, JG Crawford Building</td>
<td>ANU Asbestos Health Study Public Forum. Results discussed by: Associate Professor Martyn Kirk; Dr Rosemary Korda; Emeritus Professor Bruce Armstrong. 80 people attended.</td>
<td></td>
</tr>
<tr>
<td>20 July</td>
<td>University House</td>
<td>ANU China Update book launch Attended by: Professor Marnie Hughes-Warrington, Deputy Vice-Chancellor (Academic); Ambassador to China</td>
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<tr>
<td>21 July</td>
<td>Molonglo Theatre, JG Crawford Building</td>
<td>ANU China Update. Attending by Ambassador to China</td>
<td></td>
</tr>
<tr>
<td>24 July</td>
<td>APCD Boardroom, Hedley Bull Building</td>
<td>Roundtable with Director General of the Organisation for the Prohibition of Chemical Weapons (OPCW), His Excellency Mr Ahmet Uzumcu.</td>
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<tr>
<td>Date</td>
<td>Location</td>
<td>Speaker/Event Description</td>
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<tr>
<td>25 July</td>
<td>Sage Dining Rooms, Gorman House</td>
<td>Mr Peter Yates, CPI Chairman hosted a dinner in recognition of Professor Carola Vinuesa’s NHMRC award. Professor Harding, Deputy Vice-Chancellor (Research) co-hosted the dinner with Mr Peter Yates, Chairman of the CPI Advisory Board.</td>
<td></td>
</tr>
<tr>
<td>26 July</td>
<td>Finkel Theatre, John Curtin School of Medical Research</td>
<td><em>Dyslexia, Language and Learning</em> public lecture delivered by Professor Maggie Snowling. 150 people attended.</td>
<td></td>
</tr>
<tr>
<td>26 July</td>
<td>Leonard Huxley Theatre</td>
<td>Public lecture delivered by Dr Martin Keller, Director of US National Renewable Energy Laboratory. Mr Michael Heath, Acting Deputy Chief of Mission, United States of America attended. 250 people attended.</td>
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<td>In attendance:</td>
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<td></td>
<td></td>
<td>o His Excellency Mr Martin Pohl, Ambassador Czech Embassy</td>
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<td>o His Excellency Mr Mykola Kulinich, Ambassador for the Embassy of Ukraine</td>
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<td>o Mr Antti Niemela, Deputy Head of Mission, Embassy of Finland</td>
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<td>o Mr Fernando de la Cerda, Charge D’Affaires, Embassy of Guatemala</td>
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<td>o Mr Taduyuki Miyashita, Minister, Embassy of Japan</td>
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<td></td>
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<td>o Mr Teruhiko Manabe, Defense Attaché, Embassy of Japan</td>
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<td>o Mr Shinsuke Amano, Naval Attaché, Embassy of Japan</td>
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<td>o Mr Pierre Millet, Deputy Defence Attaché, Embassy of France</td>
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<td>o Mr Dean Channells, Consular Officer, Norwegian Embassy</td>
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<td>o Mr Pei Sien Lam, Defence Attaché, Singapore High Commission</td>
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<td>o Mr Shimelis Beyene Yimer, First Secretary, Ethiopia Embassy in Canberra</td>
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<td>o Mr Kuluni, First Secretary, Tonga High Commission</td>
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<td>o CDRE Ahn, Vietnam Navy</td>
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<tr>
<td>31 July</td>
<td>Linnaeus &amp; Robertson Buildings</td>
<td><strong>Tour of Plant Science Division of Research School of Biology</strong> by Ms Kareenna Arthy, Deputy Director General, ACT Government. Professor Michael Cardew-Hall, Pro Vice-Chancellor (Innovation) attended. Also in attendance:</td>
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<td>o Mr David Saunderson, Investment Facilitation and ACT Programs Manager, InvestCanberra</td>
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<td>o Ms Elena Kirillova, State Director Austrade NSW &amp; ACT</td>
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<td>o Mr Paul Fairhall, Senior Advisor Investment – Agribusiness and Food</td>
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<td>Date</td>
<td>Location</td>
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<tr>
<td>1 August</td>
<td>McDonald Room, Menzies Library</td>
<td>Professor Michael Wesley launched <em>Bearing Witness, essays in honour of Brij Lal.</em></td>
<td></td>
</tr>
<tr>
<td>1 August</td>
<td>HC Coombs Lecture Theatre</td>
<td>Public lecture by Dr Alan Stern from NASA on <em>Pluto.</em> 350 people attended.</td>
<td></td>
</tr>
<tr>
<td>2 August</td>
<td>Fellows Oval</td>
<td><strong>ANU 71st birthday celebrations.</strong> Approximately 3000 staff and students attended.</td>
<td></td>
</tr>
</tbody>
</table>
| 3–4 August| China in the World, University House and Mount Stromlo | Chifley Leadership Program - Four members of the Australian Labour party participated in two days of briefings from academics across the University. Participating in the program:  
  - Dr Anne Aly MP, Member for Cowan WA  
  - Ms Emma McBride MP, Member for Dobell, NSW  
  - Hon David Mookhey, MLC, NSW  
  - Senator Murray Watt, Senator for Queensland |
| 8 August  | Old Parliament House              | **Australia 360 conference was opened by Senator the Hon Penny Wong, Leader of the Opposition in the Senate. Professor Shirley Leitch, Deputy Vice-Chancellor (Global Experience) welcomed and introduced the Senator.** |
| 8 August  | Minister Hunt's Office            | **Online Mental Health Briefing with Tina McGuffie**                                |
| 8 August  | Burbury Terrace, Burbury Hotel    | **ANU/Westpac Bicentennial Foundation Dinner. Professor Imelda Whelehan, Dean, Higher Degree Research.**  
In attendance:  
  - Her Excellency Ms Unni Klovstad, Norwegian Ambassador |
| 9 August  | Private Dining Room, Parliament House | The Vice-Chancellor delivered address at CASSTRO Celebration with the Hon Craig Laundy MP. |
| 9 August  | Vice-Chancellor Boardroom         | The Vice-Chancellor meet with a delegation from Japan led by MP Kisabura TOKAI, Former Minister of Education, Culture, Sports, Science and Technology (2007/8):  
Also in attendance:  
  - MP Hakubun SHIMOMURA, former Minister for Education, Culture, Sports, Science and Technology (2012-14)  
  - MP Hiroshi HASE, former Minister for Education, Culture, Sports, Science and Technology (2015-16) |
| 9 August  | ANU Law Building                  | Panel discussion: *Pindan, peripheries and power: First Nations peoples civil law and justice in the Kimberley.*  
The Vice-Chancellor welcomed guests and in particular members of the Kimberley Community Legal Service. |
| 9 August  | Nye Hughes Room, CES              | Lecture: *EU attitudes towards former Warsaw pact states and former Soviet Republics* delivered by Mr Eugene Czolij, President of the Ukrainian World Congress.  
In attendance: |
<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Organiser</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 August</td>
<td>Finkel Theatre, JCSMR</td>
<td>ANU College of Law</td>
<td>Seminar: <em>The question of Tibet in international law, the Chinese constitution and domestic law</em> delivered by Dr Lobsang Sangay, President of the Central Tibetan Administration. In attendance: Mr Lhakpa Tshoko, His Highness Dalai Lama Representative to Australia.</td>
</tr>
<tr>
<td>9 August</td>
<td>Shine Dome</td>
<td>School of Philosophy</td>
<td>The Vice-Chancellor delivered address at the launch of the Centre for Philosophy of the Sciences.</td>
</tr>
<tr>
<td>10 August</td>
<td>Committee Room 2R1, Parliament House</td>
<td>SCAPA</td>
<td>ANU MP Brief: <em>Should Australia reimagine how we engage through ASEAN?</em></td>
</tr>
<tr>
<td>14 August</td>
<td>Molonglo Theatre, JG Crawford Building</td>
<td>Crawford School of Public Policy</td>
<td>Meet the Author event on <em>Life and Leadership</em> with Gail Kelly and Professor Helen Sullivan in conversation. 160 people attended.</td>
</tr>
<tr>
<td>16 August</td>
<td>Toad Hall</td>
<td>Toad Hall</td>
<td>Senator the Honourable Concetta Fierravanti-Wells, Minister for International Development and the Pacific spoke to the residents of Toad Hall.</td>
</tr>
<tr>
<td>16 August</td>
<td>HC Coombs Theatre</td>
<td>ANU Film Group</td>
<td><em>Film Norman: the moderate rise and tragic fall of a New York Fixer</em> was hosted by the Ambassador for the Embassy of Israel. A reception was held before the screening.</td>
</tr>
<tr>
<td>17 August</td>
<td>Committee Room 2R1, Parliament House</td>
<td>SCAPA</td>
<td>ANU MP Briefing: <em>Papua New Guinea 2017 National Election.</em></td>
</tr>
<tr>
<td>17 August</td>
<td>QT Hotel</td>
<td>Research School of Economics</td>
<td>Workshop of the Australasian Macroeconomics Society (WAMS) Conference. In the absence of the Assistant Governor of the Reserve Bank due to illness the Professor Shirley Leitch, Acting Vice-Chancellor delivered the evening address.</td>
</tr>
<tr>
<td>18 August</td>
<td>The Hall, University House</td>
<td>ANU Medical School</td>
<td>The Acting Vice-Chancellor Professor Shirley Leitch attended ANU Medical School Scholarship Ceremony.</td>
</tr>
<tr>
<td>21 August</td>
<td>Committee Room 2R1, Parliament House</td>
<td>SCAPA</td>
<td>ANU MP and Media Briefing: <em>Law of the Sea in the Asia Pacific.</em></td>
</tr>
<tr>
<td>22 August</td>
<td>Leonard Huxley Building</td>
<td>ANCLAS</td>
<td>Screening of the 13th Latin American Film Festival hosted by Mr Daniel David GASPARRI REY, Charge d’Affaires for Venezuela.</td>
</tr>
<tr>
<td>24 August</td>
<td>Griffin Room, JG Crawford Building</td>
<td>Philippines Project, CAP</td>
<td>Public lecture delivered on <em>Marawi: behind the headlines</em></td>
</tr>
<tr>
<td>Date</td>
<td>Location</td>
<td>Event</td>
<td>Details</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------------</td>
<td>------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>24 August</td>
<td>National Portrait Gallery</td>
<td>Canberra Writers Festival/SCAPA</td>
<td>Canberra Writers Festival Gala Dinner</td>
</tr>
<tr>
<td>25 August</td>
<td>Conference Room, Sir Roland Wilson Building</td>
<td>CASS PhB program</td>
<td>Deputy Vice-Chancellor (Academic) participated in launch of 2017 PhB Symposium</td>
</tr>
<tr>
<td>26-27 August</td>
<td>University House</td>
<td>Canberra Writers Festival/SCAPA</td>
<td>Canberra Writers Festival. As a major sponsor, the festival ANU hosted several In Conversations with authors including:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Professor Gareth Evans AC QC, Chancellor</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Professor Amin Saikal AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Dr Raihan Ismail</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Professor Hugh White AC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Dr Bates Gill</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Linda Jacobson</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Professor John Blaxland</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Dr Amy King</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Kathy Lette</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Maggie Alderson</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Jane Caro</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Jamila Rizvi</td>
</tr>
<tr>
<td>28 August</td>
<td>The Hall, University House</td>
<td>Centre for European Studies</td>
<td>Public lecture - Schuman’s vision in the age of disarray: whiter Europe and the West? delivered by David Ritchie AO.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>In attendance:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Her Excellency Dr Anna Prinz, Ambassador for Germany</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o His Excellency Mr Paula Cunha-Alves, Ambassador for Portugal</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Mr Erik de Feijer, Deputy Head of Mission, Netherlands</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>o Ms Evgenia Nasledskova, Attaché, Embassy of the Russian Federation</td>
</tr>
<tr>
<td>30 August</td>
<td>Molonglo Theatre, JG Crawford Building</td>
<td>Crawford School of Public Policy/National Security College</td>
<td>A Roundtable and Public lecture discussing US Economic Policy in the Asia Pacific Post-TPP was delivered by Mr Matthew Goodman, the William E Simon Chair in Political Economy at Centre for Strategic and International Studies. Professor Jenny Corbett hosted the public lecture.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>120 people attended.</td>
</tr>
<tr>
<td>31 August</td>
<td>Peter Baume Building</td>
<td>ANU College of Arts and Social Science and ACT Health</td>
<td>Launch of the AirRater Smartphone App by Mr Chris Steel, ACT MLA. Professor Simon Haberle Director of the School of Culture, History and Language creator of the App.</td>
</tr>
<tr>
<td>31 August</td>
<td>BAE Theatre, Australian War Memorial</td>
<td>Coral Bell School of Asia Pacific Affairs</td>
<td>War Studies Seminar: 75th Anniversary of the Battle for Milne Bay delivered by Emeritus Professor David Horner. Dr Brendan Nelson, Director of the Australian War Memorial welcomed and introduced the speaker. The Clark Davis Ivins Memorial Travel Grants Program was launched during this event.</td>
</tr>
<tr>
<td>4 September</td>
<td>Hedley Bull Theatre</td>
<td>Australia South Asia Research Centre</td>
<td>Indian Economy and Business Update. In attendance: Indian High Commissioner attended.</td>
</tr>
<tr>
<td>4 September</td>
<td>ANU Commons</td>
<td>CBE/SCAPA</td>
<td>Seminar followed by Q&amp;A with Mr Bill McDermott, CEO SAP. SAP is a German</td>
</tr>
</tbody>
</table>
multinational software corporation that makes enterprise software to manage business operations and customer relations. In attendance will be Her Excellency Dr Anna Prinz, German Ambassador.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Organiser/Place</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 September</td>
<td>ARC Cinema, National Film and Sound Archive</td>
<td>Office of the Vice-Chancellor/Centre for Engineering and Computer Science</td>
<td>Public lecture: <em>Managing the Machines: building a new applied science for the 21st century</em> delivered by Professor Genevieve Bell. The Vice-Chancellor will host and introduce the speaker and a dinner will be held following the lecture. 180 in attendance.</td>
</tr>
<tr>
<td>6 September</td>
<td>Finkel Theatre</td>
<td>Japan</td>
<td>Japan Update 2017. A keynote address will be delivered by The Hon Julie Bishop MP, Foreign Minister. The Vice-Chancellor will greet and introduce the Minister.</td>
</tr>
</tbody>
</table>
THE AUSTRALIAN NATIONAL UNIVERSITY

Council (Elections) Order 2017

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

Dated 2 August 2017

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
1 Name

This is the Council (Elections) Order 2017.

2 Commencement

This instrument commences on 18 August 2017.

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.

6 Repeal

The Council (Elections) Order 2016 (No.2) is repealed.
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>
</tr>
</thead>
<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>ANU Crawford School of Public Policy</td>
</tr>
<tr>
<td>6</td>
<td>Director</td>
<td>Australian Centre on China in the World</td>
</tr>
<tr>
<td>7</td>
<td>Director</td>
<td>Coral Bell School of Asia Pacific Affairs</td>
</tr>
<tr>
<td>8</td>
<td>Director</td>
<td>School of Regulation and Global Governance</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>
</tr>
<tr>
<td>17</td>
<td>Director</td>
<td>Research School of Engineering</td>
</tr>
<tr>
<td>18</td>
<td>Dean</td>
<td>ANU College of Law</td>
</tr>
<tr>
<td>19</td>
<td>Head</td>
<td>ANU Law School</td>
</tr>
<tr>
<td>20</td>
<td>Dean</td>
<td>ANU College of Health and Medicine</td>
</tr>
<tr>
<td>21</td>
<td>Dean</td>
<td>ANU Medical School</td>
</tr>
<tr>
<td>22</td>
<td>Director</td>
<td>John Curtin School of Medical Research</td>
</tr>
<tr>
<td>23</td>
<td>Director</td>
<td>Research School of Population Health</td>
</tr>
<tr>
<td>24</td>
<td>Director</td>
<td>Research School of Psychology</td>
</tr>
<tr>
<td>25</td>
<td>Dean</td>
<td>ANU College of Science</td>
</tr>
<tr>
<td>26</td>
<td>Director</td>
<td>Australian National Centre for the Public Awareness of Science</td>
</tr>
<tr>
<td>27</td>
<td>Director</td>
<td>Fenner School of Environment and Society</td>
</tr>
<tr>
<td>28</td>
<td>Director</td>
<td>Mathematical Sciences Institute</td>
</tr>
<tr>
<td>29</td>
<td>Director</td>
<td>Research School of Astronomy and Astrophysics</td>
</tr>
<tr>
<td>30</td>
<td>Director</td>
<td>Research School of Biology</td>
</tr>
<tr>
<td>31</td>
<td>Director</td>
<td>Research School of Chemistry</td>
</tr>
<tr>
<td>32</td>
<td>Director</td>
<td>Research School of Earth Sciences</td>
</tr>
</tbody>
</table>
### Table—deans and research school heads

<table>
<thead>
<tr>
<th>Item</th>
<th>Column 1 specified offices</th>
<th>Column 2 specified bodies</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>Director</td>
<td>Research School of Physics and Engineering</td>
</tr>
<tr>
<td>34</td>
<td>Director</td>
<td>National Centre for Indigenous Studies</td>
</tr>
</tbody>
</table>
THE AUSTRALIAN NATIONAL UNIVERSITY

Appeals Rule 2017

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

Dated 13 September 2017

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
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  4 Discipline decision .............................................................................................. 2
  5 Academic misconduct decision ........................................................................... 2

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Part 1—Preliminary

1 Name, commencement and authority

   (1) This is the Appeals Rule 2017.

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

   (3) This instrument is made under section 3 of the Appeals Statute 2014.

2 Definitions

In this instrument:

   Academic Board means the Board established under the Academic Board Statute.

   academic misconduct decision has the meaning given to it in section 5.

   appeal means a review under this instrument.

   Appeals Committee means a committee constituted under section 14.

   discipline decision has the meaning given to it in section 4.

   exercise a function includes perform the function.

   function includes authority, duty and power.

   reviewable decision has the meaning given to it in section 3.

   Secretary means the person appointed as Secretary under section 14(5).

   student:

       (a) means any person who is or was enrolled in, or seeking enrolment in, a program or a course offered by the University, or who is or has been given permission by the University to audit a course offered by the University; and

       (b) in Part 8, includes a person who is the applicant in relation to an appeal.

   working day means a day that is not a Saturday, a Sunday, a public holiday in the Australian Capital Territory, or a University holiday.
Part 2—Reviewable decisions

3  Meaning of reviewable decision

A decision is a reviewable decision under this instrument if it is:
   (a) a discipline decision; or
   (b) an academic misconduct decision.

4  Discipline decision

A decision is a discipline decision if it is specified to be a reviewable decision in the Discipline Rule.

5  Academic misconduct decision

A decision is an academic misconduct decision if it is specified to be a reviewable decision in the Academic Misconduct Rule.
Part 3—Grounds for review

6 Grounds for review

(1) An application for review must be on one or more of the following grounds:
   (a) that a procedural irregularity occurred which may have affected the decision-maker’s decision;
   (b) that the decision-maker was biased;
   (c) that the decision was manifestly wrong;
   (d) that the decision was made in a mistaken application of the applicable rules;
   (e) that there is substantial relevant evidence that:
       (i) was not taken into consideration by the decision-maker; and
       (ii) could not have been known to the person and provided to the decision-maker before the decision was made;
   (f) that a penalty imposed on the person was manifestly excessive.

(2) If an application includes the ground referred to in subsection (1)(f), the penalty is to be considered to form part of the decision for the purposes of this instrument.
Part 4—Application for review

7 Affected person may lodge an application for review

(1) A person may lodge an application for review of a decision if:
   (a) the decision was a reviewable decision affecting the person in the person’s capacity as a student; and
   (b) subject to subsection (3), the application is made within 20 working days after the person was notified of the decision.

(2) An application must:
   (a) specify the grounds on which the applicant relies; and
   (b) be lodged with the Registrar.

(3) An application for review may be made later than is allowed by subsection (1)(b) if the time limit has been extended under section 27.
Part 5—Consequences of lodging an appeal

8 Appeal by a student whose enrolment has been terminated

The termination of a student’s enrolment does not take effect until any application for review in respect of the relevant decision or penalty has been concluded.

9 Appeal by a student who has been excluded or denied access

The exclusion of a student, or denial of access to facilities or premises or activities of the University, under the Academic Misconduct Rule or the Discipline Rule continues to have effect notwithstanding that an application for review of the relevant decision or penalty is lodged.
Part 6—Preliminary consideration of applications

10 Rejection of invalid applications

(1) The Registrar may reject an application for review if it appears that:
   (a) the application does not relate to a reviewable decision; or
   (b) the application does not set out one or more grounds specified in this instrument; or
   (c) the application has not been made within the time required by this instrument, and
       the Registrar has not decided to extend time under section 27.

(2) The Registrar must not reject an application under this section unless the Registrar has
    provided the person with the opportunity to make a submission in writing in relation to the
    proposed decision.

(3) If the Registrar rejects an application under this section, the Registrar must, as soon as is
    practical, provide notification of that determination, with reasons to:
    (a) the applicant; and
    (b) the relevant decision-maker.

11 Referral of application to Appeals Committee

Subject to section 10, the Registrar must, if the Registrar determines that a decision is a
reviewable decision, refer the application for review to the Appeals Committee.

12 Interim measures may be taken by Vice-Chancellor

If an application for review is made by a student whose candidature or enrolment in a
program of study or course has been terminated by reason of the decision which is the
subject of the appeal, the Vice-Chancellor may direct that the student be permitted to
continue to undertake that program of study or course pending the determination of the
appeal.
Part 7—Appointment of Appeals committee

13 Appeals Panel

(1) There is to be an Appeals Panel appointed by the Academic Board.

(2) The Appeals Panel is to be comprised of not fewer than two persons in each of the following categories:
   (a) persons appointed after consultation with the President of the Australian National University Students’ Association Inc.;
   (b) persons appointed after consultation with the President of the Australian National University Postgraduate and Research Students’ Association Inc.;
   (c) persons who have knowledge or experience of the teaching, research or visual and performing arts functions of the University.

(3) Subject to subsection (4), a member of the Appeals Panel:
   (a) holds the position for 2 years and is eligible for reappointment; but
   (b) may resign at any time by writing to the Registrar.

(4) If a student who has been appointed under subsection (2)(a) or (b) ceases to be a student, the person ceases to be a member of the Appeals Panel.

14 Appeals Committee

(1) The Registrar must appoint an Appeals Committee if an application for review has been received (unless the application has been rejected by the Registrar under section 10).

(2) An Appeals Committee must include at least 4 members of the Appeals Panel, including:
   (a) one student member from the appropriate category; and
   (b) three members appointed to the Appeals Panel under section 13(2)(c).

(3) A person appointed to an Appeals Committee must not be the original decision-maker.

(4) The Registrar must appoint a person, not being a student, to be the Chair of an Appeals Committee.

(5) The Registrar must appoint a person (not being a member of the Appeals Committee) to be the Secretary to the Appeals Committee.

(6) The Registrar may appoint a person (not being a member of the Appeals Committee) to assist the Appeals Committee in the hearing of an appeal.

(7) An Appeals Committee appointed to consider an application relating to an academic misconduct decision must include a person from the relevant academic discipline or, where this is not possible, a related academic discipline.

(8) The quorum for a meeting of an Appeals Committee (including a hearing) is 3 members, including the Chair.
Part 8—Consideration by Appeals Committee

15 Additional material

(1) If material is made available to the Appeals Committee which was not before the decision-maker, the Appeals Committee may assess the additional material provided in a summary way on the papers without conducting a hearing.

(2) If, on review of the material, the Appeals Committee considers the information to be cogent, relevant or substantial, it may refer the decision back to the original decision-maker to remake the decision.

(3) A decision remade following reference back under this section:
   (a) stands in place of the original decision; and
   (b) may be the subject of an application under this instrument.

16 Material to be provided to student

The Secretary to an Appeals Committee must provide the student with a copy of the substantive material upon which the Appeals Committee intends to rely not less than 5 working days before the day on which the appeal is to be heard.

17 Notification of hearing

(1) Before the Appeals Committee hears an appeal and, if the student so wishes, the student may advise the President of the relevant Students’ Association of the hearing.

(2) The Appeals Committee must:
   (a) fix a date, time and place for the hearing of an appeal; and
   (b) give not less than 5 working days notice of the hearing to the student.

18 Decision whether to conduct an oral hearing

(1) An appeal may be determined with or without an oral hearing.

(2) In deciding whether an appeal is to be determined with or without an oral hearing, an Appeals Committee may take into consideration:
   (a) whether the parties are able to participate in an oral hearing within a reasonable time; and
   (b) whether an oral hearing would unnecessarily subject a party or a witness to stress; and
   (c) any other relevant factor.

(3) The Chair of an Appeals Committee must decide how the appeal is to be conducted.

19 Appeals relating only to penalty

At an appeal in relation to penalty, the Appeals Committee must consider only the question of penalty.

20 Hearing procedure

(1) At the hearing of an appeal:
   (a) the procedure to be followed is at the discretion of the Appeals Committee; and
(b) the Appeals Committee:
   (i) may inform itself on any matter in relation to an appeal in any manner it
       thinks appropriate; and
   (ii) is bound by the rules of procedural fairness but is not bound by rules of
       evidence; and
   (iii) must take into consideration any submission made by the student or the
       Registrar.

(2) At the hearing of an appeal, the Registrar may:
   (a) appear in person or, with the express approval of the Appeals Committee, through
       an advocate; and
   [Note: The Registrar may appoint a nominee under section 26 to appear in person for the
       Registrar.]
   (b) call and question witnesses; and
   (c) make written or oral submissions.

(3) The hearing of evidence by the Appeals Committee may be adjourned from time to time
    and from place to place.

(4) Unless the Appeals Committee otherwise directs, a person is not entitled to be present at
    the hearing of an appeal unless the person is:
    (a) a member of the Appeals Committee; or
    (b) the Registrar or an advocate for the Registrar; or
    (c) the student or the person nominated by the student under section 21(2); or
    (d) the Secretary to the Appeals Committee; or
    (e) a person giving evidence before the Appeals Committee; or
    (f) a person appointed under section 14 in relation to the Appeals Committee.

(5) An appeal hearing under this instrument is not ineffective by reason only of a formal defect
    or irregularity in the convening or conduct of the Appeals Committee.

21 Student’s rights on appeal

(1) At the hearing of an appeal before the Appeals Committee, a student may:
   (a) appear in person; and
   (b) call and question witnesses; and
   (c) make oral or written submissions.

(2) At the hearing of an appeal, the student may be accompanied by another person nominated
    by the student who may:
    (a) observe the proceedings; and
    (b) with the express approval of the Appeals Committee, act as an advocate for the
        student.

(3) If the Appeals Committee gives an approval under subsection (2)(b) and the Registrar is
    not present at the hearing (in person or through an advocate), the Appeals Committee must
    immediately tell the Registrar about the approval and adjourn the hearing to allow the
    Registrar to appear.

22 Non-appearance before Appeals Committee

(1) This section applies to an appeal by a student where the student:
(a) does not appear in person at the hearing of the appeal; and
(b) is not otherwise represented at the hearing of the appeal; and
(c) does not make a written submission under section 21(1)(c).

(2) If this section applies to an application, the original decision of the decision-maker takes effect immediately after the conclusion of the hearing.

23 Decision by the Appeals Committee

(1) After considering an appeal, the Appeals Committee may:
(a) affirm the decision of the decision-maker; or
(b) vary the decision; or
(c) set aside the decision and make a fresh decision in substitution for the decision set aside; or
(d) set aside the decision.

(2) When making a decision the Appeals Committee may:
(a) accept an undertaking from the student; or
(b) include recommendations arising from the consideration of the appeal, including recommendations for:
   (i) counselling; or
   (ii) intervention; or
   (iii) corrective or other measures that should be taken.

(3) If the Appeals Committee varies a decision under subsection (1)(b) or substitutes a fresh decision under subsection (1)(c), the decision so varied or substituted must be a decision that the original decision-maker could have made.

(4) In deciding a question of penalty in relation to a student in relation to a discipline decision, the Appeals Committee must take all relevant matters into account, including, for example, the following:
(a) the health and safety of students and staff of the University, and the protection of University property;
(b) the objectives of punishment, deterrence and rehabilitation;
(c) the nature and severity of the student’s misconduct;
(d) the effect of the misconduct, including any loss, damage or harm caused to the University or its students, staff or property.

(5) Without limiting subsection (4), the Appeals Committee may take into account any other finding of misconduct (however described) made in respect of the student and any penalty imposed in relation to that finding.

(6) The decision of the Appeals Committee and the reasons for the decision must be given in writing to the student and the Registrar by the Secretary to the Appeals Committee within 10 working days after the decision.

24 Student undertakings

If the Appeals Committee accepts a student’s undertaking under section 23(2)(a):
(a) the Appeals Committee must ensure that a written copy of the undertaking is provided to the student and the Registrar; and
(b) if the student fails to comply with the undertaking, an Appeals Committee may exercise any power conferred by section 23(1), taking into account (where appropriate) the failure to comply with the undertaking and the reasons for that failure.

25 Decision final

The decision of an Appeals Committee is final.
Part 9—Miscellaneous

26 Nominees for Vice-Chancellor and Registrar

(1) A University official may, in writing, appoint a member of the staff of the University (the nominee) to exercise all or any of the official’s functions under this instrument (other than this section).

(2) A function exercised by the nominee under the appointment is taken to have been exercised by the University official.

(3) This section does not prevent the University official from exercising a function in relation which the nominee has been appointed.

(4) In this section:

University official means:

(a) the Vice-Chancellor; or

(b) the Registrar.

27 Extension of time

(1) The Registrar may extend a time limit under this instrument.

(2) In deciding whether to extend a time limit, the Registrar must take into consideration:

(a) the reason why an extension is sought; and

(b) the period of extension; and

(c) the prejudice, if any, which will be caused by the granting of the extension.

(3) An extension must be for no longer than is reasonably necessary.

(4) The power to extend a time limit may be exercised notwithstanding that the time limit has expired.

28 Service of notices etc.

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

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

(a) by giving it to the individual; or

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

(c) by emailing it to:

(i) if the individual 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 have been received in the ordinary course of email transmission.

29 Repeal etc.

(1) The Appeals Rule 2015 is repealed.

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

30 Transitional

(1) To remove any doubt, this instrument applies to a decision taken, or a proceeding commenced but not concluded, before the commencement of this section.

(2) This section is additional to, and does not limit, the following provisions:
   (a) section 7 of the Acts Interpretation Act 1901;
   (b) section 7 of the Interpretation Statute.
THE AUSTRALIAN NATIONAL UNIVERSITY

Discipline Rule 2017

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

Dated 13 September 2017

Professor Brian P. Schmidt AC FAA FRS
Vice-Chancellor
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Part 1—Preliminary

1 Name, commencement and authority

   (1) This is the Discipline Rule 2017.

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

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

2 Interpretation

   (1) In this instrument:

   conduct of a sexual nature includes the making of a statement of a sexual nature to, or in the presence of, a person, whether the statement is made orally or in writing.

   course means a subject of scholarly study, 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.

   discrimination includes unfair or inequitable treatment on the basis of a person’s race, colour, sex, sexual preference or orientation, marital status, pregnancy or potential pregnancy, status as carer, age, disability, ethnic or national origin, breastfeeding requirements, religious, political or union affiliation, or any other attributes applied by or set out in any Commonwealth, State, Territory or University legislation that applies in relation to a University activity.

   document includes:
   (a) paper or other material on which there is writing; and
   (b) paper or other material on which there are marks, figures, symbols or perforations having a meaning for persons qualified to interpret them; and
   (c) any article or material from which sounds, images or writings are capable of being reproduced with or without the aid of any other article or device.

   examination includes:
   (a) a task required to be performed or undertaken by a student for the assessment of the student’s performance in a program of study or course in which the student is admitted or enrolled; and
   (b) a thesis, dissertation, minor thesis, research project, written report, assignment or essay undertaken for the assessment of the student’s performance for an award offered by the University; and
   (c) a task required to be performed or undertaken by a person for the purpose of enabling the person to qualify for admission as a student in a program in the University.

   exercise a function includes perform the function.
function includes authority, duty and power.

harassment includes behaviour, comments or images that are unwelcome, offensive, humiliating or intimidating to a person, and that, in the circumstances, a reasonable person should have expected would be offensive or intimidating, and also includes sexual harassment.

inquiry means an inquiry mentioned in Part 4.

misconduct has the meaning given in section 3.

obligation includes:
   (a) a non-monetary obligation, a monetary penalty or compensation (whether to be made or payable to the University or another person) under a statute (other than the Parking and Traffic Statute) or under any rule or order made under such a statute; and
   (b) a monetary obligation (such as a fee or charge for accommodation, board or a related service) payable to the University or to a Hall of Residence or affiliated College under a contract or agreement.

prescribed authority means:
   (a) in relation to a student—the relevant Dean, the Registrar or a person nominated for the purpose by the Vice-Chancellor, as the case requires; and
   (b) in relation to a resident in a hall or lodge of the University—the Head of the Hall.

property includes real and personal property and intellectual property including data and information.

sexual harassment includes:
   (a) the making of an unwelcome sexual advance, or an unwelcome request for sexual favours, to another person; or
   (b) engaging in any other unwelcome conduct of a sexual nature in circumstances in which another person reasonably feels offended, humiliated or intimidated.

student means a person who is or was enrolled in, or seeking enrolment in, a program or course offered by the University, or who is or was given permission by the University to audit a course offered by the University.

victimisation includes any unfavourable treatment, including adverse changes to a person’s work or study environment, denial of access to resources, work opportunities or training, or ostracism of a person as a consequence of the person’s involvement in a grievance under any grievance procedures applicable in the University.

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

(2) A reference in this instrument to a Dean, in relation to a student, is a reference to the Dean of the ANU College responsible for the program in which the student is or was enrolled or is or was seeking enrolment.
Part 2—Misconduct

3 Misconduct

(1) It is misconduct if a student engages in conduct which:
   (a) is prejudicial to the good order and government of the University; or
   (b) unreasonably hinders other persons in the pursuit of their studies in the University
       or in participation in the life of the University; or
   (c) is otherwise reprehensible conduct for a member of the University to engage in.

(2) Without limiting the generality of subsection (1), it is misconduct if a student:
   (a) wilfully obstructs or disrupts an activity or proceeding of the University; or
   (b) wilfully or negligently destroys, damages, defaces, loses, removes or otherwise
       interferes with, or makes unauthorised use of, any property of the University or any
       other person; or
   (c) enters any place in the University that the student is not permitted to enter; or
   (d) fails to comply with any reasonable order or direction of an officer or employee of
       the University or a person acting with the lawful authority of the University; or
   (e) fails to comply with a provision of a statute, or of a rule, order or direction made
       under a statute, rule or order; or
   (f) acts dishonestly or unfairly, in connection with:
       (i) any assessment for admission to the University; or
       (ii) the preparation or presentation of any assignment or material in support of an
            application for admission to the University; or
   (g) subjects another person to harassment, victimisation or other discrimination; or
   (h) behaves in an intimidating manner to another person or creates a hostile working or
       studying environment; or
   (i) makes a statement to the University or to an officer or employee of the University
       that the student knows to be false (including the provision of a falsified medical
       certificate or falsified academic transcript); or
   (j) engages in, or is party to, conduct intended to deceive the University (including the
       provision of a falsified medical certificate or falsified academic transcript); or
   (k) fails to comply with the University’s instructions to students at, or in relation to, an
       examination; or
   (l) negligently or recklessly causes risk or danger to the health or safety of another
       person.
Part 3—Consequences of misconduct

4 Reporting misconduct

(1) Any person who considers that a student may have engaged in misconduct may report the student's conduct to the Vice-Chancellor or to a prescribed authority.

(2) A prescribed authority may report any suspected misconduct by a student to the Vice-Chancellor.

(3) A prescribed authority or the Vice-Chancellor (the relevant person) may exercise powers under this instrument whether or not the relevant person has received a report about the misconduct.

5 Prescribed authority’s role

(1) If the prescribed authority becomes aware of alleged misconduct by a student, the prescribed authority must determine whether there are reasonable grounds for believing that the student has engaged in misconduct.

(2) The prescribed authority may determine that no action is to be taken if the prescribed authority considers that:
   (a) there are no adequate grounds for believing that a student has engaged in the alleged misconduct; or
   (b) the allegations about the student’s behaviour are frivolous, vexatious or not made in good faith.

(3) If a prescribed authority makes a determination under subsection (2), the prescribed authority must within 5 working days after making the determination give the student written notice that:
   (a) sets out the grounds, including a description of the alleged misconduct; and
   (b) contains copies of any substantive material upon which the allegations were made; and
   (c) informs the student that the allegations have been considered by the prescribed authority, who has determined that there are no adequate grounds for believing that the student has engaged in misconduct, or (as the case may be) has determined that the allegation is frivolous, vexatious or not made in good faith.

(4) If the prescribed authority determines that there are adequate grounds for believing that a student has engaged in misconduct, the prescribed authority may:
   (a) decide to hold an inquiry into the matter; or
   (b) if the matter was not referred to the prescribed authority under section 7(4)(a) and if the misconduct involved so warrants, refer the matter to the Vice-Chancellor.

(5) If the prescribed authority decides to hold an inquiry into alleged misconduct, the prescribed authority must within 5 working days after making the decision give the student a written notice that:
   (a) sets out the grounds, including a description of the alleged misconduct and contain copies of the substantive material upon which the allegations are based; and
   (b) informs the student that the prescribed authority intends to hold an inquiry under Part 4 into the alleged misconduct; and
   (c) advises the student of the name of the prescribed authority; and
(d) sets out the date, time and place fixed for the hearing of the inquiry; and
(e) contains a statement to the effect that:
   (i) the purpose of the inquiry is to determine whether there has been misconduct by the student and that the powers of the prescribed authority include the power to make a finding that there has been such misconduct; and
   (ii) the inquiry will be conducted in an informal manner; and
   (iii) the student is entitled to appear in person at the inquiry; and
   (iv) if the student does not appear at the time and place fixed for the hearing of the inquiry, the inquiry may proceed in the absence of the student; and
   (v) the student is entitled to present to the inquiry oral statements or written statements (whether made by the student or another person); and
   (vi) the student may, in addition to or instead of appearing in person at the inquiry, furnish to the inquiry a written statement in relation to the alleged misconduct (whether made by the student or another person); and
   (vii) the student may be accompanied at the inquiry by another person who may observe the proceedings but not act as an advocate unless with the express approval of the prescribed authority; and
   (viii) the prescribed authority is not bound by rules of evidence.

(6) The written notice must be served on the student not less than 5 working days before the dated fixed for the hearing, unless the student consents to later service.

6 Powers of prescribed authority

(1) If a prescribed authority is satisfied that a student is likely to have engaged in misconduct, the prescribed authority may, before holding an inquiry mentioned in section 5(5)(b):
   (a) subject to subsection (2), deny the student access to all or any University facilities, to all University premises, any University premises or any part of University premises, or to all or any activities conducted by or on behalf of the University, for 20 working days (or such further period as the Vice-Chancellor determines); or
   (b) if the misconduct occurred during an examination or other assessment and subject to subsection (3), exclude the student from attendance at that examination or assessment.

[Note: If, in relation to information infrastructure or information services, a student has committed misconduct (however described) appropriate action may be taken under the Information Infrastructure and Services Rule.]

(2) A prescribed authority may deny a student access under subsection (1)(a) only if the alleged misconduct is of a nature that causes imminent, and serious, risk to the health or safety of a person or if the student’s continued access to the facilities, premises or activities otherwise presents a serious risk to the University, its staff, students or its property.

(3) A prescribed authority may only exclude a student from participating in an examination if, in the opinion of the prescribed authority, it is necessary to preserve the integrity of the conduct of the examination or order and decorum in an examination centre.

(4) If a prescribed authority exercises powers under this section in relation to a student, the prescribed authority must, as soon as is possible:
   (a) advise the student in writing of the action taken and the reasons for the action; and
   (b) report the action taken and the circumstances relating to it to the Vice-Chancellor.
(5) Denial of access, or exclusion from attending an examination or assessment, under subsection (1) does not, of itself, terminate a student’s enrolment.

7 Powers of and action by Vice-Chancellor

(1) If the Vice-Chancellor becomes aware of alleged misconduct by a student that is not being dealt with by a prescribed authority, the Vice-Chancellor must determine whether there are adequate grounds for believing that the student has engaged in misconduct.

(2) The Vice-Chancellor must determine that there are no adequate grounds for taking action against the student if the Vice-Chancellor considers that:
   (a) there are no reasonable grounds for believing that a student has engaged in the alleged misconduct; or
   (b) the allegations about the student’s behaviour are frivolous, vexatious or not made in good faith.

(3) The Vice-Chancellor must, within 5 working days after making a determination under subsection (2), give the student written notice that:
   (a) sets out the grounds, including a description of the alleged misconduct; and
   (b) contains copies of any substantive material upon which the allegations were made; and
   (c) informs the student that:
      (i) the allegations have been considered by the Vice-Chancellor; and
      (ii) the Vice-Chancellor has determined that there are no adequate grounds for taking action against the student.

(4) If the Vice-Chancellor determines that there are adequate grounds for believing that a student has engaged in misconduct and if the alleged misconduct has not already been dealt with under this or any other provision, the Vice-Chancellor may:
   (a) refer the matter to a prescribed authority for inquiry and determination in accordance with section 6 and Part 4; or
   (b) refer the matter for inquiry on behalf of the Vice-Chancellor by a panel of persons selected by the Vice-Chancellor; or
   (c) conduct an inquiry into the matter.

(5) If the Vice-Chancellor decides to deal with a matter under subsection (4)(b) or (c), the Vice-Chancellor must within 5 working days cause a written notice to be given to the student specifying the misconduct and containing copies of the substantive material upon which the allegations are based and requiring the student to appear at the inquiry.

(6) A written notice under subsection (5) must:
   (a) specify, in addition to the matters referred to in that subsection, the date, time and place fixed for the inquiry; and
   (b) advise the student that the Vice-Chancellor is to conduct the inquiry or, if a panel is appointed under subsection (4)(b), of the names of the panel members; and
   (c) contain a statement to the effect that:
      (i) the purpose of the inquiry is to determine whether there has been misconduct by the student and that the powers of the Vice-Chancellor include the power to make a finding that there has been such misconduct; and
      (ii) the inquiry will be conducted in an informal manner; and
      (iii) the student is entitled to appear in person at the inquiry; and
(iv) if the student does not appear at the time and place fixed for the inquiry, the inquiry may proceed in the absence of the student; and
(v) the student is entitled to present to the inquiry oral statements or written statements (whether made by the student or another person); and
(vi) the student may, in addition to or instead of appearing in person at the inquiry, furnish to the inquiry a written statement in relation to the alleged misconduct (whether made by the student or another person); and
(vii) the student may be accompanied at the inquiry by another person who may observe the proceedings but not act as an advocate unless with the express approval of the Vice-Chancellor or Chair of the panel; and
(viii) the Vice-Chancellor or the panel is not bound by rules of evidence.

(7) The written notice must be served on the student not less than 5 working days before the dated fixed for the hearing, unless the student consents to later service.

(8) If the Vice-Chancellor appoints a panel under subsection (4)(b), the panel must consist of 2 members of the academic staff of the University (one of whom is to Chair the panel) and one student appointed by the Vice-Chancellor after consultation with the President of the Australian National University Students’ Association Inc. or the Australian National University Postgraduate and Research Students’ Association Inc., as the case requires.

8 Interim denial of access

(1) Subject to subsection (2), the Vice-Chancellor may deny the student in relation to whom misconduct is alleged access to all or any University facilities, to all University premises, any University premises or any part of University premises, or to all or any activities conducted by or on behalf of the University, for a specified period or until the end of the inquiry mentioned in section 9, whichever first occurs.

(2) The Vice-Chancellor may deny a student access under subsection (1) only if the alleged misconduct is of a nature that causes imminent and serious risk to the health or safety of a person or if the student’s continued access to the facilities, premises or activities otherwise presents a serious risk to the University, its staff, students or its property.

(3) If the Vice-Chancellor exercises powers under subsection (1) in relation to a student, the Vice-Chancellor must give written notice to the student of the action taken and the reasons for the action as soon as possible after the action is taken.

(4) Denial of access under subsection (1) does not, of itself, terminate a student’s enrolment.

(5) A student may, within 10 working days after receiving written notice under subsection (3), make a written submission to the Vice-Chancellor in relation to the continuation of the denial of access.

(6) The Vice-Chancellor may, after taking into consideration the written submission, vary or terminate the denial of access.
Part 4—Inquiries

9 Inquiries

(1) The Vice-Chancellor, a panel referred to in section 7(4)(b) or a prescribed authority may hold an inquiry into alleged misconduct.

(2) The Registrar may appoint a person to assist the person or panel holding the inquiry to conduct the inquiry into the alleged misconduct.

(3) A student may make a statement in writing to the person or panel holding the inquiry or orally at the inquiry into the alleged misconduct.

(4) At an inquiry, the person or panel holding the inquiry must consider the statement, if any, of the student in relation to the misconduct and any other matters that the person or panel holding the inquiry thinks fit.

(5) At an inquiry by the Vice-Chancellor, a panel or a prescribed authority, the student must be given the opportunity to comment upon the substantive material in the possession of the Vice-Chancellor, the panel or prescribed authority and upon which the Vice-Chancellor, the panel or prescribed authority intends to rely.

(6) An inquiry by the Vice-Chancellor, a panel or a prescribed authority must, subject to this section, be conducted in such manner as the person or panel holding the inquiry determines.

(7) A person or panel holding an inquiry is not bound to act in a formal manner but may inform themselves on any matter relating to the alleged misconduct as the person or panel thinks just.

(8) At an inquiry the student may:
   (a) appear in person; and
   (b) present to the inquiry oral or written statements (whether made by the student or another person); and
   (c) in addition to, or instead of, appearing in person, furnish to the inquiry a written statement in relation to the alleged misconduct (whether made by the student or another person).

(9) At an inquiry, the student is entitled to be accompanied by another person who may:
   (a) observe the proceedings; and
   (b) with the express approval of the person or panel holding the inquiry act as an advocate.

(10) The powers of the person or panel holding an inquiry under this section may be exercised whether or not the student on whom a notice under section 5(5) or 7(5) is given is present at an inquiry held under this section.

10 Findings and penalties: prescribed authority

(1) If, after consideration of the matter, the prescribed authority finds that the student has not engaged in misconduct, the prescribed authority must dismiss the allegation.

(2) If, after consideration of the matter, the prescribed authority finds that the student has engaged in misconduct, the prescribed authority may do one or more of the following:
(a) decide to take no action;
(b) deny the student access to all or any University facilities, to all University premises, any University premises or any part of University premises, or to all or any activities conducted by or on behalf of the University, for a specified period not exceeding 12 months;
(c) reprimand the student;
(d) suspend the candidature or enrolment of the student in a program of study or course in which the student is admitted or enrolled and prohibit the resumption of candidature or enrolment for a period not exceeding 12 months;
(e) determine the conditions under which the student may attend classes or lessons or use any facility of the University;
(f) if the misconduct involved so warrants, refer the matter to the Vice-Chancellor;
(g) require the student to apologise or take other action the prescribed authority thinks appropriate with a view to mitigating the effect of the misconduct;
(h) accept an undertaking from the student;
(i) notify any relevant professional, government or other organisation or agency of the decision.

(3) In deciding the penalty (if any) to be imposed on the student, the prescribed authority must take all relevant matters into account, including, for example, the following:

(a) the health and safety of students and staff of the University, and the protection of University property;
(b) the objectives of punishment, deterrence and rehabilitation;
(c) the nature and severity of the student’s misconduct;
(d) the effect of the misconduct, including any loss, damage or harm caused to the University or its students, staff or property.

(4) Without limiting subsection (4), the prescribed authority may take into account any other finding of misconduct made in respect of the student and any penalty imposed in relation to that finding.

(5) If a prescribed authority exercises powers under this section in relation to a student, the prescribed authority must report the action taken and the circumstances relating to it to the Vice-Chancellor as soon as possible after the action is taken.

(6) The suspension of a student’s enrolment under this section does not take effect until any appeal to the Appeals Committee in accordance with the Appeals Rule has been concluded, unless the prescribed authority directs, by written notice given to the student, that the suspension is to take effect immediately.

(7) The prescribed authority may give a direction under subsection (6) only if the prescribed authority considers that there would be an imminent and serious risk to the health or safety of students or staff of the University, or to University property, if the direction were not given.

(8) To avoid doubt, denial of access under subsection (2) does not, of itself, terminate or suspend a student’s enrolment.
11 Findings and penalties: Vice-Chancellor

(1) In relation to an inquiry held by the Vice-Chancellor or a panel appointed under section 7(4)(b), after consideration of the matter, including (where applicable) any report or recommendation by the panel, the Vice-Chancellor may:

(a) find that the student has not engaged in misconduct; or
(b) find that the student has engaged in misconduct.

(2) If the Vice-Chancellor finds that the student has not engaged in misconduct, the Vice-Chancellor must dismiss the allegation.

(3) If the Vice-Chancellor finds that the student has engaged in misconduct, the Vice-Chancellor may do one or more of the following:

(a) decide to take no action;
(b) reprimand the student;
(c) deny the student access to all or any University facilities, to all University premises, any University premises or any part of University premises, or to all or any activities conducted by or on behalf of the University, for a specified period;
(d) impose on the student a monetary penalty not exceeding $500 for each occurrence of misconduct to which this instrument applies;
(e) if, as a result of the misconduct:
   (i) any property is damaged; or
   (ii) a person incurs expense;
   order the student to pay to the owner of the property or the person incurring the expense, as the case requires, compensation as determined by the Vice-Chancellor;
(f) determine the conditions under which the student may attend classes or lessons or use any facility of the University;
(g) suspend the candidature or enrolment of the student in a program of study or course in which the student is admitted or enrolled and prohibit the resumption of candidature or enrolment for a period not exceeding 12 months;
(h) exclude the student from the University;
(i) accept an undertaking from the student to attend University Counselling (or another appropriate counselling provider) to address behavioural issues;
(j) notify any relevant professional, government or other organisation or agency of the decision;
(k) determine the conditions under which the student may attend classes or lessons or use any facility or otherwise continue in their studies or research program of the University;
(l) determine that the student should not be granted the relevant award for the program the student is studying;
(m) recommend to the Council that an award of the University (within the meaning of the Programs and Awards Statute) gained by the student be revoked;
(n) accept an undertaking from the student.

(4) In deciding the penalty (if any) to be imposed on the student, the Vice-Chancellor must take all relevant matters into account, including, for example, the following:

(a) the health and safety of students and staff of the University, and the protection of University property;
(b) the objectives of punishment, deterrence and rehabilitation;
(c) the nature and severity of the student’s misconduct;
(d) the effect of the misconduct, including any loss, damage or harm caused to the University or its students, staff or property.

(5) Without limiting subsection (4), the Vice-Chancellor may take into account any other finding of misconduct made in respect of the student and any penalty imposed in relation to that finding.

(6) If a person becomes liable to pay to the University a monetary penalty or other amount under this section, the person must pay to the University the amount specified in the notice given to the student under section 13(1), or enter into an arrangement for its repayment satisfactory to the Vice-Chancellor, not later than 20 working days after:
(a) if an appeal is not lodged under the Appeals Rule in relation to the finding giving rise to the liability—the date of the notice; or
(b) if an appeal is lodged under the Appeals Rule in relation to the finding giving rise to the liability—the day on which the decision is given in respect of the appeal.

(7) The suspension of a student’s enrolment under this section does not take effect until any appeal to the Appeals Committee in accordance with the Appeals Rule has been concluded, unless the Vice-Chancellor directs, by written notice given to the student, that the suspension is to take effect immediately.

(8) The Vice-Chancellor may give a direction under subsection (7) only if the Vice-Chancellor considers that there would be an imminent and serious risk to the health or safety of students or staff of the University, or to University property, if the direction were not given.

12 Student undertakings

(1) If a prescribed authority or the Vice-Chancellor accepts a student’s undertaking under section 10(2)(h) or 11(3)(n):
(a) the prescribed authority or the Vice-Chancellor must ensure that a written copy of the undertaking is provided to the student and the Registrar; and
(b) if the student fails to comply with the undertaking, the prescribed authority or the Vice-Chancellor (as is appropriate) may impose a penalty for the misconduct.

(2) In imposing a penalty under this section, the prescribed authority or the Vice-Chancellor may take into consideration the failure of the student to comply with the undertaking and the reasons for that failure.

13 Notice of decisions etc.

(1) The Vice-Chancellor or a prescribed authority who makes a decision under section 10 or 11 must give the student in respect of whom the decision was made, and the Registrar, written notice containing a copy of a decision under section 10(1) or (2) or section 11(1) or (3) and of the reasons for the decision within 5 working days after the decision is made.

(2) A notice given under subsection (1):
(a) must inform the student that the allegations of misconduct have been considered by the prescribed authority or the Vice-Chancellor, as the case requires; and
(b) must detail the substantive material considered by the prescribed authority or Vice-Chancellor; and
(c) must, in the case of a decision under section 10(1), advise the student that no further action is to be taken in relation to the particular allegations of misconduct that were the subject of the inquiry; and

(d) must, in the case of a decision under section 11(1)(a), advise the student that no further action is to be taken in relation to the particular allegations of misconduct that were the subject of the inquiry.

(3) Subject to the relevant provisions of the Appeals Rule, the exclusion of a student, or denial of access to facilities, premises or activities, under section 10(2) or 11(3) continues to have effect notwithstanding that an appeal is lodged under Part 6.

(4) A notice under this section of a decision made under section 10(2) or 11(3) must set out the right of the student to whom it is addressed to appeal against the decision of the Vice-Chancellor or prescribed authority and tell the student to whom an appeal must be sent.

14 Effect of denial of access

If, under this instrument, a student is denied access to facilities, premises or activities, the student must not:

(a) use any facility to which the student is denied access; or

(b) enter any premises, or the part of any premises, to which the student is denied access; or

(c) engage in any activity to which the student is denied access.

15 Exclusion of student

If, under this instrument, a person is excluded from the University, the person ceases to be a student and, except with the permission of the Vice-Chancellor:

(a) must not be enrolled again; and

(b) must not use any University facility, or enter any University premises or any part of University premises, that the Vice-Chancellor determines the person must not use or enter; and

(c) must not engage in any activities conducted by or on behalf of the University at the University or at a place other than the University.
Part 5—Failure to meet obligations

16 Failure to meet obligations by due date

(1) The Vice-Chancellor may terminate the enrolment of a person as a student, deny a person access to all or any University facilities, to all University premises, any University premises or any part of University premises or to all or any activities conducted by or on behalf of the University, or withdraw the rights and privileges to which a person would otherwise have been entitled, if an obligation of the person is not met:
   (a) within 10 working days after the due date determined in accordance with a statute or rule or by the Vice-Chancellor, as the case requires; or
   (b) within any further period determined by the Vice-Chancellor.

(2) The termination of the enrolment of a person as a student, the denial of access of a person to facilities, premises or activities, or the withdrawal of a person’s rights and privileges, under subsection (1) does not extinguish any undischarged liability of the person to meet an obligation.

(3) The Vice-Chancellor must notify the person referred to in subsection (1) of the decision.

17 Re-enrolment following suspension

A person whose enrolment as a student has been suspended may not re-enrol until the person pays any fees owed by the person under the Fees Rule (including late fees) and agrees to comply with any conditions that the Vice-Chancellor may impose in relation to the revived enrolment.

18 Liability of persons financially supported by third parties

(1) The Vice-Chancellor may accept an undertaking by a third party to meet, on behalf of a person, an obligation.

(2) However, a person to whom this instrument applies remains personally liable for the obligation in respect of that person if the obligation has not been discharged by the third party.

19 Sanctions against persons who fail to meet obligations

(1) Without limiting the generality of section 16, if a person fails to meet an obligation that the person is required to meet, the Vice-Chancellor may direct that, while the obligation remains to be met:
   (a) the person may not enrol or re-enrol in a program or course at the University; or
   (b) the person may not be given a transcript of the person’s academic record; or
   (c) the person may not be given the results of any assessment in a course or program; or
   (d) the person may not receive a degree, diploma, certificate or other award of the University.

(2) The Vice-Chancellor must notify the person concerned of any relevant direction under subsection (1).
Part 6—Appeals and call-in

20 Review by the Appeals Committee

(1) A student may appeal a reviewable decision under the Appeals Rule.

(2) For the purposes of the Appeals Rule, the following are reviewable decisions:
   (a) a decision to deny a student access to facilities, premises or activities under section 6(1)(a);
   (b) a finding by a prescribed authority under section 10(2) that a student has engaged in misconduct;
   (c) a finding by the Vice-Chancellor, in accordance with section 11(1)(b), that a student has engaged in misconduct;
   (d) a decision to impose a penalty for misconduct under section 10(2), 11(3) or 12(1)(b).

   [Note: The Appeals Rule provides that a person who is affected by a reviewable decision may, within specified time limits, apply for review of that decision.]

21 Vice-Chancellor may call in a case

(1) If the Vice-Chancellor considers that a reviewable decision, including a penalty that has been imposed, is inappropriate in the circumstances of the case, the Vice-Chancellor may, by written notice, call in the file for reconsideration of the decision or penalty.

(2) The Vice-Chancellor must:
   (a) give a copy of the notice to the student; and
   (b) give the student opportunity to be heard in relation to the reasons why the file has been called in.

(3) A notice under this section must set out the reasons why the file has been called in.

(4) After hearing the submissions (if any) made by the student, the Vice-Chancellor may make a decision as if the Vice-Chancellor were the original decision-maker.

(5) A decision made by the Vice-Chancellor operates as if it were made by the original decision-maker, as from the date it is made.

(6) The Vice-Chancellor must give the student written advice of a decision which has been made under subsection (4) and the reasons for it.
Part 7—Miscellaneous

22 Nominees for Vice-Chancellor and Registrar

(1) A University official may, in writing, appoint a member of the staff of the University (the nominee) to exercise all or any of the official’s functions under this instrument (other than this section).

(2) A function exercised by the nominee under the appointment is taken to have been exercised by the University official.

(3) This section does not prevent the University official from exercising a function in relation which the nominee has been appointed.

(4) In this section:

*University official* means:

(a) the Vice-Chancellor; or

(b) the Registrar; or

(c) a prescribed authority.

23 Multiple processes

(1) This section applies where it appears that a student has engaged in conduct that:

(a) may be academic misconduct within the meaning of the Academic Misconduct Rule; and

(b) may be misconduct within the meaning of this instrument.

(2) Where this section applies, to enable the review and inquiry processes under the Academic Misconduct Rule to proceed:

(a) a prescribed authority conducting an inquiry under this instrument may suspend that inquiry; or

(b) the Registrar or the Vice-Chancellor may suspend a process under this instrument.

(3) A prescribed authority, the Registrar or the Vice-Chancellor may recommence the inquiry or process if the review and inquiry processes under the Academic Misconduct Rule are completed or if it appears that, in the circumstances, the suspension is not appropriate.

24 Extension of time

(1) The Registrar may extend a time limit under this instrument.

(2) In deciding whether to extend a time limit, the Registrar must take into consideration:

(a) the reason why an extension is sought; and

(b) the period of extension; and

(c) the prejudice, if any, which will be caused by the granting of the extension.

(3) An extension must be for no longer than is reasonably necessary.

(4) The power to extend a time limit may be exercised notwithstanding that the time limit has expired.
25 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.

26 Repeal etc.

(1) The Discipline Rule 2015 is repealed.

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

27 Transitional

(1) To remove any doubt, this instrument applies to a decision taken, or a proceeding commenced but not concluded, before the commencement of this section.

(2) This section is additional to, and does not limit, the following provisions:
   (a) section 7 of the Acts Interpretation Act 1901;
   (b) section 7 of the Interpretation Statute.
Public report

2016-17

Submitted by

Legal Name: Australian National University
# Organisation and contact details

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## Workplace profile

### Manager

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# Workplace profile

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<td>0</td>
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<td>556</td>
</tr>
<tr>
<td></td>
<td>Part-time permanent</td>
<td>194</td>
<td>81</td>
<td></td>
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<td>116</td>
<td>60</td>
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<td>465</td>
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<td>0</td>
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<td>0</td>
<td>939</td>
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<tr>
<td>Technicians and trade</td>
<td>Full-time permanent</td>
<td>29</td>
<td>79</td>
<td></td>
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<td></td>
<td>Part-time permanent</td>
<td>17</td>
<td>13</td>
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<td>0</td>
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<tr>
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<td>Part-time contract</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>Community and personal service</td>
<td>Full-time permanent</td>
<td>5</td>
<td>14</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
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<td></td>
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<td>Clerical and administrative</td>
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<td>229</td>
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<tr>
<td></td>
<td>Part-time permanent</td>
<td>116</td>
<td>17</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
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</tr>
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<td>Sales</td>
<td>Full-time permanent</td>
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<td>0</td>
<td></td>
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<td>0</td>
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<td>Part-time permanent</td>
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<tr>
<td></td>
<td>Casual</td>
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<td></td>
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<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Machinery operators and drivers</td>
<td>Full-time permanent</td>
<td>0</td>
<td>2</td>
<td></td>
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<td>0</td>
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<tr>
<td></td>
<td>Part-time permanent</td>
<td>0</td>
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<td>Part-time contract</td>
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<td>0</td>
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</tr>
<tr>
<td>Non-manager occupational categories</td>
<td>Employment status</td>
<td>No. of employees (excluding graduates and apprentices)</td>
<td>No. of graduates (if applicable)</td>
<td>No. of apprentices (if applicable)</td>
<td>Total employees</td>
<td></td>
<td></td>
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<td>M</td>
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</tr>
<tr>
<td>Labourers</td>
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<td>0</td>
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</tr>
<tr>
<td>Others</td>
<td></td>
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<td></td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Grand total: all non-managers</td>
<td>2,563</td>
<td>2,399</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4,962</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

NB. IMPORTANT:

- References to the Act means the Workplace Gender Equality Act 2012.
- A formal ‘policy’ and/or ‘formal strategy’ in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2016 to 31 March 2017. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select “NO, Insufficient resources/expertise” to any option, this may cover human or financial resources.

1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1 Recruitment

- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.2 Retention

- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.3 Performance management processes

- Yes (select all applicable answers)
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority
1.4 Promotions
- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.5 Talent identification/identification of high potentials
- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.6 Succession planning
- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.7 Training and development
- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.8 Key performance indicators for managers relating to gender equality
- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority

1.9 Gender equality overall
- Yes (select all applicable answers)
  - Policy
  - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not a priority
1.10 How many new appointments were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)? IMPORTANT: this should incorporate appointments from both external and internal sources (including all promotions).

<table>
<thead>
<tr>
<th>Role</th>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of appointments made to MANAGER roles (including promotions)</td>
<td>46</td>
<td>38</td>
</tr>
<tr>
<td>Number of appointments made to NON-MANAGER roles (including promotions)</td>
<td>2277</td>
<td>1839</td>
</tr>
</tbody>
</table>

1.11 How many employees were promoted during the reporting period against each category below? IMPORTANT: Because promotions are included in the number of appointments in Q1.10, the number of promotions should never exceed appointments.

<table>
<thead>
<tr>
<th>Category</th>
<th>Managers</th>
<th>Non-managers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Female</td>
<td>Male</td>
</tr>
<tr>
<td>Permanent/ongoing full-time employees</td>
<td>12</td>
<td>5</td>
</tr>
<tr>
<td>Permanent/ongoing part-time employees</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Fixed-term contract full-time employees</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>Fixed-term contract part-time employees</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Casual employees</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

1.12 How many employees resigned during the reporting period against each category below?

<table>
<thead>
<tr>
<th>Category</th>
<th>Managers</th>
<th>Non-managers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Female</td>
<td>Male</td>
</tr>
<tr>
<td>Permanent/ongoing full-time employees</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Permanent/ongoing part-time employees</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Fixed-term contract full-time employees</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>Fixed-term contract part-time employees</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>Casual employees</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

The University Enterprise Agreement includes provisions for flexible work to enable staff to balance family and caring responsibilities. This includes paid parental leave as well as career re-entry, which is 6 weeks additional leave for primary carers returning from parental leave.

In addition, policies and procedures that promote gender equality include: i) Equal opportunity, ii) Procedure for the prevention of discrimination, harassment and bullying, iii) Protocol for responding to domestic violence iv) Carers' Career Development Assistance Fund.

The University provides additional support for female academics seeking promotion including providing mentors who assist applicants to prepare for the interview with the assessment committee, as well as formal and informal panel discussions targeting female academics to coincide with the promotion round.

The University’s female staff are also supported through ensuring gender representation of selections and promotions committees, access to senior women leadership program, and NECTAR, the ANU Mentors for new ANU women in leadership program.

The University’s 2017 - 2021 strategic plan emphasises on a continued commitment to gender equity and the university’s 2020 strategic goals that aims to hire a 50:50 gender balance in leadership roles across university, including Head of Schools, Directors, Deans, the university Executive, and administrative executive.

The strategic plan also states ANU will complete requirements for achieving an Australian SAGE Athena SWAN institutional Bronze Award in 2019. ANU formally commenced the pilot in September 2016 and established the self-assessment team which will gather quantitative and qualitative data to identify gaps and
opportunities for improving gender equity. ANU has a number of prizes recognizing achievements for promoting research relating to gender equity. This includes the ANU Gender Institute grants and prizes, and the John Curtin School of Medical Research’s Judith Whitworth Fellowship for Gender Equity in Science and ANU Award for Parental Leave.

The third ANU Staff Engagement Survey, conducted every two years, was completed in October 2016. The process presents all staff with the opportunity to provide their views anonymously on matters affecting their work at ANU. The 2016 Survey included three additional questions on gender equality in the workplace. Results of the survey are used to analyse previous benchmark data and continue to track and compare how we are progressing over time in improving the perceived quality of working at ANU. Staff survey data is used to inform the development of strategies and action plans to improve workplace practices, including the area of diversity and gender equity. In addition, ad hoc equity surveys are conducted at a school level with the aim of gathering staff views on diversity and equity related issues, including gender equity, specific to their local workplaces.

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term “governing body” in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as “the board of directors, trustees, committee of management, council or other governing authority of the employer”. This question relates to the highest governing body for your Australian entity, even if it is located overseas.

2.1 Please answer the following questions relating to each governing body covered in this report.

Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation’s governing body is the same as your parent entity’s, you will need to add your organisation’s name BUT the numerical details of your parent entity’s governing body.

2.1a.1 Organisation name?

Australian National University

2.1b.1 How many Chairs on this governing body?

<table>
<thead>
<tr>
<th></th>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number</td>
<td>0</td>
<td>1</td>
</tr>
</tbody>
</table>

2.1c.1 How many other members are on this governing body (excluding the Chair(s))?

<table>
<thead>
<tr>
<th></th>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number</td>
<td>8</td>
<td>6</td>
</tr>
</tbody>
</table>

2.1d.1 Has a target been set to increase the representation of women on this governing body?

☐ Yes
☒ No (you may specify why a target has not been set)

☐ Governing body/board has gender balance (e.g. 40% women/40% men/20% either)
☐ Currently under development, please enter date this is due to be completed
Insufficient resources/expertise

Do not have control over governing body/board appointments (provide details why):

The ANU Council membership is prescribed under the Australian National University Act 1991 and comprises the Chancellor, Vice-Chancellor, one elected Dean or head of a research school, three members elected by staff (from research schools, faculties and general staff), one post graduate and one undergraduate student member elected by the post graduate and undergraduate students and seven members appointed by the Minister on recommendation of the Council’s Nominations Committee. The Nominations Committee, which consists of the Chancellor and six other persons appointed by the Chancellor, has a succession plan for appointed members of Council that recognises the importance of achieving gender equity in Council’s composition. The University has limited control of the gender balance of elected members.

Not a priority

Other (provide details):

2.1g.1 Are you reporting on any other organisations in this report?

☐ Yes
☒ No

2.2 Do you have a formal selection policy and/or formal selection strategy for governing body members for ALL organisations covered in this report?

☒ Yes (select all applicable answers)
☐ Policy
☐ Strategy

☐ No (you may specify why no formal selection policy or formal selection strategy is in place)

☐ In place for some governing bodies
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Do not have control over governing body appointments (provide details why)
☐ Not a priority
☐ Other (provide details):

2.3 Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an “incorporated” entity - Pty Ltd, Ltd or Inc; or an “unincorporated” entity)?

☐ Yes
☒ No

2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

Gender equality indicator 3: Equal remuneration between women and men

Equal remuneration between women and men is a key component of improving women’s economic security and progressing gender equality.

3. Do you have a formal policy and/or formal strategy on remuneration generally?

☒ Yes (select all applicable answers)
☐ Policy
☐ Strategy

☐ No (you may specify why no formal policy or formal strategy is in place)

☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Salaries set by awards/industrial or workplace agreements
☐ Non-award employees paid market rate
3.1 Are specific gender pay equity objectives included in your formal policy and/or formal strategy?

☐ Yes (provide details in question 3.2 below)
☐ No (you may specify why pay equity objectives are not included in your formal policy or formal strategy)
☐ Currently under development, please enter date this is due to be completed
☐ Salaries set by awards/industrial or workplace agreements
☐ Insufficient resources/expertise
☐ Non-award employees paid market rate
☐ Not a priority
☐ Other (provide details):

3.2 Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?

☐ To achieve gender pay equity
☐ To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance pay reviews)
☐ To be transparent about pay scales and/or salary bands
☐ To ensure managers are held accountable for pay equity outcomes
☐ To implement and/or maintain a transparent and rigorous performance assessment process
☐ Other (provide details):

The University’s 2017 - 2021 strategic plan emphasises on a continued commitment to gender equity and the university’s 2020 strategic goals that aims to hire a 50:50 gender balance in leadership roles across university, including Head of Schools, Directors, Deans, the university Executive, and administrative executive. The strategic plan also states ANU will complete requirements for achieving an Australian SAGE Athena SWAN institutional Bronze Award in 2019. ANU formally commenced the pilot in September 2016 and established the self-assessment team which will gather quantitative and qualitative data to identify gaps and opportunities for improving gender equity.

4. Have you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. conducted a gender pay gap analysis)?

☐ Yes - the most recent gender remuneration gap analysis was undertaken:
☐ Within last 12 months
☐ Within last 1-2 years
☐ More than 2 years ago but less than 4 years ago
☐ Other (provide details):
☐ No (you may specify why you have not analysed your payroll for gender remuneration gaps)
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications)
☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (because pay increases can occur with some discretion such as performance assessments)
☐ Non-award employees paid market rate
☐ Not a priority
☐ Other (provide details):

4.01 You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide).

4.1 Did you take any actions as a result of your gender remuneration gap analysis?

☐ Yes – indicate what actions were taken (select all applicable answers)
Created a pay equity strategy or action plan
☑ Identified cause/s of the gaps
☑ Reviewed remuneration decision-making processes
☑ Analysed commencement salaries by gender to ensure there are no pay gaps
☑ Analysed performance ratings to ensure there is no gender bias (including unconscious bias)
☑ Analysed performance pay to ensure there is no gender bias (including unconscious bias)
☑ Trained people-managers in addressing gender bias (including unconscious bias)
☑ Set targets to reduce any like-for-like gaps
☑ Set targets to reduce any organisation-wide gaps
☑ Reported pay equity metrics (including gender pay gaps) to the governing body
☑ Reported pay equity metrics (including gender pay gaps) to the executive
☑ Reported pay equity metrics (including gender pay gaps) to all employees
☑ Reported pay equity metrics (including gender pay gaps) externally
☑ Corrected like-for-like gaps
☑ Conducted a gender-based job evaluation process
☑ Implemented other changes (provide details):

☐ No (you may specify why no actions were taken resulting from your remuneration gap analysis)
☐ No explainable or unjustifiable gaps identified
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Salaries set by awards/industrial or workplace agreements
☐ Non-award employees are paid market rate
☐ Unable to address cause/s of gaps (provide details why):
☐ Not a priority
☐ Other (provide details):

4.2 If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia’s skilled workforce.

5. A “PRIMARY CARER” is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having greater responsibility for the day-to-day care of a child.

Do you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND men, in addition to any government funded parental leave scheme for primary carers?

☑ Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer):
☐ By paying the gap between the employee’s salary and the government’s paid parental leave scheme
☒ By paying the employee’s full salary (in addition to the government’s paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
☐ As a lump sum payment (paid pre- or post- parental leave, or a combination)

☐ No, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please indicate how employer funded paid parental leave is provided to women ONLY):
☐ By paying the gap between the employee’s salary and the government’s paid parental leave scheme
☐ By paying the employee’s full salary (in addition to the government’s paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
☐ As a lump sum payment (paid pre- or post- parental leave, or a combination)

☐ No, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded paid parental leave is provided to men ONLY):
☐ By paying the gap between the employee’s salary and the government’s paid parental leave scheme
☐ By paying the employee’s full salary (in addition to the government’s paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
5.1 How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided:

20

5a. If your organisation would like to provide additional information on your paid parental leave for primary carers e.g. eligibility period, where applicable the maximum number of weeks provided, and other arrangements you may have in place, please do so below.

5.2 What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS?

- In your calculation, you MUST INCLUDE CASUALS when working out the proportion.

☐ <10%
☐ 10-20%
☐ 21-30%
☐ 31-40%
☐ 41-50%
☐ 51-60%
☐ 61-70%
☐ 71-80%
☐ 81-90%
☐ 91-99%
☐ 100%

6. A “SECONDARY CARER” is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the primary carer.

Do you provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and women, in addition to any government funded parental leave scheme for secondary carers?

☐ Yes
☐ No, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave)
☐ No, we offer paid parental leave for SECONDARY CARERS that is available to women ONLY
☐ No (you may specify why employer funded paid parental leave for secondary carers is not paid)

- Currently under development, please enter date this is due to be completed
- Insufficient resources/expertise
- Government scheme is sufficient
- Not a priority
- Other (provide details):

6.1 How many days of EMPLOYER FUNDED parental leave is provided for SECONDARY CARERS? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of days provided:

10

6a. If your organisation would like to provide additional information on your paid parental leave for SECONDARY CARERS e.g. eligibility period, other arrangements you may have in place etc, please do so below.
6.2 What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS?
   • In your calculation, you MUST INCLUDE CASUALS when working out the proportion.

   - <10%
   - 10-20%
   - 21-30%
   - 31-40%
   - 41-50%
   - 51-60%
   - 61-70%
   - 71-80%
   - 81-90%
   - 91-99%
   - 100%

7. How many MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

<table>
<thead>
<tr>
<th>Primary carer's leave</th>
<th>Secondary carer's leave</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Female</td>
</tr>
<tr>
<td>Managers</td>
<td>11</td>
</tr>
</tbody>
</table>

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

<table>
<thead>
<tr>
<th>Primary carer's leave</th>
<th>Secondary carer's leave</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Female</td>
</tr>
<tr>
<td>Non-managers</td>
<td>160</td>
</tr>
</tbody>
</table>

8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
   • Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
   • ‘Ceased employment’ means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

<table>
<thead>
<tr>
<th>Females</th>
<th>Males</th>
</tr>
</thead>
<tbody>
<tr>
<td>Managers</td>
<td>1</td>
</tr>
</tbody>
</table>

8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
   • Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
   • ‘Ceased employment’ means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

<table>
<thead>
<tr>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-managers</td>
<td>9</td>
</tr>
</tbody>
</table>

9. Do you have a formal policy and/or formal strategy on flexible working arrangements?
   - Yes (select all applicable answers)
   - Policy
   - Strategy
10. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

☑ Yes (select all applicable answers)
☐ Policy
☐ Strategy

☐ No (you may specify why no formal policy or formal strategy is in place)
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Included in award/industrial or workplace agreement
☐ Not a priority
☐ Other (provide details):

11. Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)?

☑ Yes
☐ No (you may specify why non-leave based measures are not in place)
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Not a priority
☐ Other (provide details):

11.1 Please select what support mechanisms are in place and if they are available at all worksites.

• Where only one worksite exists, for example a head-office, select “Available at all worksites”.

☐ Employer subsidised childcare
☐ Available at some worksites only
☐ Available at all worksites

☑ On-site childcare
☐ Available at some worksites only
☐ Available at all worksites

☑ Breastfeeding facilities
☐ Available at some worksites only
☐ Available at all worksites

☐ Childcare referral services
☐ Available at some worksites only
☐ Available at all worksites

☑ Internal support networks for parents
☐ Available at some worksites only
☐ Available at all worksites

☐ Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave when an employee returns from leave)
☐ Available at some worksites only
☐ Available at all worksites

☑ Information packs to support new parents and/or those with elder care responsibilities
☐ Available at some worksites only
☐ Available at all worksites

☑ Referral services to support employees with family and/or caring responsibilities
☐ Available at some worksites only
☐ Available at all worksites

☑ Targeted communication mechanisms, for example intranet/ forums
☐ Available at some worksites only
☐ Available at all worksites

☑ Support in securing school holiday care
☐ Available at some worksites only
☐ Available at all worksites
12. Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

- Yes (select all applicable answers)
  - Policy
  - Strategy

- No (you may specify why no formal policy or formal strategy is in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Included in award/industrial or workplace agreements
  - Not aware of the need
  - Not a priority
  - Other (please provide details):

13. Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?

- Yes (select all applicable answers)
  - Employee assistance program (including access to a psychologist, chaplain or counsellor)
  - Training of key personnel
  - A domestic violence clause is in an enterprise agreement or workplace agreement
  - Workplace safety planning
  - Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
  - Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
  - Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
  - Access to unpaid leave
  - Confidentiality of matters disclosed
  - Referral of employees to appropriate domestic violence support services for expert advice
  - Protection from any adverse action or discrimination based on the disclosure of domestic violence
  - Flexible working arrangements
  - Provision of financial support (e.g. advance bonus payment or advanced pay)
  - Offer change of office location
  - Emergency accommodation assistance
  - Access to medical services (e.g. doctor or nurse)
  - Other (provide details): 

- No (you may specify why no other support mechanisms are in place)
  - Currently under development, please enter date this is due to be completed
  - Insufficient resources/expertise
  - Not aware of the need
  - Not a priority
  - Other (provide details):

14. Where any of the following options are available in your workplace, are those option/s available to both women AND men?

- flexible hours of work
- compressed working weeks
- time-in-lieu
- telecommuting
- part-time work
- job sharing
- carer’s leave
- purchased leave
14.1 Which options from the list below are available? Please tick the related checkboxes.

- Unticked checkboxes mean this option is NOT available to your employees.

<table>
<thead>
<tr>
<th></th>
<th>Managers</th>
<th>Non-managers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Formal</td>
<td>Informal</td>
</tr>
<tr>
<td>Flexible hours of work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Compressed working weeks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time-in-lieu</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telecommuting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-time work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Job sharing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carer’s leave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchased leave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unpaid leave</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

14.3 You may specify why any of the above options are NOT available to your employees.

- Currently under development, please enter date this is due to be completed
- Insufficient resources/expertise
- Not a priority
- Other (provide details):

14.4 If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:

Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

15. Have you consulted with employees on issues concerning gender equality in your workplace?

- Yes
- No (you may specify why you have not consulted with employees on gender equality)
- Not needed (provide details why):
- Insufficient resources/expertise
- Not a priority
- Other (provide details):

15.1 How did you consult with employees on issues concerning gender equality in your workplace?

- Survey
- Consultative committee or group
- Focus groups
Exit interviews
Performance discussions
Other (provide details):

15.2 Who did you consult?

☑ All staff
☑ Women only
☑ Men only
☑ Human resources managers
☑ Management
☑ Employee representative group(s)
☑ Diversity committee or equivalent
☑ Women and men who have resigned while on parental leave
☑ Other (provide details):

15.3 If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.

The third ANU Staff Engagement Survey, conducted every two years, was completed in October 2016. The process presents all staff with the opportunity to provide their views anonymously on matters affecting their work at ANU. The 2016 Survey included three additional questions on gender equality in the workplace. Results of the survey are used to analyse previous benchmark data and continue to track and compare how we are progressing over time in improving the perceived quality of working at ANU. Staff survey data is used to inform the development of strategies and action plans to improve workplace practices, including the area of diversity and gender equity. In addition, ad hoc equity surveys are conducted at a school level with the aim of gathering staff views on diversity and equity related issues, including gender equity, specific to their local workplaces.

ANU is participating in the Athena SWAN Pilot which is an accreditation program that recognises, promotes and rewards excellence in advancing gender equity and diversity. As part of the preparation of the application for SAGE Athena SWAN institutional Bronze Award the Self-Assessment Team will consult widely across the University and gather quantitative and qualitative data to identify gaps and opportunities for improving gender equity.

Gender equality indicator 6: Sex-based harassment and discrimination

The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training of managers on SBH is in place.

16. Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

☑ Yes (select all applicable answers)
☐ Policy
☐ Strategy
☐ No (you may specify why no formal policy or formal strategy is in place)
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Included in award/industrial or workplace agreement
☐ Not a priority
☐ Other (provide details):

16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?

☑ Yes
☐ No (you may specify why a grievance process is not included)
☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
17. Do you provide training for all managers on sex-based harassment and discrimination prevention?

☑ Yes - please indicate how often this training is provided:
  ☑ At induction
  ☑ At least annually
  ☑ Every one-to-two years
  ☑ Every three years or more
  ☑ Varies across business units
  ☑ Other (provide details):
    - Training and briefings for members of selection panels or promotions committees, including, unconscious bias training.

☐ No (you may specify why this training is not provided)
  ☑ Currently under development, please enter date this is due to be completed
  ☑ Insufficient resources/expertise
  ☑ Not a priority
  ☑ Other (provide details):

17.1 If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

Equity observers have been included as members of promotions committees, with equity focus being gender equity.

The University Code of Conduct provides that all staff must respect differences and must not discriminate against others on the basis of sex. Staff have an obligation to avoid bullying and harassing behaviour.

All staff on commencement at the University are required to complete online training on the Code of Conduct and on harassment, discrimination and bullying.

The University has procedures for managing and responding to complaints and grievances in respect of sex-based harassment and discrimination.

Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)
Gender composition proportions in your workplace

Important notes:

1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
2. Some proportion calculations will not display until you press Submit at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed Re-submit at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. The gender composition of your workforce overall is 51.4% females and 48.6% males.

Promotions

2. 54.3% of employees awarded promotions were women and 45.7% were men
   i. 58.8% of all manager promotions were awarded to women
   ii. 53.7% of all non-manager promotions were awarded to women.

3. 13.0% of your workforce was part-time and 7.9% of promotions were awarded to part-time employees.

Resignations

4. 55.4% of employees who resigned were women and 44.6% were men
   i. 53.6% of all managers who resigned were women
   ii. 55.6% of all non-managers who resigned were women.

5. 13.0% of your workforce was part-time and 25.6% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

   i. 5.8% of all women who utilised parental leave ceased employment before returning to work
   ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
   iii. 100.0% of all managers who utilised parental leave and ceased employment before returning to work were women
   iv. 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access

List of employee organisations:

- NTEU
- United Voice
- AMWU
- MEAA

CEO sign off confirmation

Name of CEO or equivalent:

Professor Brian P. Schmidt

Confirmation CEO has signed the report:

CEO signature:

Date:
22 August 2017  
Reference: 52234063906

Professor Brian Schmidt  
Vice Chancellor  
Australian National University  
The Australian National University  
ANU ACT 2601

Dear Professor Schmidt

Workplace Gender Equality Agency (Agency) notice of compliance

Thank you for submitting your annual compliance report for the reporting period 1 April 2016 to 31 March 2017. Following an assessment of your report please be advised that your organisation (and any subsidiaries listed on your 2016-17 confidential report form cover sheet) is compliant with the Workplace Gender Equality Act 2012 (Act). This letter forms your notice of compliance with the Act until replaced with a new notice of compliance after the 2017-2018 reporting period.

A significant benefit of standardised reporting under the Act is that the Agency is able to provide employers with customised, confidential Competitor Analysis Benchmark Reports based on the data submitted each year. I trust you have found these Reports valuable in comparing your organisation’s gender equality performance to the performance of others in your industry. Your 2016-17 Competitor Analysis Benchmark Reports will be available towards the end of this year.

WGEA is committed to supporting organisations to maximise the full potential of female and male employees. We have a range of innovative tools and resources for employers that are freely available on our website, www.wgea.gov.au. Alternatively, you can phone us on (02) 9432 7000 or 1800 730 233 and ask to speak with one of our senior advisors.

Yours sincerely

Libby Lyons  
Director