

# Minutes

## Legislation Committee

<b>Meeting No:</b>	LC 4/14
<b>Date &amp; Time:</b>	Thursday, 23 October 2014 at 1.20 pm
<b>Venue:</b>	DVC Meeting Room, Mt Helen Campus
<b>In Attendance:</b>	Mr Derek White (Chair) Ms Jeannie King Mr Adrian Tinetti
<b>Executive Officer:</b>	Ms Sally Boyle

### 1. **Apologies, Special Leave of Absence and Declarations of Interest**

The Chair welcomed members. There were no conflicts of interest declared at the meeting.

Apologies were received from Assoc Prof Kim Dowling and Prof Andy Smith.

### 2. **Starring of Items and Approval of Non-Starred Items**

#### 2.1 **Starred Items**

Items 1, 2, 3.1, 3.2, 4, 5.1, 5.2 and 5.3 were "starred" and considered at the meeting.

#### 2.2 **Non-Starred Items**

##### **Resolution LC 4/14/1**

The Legislation Committee resolved that all items on the agenda "not starred" be adopted without discussion, and the action recommended be taken or the information therein noted.

### 3. **Minutes of the previous meeting and matters arising**

#### 3.1 **Confirmation**

The Legislation Committee was asked to confirm the Minutes from meeting LC 3/14 held Thursday, 28 August 2014.

##### **Resolution LC 4/14/2**

**The Legislation Committee confirmed the minutes of meeting LC 3/14 held Thursday, 28 August 2014.**

#### 3.2 **Matters Arising from the Minutes**

Mr Tinetti advised that in an Extract from the Minutes of Academic Board meeting held on 10 September, 2014, the minutes from Legislation Committee meeting LC3/14 were noted and an amendment was made to change the wording in Regulation 5.3 - Assessment – replace the words "nominate a senior educator or Level C academic" with "nominate a senior educator of level C academic or above".

### 4. **Approval of Legislation**

The Legislation Committee noted the approval of legislation as listed below:

Academic Board approved and recommended to Council Executive Committee for approval, the following legislation at its meeting held on 10 September, 2014:

- Regulation 5.3 – Assessment

Council noted at its meeting held on 9 September, 2014:

- Statute 7.1 – Election Procedures

- Regulation 7.1 – Election Procedures
- Statute 7.2 – Elections by Members of Boards

Mr Tinetti advised the Committee that Statute 10.1 – Ballarat Technology Park was considered at the Council meeting held on 14 October, 2014 but this was not approved. Council requested clarification of some aspects relating to the Business Asset Review Committee. Mr Tinetti further advised he had spoken to Mr Mal Vallance regarding this matter and a revised version of Statute 10.1 will be considered at the Business Asset Review Committee meeting on 6 November, 2014. The proposed Terms of Reference for the Business Asset Review Committee will also be tabled for approval at this meeting. When the changes are approved by the Business Asset Review Committee the revised version of Statute 10.1 will be referred back to Legislation Committee.

### 5. Specific items for discussion –

#### 5.1 Regulation 2.3 – The Schools

Mr Tinetti advised this regulation had been updated to reflect the new faculty names together with Federation College and the Industry Skills Centre.

#### Resolution LC 4/14/3

**The Legislation Committee approved and recommends to Council Executive Committee for approval the amendments to Regulation 2.3 – The Schools.**

#### 5.2 Schedules 5.1 and 5.1.1

Mr Tinetti reported the formatting amendment was to include two extra columns in Schedule 5.1 and Schedule 5.1.1 to show both AQF compliant and non AQF compliant programs. This is a requirement under the AQF Qualifications Register Policy. The process of adding and discontinuing programs on the schedules will not change.

**Chair’s note: following this meeting the Chair of Academic Board requested Schedule 5.1 be amended and the second column removed, this column was titled “Non AQF Complain (Approved for Continued Delivery)”. The Committee agreed to this amendment**

#### Resolution LC 4/14/4

**The Legislation Committee approved and recommends to Academic Board for approval the amendments to Schedules 5.1 and 5.1.1.**

#### 5.3 Regulation 6.1 – Student Discipline

This Regulation has been amended to ensure that Deans/Directors seek advice from the Manager, Equity and Equal Opportunity for general misconduct matters involving harassment as defined in the University’s Equal Opportunity and Valuing Diversity Policy.

Mr Tinetti advised the Committee that Ms Barbara Webb, Manager, Equity and Equal Opportunity requested the amendment to ensure that the Dean or Director seek her advice as part of the hearing process.

#### Resolution LC 4/14/5

**The Legislation Committee approved and recommends to Academic Board for approval the amendments to Regulation 6.1 – Student Discipline.**

### 6. General Business

Nil.

# Minutes

## Legislation Committee

7. **Next Meeting**

The Committee noted the next meeting of the Legislation Committee will be held on **Thursday, 5 March 2015** in the **VCO Meeting Room, Mt Helen Campus** at **10:00 am**.

The meeting concluded at 1.45 pm