

Minutes

Legislation Committee

Meeting No:	LC 1/14
Date & Time:	Thursday, 6 March 2014 at 10.00 a.m.
Venue:	VCO Meeting Room, Mt Helen Campus
Members:	Ms Katie Morris (Chair) Assoc Prof Kim Dowling Ms Jeannie King Prof Andy Smith Mr Adrian Tinetti
In Attendance:	
Acting Executive Officer:	Ms Sally Boyle

1. **Apologies, Special Leave of Absence and Declarations of Interest**
The Chair welcomed Mr Adrian Tinetti as a new member to the Committee and noted the changes to the membership composition of the Committee.

2. **Starring of Items and Approval of Non-Starred Items**
 - 2.1 **Starred Items**
Items 1, 2, 3.1, 5.1, 5.2, 5.3, 5.4, 5.5, 5.6 and 5.7 were "starred" and considered at the meeting.

 - 2.2 **Non-Starred Items**
Resolution LC 1/14/1
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 2/13 held Thursday, 29 August 2013.

Resolution LC 1/14/2
The Legislation Committee confirmed the Minutes of meeting LC 2/13 held Thursday, 29 August 2013.

 - 3.2 **Matters Arising from the Minutes**
Nil.

4. Approval of Legislation

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

Council Executive Committee approved and recommended to Council for approval, the following legislation at its meeting held 24 September 2013:

- Statute 1.1 – Interpretation;
- Regulation 2.2 – Appeals Committee;
- Statute 2.4 – Student Discipline Committee;
- Regulation 2.4 – Student Discipline Committee;
- Statute 3.9 – Directors.

Council approved the following legislation at its meeting held 15 October 2013:

- Statute 1.1 – Interpretation;
- Regulation 2.2 – Appeals Committee;
- Statute 2.4 – Student Discipline Committee;
- Regulation 2.4 – Student Discipline Committee;
- Statute 3.9 – Directors.

The Minister for Higher Education and Skills approved the amendments to the following Statutes on 24 January 2014:

- Statute 1.1 – Interpretation
- Statute 2.4 – Student Discipline Committee
- Statute 3.9 – Directors

Academic Board (AB8/13) approved and recommended to Council Executive Committee for approval, the following legislation at its meeting held 4 December 2013:

- Statute 5.1 – Awards and Programs
- Regulation 5.3 – Assessment
- Statute 5.4 – Exclusion for Reasons of Unfitness
- Statute 5.5 – Unsatisfactory Progress
- Regulation 6.1.1 – Plagiarism

5. Specific items for discussion –

5.1 Regulation 1.1.2 – Interpretation

The Committee discussed and considered the amendment to Regulation 1.1.2 – Interpretation. Mr Tinetti asked the Committee to note the changes were only minor and for consistency when training plans are required.

Resolution 1/14/3

The Legislation Committee approved and recommends to Council Executive Committee for approval the amendments to Regulation 1.1.2 – Interpretation.

5.2 Regulation 4.1 – Academic Dress

Discussion was held and the following points raised:

- Certificate level graduates need to be gowned consistently.
- Currently there are discrepancies between Certificates I and II and Certificates III and IV.
- The change will allow for Certificates I and II to wear a stole and for Certificates III and IV to wear a trencher.
- This is in line with other dual sector universities practices.

Resolution 1/14/4

The Legislation Committee approved and recommends to Academic Board for approval the amendments to Regulation 4.1 – Academic Dress

5.3 Statute 5.3 – The Schedule Part 1

The Committee noted that discussion was held at the LC 2/13 meeting in relation to Statute 5.3 – The Schedule Part 1. The review of the special consideration procedures is with Learning and Teaching Committee and it is proposed that once that has taken place the Schedule can be amended accordingly. It is also proposed that section 15 of the Schedule can be amended at the same time to make it clear that students are not permitted to leave examinations during reading time.

Ms Jeannie King advised the Committee that Academic Services are putting together a Working Party to consider Special Consideration processes.

5.4 Regulation 5.6 - Admission To And Granting Of Academic Awards From 1 January 2014 – Persons Enrolled As A Student Of The University Of Ballarat

The Committee noted this Regulation has been drafted in accordance with section 83 of the *Federation University Australia Act 2010*, which requires the University Council to ensure that students who were enrolled as University of Ballarat students immediately before 1 January 2014 are notified that they have an option to graduate with a University of Ballarat degree or award within a period of six years.

Resolution 1/14/5

The Legislation Committee approved and recommends to Academic Board for approval the amendments to Regulation 5.6 – Admission To And Granting Of Academic Awards From 1 January 2014 – Persons Enrolled As A Student Of The University Of Ballarat.

5.5 Regulation 6.1 – Student Discipline

The Committee noted this Regulation has been amended to permit a student to be accompanied by an observer who is not legally qualified at a misconduct hearing before a Dean or Director. This is consistent with the wording in other University Regulations where observers are permitted.

Resolution 1/14/6

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

5.6 Regulation 5.3 – Assessment

The Committee noted this Regulation has been amended to replace “lawyer” with “a person with legal qualifications”. This is for consistency with the wording in other University Regulations where observers are permitted.

Resolution 1/14/7

The Legislation Committee approved and recommends to Academic Board for approval the amendments to Regulation 5.3 – Assessment

5.7 Regulation 1.1 – Interpretation

The Committee noted this Regulation has been amended to include the University's Gippsland Campus.

Minutes

Legislation Committee

Resolution 1/14/8

The Legislation Committee approved and recommends to Council Executive Committee for approval the amendments to Regulation 1.1 – Interpretation

6. General Business

Nil.

7. Next Meeting

The Committee noted the next meeting of the Legislation Committee will be held on **Thursday, 5 June 2014** in the **VCO Meeting Room, Mt Helen Campus** at **10.00 a.m.**

The meeting concluded at 10.20 a.m.