Date of meeting: Tuesday, 16/08/2005

Present: Em. Prof. Geoffrey Bolton (Chair)

Prof. John Yovich (Vice Chancellor)  Judge Kate O'Brien
Mr Philip Hocking  Dr Jim Macbeth
Prof. Stuart Bradley  Mr Daniel Narbett
Ms Janice Bowra  Ms Margaret Banks
Mr Terry Budge  Ms Barbara Whelan
Assoc. Prof. Nick Costa  Ms Alison Gaines
Sir William Heseltine  Mr Garry Hunt
Mr Terry Budge  Mr Mal Bradley

Secretary: John Pease

Official attendees:

Mr Ian Callahan (PVC – Resource Management)
Prof Gary Martin (PVC – Strategy)
Prof Andris Stelbovics (PVC – Research)
Prof Jan Thomas (PVC – Academic)
Assoc Prof Para Arzibadeh-Bahri (for President, Academic Council)

Observers:

Prof Jim Reynolds, Prof Yianni Attikiouzel, Assoc Prof Arnold Depickere, Craig Spence, Brian Aitken, Dr Clyde McGill, Emeritus Professor John Howell, Steve Meerwald, Dr Don Nickels, Dr Maryanne Culliver

1. MEMBERSHIP

1.1 Due to implementation of the University Legislation Amendment Act 2005 (WA) on 15/08/2005, Mrs Margaret Banks and Ms Barbara Whelan ceased to be members of the Senate, as of that date. The Chancellor thanked both members for their respective contributions and dedication to the Senate and expressed the hope that Mrs Banks would maintain her close ties with the University.

Resolved: To express the Senate’s thanks to Mrs Margaret Banks and Ms Barbara Whelan for their service to Senate.

S/42/2005

1.2 The Chancellor requested a brief silence as a mark of respect for the passing of Sir Ronald Wilson and Carolyn Jakobsen’s mother-in-law.

Resolved: To express the Senate’s condolences to Lady Wilson on the passing of her husband, Sir Ronald Wilson, and to Carolyn Jakobsen on the passing of her mother-in-law.

S/43/2005

2. APOLOGIES

Ms Carolyn Jakobsen, Mr Bob Pett, Mr Dick Lester and Mr Malcolm Macpherson.

3. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)

Nil.

3.1 Senate resolution S/35/2005, noting the Vice Chancellor’s declaration of interest regarding the merger proposal from Curtin University of Technology, remains
4. **AUQA AUDIT STATUS REPORT - WHOLE OF INSTITUTION AUDIT**

The PVC (Academic) spoke to her report, explaining the format of the report. The report will be available on the Quality website, in a draft form, for members of the University community, in keeping with consultative nature of the project. A mail bomb will be sent to staff and students, notifying them of its location.

The PVC (Academic) noted the necessity to highlight both the strengths and the weaknesses of the University.

**Resolved:** To delegate authority to a full meeting of the Senior Executive Group to S/44/2005 approve the final version of the WOIA Performance Portfolio to be submitted to the WOIA Review Panel.

5. **VICE CHANCELLOR’S REPORT**

The Vice Chancellor spoke to his report. Items of significance included:

- A successful Peel Campus opening by Dr Brendan Nelson who enjoyed a positive celebration by students, staff and local stakeholders;
- Professor Anne McMurray has joined the Peel Health campus as Professor of Nursing;
- The Agricultural Research Western Australia (ARWA) project is progressing strongly and a legal basis for the entity is being established. For political and industrial relations related purposes, ARWA will be established as an unincorporated joint venture. Should any intellectual property arise which ARWA would seek to commercialise, ARWA would consider the most appropriate corporate structure and it is likely that the vehicle would be an incorporated entity to quarantine risk;
- the significance and honour of the Howard M Yelland Prize for Services to the Beef Industry which was awarded to Associate Professor Dave Pethick.

**Resolved:** To approve the appointment of Professor Jim Reynolds as an additional trustee of the Murdoch University Veterinary Trust for a 3 year term commencing 16/08/2005 and ending on 31/12/2007.

6. **ANNUAL EDUCATION REPORT**

The PVC (Academic) spoke to her report. Key featured included:

- The University’s ranking of 11th out of the 38 Australian Universities in the Teaching & Learning Performance Fund ranking (made available in August 2005), higher than any other of WA’s institutions.
- The University has maintained its 5 star rating for student satisfaction, for 10 out of 11 years, well above the national average.
- Unfortunately, the University has continued its one star rating for employment outcomes for its graduates. However, there is a very small differential in the statistical outcome and the University’s position would be substantially improved with a relatively small increase in the number of graduates obtaining full time employment. The PVC (Academic) has encouraged external Senate members to engage with Executive Deans and Heads of Schools in seeking to identify remedial strategies.
The University is looking to improve the services offered to post-graduate students. These services are currently under review and a report will be made to Senate when problem areas have been identified and synergies developed to improve this situation.

7. CURTIN UNIVERSITY OF TECHNOLOGY – MERGER FEASIBILITY STUDY (PAPERS & DISCUSSION COMMERCIAL IN CONFIDENCE)

Senate went into committee to receive a report of progress of the merger feasibility study.

The VC introduced the item by indicating that after some early deliberation on the process a merger feasibility study (MFS) working group has been formed, comprising of three members of each University. In Murdoch's case, the MFS working group members are:

- Ian Callahan, PVC (Resources);
- Gary Martin, PVC (Strategy);
- John Pease, General Counsel & University Secretary.

The MFS team spoke to a power point presentation. The team has been collecting data and has begun analysing and collating this information. This has been done via three workstreams namely, (a) teaching and learning – led by (for Murdoch) Jan Thomas, PVC (Academic), (b) research and development - led by (for Murdoch) Andris Stelbovics, PVC (R&D) and (c) administration – led by (for Murdoch) Ian Callahan, PVC (Research). Each workstream has also broken down into sub-groups to analyse specific aspects of the respective areas.

The function of the MFS is to identify high level synergies, opportunities and risks that may justify a closer examination (or due diligence). It will not be a detailed analysis of all aspects.

The MFS working party has also engaged external consultants to provide expert advice and input in the following areas:

- KPMG (merger analysis, financial modelling, probity of process);
- Phillips KPA (operational, financial and higher education policy content and structures);
- Mallesons (general legal advice required jointly during the MFS stage);
- Johnson, Winter and Slattery (specific legal advice concerning competition aspects of any merger);
- Market Equity (initial student research around brand and brand issues);
- To be confirmed (cultural assessment, integration and change management advice).

The Federal Government has made funds available under the Collaboration and Structural Reform Fund to offset part of the costs that the University will incur in the MFS phase.
The MFS workgroup established 8 draft evaluation criteria to guide the analyses of the workstreams. They are as follows:

1. **Merged vision**;
2. **Environment** (public benefit, reputation & visibility, partnerships, constituency acceptability and market place);
3. **Process and process outcomes** (transactional equity, indispensables);
4. **Core functions** (high impact research university, high quality teaching university, enhanced student experience, staff attraction & development and community service);
5. **Operational criteria** (strategic fit, mutual enhancement, market share, program efficacy and merged campuses);
6. **Institutional criteria** (governance and community integrity);
7. **Financial resources** (financial viability, savings & efficiencies, increased revenues, utilization of increased revenues, diligence, merger costs and systems costs);
8. **Risk** (risk ascertainment and risk minimization).

Preliminary observations reveal positive indications for a possible merger. The merger has been viewed as a great catalyst for improved revenue gains and efficiencies.

The timeline expectations (on a best case scenario) are:

- Feasibility study – end September 2005;
- Due diligence – end December 2005;
- Legislation – mid to late 2006;

The GC&US noted that the ACCC is monitoring the merger and has asked to be kept informed of progress. The University will cooperate with the Commission.

Discussion emphasised the need to keep staff informed by provision of factual data of the process and progress in analysing the MFS.

The PVC (Strategy) noted that Curtin acknowledges the teaching and learning practices and procedures of Murdoch. Murdoch should have confidence in its processes as they have stood up well, to date.

A suggestion was made that the President of the Guild of Students be invited to attend to Chancellor’s Committee meetings dealing with the merger. The Chancellor agreed to refer the suggestion to the Chancellor’s Committee for consideration.

8. **STATUTE CHANGES**

Senate noted:

- a recommendation from the Legislation Committee in relation to a change in the composition of the Academic Council; and
- a report from the General Counsel & University Secretary concerning action consequent upon Senate resolution S/37/2005(i).

**Resolved:**

(i) **To approve amendments to Statute 5-Academic Council in the terms attached** (amendments marked up).

(ii) **To ratify amendments to Statute 23-Student Discipline in the terms attached** (amendments marked up).
9. **SENATE PRIORITIES**

Senate noted the listing of its priorities for 2005.

**Resolved:** Whilst recognising that the priorities remain priorities for Senate, the agenda papers for future meetings of Senate will include a brief progress or status report from the member of the University’s executive allocated responsibility for the respective priorities. Members of Senate are encouraged to take an active role in progressing the priorities.

10. **MURDOCH UNIVERSITY VETERINARY TRUST**

Mr Brian Aitken gave a presentation of key achievements and features of the veterinary school and the trust, including:

- Murdoch Veterinary School is one of 6 veterinary science courses in Australia and is the first in Australia and 1 of only 6 outside North America to be accredited by American Veterinary Medical Association.
- As well as North America, Murdoch graduates may also work in New Zealand, United Kingdom, Singapore and Malaysia.
- Murdoch runs the Professional Education Programme for Aboriginal & Torres Strait Islander People (PEPA), the only one of its kind in Australia. The programme is designed to enhance admission, retention and success of Aboriginal and Torres Strait Islander students within the veterinary and biomedical programmes.
- The Trust contributed to the cost of refurbishing the anatomy museum in 2000. The museum is proving to be a significant feature in promoting the Trust.
- Since inception, the Trust has provided approximately:
  - $285,000 in resources;
  - $220,000 in staff positions;
  - $251,000 in scholarships
  - $11,000 in awards;
and has future plans for staffing and equipment in excess of $1M.

**Resolved:** To express the Senate’s thanks to the trustees of the Murdoch University Veterinary Trust for the generous contribution of their time, energy and expertise in the operation of the trust.

11. **MINUTES**

Senate confirmed the minutes of the meeting held on 28/06/2005. It also noted a report of action taken to implement previous resolutions of Senate.

12. **ACADEMIC COUNCIL**

Senate noted the minutes of the meetings of the Academic Council held on 15/06/2005 and 20/07/2005 and resolved, in accordance with the recommendation of the committee, as follows:

**Secretary’s note:** All legislative amendments are dealt with under the Legislation Committee item.

**Resolved:** To disestablish the Centre for Agricultural and Natural Resource Management.
13. **AUDIT & RISK MANAGEMENT COMMITTEE**

Senate noted the minutes of the meeting of the Audit & Risk Management Committee held on 26/07/2005. There were no recommendations requiring a Senate resolution.

14. **CHANCELLOR’S COMMITTEE**

Senate noted the confidential minutes of the meeting of the Chancellor’s Committee held on 14/07/2005 and resolved, in accordance with the recommendation of the committee, as follows:

**Resolved:** To endorse the progress of the merger feasibility study and the actions of the Vice Chancellor to date.

15. **ENVIRONMENTAL COMMITTEE**

Senate noted the notes of the meeting of the Environmental Committee held on 27/07/2005. There were no recommendations requiring a Senate resolution.

16. **GOVERNANCE & NOMINATIONS COMMITTEE**

Senate noted the minutes of the meetings of the Governance & Nominations Committee held on 20/05/2005, 18/07/2005 and 28/07/2005 (the latter a resolution by circulation) and resolved, in accordance with the recommendations of the committee, as follows:

**Resolved:**

(i) To amend the terms of reference for the Resources Committee by adding up to 2 co-opted external members (see attached marked up copy), noting that in the process of seeking candidates to fill the McCall/Pett vacancies, suitable female co-optees will be sought out.

(ii) To form a working party, comprising the Chancellor, Pro Chancellor, Vice Chancellor, Guild President, Director of Human Resources, Alison Gaines and Assoc. Prof. Nick Costa, to conduct the search to identify suitable candidates for selection as the next Chancellor, noting that the Chancellor will not take part in the decision to recommend the final proposed candidate.

(iii) To amend the Standing Orders in the terms attached (changes in mark up), noting that the discretion to permit proxy voting does not arise unless at least 25% of the members of Senate are unable to attend.

17. **HONORARY AWARDS & CEREMONIAL COMMITTEE**

Senate noted the minutes of the meeting of the Honorary Awards & Ceremonial Committee held on 12/08/2005 and resolved, in accordance with the recommendations of the committee, as follows:

**Resolved:**

(i) To approve in principle, the awarding of Honorary Fellowship Award as detailed in the attached discussion document and that the title of the award be Honorary Fellowship.

(ii) To endorse Barbara Whelan being co-opted as a member of the Honorary Awards & Ceremonial Committee for a term expiring on 31/12/2005, as an individual member representative of students.
18. LEGISLATION COMMITTEE

Senate noted the minutes of the Legislation Committee (on a decision by circulation) dated 09/08/2005 and resolved, in accordance with the recommendations of the committee, as follows:

Resolved: To amend Diploma Regulations, Bachelor Degree Regulations and Master by Coursework Degree Regulations in the terms attached (changes in mark up).

19. RESOURCES COMMITTEE (PAPERS & DISCUSSION COMMERCIAL IN CONFIDENCE)

Senate noted the minutes of the meeting of the Resources Committee held on 02/08/2005. Senate also received a confidential briefing by the General Counsel & University Secretary concerning the successful conclusion of settlement negotiations with AEG in relation to the Murdoch College dispute. Senate resolved as follows:

Resolved: (i) To note the foreshadowed application for affiliated institution status, should negotiations be successfully concluded with a potential new business partner.

(ii) To the extent of any discrepancy between the terms of the settlement deed referred to in resolution S/33/2005 and: (a) the deeds of variation of the Murdoch College constituent agreements; or (b) the agreements establishing the AEG feeder college, Senate ratifies the agreements and compromises made by the Vice Chancellor and the General Counsel & University Secretary and ratifies the University entering into the various deeds of variation and agreements

(iii) To note the foreshadowed applications for affiliated institution status to be made by Murdoch College and Murdoch Institute of Technology.

20. OFFICIAL SEAL

Senate noted the attached report provided in accordance with resolution S/54/2004.

Signed as a true record of the meeting of the Senate held on 16/08/2005.

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EMERITUS PROFESSOR GEOFFREY BOLTON - CHAIR

Dated: October, 2005
| Date of Academic Council recommendation: | Not applicable |
| Academic Council resolution number: | Recommendation from President, Academic Council |
| Date of Legislation Committee endorsement: | 09/08/2005 |
| Legislation Committee resolution number: | LC/08/2005 |
| Proposed amendment: (all changes to be shown in mark-up) | 2. **The members of the Academic Council shall be:**

(b) **The persons holding the following offices, ex officio:**

-- Vice-Chancellor;
-- Executive Deans of Divisions;
-- President of the Guild of Students;
-- Pro Vice-Chancellor (Academic);
-- Pro Vice-Chancellor (Regional Development);
-- Pro Vice-Chancellor (Research);
-- Pro Vice-Chancellor (Strategy);
-- Managing Director, Division of Student Services, Marketing and International Affairs;
-- Education Vice-President of the Guild of Students |
### Statute No 23 - Student Discipline

**Proposed Amendment**

| Date of Academic Council recommendation: | 04/11/2004 |
| Academic Council resolution number: | AC/176/2004 |
| Date of Legislation Committee endorsement: | 04/11/2004 |
| Legislation Committee resolution number: | LC/45/2004 |
| Proposed amendment: (all changes to be shown in mark-up) | 5 | Student Appeals Committee |

5.2 The Student Appeals Committee shall comprise, will be constituted in accordance with the Student Appeals Committee Regulations.

   (a) A Chair, who shall be a member of academic staff of the rank of Professor or Associate Professor, appointed by Academic Council for a term of three years.

   (b) A member of academic staff appointed by Academic Council for a term of three years.

   (c) The President of the Guild of Students or a student nominated by her or him. However, when an appeal concerns the examination of a thesis for a doctoral or research masters degree, during consideration of that appeal the student member shall be a postgraduate research student (other than a student member of the Research and Development Board) nominated by the Guild President.

5.3 One of the two members of academic staff shall be female and the other male. Executive Deans are ineligible for appointment to the Committee. Each staff member shall have an alternate of the same gender appointed by Academic Council. The alternate for the Chair shall also be of the rank of Associate Professor or Professor.

5.43 Any member of the Committee who has a family or other personal relationship with an appellant, or other conflict of interest, shall withdraw from the meeting during consideration of that case, and be replaced by the alternate member or another student nominee (as applicable).
Proposed amended terms of reference for the Resources Committee:

8. Resources Committee

8.1. Terms of reference:

8.1.1. To oversee the management of the resources of the University and advise the Senate on these and related matters. In particular, the committee will:

8.1.1.1. towards the end of each year, consider a draft budget of expenditure for the ensuing year presented by the Vice Chancellor, and recommend a budget to the Senate for approval, together with a statement of expected revenue;

8.1.1.2. consider quarterly financial statements (including statements of income and expenditure) and report to the Senate on the general financial situation of the University, drawing attention to any significant variations from the budget;

8.1.1.3. receive and report to the Senate on the annual audited financial statements, together with the annual report and certificate of compliance¹;

8.1.1.4. recommend to the Senate on any proposed variations in the annual budget;

8.1.1.5. oversee the investment of all monies of the University (including monies held in trust);

8.1.1.6. recommend to the Senate on any matter relating to the borrowing of money by the University;

8.1.1.7. approve the placement of orders and/or the payment of accounts which are of a value above the Vice Chancellor's financial delegation (currently $500,000), subject to the order/payment falling within budget allocations;

8.1.1.8. exercise oversight of the finances of:

8.1.1.8.1. all University subsidiary companies, including consideration and approval of a draft business plan before the commencement of each financial year, and review of at least quarterly reports against the business plan and the annual audited financial statements;

8.1.1.8.2. all University trusts and foundations; and

8.1.1.8.3. the Guild of Students.

8.1.1.9. recommend to the Senate on all approvals of write-offs of funds owing to the University;

¹ Amended Senate resolution S/13/2005 dated 22/02/2005.
8.1.1.10. approve the signatories to the University bank accounts;

8.1.1.11. consider any other matter related to the resources of the University referred to it by the Senate or by the Vice Chancellor.

8.1.2. To advise and make recommendations to the Senate on matters relating to the development, conservation, use and improvement of the University’s real property and, in particular, on the following:

8.1.2.1. revisions to the approved Master Plan for the use of University lands;

8.1.2.2. proposals for the construction of new buildings and other capital projects, including the construction of road works and car parking facilities, and on the budgets and timetables for such projects.

8.1.3. To decide whether selected tenders should be used for capital projects, and, if so, which companies will be invited to tender.

8.2. Composition:

8.2.1. Up to 6 Senators (including one academic staff Senator)

8.2.2. Vice Chancellor

8.2.3. Guild President

8.2.4. Up to two co-opted external members

8.2.5. The membership will include at least one male and at least one female

8.2.6. Standing observers: Pro Vice Chancellor (Resource Management) and General Counsel & University Secretary

8.2.7. Secretary: University Company Secretary

8.3. Membership criteria:

<table>
<thead>
<tr>
<th>All members</th>
<th>Among the members</th>
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<tbody>
<tr>
<td>• Good attention to detail</td>
<td>• One member with expertise in the property market</td>
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<tr>
<td>• Ability to understand a set of accounts</td>
<td>• At least 2 members with extensive high level business experience</td>
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<tr>
<td>• Knowledge of the University strategic plan</td>
<td>• Sensitivity to the interests of all stakeholders on campus</td>
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<tr>
<td>• Knowledge of university funding issues</td>
<td>• One lay Senator with the skills and time to also serve on Audit &amp; Risk Management Committee</td>
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Standing Orders

1. Notice of meetings & agenda

1.1. Each Senator will be given at least 3 working days notice in writing of the date, time and place of a meeting or adjourned meeting. The notice of meeting will set out the business of the meeting.

1.2. The Chancellor, or if the Chancellor is not available, the Pro-Chancellor, may allow additional business to be circulated with less notice, or the Chair may allow it to be tabled at the meeting, but the Senate may resolve that any such additional or tabled business will not be considered at the meeting.

1.3. Any Senator may request that an item be placed on the agenda. The Chancellor may exercise discretion as to whether or not to include it in the agenda. Subject to paragraph 1.3.1, if any 3 Senators request that an item be placed on the agenda, it will be included.

1.3.1. The Chancellor may, in his absolute discretion, refer any request by 3 Senators to the appropriate committee of the Senate, prior to the matter being placed on the agenda.

1.4. Senators wanting to have items, motions or papers included with the Senate agenda will provide them to the General Counsel & University Secretary by no later than 12 calendar days before the meeting. At least one week before this deadline, the General Counsel & University Secretary will send an eMail to all Senators:

1.4.1. inviting any issues or questions they would like raised at the Senate meeting;

1.4.2. indicating items that are currently anticipated to appear on the coming agenda; and

1.4.3. inviting Senators to advise of any aspects they would like to see covered in the agenda papers.

1.5. The answers to questions submitted by Senators will, where feasible, be provided to the Senator in advance of the Senate meeting. If the Senator so desires, both the question and answer will be included in the Senate agenda papers or copied separately to all Senators. Discretion rests with the Chancellor to limit questions from a Senator if they become excessive in the time required to prepare responses.

1.6. Senators who want to communicate their views in writing to all other Senators between meetings of the Senate will do so via the General Counsel & University Secretary, preferably by eMail with a request that this be forwarded to all Senators.

1.7. The deadline for all agenda papers is 12 calendar days before the Senate meeting.

1.8. Each Senate agenda item containing a significant recommendation will have a two-page cover sheet (in the form of annexure “A” to these standing orders), containing the following information:

1.8.1. purpose, background and summary (including any prior consideration by the Senate);

1.8.2. issues and alternatives considered;

1.8.3. linkage to the University’s Strategic Plan;

1.8.4. risk management;
1.8.5. who has been consulted, attachments, further information available (including the URL if on the web);

1.8.6. person to contact if a Senator wants to obtain further information or to discuss the matter before the meeting; and

1.8.7. the recommendation (in the form of a draft resolution(s)).

1.9. The Chair of any Senate committee will approve any report from that committee to the Senate before circulation with the Senate agenda papers.

1.10. The General Counsel & University Secretary has authority on behalf of the Senate to require agenda papers to be rewritten to meet the format requirements and information needs of the Senate.

2. Apologies

2.1. Any Senator unable to attend a meeting may record her or his apology by advising the General Counsel & University Secretary or chair prior to the meeting;

2.2. Where a Senator anticipates being absent for two or more consecutive meetings, he or she should apply to the Senate for leave of absence. Leave of absence may be granted only by resolution of the Senate. Grounds for leave of absence include:

2.2.1. travel commitments

2.2.2. illness

2.2.3. bereavement (or similar compassionate grounds); or

2.2.4. any other reason that the Senate considers appropriate.

2.3. The General Counsel & University Secretary will report independently to Senate where, without obtaining leave from the Senate, any Senator has been absent from:

2.3.1. all meetings of Senate for 6 consecutive months; or

2.3.2. more than one-half of the meetings of Senate during any period of 12 consecutive months.

3. Meetings

3.1. The Senate will decide the date of its regular meetings in advance in a schedule for the forthcoming year.

3.2. The Chancellor, if of the opinion that there is not sufficient business to justify a meeting of the Senate, may cancel that meeting.

3.3. A special meeting of the Senate will be held if:

3.3.1. convened by the Chancellor or, in the absence of the Chancellor, the Pro-Chancellor or, in the absence of the Pro-Chancellor, the Vice Chancellor; or

3.3.2. the General Counsel & University Secretary receives a written request from at least 5 Senators stating the proposed business of the meeting. A meeting requested by Senators will be held not more than 14 or less than 3 working days after the request is received.
3.4. At any meeting of the Senate, 8 Senators will constitute a quorum\textsuperscript{1}. If a quorum is not present 30 minutes after the scheduled meeting time, the meeting will lapse.

3.5. The Chancellor will chair all meetings of the Senate or, in the absence of the Chancellor or whenever there is a vacancy in the office of Chancellor, the Pro-Chancellor\textsuperscript{2}. In the absence of both the Chancellor and the Pro-Chancellor, the meeting will elect a Chair from among the Senators present.

3.6. Each Senator will have a deliberative vote. If there is an equality of votes, the Chair will also have a casting vote\textsuperscript{3}.

3.7. The Senate may adjourn any meeting or debate to a future meeting.

3.8. The minutes of the Senate will contain the names of the Senators present, the substance of debate and the precise terms of each resolution. Where the deliberations have been in committee, the Chancellor may determine that this be minuted as a confidential minute for the Senators only. The accuracy of the minutes of a meeting of the Senate will be confirmed at the next regular meeting.

3.9. Where the Chancellor decides that a meeting of the Senate is not feasible or is not warranted due to lack of sufficient business, or decides that a matter is urgent and requires determination before the next meeting, he or she may authorise a matter to be determined by circulation. Any decision made by this means has the full authority of a Senate decision. The following procedural requirements apply:

3.9.1. The item can be circulated by eMail, mail or fax.

3.9.2. The proposal must contain:

3.9.2.1. adequate background information to explain the matter;

3.9.2.2. an explicit recommendation on which all Senators are asked to vote;

3.9.2.3. the name of the person or body making the recommendation; and

3.9.2.4. a deadline for voting which is at least 3 working days.

3.9.3. Senators must be given the options of declaring an interest, voting yes or no, or suggesting an amendment or alternative, or requesting that the matter be considered at a meeting.

3.9.4. Voting can be by eMail, letter or fax.

3.9.5. The majority needed for a decision is a majority of all Senators, i.e. an absolute majority.

3.9.6. Non-respondents are not counted; it is not permissible to treat silence as a vote for or against the proposal.

3.9.7. If an absolute majority vote in favour of the proposal prior to the deadline, then that can be taken as a decision and actioned then, rather than having to wait for the deadline.

3.9.8. If 5 Senators request that a meeting be held to decide the matter, then the item will be held over to the next meeting or a special meeting convened.

\textsuperscript{1} Sub-section 11(6) of the Murdoch Act.
\textsuperscript{2} Sub-sections 10(4) and 11(3) of the Murdoch Act.
\textsuperscript{3} Sub-section 12(7) of the Murdoch Act.
3.9.9. The decision will appear as an information item in the agenda of the next meeting, under “Decisions taken by Circulation”, and be included as part of the minutes of that meeting, with a resolution number and the date the decision took effect.

3.10. Subject to paragraph 3.11 of these Standing Orders, the Chancellor may determine that proxy voting will be permitted in respect of a specific item or items for consideration by Senate.

3.11. A determination under paragraph 3.10 may be made only in the following circumstances and subject to the following conditions:

3.11.1. The Chancellor must form the reasonable opinion that a matter to be considered by the Senate is a matter of significance to the University and the vote of as many Senators as possible on the matter is desirable.

3.11.2. For whatever reason, more than [25]% of the members of Senate will not be in attendance at the meeting convened to consider the matter and that it is not feasible or practicable to delay dealing with the matter.

3.11.3. A Senator who is entitled to vote on a matter in respect of which a determination to permit proxy voting has been made, may by signed notice (“Proxy Notice”) appoint the chair of the relevant meeting to vote for that Senator.

3.11.4. The appointment of the proxy is valid only if the Proxy Notice:

3.11.4.1. is in writing signed by the relevant Senator and specifying the meeting in respect of which the proxy is appointed;

3.11.4.2. nominates the Chair of the relevant meeting as the proxy of the Senator;

3.11.4.3. is sent or delivered to the Chair of the meeting at which the proxy is to vote before any vote is taken at that meeting;

3.11.4.4. applies for one meeting only; and

3.11.4.5. specifies the way in which the Senator requires his or her proxy to cast the vote by proxy.

3.11.5. Where the Chair of a meeting of Senate is appointed as the proxy of Senator, he or she:

3.11.5.1. must exercise the proxy vote and must do so in accordance with its terms; and

3.11.5.2. cannot vote on behalf of the Senator if the Senator personally votes on the matter or matters concerned.

3.11.6. At any time prior to the exercise of a proxy vote by the Chair appointed as the proxy of a Senator, the Senator may revoke the appointment by giving written notice to the Chair.

3.12. In exceptional circumstances, and with the consent of the meeting, a Senator may participate in the meeting by teleconference, videoconference or other electronic means. Any such participation will be indicated in the minutes. Subject to the prior consent of two thirds of the Senators, a meeting may be held entirely by any of these means, provided all participating Senators are capable of communicating with each other instantaneously at all times during the proceedings.
3.13. A question will be decided on the voices or by a show of hands unless a ballot is requested by at least 5 Senators. Any Senator may require her or his vote or abstention to be recorded in the minutes.

4. Conduct of business

4.1. The business to be conducted and the order in which it is to be conducted at each regular meeting will be determined by the Senate from time to time.

4.2. The start of each agenda of the Senate will have a standing item “Declarations of interest”, at which point the Chair will ask if any Senator has a material personal interest to declare.

4.3. Senators must declare the nature, character and extent of any material personal interest. In case of doubt, a possible material personal interest must be declared.

4.4. If the Chancellor perceives there to be a material personal interest of which a Senator may be unaware, the Chancellor will raise it with the Senator concerned before the meeting. Chairs of committees will do likewise with meetings of their committees.

4.5. When amended, the Murdoch Act will contain detailed provisions dealing with material personal interests. Until then, the Code of Conduct provisions relating to material personal interests and conflicts of interest will apply. Section 17A and Schedule 1, Division 2 of the Murdoch Act detail the duties of Senators with regard to disclosure of interests.

4.6. Where there is a material personal interest, future papers on this matter might not be made available to the Senator concerned. All declarations of interest will be minuted, along with any ensuing action.

4.7. The agenda of each regular meeting of the Senate will be organised in the following manner:

4.7.1. declarations of interest;

4.7.2. strategic matters;

4.7.3. other issues and recommendations for debate; and

4.7.4. all other items.

4.8. Except by permission of an absolute majority of Senators or as provided in sub-clause 1.2, no Senator will introduce for discussion at a meeting, a subject which has not been included on the notice paper for that meeting.

4.9. Papers can be tabled at a Senate meeting only with the approval of the Chair. When such approval is granted, adequate reading time will be provided to Senators, or, if the item is not urgent, the item may be postponed to another meeting.

4.10. If a meeting of the Senate has not completed its business after two hours, there will be a break of at least 5 minutes, after which the meeting will recommence.

4.11. The Senate will receive the following reports each year to enable it to exercise oversight of the strategic direction and performance of the University:

4.11.1. At its first meeting each year, the Senate will set its strategic goals for the coming year, and will receive from the Vice Chancellor an address on the state of the University and a report on any changes to the University’s external environment.
4.11.2. The Senate will receive an annual review of performance against the strategies in each of the Operational Plans in the University’s Strategic Plan. Only one such report will be presented to any one Senate meeting. These reports will include:

4.11.2.1. performance against key performance indicators;
4.11.2.2. comparative data for the university sector;
4.11.2.3. risk management; and
4.11.2.4. a discussion paper on key issues for the University in that area.

4.11.3. At its November meeting each year, the Senate will receive a presentation on the University’s budget for the following year and on financial issues facing the University.

4.11.4. The Senate will receive quarterly reports on the University’s finances. The Senate’s Resources Committee will first consider these reports.

4.11.5. The Senate will receive a biannual report (at its June and November meetings) on enrolment trends for international and domestic students.

4.12. At least once each year the Senate will conduct a review of its own performance.

Invitees and observers

4.13. All meetings of Senate are open to the public, except when matters are considered in committee, but will not, without permission of the Chancellor or Chair of any meeting, be filmed or otherwise electronically recorded.

4.13.1. Any person wanting to attend a meeting of Senate as an observer must given written notice of his or her intention to do so to the General Counsel & University Secretary. A person may given specific or standing notice of his or her intentions in this regard.

4.13.2. Where there is insufficient space to accommodate all persons wanting to observe any meeting of Senate, access will be granted in order of the timing of notice given to the General Counsel & University Secretary under paragraph 4.13.1.

4.14. A person who is not a Senator is not permitted to speak (unless invited to do so by the Chancellor), or to bring recording equipment or cameras into the meeting. Observers can be excluded at any stage (either as a group, or individually) by decision of the Senate or of the Chancellor.

4.15. The Pro Vice-Chancellors, President of Academic Council, General Counsel, Director of Corporate and Public Relations and Equity Manager are invited to attend meetings of the Senate, and may be called upon by the Chancellor to assist the Senate in its deliberations. The Chancellor or the Senate may also invite other persons to attend, and to address the meeting.

4.16. The NTEU (Murdoch Branch), the CPSU, and the ALHCMWU may each have one representative attend Senate meetings as an invited observer. They are entitled to ask the Chancellor in advance for permission to address the Senate or enter into the debate on specific agenda items. Such requests must be made at least two working days before the relevant Senate meeting, and may be granted at the absolute discretion of the Chancellor. They may also be invited by the Chancellor to speak during the course of Senate’s debate without prior notice, if the Chancellor believes that would assist the Senate.

4.17. Other Senators of the University are entitled to attend as non-participating observers, provided they advise the University Secretary in advance and space is available.
Suspension to deal with confidential business

4.15. The regular order of business may be suspended at any meeting by permission of the Senators present.

4.16. The meeting may resolve to consider any matter in committee, during which attendance will be restricted to Senators of the Senate, the General Counsel & University Secretary and any person invited by the Chancellor to be present for that item of business. The agenda will identify items proposed to be considered in committee. However, any other business may be dealt with in committee if the meeting so resolves upon the ground that it is a confidential matter.

Special and adjourned meetings

4.17. At a special meeting, only the business specified in the notice of meeting will be considered.

4.18. At an adjourned meeting, only the outstanding or incomplete business of the meeting from which it is an adjournment, will be considered.

5. Rules of debate

5.1. The Chair, if desiring to participate in a debate, will vacate the chair and call upon another Senator to act as Chair.

5.2. Any Senator desiring to speak will address the Chair.

5.3. When two or more Senators indicate that they wish to speak, the Chair will call upon the Senator who, in the opinion of the Chair, first indicated an intention to speak.

5.4. A reply will be allowed to a Senator who has moved a substantive motion, but not to any Senator who has moved an amendment.

5.5. No Senator may speak to any question after it has been put by the Chair and the show of hands or ballot has been taken on that question.

5.6. Any Senator may move a motion of which notice has been given.

5.7. A motion may be amended or withdrawn by the mover, by permission of the Senators present.

5.8. Any motion or amendment not seconded will not be discussed or be recorded in the minutes. A motion or amendment moved by the Chair does not require a seconder.

5.9. When one or more amendments have been proposed and defeated or withdrawn, the question will be put as originally proposed.

5.10. A question may be superseded:

5.10.1. by a motion that “the Senate proceed to the next business”; or

5.10.2. by the motion that “the Senate do now adjourn”,

either of which, if seconded will be put immediately without debate.

5.11. The debate on a question may be closed by the motion that “the question be now put”. If the motion is seconded and carried, the question will be put immediately without amendment or debate.
5.12. The Chair will exercise her or his discretion about the manner in which a meeting is conducted. A strict order of debate will be followed only if the meeting so resolves or the Chair so rules.

5.13. A Senator may at any time move that the strict order of debate be followed and the motion will be put to the vote without debate. If such a motion is carried, or the Chair so rules:

5.13.1. no Senator, without the permission of the Chair, will speak twice during the debate on the original motion, except that the mover of the original motion may reply, or that on one amendment being defeated, a Senator may second a further amendment;

5.13.2. a Senator who may have been misrepresented or misunderstood will be allowed to explain immediately before the mover replies;

5.13.3. when an amendment becomes the question, it will be open to discussion as though it were an original motion.

5.14. Unless notice of the motion has been given, a motion to rescind any decision of the Senate must be carried by an absolute majority of the Senate.

6. General

6.1. Any of these standing orders concerning rules of debate may be suspended for the time being if a motion to that effect is carried by a majority of Senators present. Should questions which are not dealt with in these standing orders arise at any meeting, the decision of the Chair will be final.

6.2. A Senator can move dissent from a ruling of the Chair on whether or not to allow a motion, or from a ruling not covered by standing orders, but not on matters of procedure or points of order.

6.2.1. If such a motion of dissent is moved:

6.2.1.1. the Chair will vacate the chair while the motion is under consideration; and

6.2.1.2. the mover and the Chair will have the opportunity to speak, after which the motion will be put to the vote.
Murdoch University Honorary Fellowship Awards
Discussion Document – May 2005

Discussion and Approval Process

1. Draft provided to Vice Chancellor and Chancellor for consideration
2. Draft to go to Honorary Awards and Ceremonial Committee
3. Proposal to be considered by Legal and Governance for issues relating to University Constitution and provided to Legislation Committee for approval if required
4. Approved document to Senate for noting

Goals:
- To recognise significant input to the development of Murdoch University by individuals who may not be otherwise recognised by awards and titles such as Honorary Degrees or Emeritus Professor
- To maintain contact with recipients for the benefit of the community and the ongoing development of the University

Background:
The Honorary Awards and Ceremonial Committee considered the suggestion of establishing Honorary Fellowships and agreed that they should be established during 2005 with the first awards to be presented in late 2005 to correspond with the University’s 30th year anniversary.

Nomination Procedure
Individuals could be nominated by one of three groups with nominations called in March of each year
- Senate
- Senate sub-committees
- Banksia Association

Nominations would be considered and approved by the Honorary Awards and Ceremonial Committee.

Guidelines for Eligibility
Initial recipients
- First members of the University Senate
- Members of the University’s original Planning Board
**Future recipients**
- Individuals who have had an association with the University that is no longer current
- Past staff members both academic and non-academic
- Alumni of the University that have demonstrated commitment to the development of the University and/or who had achieved considerable success in their post-university life
- Individuals who have played an important role at the University as volunteers on projects or committees such as Senate, capital fundraising campaigns etc and others that have provided significant support to the University

It is envisaged that in 2005, approximately 30 awards will be presented and that in future years 5-10 awards would be presented each year. Recipients will receive a certificate and a medal or badge and have their names entered on a new Honour Board similar to that used to recognise Honorary Degree recipients.

**Suggested Program of Activities:**
Recipients would also become members of the Murdoch University Banksia Association and would be encouraged to maintain contact in the following ways:
- Annual Chancellor’s Dinner with guest speaker, preferably a member of the Association
- Members to be entitled to some of the benefits currently enjoyed by Emeritus Professors, including parking, library and internet access
- Members to be invited to all major University events including graduations, lectures etc
- Members to be involved in coordinating and presenting a series of quarterly lectures for students, staff and interested public
- Members to receive Murdoch University publications including In Touch, Synergy and On Campus

**Development Opportunities**
Recipients, as members of the Banksia Association, would also be encouraged to become involved in the development and fundraising activities of the University including:
- Encouraging members to consider making a bequest to Murdoch University in their wills;
- asking members to introduce Murdoch staff to key corporates and individuals for development programs, campaigns and projects;
- encouraging members to be involved in capital fundraising campaigns including playing a role on committees; and
- using members’ stories in fundraising resource materials and campus publications particularly if members have made a bequest to the University.

### Administration of the Awards

<table>
<thead>
<tr>
<th>Nomination and award procedures</th>
<th>Honorary Awards and Ceremonial Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award event and formalities</td>
<td>Office of Corporate Communications and Public Relations</td>
</tr>
<tr>
<td>Ongoing relationship management</td>
<td>Office of Development through the Banksia Association</td>
</tr>
</tbody>
</table>

### Issues to be Resolved:

#### Presentation Event
- Could be tied in with the annual Murdoch Lecture and presented at the beginning of the formal part of the evening. This has the advantage of ensuring a wider audience for the Murdoch Lecture and takes advantage of a formal annual event. Recipients will also benefit from being associated with the high calibre of speakers delivering the lecture each year.
- Could be a separate event coordinated by the Banksia Association in September of each year

#### Name of Awards
- Will the title of Honorary Fellowship cause confusion with academic fellowships?
- Should a different title such as Companion be used?
<table>
<thead>
<tr>
<th>Date of Academic Council recommendation:</th>
<th>15/06/2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Council resolution number:</td>
<td>AC/82/2005</td>
</tr>
<tr>
<td>Date of Legislation Committee endorsement:</td>
<td>09/08/2005</td>
</tr>
<tr>
<td>Legislation Committee resolution number:</td>
<td>LC/08/2005</td>
</tr>
</tbody>
</table>

**Proposed amendment:**

The following Diplomas shall be offered by the University:

- Postgraduate Diplomas in: Advanced Mental Health Nursing <specialisation>, Applied Molecular Biology Techniques (PgDipAppMolBiol), Arts (PgDipA), Asian Studies (PgDipAsianSt), Asian Sustainable Development (PgDipAsDev), Business Administration (PgDipBusAdmin), City Policy (PgDipCityPol), Community Development (PgDipCommDev), Development Studies (PgDipDevSt), Ecological Public Health (PgDipEcolPubHlth), Ecologically Sustainable Development (PgDipESDev), Education (PgDipEd), Educational Computing (PgDipEdComp), Electronic Business (PgDipEB), Energy and the Environment (PgDipEnEnv), Energy Studies (PgDipEnSt), Environmental Forensics (PgDipEnvFor), Environmental Impact Assessment (PgDipEnvImpAss), Environmental Management (PgDipEnvMan), Extractive Metallurgy (PgDipExtMet), Games Technology (PgDipGamesTech), Human Resource Management (PgDipHRM), Information Technology (PgDipIT), Internetworking and Security (PgDipIntwkSecur), Knowledge Management (PgDipKnowlMngt), Mental Health Nursing (PgDipMHNurs), Molecular Plant Breeding and Crop Protection (PgDipMolPBCP), Neuramuscloskeletal Rehabilitation (PgDipNeurRehab), Physics (PgDipPhys), Policy Studies (PgDipPolSt), Professional Experience (fieldname) (PgDipProfExp[fieldname]), Psychology (PgDipPsyCh), Public History (PgDipPubHist), Public Management (PgDipPubMan), Public Policy (PgDipPubPol), School Management (PgDipSchMangt), Science (PgDipSc), Science and Technology Policy (PgDipScTechPol), Social Research and Evaluation (PgDipSocResEval), Social Science (PgDipSocSc), Sports Chiropractic (PgDipSportsChiro) Telecommunications Management (PgDipTelMan).
### Proposed Amendment

<table>
<thead>
<tr>
<th>Date of Academic Council recommendation</th>
<th>15/06/2005</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Council resolution number</td>
<td>AC/82/2005 and AC/92/2005</td>
</tr>
<tr>
<td>Date of Legislation Committee endorsement</td>
<td>09/08/2005</td>
</tr>
<tr>
<td>Legislation Committee resolution number</td>
<td>LC/08/2005</td>
</tr>
<tr>
<td>Proposed amendment: (all changes to be shown in mark-up)</td>
<td>1(1) The following Degrees of Master by Coursework shall be offered by the University: joint Master of Applied Psychology/Doctor of Philosophy (MAppPsych/PhD), Master of Applied Psychology (MAppPsych), Master of Arts (MA), Master of Business Administration (MBA), Master of Education (MEd), Master of Education Studies (MEdSt), Master of Electronic Business (MEB), Master of Electronic Commerce (MEC), Master of Engineering (ME), Master of Human Resource Management (MHRM), Master of International Business (MIB), Master of Laws (LLM), Master of Medical Engineering (MME), Master of Ministry (MMin), Master of Natural Systems Engineering (MNatSysEng), Master of Pharmacy (MPharm), Master of Science (MSc), Master of Science in Environmental Architecture (MScEnvArch), Master of Theology (MTheol), Master of Transport Studies (MTransSt), Master of Veterinary Studies (MVS), MBA in Aviation Management (MBAAvnMan), MBA in Health Services Management (Nursing Leadership) (MBAHSM) and MBA in International Business (MBAIntBus).</td>
</tr>
<tr>
<td></td>
<td>2(1) To qualify for the ordinary degree of master a student shall complete the points shown below:</td>
</tr>
<tr>
<td></td>
<td>Master of Applied Psychology 48 points</td>
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<tr>
<td></td>
<td>Master of Arts</td>
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<tr>
<td></td>
<td>— in Asian Studies 48 points</td>
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<td></td>
<td>— in Asian Sustainable Development 48 points</td>
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<tr>
<td></td>
<td>— in City Policy 48 points</td>
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<tr>
<td></td>
<td>— in Community Development 48 points</td>
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<td></td>
<td>— in Development Studies 48 points</td>
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<tr>
<td></td>
<td>— in Ecologically Sustainable Development 48 points</td>
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<tr>
<td></td>
<td>— in Globalisation and Governance 24 points</td>
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<td></td>
<td>— in Literature and Communication 24 points</td>
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<td></td>
<td>— in Local Governance 48 points</td>
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<td></td>
<td>— in Public Administration 48 points</td>
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<td></td>
<td>— in Public History 48 points</td>
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<tr>
<td></td>
<td>— in Public Policy 48 points</td>
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<tr>
<td>Degree</td>
<td>Points</td>
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<td>--------</td>
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<tr>
<td>— in Science and Technology Policy</td>
<td>48 points</td>
</tr>
<tr>
<td>— in Social Research and Evaluation</td>
<td>48 points</td>
</tr>
<tr>
<td>— in Theological Studies</td>
<td>48 points</td>
</tr>
<tr>
<td>Master of Business Administration</td>
<td>48 points</td>
</tr>
<tr>
<td>Master of Education</td>
<td>24 points</td>
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<tr>
<td><strong>Master of Education Studies</strong></td>
<td>48 points</td>
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<tr>
<td>Master of Electronic Business</td>
<td>48 points</td>
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<tr>
<td>Master of Electronic Commerce</td>
<td>48 points</td>
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<tr>
<td>Master of Engineering</td>
<td>24 points</td>
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<tr>
<td>Master of Human Resource Management</td>
<td>48 points</td>
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<tr>
<td>Master of International Business</td>
<td>48 points</td>
</tr>
<tr>
<td>Master of Laws</td>
<td>24 points</td>
</tr>
<tr>
<td>Master of Medical Engineering</td>
<td>24 points</td>
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<tr>
<td>Master of Ministry</td>
<td>48 points</td>
</tr>
<tr>
<td>Master of Natural Systems Engineering</td>
<td>48 points</td>
</tr>
<tr>
<td>Master of Pharmacy</td>
<td>72 points</td>
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<tr>
<td>Master of Science</td>
<td>24 points</td>
</tr>
<tr>
<td>Master of Science in Environmental Architecture</td>
<td>48 points</td>
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<tr>
<td>Master of Science in Extractive Metallurgy</td>
<td>24 points</td>
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<tr>
<td>Master of Science in Information Technology</td>
<td>48 points</td>
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<tr>
<td>Master of Science in Renewable Energy</td>
<td>48 points</td>
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<tr>
<td>Master of Science in Telecommunications Management</td>
<td>48 points</td>
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<tr>
<td>Master of Theology</td>
<td>48 points</td>
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<tr>
<td>Master of Transport Studies</td>
<td>36 points</td>
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<tr>
<td>Master of Veterinary Studies</td>
<td>24 points</td>
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<tr>
<td>Master of Veterinary Studies in Conservation Medicine</td>
<td>24 points</td>
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<tr>
<td>Master of Veterinary Studies in Veterinary Surveillance</td>
<td>24 points</td>
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<tr>
<td>MBA in Aviation Management</td>
<td>48 points</td>
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<tr>
<td>MBA in Health Services Management</td>
<td>48 points</td>
</tr>
<tr>
<td>MBA International Business</td>
<td>48 points</td>
</tr>
</tbody>
</table>

A course that requires 48 points may include up to 24 points at 400 level; up to 8 points of undergraduate units at 200 or 300 level may be credited towards this provision. **Students who receive 24 points of advanced standing towards a 48 point Masters must complete outstanding course requirements as for a 24 point Masters.** A course that requires 36 points may include up to 12 points at 400 level, but shall not include undergraduate units at 200 or 300 level. A course that requires 24 points may include up to 8 points at 400 level, but shall not include undergraduate units at 200 or 300 level.
### BACHELORS DEGREE REGULATIONS
### PROPOSED AMENDMENT

| Date of Academic Council recommendation: | 15/06/2005 |
| Academic Council resolution number: | AC/93/2005 |
| Date of Legislation Committee endorsement: | 09/08/2005 |
| Legislation Committee resolution number: | LC/08/2005 |

**Proposed amendment:** (all changes to be shown in mark-up)

| 5A(1) | The Managing Director, Division of Student Services, Marketing and International Affairs—The Pro Vice Chancellor (Strategy) has responsibility for ensuring that the University meets its admission targets within agreed tolerance limits, and for determining the minimum entry requirements (such as Tertiary Entrance Rank) for admission to each campus of the University. The Managing Director Pro Vice Chancellor (Strategy) has whatever authority is necessary to carry out these responsibilities. |

---
<table>
<thead>
<tr>
<th>Proposed amendment: (all changes to be shown in mark-up)</th>
<th>42(1) Assessment results in all units shall be reported according to the following system of letter grades: Grading system</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>final grades</strong></td>
<td></td>
</tr>
<tr>
<td>HD</td>
<td>high distinction</td>
</tr>
<tr>
<td>D</td>
<td>distinction</td>
</tr>
<tr>
<td>C</td>
<td>credit</td>
</tr>
<tr>
<td>P</td>
<td>pass</td>
</tr>
<tr>
<td>UP</td>
<td>ungraded pass</td>
</tr>
<tr>
<td>CP</td>
<td>conceded pass</td>
</tr>
<tr>
<td>N</td>
<td>fail</td>
</tr>
<tr>
<td>DNS</td>
<td>fail, did not submit (did not participate in any assessments after HECS census date)</td>
</tr>
<tr>
<td><strong>interim grades</strong></td>
<td></td>
</tr>
<tr>
<td>G</td>
<td>good standing</td>
</tr>
<tr>
<td>NA</td>
<td>not available</td>
</tr>
<tr>
<td>Q</td>
<td>deferred assessment</td>
</tr>
<tr>
<td>S</td>
<td>supplementary assessment</td>
</tr>
<tr>
<td><strong>provisional grade</strong></td>
<td></td>
</tr>
<tr>
<td>F?</td>
<td>provisional fail</td>
</tr>
<tr>
<td><strong>42(6)</strong> A result of provisional fail may be reported where the student is within five percentage marks of a pass grade. In such cases the Board of Examiners shall determine the final grade, which shall be CP, S or N. Deliberately blank.</td>
<td></td>
</tr>
<tr>
<td><strong>44(1)</strong> A student awarded a conceded pass shall be granted the credit points for the unit, subject to an upper limit of 8 points from conceded passes. If a student has fewer than 8 points of conceded passes and is awarded another conceded pass which would cause this limit to be exceeded, the student shall receive partial points for the unit, so that the total points of conceded passes shall be 8 points. Deliberately blank.</td>
<td></td>
</tr>
</tbody>
</table>
| **44(2)** Where a student has been awarded a conceded pass in a unit, the student cannot enrol in any subsequent unit for which that unit is a
<table>
<thead>
<tr>
<th>Section</th>
<th>Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>44(3)</td>
<td>A student awarded a CP grade in a unit may (subject to Regulation 37) enrol again in that unit but shall not be credited more than once with points for that unit.</td>
</tr>
<tr>
<td>45(2)</td>
<td>After supplementary assessment a student shall receive a final grade of either P, CP or N. If a pass, the percentage mark recorded will be 50. If a fail, the percentage mark recorded will be 49 or the composite mark for the unit (whichever is less).</td>
</tr>
<tr>
<td>47(2)(d)</td>
<td>The functions of the Board(s) shall be: to review results reported that semester or trimester for units in the Division, to determine grades for F? results lodged for students whose first major is based in the Division, and, in exceptional circumstances where the Board regards this as warranted, to vary individual results.</td>
</tr>
</tbody>
</table>
# AGENDA ITEM 19

**SENATE RESOLUTION S/54/2004**  
**REPORT OF DOCUMENTS TO WHICH THE OFFICIAL SEAL HAS BEEN APPLIED**

<table>
<thead>
<tr>
<th>Date</th>
<th>Other party</th>
<th>Subject matter</th>
</tr>
</thead>
<tbody>
<tr>
<td>21/06/2005</td>
<td>Francoise Le Tacon</td>
<td>Confidentiality agreement</td>
</tr>
<tr>
<td>01/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>05/07/2006</td>
<td>Somerville Baptist College Inc</td>
<td>Lease</td>
</tr>
<tr>
<td>20/07/2005</td>
<td>Staff Member</td>
<td>Settlement deed</td>
</tr>
<tr>
<td>20/07/2005</td>
<td>Department of Health</td>
<td>Agreement - clinical placements</td>
</tr>
<tr>
<td>22/07/2005</td>
<td>ANZ Banking Group</td>
<td>Facility agreement</td>
</tr>
<tr>
<td>22/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>29/07/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>3/08/2005</td>
<td>Murdoch College</td>
<td>Settlement deed variation</td>
</tr>
<tr>
<td>3/08/2005</td>
<td>8 x various parties including</td>
<td>Deeds of variation</td>
</tr>
<tr>
<td></td>
<td>Comprehensive Education Centre Pty Ltd, Murdoch College Inc &amp; Murdoch Properties Pty Ltd</td>
<td></td>
</tr>
<tr>
<td>3/08/2005</td>
<td>Catona Pty Ltd t/as AEG and Alexander Language School Pty Ltd</td>
<td>Feeder College agreement - establishing a feeder college on the University’s South Street campus</td>
</tr>
<tr>
<td>20/07/2005</td>
<td>Staff Member</td>
<td>Settlement deed</td>
</tr>
</tbody>
</table>