Date: Tuesday, 13/12/2006
Time: 4:30 pm
Venue: St Ives Retirement Village, Windelya Road, Murdoch

AGENDA

1. MEMBERSHIP
2. APOLOGIES
3. DECLARATIONS OF INTEREST (SENATE STANDING ORDERS CLAUSE 4.2)

PART A - MAJOR ISSUES

4. 2006 BUDGET

PART B - OTHER ISSUES FOR DISCUSSION

5. AUQA AUDIT STATUS REPORT

PART C - OTHER ITEMS

6. CONFIRMATION OF PREVIOUS MINUTES
7. RESOURCES COMMITTEE
8. OFFICIAL SEAL
9. SENATE MEETING DATES 2006

PART D - CONFIDENTIAL ITEMS

10 CHANCELLOR’S COMMITTEE

★★★★
Date: Tuesday, 13/12/2006
Time: 4:30 pm
Venue: Conference room, St Ives Retirement Village, Windelya Road, Murdoch

Afternoon tea will be available in the meeting room from 4pm. Would you kindly remember to wear your name badge?

After the meeting, Christmas dinner will be held in the Dining Room at St Ives.

If you will be unable to remain for dinner, would you please advise the Assistant University Secretary, Samantha Summerton, by phone as soon as possible, so we can finalise catering numbers? Her number is 9360 6333.

If any Senate member would like additional information on any agenda item, or has a motion or changes to recommendations which could be included in a supplementary agenda, please contact me as soon as possible via eMail to J.Pease@murdoch.edu.au.

The Chancellor has also requested that, if you intend to speak to a particular item (in particular any item included in Part C of the agenda), please let me know in advance. Where the item is in Part C, would you please also identify the specific item and provide brief details of the aspect(s) in respect of which you intend to speak? This will greatly facilitate the smooth running of the meeting.

JOHN PEASE
GENERAL COUNSEL
& UNIVERSITY SECRETARY
07/12/2005

AGENDA

1. MEMBERSHIP
   1.1 A list of current Senate members is attached.
   1.2 Details of current membership of Senate committees are also attached.

2. APOLOGIES
   2.1 Mr Bob Pett, Professor Stuart Bradley
   2.2 Any apologies received after circulation of the agenda will be reported to the meeting.

3. DECLARATIONS OF INTEREST
   Section 17A and Division 2 of Schedule 1 of the Murdoch University Act require all members of Senate who have a material personal interest in a matter being considered or about to be considered:
   (i) to declare the nature and extent of the interest; and
   (ii) not to be present during consideration of the matter, nor vote on it.
PART A - MAJOR ISSUES

4. 2006 BUDGET
The Pro Vice Chancellor (Corporate) will speak to his presentation to Senate (briefing paper attached).

PART B - OTHER ISSUES FOR DISCUSSION

5. AUQA AUDIT STATUS REPORT
The Pro Vice Chancellor (Academic) will provide a brief update for Senate members in relation to preparations for the AUQA audit scheduled for 2006 (briefing paper attached).

PART C - OTHER ITEMS

The Chancellor will put the following as a single item for noting and for the approval/acceptance of any recommendations contained in them. Members of Senate may request that any of these items to be reserved for discussion.

6. CONFIRMATION OF PREVIOUS MINUTES
   6.1 Confirmation of the minutes of the meeting held on 22/11/2006 (attached).
   6.2 Note the attached report of action on resolutions passed at the previous meeting.

7. RESOURCES COMMITTEE
The minutes of the Resources Committee meeting held on 06/12/2006 are attached. The following items contain recommendations to Senate:

   RC/26/2006 (i) Approve the increase of the HECS Top UP from 20% to 25% effective from 2007; and
   (ii) Preferentially apply the amount collected from the increase in the HECS Top Up to meet costs of managing the University’s maintenance backlog program.
   RC/27/2006 Approve the write-off of assets totalling $154,678 for the year ending 31 December 2005.
   RC/28/2006 Approve the construction of a building to house the Centre for Clinical Immunology & Biomedical Statistics (“CCIBS”) for $8.75M with a bare laboratory, financed through project debt over ten years.
   RC/29/2006 Approve the attached payments for the period 29/10/2005 to 01/12/2005 inclusive.
8. **OFFICIAL SEAL**

   In accordance with resolution S/54/2004, the General Counsel & University Secretary has provided a report detailing the documents to which the official seal has been affixed since the last Senate meeting.

9. **SENATE MEETING DATES 2006**

   The Senate’s meeting dates for 2006 and respective closing dates for agenda items are attached.

**PART D - CONFIDENTIAL ITEMS**

10. **CHANCELLOR’S COMMITTEE**

    The minutes of the Chancellor’s Committee meeting held on 06/12/2006 are enclosed in a confidential envelope.

   ☜ ☜ ☜
<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor</td>
<td>Emeritus Professor Geoffrey Bolton</td>
<td>24/11/2006</td>
</tr>
<tr>
<td>Vice Chancellor</td>
<td>Prof John Yovich</td>
<td>Ex officio</td>
</tr>
</tbody>
</table>

**APPOINTED MEMBERS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alison Gaines</td>
<td>21/07/2008</td>
</tr>
<tr>
<td>Malcolm Macpherson</td>
<td>10/09/2006</td>
</tr>
<tr>
<td>Judge Kate O’Brien</td>
<td>15/05/2006</td>
</tr>
<tr>
<td>Terry Budge</td>
<td>31/05/2007</td>
</tr>
<tr>
<td>Garry Hunt</td>
<td>26/05/2007</td>
</tr>
<tr>
<td>Brian Aitken</td>
<td>27/08/2008</td>
</tr>
</tbody>
</table>

**CO-OPTED MEMBERS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Rt Hon Sir William Heseltine</td>
<td>24/07/2006</td>
</tr>
<tr>
<td>Richard Lester</td>
<td>22/05/2006</td>
</tr>
<tr>
<td>Robert Pett</td>
<td>31/12/2005</td>
</tr>
</tbody>
</table>

**ELECTED ACADEMIC STAFF**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prof Stuart Bradley</td>
<td>09/11/2008</td>
</tr>
<tr>
<td>Assoc Prof Nick Costa</td>
<td>25/09/2006</td>
</tr>
<tr>
<td>Dr Jim Macbeth</td>
<td>28/10/2007</td>
</tr>
</tbody>
</table>

**ELECTED GENERAL STAFF**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Philip Hocking</td>
<td>21/04/2008</td>
</tr>
</tbody>
</table>

**ELECTED CONVOCATION**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Janice Bowra</td>
<td>02/12/2008</td>
</tr>
<tr>
<td>Carolyn Jakobsen</td>
<td>31/12/2006</td>
</tr>
</tbody>
</table>

**ELECTED STUDENTS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Malcolm Bradley</td>
<td>31/12/2005</td>
</tr>
<tr>
<td>Daniel Narbett</td>
<td>31/12/2005</td>
</tr>
</tbody>
</table>
### Audit & Risk Management Committee

**Chair**  
Sir William Heseltine  

**Members**  
Ms Janice Bowra  
Judge Kate O'Brien  
Mr Jamie Ogilvie*  
Ms Beverley Schubert*  
Mr Brian Aitken

### Chancellor’s Committee

**Chair**  
Chancellor  

**Members**  
Pro Chancellor  
Ms Alison Gaines  
Sir William Heseltine  
Mr Malcolm Macpherson  
Mr Terry Budge  
Mr Garry Hunt

### Environmental Committee

**Chair**  
Mr Garry Hunt  

**Members**  
Vice Chancellor  
Dr Martin Anda*  
Professor Richard Hobbs*  
Ms Carolyn Jakobsen  
Professor Phil Jennings*  
Dr Jim Macbeth  
Mr Craig Spence*  
Dr Melanie Strawbridge*  
Environmental Science Student*

### Governance & Nominations Committee

**Chair**  
Chancellor  

**Members**  
Pro Chancellor  
Vice Chancellor  
Professor Nick Costa  
Mr Terry Budge
Ms Alison Gaines  
Ms Greta Vom Berg*  
Gerry Georgatos  
John Pease*

**Honorary Awards & Ceremonial Committee**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Chancellor</td>
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<tr>
<td>Members</td>
<td>Pro Chancellor</td>
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<td>Vice Chancellor</td>
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<td></td>
<td>Mr Phillip Hocking</td>
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<tr>
<td></td>
<td>Professor Nick Costa</td>
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<tr>
<td></td>
<td>Professor Tom Lyons*</td>
</tr>
<tr>
<td></td>
<td>Mr Malcolm Macpherson</td>
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<tr>
<td></td>
<td>Professor Simone Volet*</td>
</tr>
<tr>
<td></td>
<td>Gerry Georgatos</td>
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<td></td>
<td>Mr Nathan Giles*</td>
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**Legislation Committee**

<table>
<thead>
<tr>
<th>Role</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Judge Kate O’Brien</td>
</tr>
<tr>
<td>Members</td>
<td>Vice Chancellor</td>
</tr>
<tr>
<td></td>
<td>Ms Janice Bowra</td>
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<tr>
<td></td>
<td>Mr Mal Bradley</td>
</tr>
<tr>
<td></td>
<td>Ms Alison Gaines</td>
</tr>
<tr>
<td></td>
<td>Mr Gabriel Moens*</td>
</tr>
<tr>
<td></td>
<td>Mr John Pease*</td>
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</tbody>
</table>

**Resources Committee**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Mr Terry Budge</td>
</tr>
<tr>
<td>Members</td>
<td>Vice Chancellor</td>
</tr>
<tr>
<td></td>
<td>Mr Phillip Hocking</td>
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<tr>
<td></td>
<td>Professor Stuart Bradley</td>
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<td></td>
<td>Sir William Heseltine</td>
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<td></td>
<td>Mr Garry Hunt</td>
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<tr>
<td></td>
<td>Mr Dick Lester</td>
</tr>
<tr>
<td></td>
<td>Mr Bob Pett*</td>
</tr>
</tbody>
</table>

* Recommended as co-opted, non-member of Senate for term commencing 01/01/2006 and term expiring 31/12/2008  
* Recommended as co-opted, non-member of Senate with term commencing 01/01/2006 and term expiring 31/12/2006
SENATE – 12 DECEMBER 2005

2005 WHOLE-OF-INSTITUTION AUDIT (WOIA) OUTCOMES AND PREPARATIONS FOR THE 2006 AUSTRALIAN UNIVERSITIES QUALITY AGENCY (AUQA) AUDIT

1. BACKGROUND

At the November meeting, members were advised that a report would be provided to this meeting on the general outcomes of the Whole-of-Institution Audit.

2. WOIA OUTCOMES

Information sessions were conducted on Monday 29 November for interested staff and students meeting the Panel. These were well attended and appeared to be well received.

The WOIA Panel met with students, staff and external stakeholders over three days (29 November – 1 December 2005). A close out meeting was held with the Vice Chancellor and Pro Vice Chancellor (Academic) at the end of the final day.

The entire Panel met on Friday 2 December 2005 to discuss the general content of their Report. The Chair worked with the Panel Secretary over the weekend of 3 – 4 December 2005 to further develop the Report. The Report is currently being further developed and it is hoped that summary findings will be released prior to finalisation of the report in its entirety. It is anticipated that the Report will be finalised in time to inform the development of the AUQA Performance Portfolio.

3. SENATE PARTICIPATION

Senators interviewed by the Panel were Ms Alison Gaines, the Rt Hon Sir William Heseltine, Mr Garry Hunt, Ms Carolyn Jakobsen, Dr Jim Macbeth and Mr Daniel Narbett.

The University appreciates members taking time from their busy schedules to participate in the audit process.

4. AUQA PERFORMANCE PORTFOLIO

Work has already commenced on updating the WOIA Performance Portfolio. It needs to be significantly reduced in size and will also take into account the above findings.

The AUQA Performance Portfolio has to be submitted to AUQA by 9 February 2006 at the latest, and preferably earlier. This means that the Portfolio will essentially need to be finalised by Friday 13 January 2006 to allow time for feedback from the University community prior to final sign-off and printing. A copy of this draft will be circulated to Senate members so that there is an opportunity for members to comment on the Portfolio. Given the tight timelines, there will not be time to also circulate a copy of the revised version.

Accordingly, Senate is requested

to delegate authority to the Vice Chancellor to approve the final version of the AUQA Performance Portfolio.
A copy of the final report will be circulated to members with the agenda for the Senate meeting to be held on 22 February 2006.

Professor Jan Thomas
Pro Vice Chancellor (Academic)

5 December 2005
Date of meeting: Tuesday, 22/11/2006

Present:

Em. Prof. Geoffrey Bolton (Chair)
Prof. John Yovich (Vice Chancellor) Prof. Stuart Bradley
Mr Terry Budge Assoc. Prof. Nick Costa
Mr Dick Lester Associate Prof. Jim Macbeth
Mr Brian Aitken Ms Janice Bowra
Sir William Heseltine Ms Carolyn Jakobsen
Judge Kate O’Brien Mr Daniel Narbett
Ms Alison Gaines Mr Mal Bradley

Secretary: John Pease

Observers
Mr Ian Callahan (PVC – Corporate Services)
Prof. Gary Martin (PVC – Strategy)
Prof. Andris Stelbovics (PVC – Research)
Prof. Jan Thomas (PVC – Academic)
Prof. Michael Borowitzka (President, Academic Council)
Assoc. Prof. Arnold Depickere
Prof. Jim Reynoldson
Prof. Yianni Attikiouzel
Assoc. Prof. Michael Campion
Mr Craig Spence
Ms Teresa Connolly

Meeting commenced at: 4:30pm

1. MEMBERSHIP & APPOINTMENTS
The Chancellor welcomed Brian Aitken to his first Senate meeting and congratulated Stuart Bradley and Malcolm Bradley on their re-election to Senate for three and one year terms, respectively.

The Chancellor also congratulated Jim Macbeth and Michael Borowitzka on their recent appointments as Associate Professor and Professor, respectively.

2. APOLOGIES
Malcolm Macpherson, Bob Pett, Mr Philip Hocking, Mr Garry Hunt.

3. DECLARATIONS OF INTEREST (MURDOCH UNIVERSITY ACT s17A)
Nil.

4. BI-ANNUAL STUDENT ENROLMENT REPORT
The PVC (Strategy) spoke to his report on student enrolment. Key points included:

- Total student load (EFTSL) increased in 2005 by 3%.
- Part-time EFTSL increased by 60%, highlighting a trend of part-time students enrolling mid-semester.
- Undergraduate first preferences reached an all-time high of 17.4%.
Commonwealth supported places increased by 24% which was reflected in the drop in domestic fee-paying students as these students transferred to Commonwealth supported places.

Total commencing student load for 2005 was 9,401, the highest ever recorded by the University.

International post-graduate coursework student numbers dropped from 795 in 2001 to 153 in 2005. The drop in international post-graduate coursework student numbers relates to the closure of certain off-shore programmes previously offered in Hong Kong and China. New courses are being designed and implemented to address this shortfall.

Semester 1, 2005 saw an 8.9% increase in international onshore undergraduates in Australian universities. The University has an 8% increase in undergraduates, consistent with the national increase.

The University needs to continue to focus on its product offerings, particularly in the postgraduate area, to ensure that it keeps abreast of international and local developments.

5. SENATE COMMITTEES

The Senate noted the Chancellor’s recommendations regarding committee memberships. A query was raised regarding student representation on the Environmental Committee.

Resolved: 
S/68/2005 (i) To approve the respective Chairs and membership of Senate committees for 2006-2009, as detailed in the attached schedule.

(ii) To request the Environmental Committee consider (and report back to Senate) whether or not its membership should include an elected student Senator in addition to the existing co-opted student representative with an interest in environmentalism.

(iii) The Summer Committee 2005/6 will consist of:
The Chancellor
Vice Chancellor
Pro Chancellor
Professor Nick Costa

6. VICE CHANCELLOR’S REPORT

The Vice Chancellor spoke to his report. Key points included:

- The University’s ARC research grants for 2006 have increased from the 2005 figures.

- In the immediate future the Vice Chancellor will bring a proposal to Senate to establish an endowment/investment fund to be maintained separately from the University’s commercial activities.

- The Senior Executive is commencing work on a review of the University’s strategic plan, which will be discussed across the University community and he and expects to have a working draft in time for Senate’s Retreat in 2006.

- Discussions in relation to Agriculture Research WA and the Agriculture Department’s headquarters continue to progress satisfactorily.
The Chancellor has been short-listed as the WA nominee for Australian of the Year.

The University is looking to access Federal funding for an external consultant to undertake an operational efficiency review in conjunction with the review of the University’s strategic plan.

The Banksia Association will be launched on 30/11/2005. This association will provide a forum for all individuals who have a connection with Murdoch (ex-Senate members, former lecturers) to come together and promote the University.

Resolved:

(i) To congratulate Dr Simon Mallal and Ms Rhonda Marriott on their recent achievements, noting that the Chancellor will write to each.

(ii) To appoint Mr Brian Aitken, Professor John Howell, Dr Clyde McGill and Professor Nick Costa as trustees of the Murdoch University Veterinary Trust for a 3 year term commencing on 01/01/2006.

(iii) To note the update in relation to progress against Senate’s 2005 priorities.

7. AUQA AUDIT UPDATE

The PVC (Academic) provided an update on Murdoch’s preparations for the upcoming Whole of Institution Audit (in November) and the AUQA audit (in May 2006).

Preparations for the audit have been progressing very satisfactorily. A tentative date has been set for the May, 2006 AUQA audit and a strong panel has been chosen to oversee the audit. The document deadline for the AUQA audit is January 2006 and the University is on schedule.

The PVC (Academic) acknowledged the excellent work done Mrs Jane Michell.

8. MINUTES

Senate confirmed the minutes of the meeting held on 11/10/2006. It also noted a report of action taken to implement previous resolutions of Senate.

9. ACADEMIC COUNCIL

Senate noted the minutes of the meeting of the Academic Council held on 02/11/2006

Secretary’s note: Recommendations relating to legislative amendments are yet to be considered by the Legislation Committee.

10. AUDIT & RISK MANAGEMENT COMMITTEE

Senate noted the minutes of the meeting of the Audit & Risk Management Committee held on 01/11/2006 and resolved in accordance with the recommendation of the committee as follows:

Resolved: To reduce strategic risk one from high to moderate and re-evaluate this risk after the Whole of Institution Audit and the IT Audit by the Auditor General.

11. GOVERNANCE & NOMINATIONS COMMITTEE

Senate noted the minutes of the meeting of the Governance & Nominations Committee held on 28/10/2006 and resolved in accordance with the recommendation of the committee as follows:
Resolved:
S/71/2006

(i) During years in which the Guild President is not also elected by the students as a member of Senate, he or she is welcome to give notice under the standing orders of his or her intention to attend Senate meetings, either for a specific meeting, or on a standing basis.

(ii) The terms of reference for the following committees be amended by replacing the reference to “Guild President” with a reference to “an elected student member of Senate or the Guild President, ex officio”:

(a) Audit & Risk Management Committee (observer status only)
(b) Governance & Nominations Committee
(c) Honorary Awards & Ceremonial Committee
(d) Legislation Committee
(e) Resources Committee

(iii) To authorise the General Counsel & University Secretary to amend the Senate’s Statement of Governance Principles to reflect the changes to the terms of reference of the various Senate committees referred to in paragraph (ii).

(iv) To review the matter after the student elections held in 2006.

Resolved:
S/72/2006

To appoint:

(i) Sir William Heseltine as chair of the Audit & Risk Management Committee until July 2006 when his term as a member of Senate expires; and

(ii) Judge Kate O’Brien as chair of the Legislation Committee until May 2006 when her term as a member of Senate expires.

12. LEGISLATION COMMITTEE

Senate noted the minutes of the meeting of the Legislation Committee held on 24/10/2006 and resolved in accordance with the recommendation of the committee as follows:

Resolved:
S/73/2006

(i) To amend the Diploma Regulations and Master by Coursework Degree Regulations in the terms attached (changes shown in mark-up).

(ii) To amend the Guild Regulations in the terms attached (changes shown in mark-up).

Resolved:
S/74/2006

To amend the Statute no. 17-Guild of Students in the terms attached (changes shown in mark-up).

Secretary’s note
In accordance with sub-section 25(1) of the Murdoch University Act, an absolute majority of Senate members voted in favour of the resolution.

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

Senate noted the minutes of the meeting of the Resources Committee held on 08/11/2006 and resolved in accordance with the recommendation of the committee as follows:

Resolved:
S/75/2006

(i) To approve the attached list of write-off of debts relating to student loans and fees for the period to 30 September 2005.

(ii) To approve the attached list of payments for the period 22/07/2005 to 09/09/2005 inclusive.
(iii) To approve the letting of a contracts for:

(a) asbestos removal in the Senate suite, refectory, Social Sciences, Education and Humanities buildings for a revised sum of $2.4M; and

(b) maintenance work to laboratory building PS3.3 for the sum of $550,000.

14. CHANCELLOR’S COMMITTEE (PAPERS & DISCUSSION COMMERCIAL IN CONFIDENCE)

Senate noted the minutes of:

- the Chancellor’s (Merger) Committee meeting held on 17/10/2005 and resolution by circulation, the effective date of which was 07/11/2005; and
- the Chancellor’s Committee resolution by circulation, the effective date of which was 21/11/2005.

There were no recommendations requiring a resolution of Senate.

There was a brief discussion regarding the outcomes of the merger discussions with Curtin University of Technology.

The Vice Chancellor indicated that Murdoch University is well placed to meet the challenges posed by the changing higher education environment, but the University as a whole cannot be complacent and he and the Senior Executive are working on preparing the University for changes required, with the review of the strategic plan referred to earlier being the first stage of that evolution.

Other key comments made included:

- The investment of time and resources was extremely worthwhile, providing the University with valuable insights and a catalyst to adapt as necessary to meet the challenges of the changing higher education environment. The process sets the scene for Murdoch University to refocus on what it must do and change to overcome those challenges.

- Subject to observing the various confidentiality constraints that apply, the University will be able to use a lot of the data gathered in its strategic and operational planning.

- The process adopted for dealing with negotiations, in particular the role played by members of the Chancellor’s (Merger) Committee and the Senior Executives involved, had proved extremely effective and professional. It served the University well.

- The student body were appreciative of the consultation provided by members of the University’s negotiating team subsequent to the last meeting of Senate.

- The University should capitalise on the momentum and energy generated by the negotiations and staff engagement in the process.

Senate commended the Vice Chancellor and Senior Executive for their continuing efforts.
15. OFFICIAL SEAL

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

Meeting concluded at 6:35pm

Signed as a true record of the meeting of the Senate held on 22/11/2006.

__________________________
EMERITUS PROFESSOR GEOFFREY BOLTON - CHAIR

Dated: December, 2005
<table>
<thead>
<tr>
<th>Resolution</th>
<th>Action officer</th>
<th>Action required</th>
<th>Completed on</th>
</tr>
</thead>
<tbody>
<tr>
<td>S/68/2005</td>
<td>Samantha Summerton</td>
<td>Amend Senate homepage details of committee Chairs/memberships.</td>
<td>06/12/2005</td>
</tr>
<tr>
<td>S/72/2005</td>
<td>Andrew Burchfield &amp; Robin Lees</td>
<td>Send eMail communication to all Chairs and members of Senate committees confirming their membership details and dates of meetings for 2006.</td>
<td>06/12/2005</td>
</tr>
<tr>
<td>S/69/2005(i)</td>
<td>Samantha Summerton</td>
<td>Ensure next Environmental Committee agenda includes review of its membership structure.</td>
<td>06/12/2005</td>
</tr>
<tr>
<td>S/69/2005(ii)</td>
<td>Samantha Summerton</td>
<td>To note revised Chairs/membership details for their respective committees and to inform their respective Chairs accordingly.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/70/2005</td>
<td>Andrew Burchfield</td>
<td>Prepare letters of congratulations for the Chancellor to send to Dr Simon Mallal and Ms Rhonda Marriott.</td>
<td>On-going</td>
</tr>
<tr>
<td>S/71/2005(i)</td>
<td>Samantha Summerton</td>
<td>Formalise appointment of new trustees.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/71/2005(ii)</td>
<td>Andrew Burchfield &amp; Robin Lees</td>
<td>Amend Senate homepage details of committee terms of reference.</td>
<td>06/12/2005</td>
</tr>
<tr>
<td>S/71/2005(ii)</td>
<td>Samantha Summerton</td>
<td>Arrange printing of version 2.2 of the Statement of Governance Principles and for web version to be updated.</td>
<td>02/12/2005</td>
</tr>
<tr>
<td>S/73/2005(i)</td>
<td>Samantha Summerton</td>
<td>To note revised terms of reference for their respective committees and to inform their respective Chairs accordingly.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/73/2005(ii)</td>
<td>Samantha Summerton</td>
<td>Organise for paper-based and web versions of the Diploma Regulations to be amended as per Senate resolution.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/73/2005(ii)</td>
<td>Gerry Dunne &amp; Tamara Martin</td>
<td>Organise for paper-based and web versions of the Master by Coursework Degree Regulations to be amended as per Senate resolution.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/73/2005(ii)</td>
<td>Gerry Dunne &amp; Tamara Martin</td>
<td>Issue mail bomb to all staff and students advising that amended versions of both are now available on the website.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/73/2005(ii)</td>
<td>SMP</td>
<td>Note amendments to the Diploma Regulations and the Master by Coursework Degree Regulations are now in effect.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/73/2005(ii)</td>
<td>Samantha Summerton</td>
<td>Organise for paper-based and web versions of the Guild Regulations to be amended as per Senate resolution.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/73/2005(ii)</td>
<td>Samantha Summerton</td>
<td>Advise Guild President when website version updated and issue mail bomb to all staff and students advising that amended version of the regulations are now available on the website.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/74/2005</td>
<td>Samantha Summerton</td>
<td>Arrange for notice of the amendments to Statute no. 17-Guild of Students to be posted on noticeboards on the University’s 3 campuses.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/75/2005(i)</td>
<td>Ian Gell</td>
<td>Action write-off of various student debts in accordance with Senate’s authorisation.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/75/2005(ii)</td>
<td>Julie Keene</td>
<td>Arrange payments in accordance with Senate’s authorisation.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>S/75/2005(iii)</td>
<td>Craig Spence</td>
<td>Proceed with letting of contracts for asbestos removal and maintenance to PS3.3 in accordance with Senate’s authorisation.</td>
<td>28/11/2005</td>
</tr>
<tr>
<td>General</td>
<td>Samantha Summerton</td>
<td>Arrange for Senate minutes (less confidential annexures) to be posted on the website and for mail-bomb to be issued to all staff and students advising that the draft minutes are available for viewing.</td>
<td>28/11/2005</td>
</tr>
</tbody>
</table>
## Senate Meeting Dates 2006

<table>
<thead>
<tr>
<th>Future Senate Meeting Dates</th>
<th>Deadline for Agenda Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, 22/02/2006</td>
<td>Thursday, 09/02/2006</td>
</tr>
<tr>
<td>Wednesday, 05/04/2006 (Peel campus)</td>
<td>Thursday, 23/03/2006</td>
</tr>
<tr>
<td>Wednesday, 03/05/2006</td>
<td>Thursday, 20/04/2006</td>
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<tr>
<td>Wednesday, 07/06/2006</td>
<td>Thursday, 25/05/2006</td>
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<tr>
<td>Wednesday, 12/07/2006</td>
<td>Thursday, 29/06/2006</td>
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<tr>
<td>Wednesday, 06/09/2006</td>
<td>Thursday, 24/08/2006</td>
</tr>
<tr>
<td>Wednesday, 25/10/2006</td>
<td>Thursday, 12/10/2006</td>
</tr>
</tbody>
</table>

*All Senate meetings will commence at 4.30 pm.*