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## ACADEMIC SENATE

Academic Senate met from 9:30am to 12:20pm on Wednesday, 11 September 2024 in Building 20, room 20.5 and via videoconference.

### Members Present:

**Prof Nina Reynolds** (Chair, Academic Senate)  
**Prof Penny Van Bergen** (Deputy Chair, Academic Senate)  
**Prof John Dewar** (Interim Vice-Chancellor and President)  
**S/Prof Sue Bennett** (Interim Deputy Vice-Chancellor (Academic and Student Life))  
**Prof David Currow** (Deputy Vice-Chancellor (Research & Sustainable Futures))  
**Prof Sean Brawley** (Deputy Vice-Chancellor (Strategy & Assurance))  
**Prof Christian Ritz** (Dean, Global Academic Affairs)  
**Prof Peter Kelly** (Acting Executive Dean, Faculty of Arts, Social Sciences and Humanities)  
**Prof Grace McCarthy** (Interim Executive Dean, Faculty of Business and Law)  
**S/Prof Gursel Alici** (Executive Dean, Faculty of Engineering and Information Sciences)  
**S/Prof Eileen McLaughlin** (Executive Dean, Faculty of Science, Medicine and Health)  
**Matthew Wright** (Interim Chief Operating Officer)  
**Jaymee Beveridge** (Vice-President Indigenous Strategy & Engagement)  
**Dr Albert Munoz Aneiros** (Student Ombudsman)

**Prof Ann Rogerson** (Associate Dean (Education), Faculty of Business and Law)  
**A/Prof Montse Ros** (Associate Dean (Education), Faculty of Engineering and Information Sciences)  
**Prof Tracey Kuit** (Associate Dean (Education), Faculty of Science, Medicine and Health)  
**Prof Stuart Johnstone** (Faculty of the Arts, Social Sciences and Humanities)  
**Dr Gai Lindsay** (Faculty of the Arts, Social Sciences and Humanities)  
**Dr Sam Moreton** (Faculty of the Arts, Social Sciences and Humanities)  
**Prof Lee Moerman** (Faculty of Business and Law)  
**Dr Nadia Zainuddin** (Faculty of Business and Law)  
**A/Prof Andy Schmulow** (Faculty of Business and Law)  
**Dr Sarah Lothian** (Faculty of Business and Law)  
**Prof Jun Shen** (Faculty of Engineering and Information Sciences)  
**A/Prof Hongtao Zhu** (Faculty of Engineering and Information Sciences)  
**A/Prof Jun Yan** (Faculty of Engineering and Information Sciences)

**Prof Faisal Hai** (Faculty of Engineering and Information Sciences)  
**Prof Lezanne Ooi** (Faculty of Science, Medicine and Health)  
**A/Prof Rebekkah Middleton** (Faculty of Science, Medicine and Health)  
**A/Prof Gokhan Tolun** (Faculty of Science, Medicine and Health)  
**Prof Yenna Salamonson** (Faculty of Science, Medicine and Health)  
**A/Prof Khay Wai See** (Institute for Superconducting and Electronic Materials (ISEM))  
**A/Prof Bonnie Dean** (Learning, Teaching and Curriculum)  
**Prof Peter Innis** (Intelligent Polymer Research Institute)  
**Amity Lees** (Undergraduate Student Representative)  
**Joshua Lane** (Undergraduate Student Representative)  
**Connor Da Lapa-Soares** (Undergraduate Student Representative)  
**Bharadwaja Satya Vinod Tondapu** (Onshore International Student Representative)

### Attendees:

**James Conroy** *on behalf of Margie Jantti* (Director, Library)  
**Brenden Hooke** (Executive Officer Academic Senate, Deputy Chief Governance Officer)  
**Theresa Hoynes** (Director, Student Life)  
**Jordan Matthews** (Chief of Staff)  
**Dr Anthony McKnight** (Senior Lecturer, Curriculum Transformation Lead)  
**Prof Trish Mundy** (Chief Integrity Officer)

**Dr Kellie Ridges** (Director, Student Administration Services)  
**Dominic Riordan** (Director, Academic Quality and Standards)  
**Jan Sullivan** (Manager, Academic Policy and Standards)  
**Alyssa White** (Chief Governance Officer and University Secretary)  
**Lucinda Wright** (Deputy University Secretary)

**Visitors:**

**Ellenie Petrou** (Chief Strategy Officer and Senior Manager) and **Ali Bourke** (Talent and Organisational Development) for item 2.1

**Robert Oldfield** (Chief Risk and Assurance Officer) and **Alex Groot-Koerkamp** (Senior Manager, Risk and Assurance) for item 2.2  
**Dist. Prof. Gordon Wallace** (Director, Intelligent Polymer Research Institute) for item 2.12

**Observers:**

**Dr Joshua Mattock** (Career Development Fellow, Faculty of Science, Medicine and Health)  
**Katrina Gamble** (Faculty Executive Manager, Faculty of Arts, Social Sciences and Humanities)  
**A/Prof Vinod Jayan Sylaja** (Faculty of Engineering and Information Sciences)

**Prof Corinne Cortese** (Associate Dean Higher Degree Research, Faculty of Business and Law)  
**Allison Freeman** (Director, Future Education)  
**Anu Aitken** (Legal Counsel, Legal Services Unit)

**Apologies:**

**Dr Joshua Lobb** (Associate Dean (Education), Faculty of the Arts, Social Sciences and Humanities)  
**Prof Cathrine Neilsen-Hewett** (Faculty of the Arts, Social Sciences and Humanities)  
**Prof Dilan Thampapillai** (Faculty of Business and Law)  
**Dr Jie (Jack) Yang** (Faculty of Engineering and Information Sciences)  
**Dr Jeremy Lum** (Faculty of Science, Medicine and Health)

**Dr Lisa Slater** (Associate Deans (EDI) Faculty of the Arts, Social Sciences and Humanities)  
**Dr Kate Bowles** (Associate Deans (International) Faculty of the Arts, Social Sciences and Humanities)  
**Abbey Dawson** (Undergraduate Student Representative)  
**Durga Tandon** (Postgraduate Student Representative)  
**Muhammad Sarwar** (Postgraduate Student Representative)

05/2024

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## UNCONFIRMED MINUTES

### 1 PRELIMINARY BUSINESS

#### 1.1 Welcome and Apologies

**Resolution AS-24/05-01**

Academic Senate resolved to note the welcomes and apologies as reported at the meeting.

**Note for the Record**

The Chair provided an Acknowledgement of Country and welcomed members, attendees and visitors to the 375th meeting of Academic Senate.

The Chair welcomed new members Prof. Grace McCarthy (Interim Executive Dean, Faculty of Business and Law), Dr Albert Munoz Aneiros (Student Ombudsman) and Matthew Wright (Interim Chief Operating Officer)

The Chair welcomed the standing attendees and observers. and noted several apologies conveyed to the Executive Officer of Academic Senate.

#### 1.2 Arrangement of Agenda

##### 1.2.1 Declaration of Interests

**Resolution AS-24/05-02**

Academic Senate resolved to note there were no declarations of interest.

**1.2.2 Confidential Items**

**Resolution AS-24/05-03**

Academic Senate resolved to note there were no confidential items.

**1.2.3 Starring of Items**

**Resolution AS-24/05-04**

1. Academic Senate resolved to star items 1, 2.1, 2.2, 2.4, 2.5, 2.8, 2.9, 2.12 and 4; and
2. adopt all unstarred items.

**1.3 Minutes of the Previous Meeting (3 July 2024)**

**Resolution AS-24/05-05**

Academic Senate resolved to confirm the minutes of the previous meeting, held on 3 July 2024, as a true and accurate record.

**1.4 Actions Arising**

**Resolution AS-24/05-06**

Academic Senate resolved to note the progress on the Schedule of Actions Arising.

**1.5 Report of the Chair**

**Resolution AS-24/05-07**

Academic Senate resolved to note the report of the Chair of Academic Senate.

**Note for the Record**

The Chair of Academic Senate (Prof. Nina Reynolds) commenced the report by acknowledging the volume of projects and initiatives taking place across the University to address its financial situation and respond to external changes.

The Chair reported participation in activities directly related to the meeting's agenda items, including strategy roundtables, a Council strategy session, an assurance mapping workshop on academic freedom risks, and the inaugural meeting of the Senate Terms of Reference and Membership (STORM) working group. The Chair noted that work is continuing across many actions arising from the academic governance review, with several of today's agenda items directly addressing recommendations from the external review and a full progress update contained within the agenda papers.

The Chair highlighted involvement in broader University developments, including Council reviews, a focus group for the new Vice-Chancellor recruitment, and an initial meeting with the new Student Ombudsman.

The Chair addressed the significant increase in cases of fraudulent medical certificates in Academic Consideration applications, which had exceeded the total for the previous year. Changes to the *Academic Integrity Policy* to reclassify these cases as "Academic Fraud" will ensure that future incidents are managed in line with academic misconduct processes, pending changes to the relevant procedure document. The Chair expressed gratitude to all contributors to Student Conduct Committees, with special thanks to committee members Dr Nadia Verrucci and Michael Valceski for their work on these cases.

## 1.6 Report of the Vice-Chancellor and President

### Resolution AS-24/05-08

Academic Senate resolved to note the Report of the Interim Vice-Chancellor and President.

#### Note for the Record

Further to the written report circulated with the agenda, the Interim Vice-Chancellor and President provided a verbal overview of planned changes to higher education legislation.

Legislation will soon be introduced to implement several recommendations from the Universities Accord including increased funding of student led organisations through the Student Service and Amenities Fees, caps on rate of indexation for Higher Education Loan Program debts, financial support for student practical placements and creation of a National Student Ombudsman.

Addressing international student caps, to be formally known as an International Student Profile, the Interim Vice-Chancellor reported that the legislation was likely to pass given its support from the opposition party. He highlighted that the University's position remains that the proposed changes provide a more equitable system for managing student enrolments than the current state, which has seen UOW significantly impacted by processing delays due to ministerial direction 107. The Interim Vice-Chancellor noted that as a result of ministerial direction 107, the University faced significant challenges in meeting its allocated international student enrolment cap for 2025.

Academic Senate discussed actions being taken by the University to manage the impact to international student recruitment pipelines, and support for students and staff through this challenging period.

## 1.7 Membership Business

### 1.7.1 Chair of Academic Senate Election

#### Resolution AS-24/05-09

Academic Senate resolved to note the timeline for election of student members to Academic Senate.

## 2 GENERAL BUSINESS

### 2.1 2030 Strategy Update

#### Resolution AS-24/05-10

Academic Senate resolved to note the 2030 Strategy Update.

#### Note for the Record

The Chief Strategy Officer (Ellenie Petrou) and Senior Manager, Talent and Organisational Development (Ali Bourke) joined the meeting to present this item.

Academic Senate was provided with an overview of the development process for University's next strategy, including project timelines, consultation, workshop processes undertaken to date. This update was followed by a presentation on the Values in Action Framework under development and upcoming consultation opportunities.

The Chief Strategy Officer and Senior Manager, Talent and Organisational Development emphasised the attention being paid to ensure alignment between the University's purpose, values, and strategic vision to create a cohesive framework that will guide institutional direction and improve both employee and student experiences.

Academic Senate discussed the representation and consultation process for the strategy development, including selection of participants for round table discussions and methods for gathering input from staff across the University. Members inquired about opportunities for broader participation, and the alignment between the strategy development and the ongoing operations review.

The Chief Strategy Officer and Senior Manager, Talent and Organisational Development departed at the conclusion of this item.

## **2.2 Academic Risk Report**

### **Resolution AS-24/05-11**

Academic Senate members resolved to note the Academic Risk Update as provided in Academic Risk Report.

### **Note for the Record**

The Chief Risk and Assurance Officer (Robert Oldfield) was joined by the Senior Manager, Risk and Assurance (Alex Groot-Koerkamp) to present this item.

The Chief Risk and Assurance Officer provided an overview of the Academic Risk Report, highlighting the progress made in the first of a three-year risk uplift program. Key developments included the implementation of a new enterprise risk management system, the creation of risk and control libraries, and the facilitation of numerous risk education sessions.

The report focused on a bottom-up approach to risk assessment, identifying 22 academic risks from faculties and divisions, with plans for a top-down institutional risk assessment in the future. The Chief Risk and Assurance Officer emphasised the importance of aligning risks with strategic objectives and key performance indicators, and outlined plans for further risk workshops and oversight processes involving Academic Senate and its committees.

Academic Senate discussed the prioritisation and relationships between various risks identified in the report, noting the current positioning of academic integrity risks and the importance of staff retention. Members also highlighted the need for a holistic approach to risk assessment, acknowledging that risks are fluid and interconnected. The Chief Risk and Assurance Officer noted the process of risk identification and assessment was ongoing and emphasised the importance of broad participation in upcoming workshops.

## **2.3 Academic Misconduct Update – First Half 2024**

### **Resolution AS-24/05-12**

Academic Senate resolved to note the Academic Misconduct Update – First Half 2024.

## **2.4 TEQSA Re-registration Update**

### **Resolution AS-24/05-13**

Academic Senate resolved to note the TEQSA Re-registration Update and the invitation for its members to provide feedback on the University's Submission by 13 September 2024.

### **Note for the Record**

The Deputy Vice-Chancellor (Strategy and Assurance) (Prof. Sean Brawley) provided an update on preparation for the University's re-registration submission to TEQSA.

The submission was being prepared in line with TEQSA's risk-focused approach to re-registration, requiring concise reporting on how the governing body assures itself of the quality of its operations, its compliance with the Higher Education Threshold Standards, and compliance with research requirements for Australian universities. The Deputy Vice-Chancellor

(Strategy and Assurance) noted that the submission process focused on demonstrating quality assurance processes rather than a detailed review of the University's work.

The Director, Academic Quality and Standards (Dominic Riordan) provided additional comments, informing members that progress against the external governance reviews had not been included in this submission due to timing, however, would be reflected in the final submission being presented to the University Executive. The Director, Academic Quality and Standards noted that several items included in the Academic Senate agenda were updates on actions being taken in response to recommendations from the external governance reviews.

The Deputy Vice-Chancellor (Strategy and Assurance) acknowledged the extensive collaborative effort across various committees and thanked the Senior Manager, Academic Policy and Standards (Jan Sullivan) for her work in preparing the University's submission.

## **2.5 2023/2024 Non-Genuine International Student Report**

### **Resolution AS-24/05-14**

Academic Senate resolved to note the report on non-genuine international students.

#### **Note for the Record**

The Director, Academic Quality and Standards (Dominic Riordan) presented this item which reported on high rates of non-participating international student enrolments in 2023 and a subsequent increase in fail rates and retention loss across the cohort.

Impacts on the University's Simplified Student Visa Framework risk rating had been avoided through a range of assurance actions that included improved agent monitoring, enhanced student support, and changes in international marketing focus. While recent data showed improvements in student participation and retention rates, ongoing challenges were noted, particularly regarding students who obtained visas but did not commence studies at UOW.

The Director, Academic Quality and Standards highlighted the importance of close monitoring of international student enrolments given the increased regulatory focus across the sector, and emphasised that further assurance work was underway to reduce risks in this area of University operations.

## **2.6 Fast Track Course Approval Process Review**

### **Resolution AS-24/05-15**

Academic Senate resolved to:

1. endorse the proposed changes to the fast track course approval process as outlined in the agenda papers; and
2. note that supporting amendments to the Course and Subject Approval Procedures – New Offerings and Discontinuations and to related delegations will be presented to Academic Senate for endorsement later in 2024.

## **2.7 External Accreditation Monitoring Process**

### **Resolution AS-24/05-16**

That Academic Senate resolved to:

1. endorse the proposed improvements to the external accreditation monitoring process as outlined in the agenda papers; and
2. note that supporting amendments to the Course Monitoring and Review Procedures will be presented to Academic Senate for endorsement later in 2024

## **2.8 Academic and Student Life Portfolio: Key Projects Update**

### **Resolution AS-24/05-17**

Academic Senate resolved to note the Academic and Student Life Portfolio - Key Projects Update.

#### **Note for the Record**

The Interim Deputy Vice-Chancellor (Academic and Student Life) (Snr. Prof. Sue Bennett) presented this item, providing an overview of key strategic initiatives underway within the portfolio. Four major projects were highlighted: the course portfolio review, assessment reimagined (addressing generative AI risks), Liverpool expansion, and a comprehensive study pathways project. These strategic, long-term initiatives aim to address challenges arising from the significant change taking place across the higher education sector and have been designed as 'whole of university' collaborations.

Academic Senate discussed the assessment reimagined initiative, particularly focusing on the risk matrix for different assessment types. Members inquired about the possibility of reverting to in-person exams and supervised tasks as a short-term solution to address current academic integrity issues. It was noted that any return to traditional exam formats would be an intermediate step towards redesigned assessment methods, rather than a permanent solution.

## **2.9 Academic Promotion Framework Project – Progress Update**

### **Resolution AS-24/05-18**

Academic Senate resolved to note the progress update on the Academic Promotion Framework Project and endorse the plan to activate the revised Framework from 2026.

#### **Note for the Record**

The Deputy Vice-Chancellor (Strategy and Assurance) (Prof. Sean Brawley) informed Academic Senate that a decision had been made to postpone the implementation of the new promotion system from 2025 to 2026. The revised implementation timeframe followed feedback that there would not be sufficient preparation time for staff considering promotions on the existing schedule. Additionally, further time was required to develop automation projects to improve the promotions process.

Academic Senate discussed planned changes to integrate the *Research Active Policy* into the academic promotions framework, noting that a working group had been established within the Research portfolio to consider this matter.

## **2.10 Academic Quality Policy Review**

### **Resolution AS-24/05-19**

Academic Senate resolved to endorse and recommend the Vice-Chancellor and President approve:

1. the revised and retitled *Quality Assurance and Enhancement Policy* (formerly the *Academic Quality Policy*);
2. the new *Student Evaluation of Learning and Teaching Policy*;
3. the new *Quality and Standards Monitoring and Reporting Procedure*; and
4. the rescission of the *ESOS Compliance Policy and ESOS National Code Audit Procedure*

## **2.11 Major Amendment to IT Acceptable Use Policy**

### **Resolution AS-24/05-20**

Academic Senate resolved to endorse and recommend that Council approve a major amendment to the *IT Acceptable Use Policy* to expand on and clarify the use of UOW email credentials for personal purposes.

## 2.12 UOW Distinguished Professors Declaration

### Resolution AS-24/05-21

Academic Senate resolved to note and recommend Council note the UOW Distinguished Professors Declaration.

### Note for the Record

The Director, Intelligent Polymer Research Institute (Dist. Prof. Gordon Wallace) joined the meeting to present this item. The initiative by the UOW Distinguished Professors aimed to leverage the group's global recognition and connections to maintain research excellence, support researchers, attract funding and translate research into economic benefits that will support a sustainable future for the University.

Academic Senate discussed opportunities to promote awareness of the initiative and thanked the Distinguished Professors collective for their efforts to support the University.

## 2.13 Credit for Prior Learning Policy Review

### Resolution AS-24/05-22

Academic Senate resolved to endorse and recommend the Vice-Chancellor approve the revised *Credit for Prior Learning Policy*, to become effective on approval.

## 3 COURSE APPROVALS

*No business under this section*

## 4 MEMBERS' REPORTS AND QUESTIONS ON NOTICE

### 4.1 Reports from Senior Executive

#### Resolution AS-24/05-23

Academic Senate resolved note to the reports from Senior Executive.

#### Note for the Record

The **Deputy Vice-Chancellor (Strategy and Assurance)** (Prof. Sean Brawley) highlighted key projects and updates within his portfolio. This included development of the annual Safe and Respectful Communities report, creation of an anti-bribery and corruption policy, Vice-Chancellor recruitment, and preparation for the Alumni Awards. The Deputy Vice-Chancellor (Strategy and Assurance) further noted that opportunities to expand regional and metro campuses through the Commonwealth Regional University Study Hubs program are being actively explored.

The **Interim Deputy Vice-Chancellor (Academic and Student Life)** (Snr. Prof. Sue Bennett) advised Academic Senate that the update for her portfolio had been addressed through items on the agenda and during Questions on Notice.

The **Deputy Vice-Chancellor (Research and Sustainable Futures)** (Prof. David Currow) provided a brief update covering recent successes in the Australia Research Council Early Career Research awards, Eureka Awards, and commercialisation programs. The portfolio recently launched the research expense guidelines to support external compliance with commercial research activities, and a formal review of the Commercial Research Policy is underway.

The **Vice-President, Indigenous Strategy and Engagement** (Jaymee Beveridge) provided a brief update on the progress of developing the Indigenous Cultural Intellectual Property (ICIP) framework, which included consultation and workshops with several members of Academic Senate.



The **Interim Chief Operating Officer** (Matthew Wright) updated members on portfolio projects of relevance to Senate, which included Workforce Engagement, implementation of the new Enterprise Agreement, the human resources management system uplift, and the People and Culture policy suite review. The portfolio is continuing to liaise with Fair Work Australia as part of the pay remediation project and is providing support to the Council-led reviews.

#### 4.2 Student Members' Reports

##### **Resolution AS-24/05-24**

Academic Senate resolved to note the report of the Student Members.

##### **Note for the Record**

Student members discussed their involvement in workshops for the 2030 strategy, and participation in assessment reviews through the Education Quality and Policy Committee. A five-week pilot program to support female students by providing free sanitary products at university campuses was met with extensive positive feedback and support, and would be extended to campus accommodation.

#### 4.3 Members' Reports

##### **Resolution AS-24/05-25**

Academic Senate resolved to note there were no members' reports.

#### 4.4 Questions on Notice

##### **Note for the Record**

*Secretary's Note: Due to availability of the Interim Vice-Chancellor and President, this item was discussed after agenda item 1.6.*

The Chair introduced this item, outlining the function and process for questions on notice. It was noted that written responses to all submitted questions had been provided and were available for members' review within the agenda papers for this item. Following supplementary comments from the Interim Vice-Chancellor (Prof. John Dewar) members engaged in discussion of the matters raised in the questions.

In relation to the Course Portfolio Refresh, members discussed differing perspectives on the level of consultation undertaken and its impact on affected staff, and the sustainability methodologies underpinning decisions on course offerings. The Interim Vice-Chancellor acknowledged the challenges in changes of this nature and emphasised the University Executive's commitment to exploring further staff engagement opportunities.

In relation to casual staff employment, members discussed the compliance obligations the University must meet as a result of the Australian Government's significant industrial relations reform agenda. The Interim Deputy Vice-Chancellor (Academic and Student Life) (Snr. Prof. Sue Bennett) highlighted that the implementation of these changes would assist in workload distribution and equitable payments. Members noted the importance of providing further clarity on changes to subject coordinators' responsibilities to support these reforms.

In relation to research expenditure restrictions and the terms of reference (ToR) for the Research Review, the Interim Vice-Chancellor reported that the restrictions will be lifted at the end of the year and that the Research Review's ToR was now available on the staff intranet. Members welcomed the decision to reverse travel restrictions on higher degree by research students. Members further discussed opportunities to resolve discrepancies in the implementation of the expenditure guidelines.

## 5 ACADEMIC SENATE COMMITTEE BUSINESS

### 5.1 UIC Report to Senate

#### **Resolution AS-24/05-26**

Academic Senate resolved to note the University Internationalisation Committee Report from the meeting held on 6 August 2024.

### 5.2 UIC Terms of Reference

#### **Resolution AS-24/05-27**

Academic Senate resolved to approve the amendments to the University Internationalisation Committee Terms of Reference that:

1. provide minor updates to the Committee's membership; and
2. establish the International Student Compliance Group as a subcommittee of the University Internationalisation Committee.

### 5.3 Committee Minutes

#### **Resolution AS-24/05-28**

Academic Senate resolved to note:

1. the minutes of the University Education Committee held on 22 May 2024;
2. the minutes of the University Internationalisation Committee meeting held on 5 June 2024;
3. the minutes of the University Research Committee meeting held on 5 June 2024; and
4. the minutes of the Quality Assurance Review Group meeting held on 20 June 2024.

## 6 FUTURE MEETINGS AND OTHER BUSINESS

### 6.1 Rolling Agenda and 2024 Meeting Dates

#### **Resolution AS-24/05-29**

Academic Senate resolved to note the rolling agenda and 2024 meeting dates.

### 6.2 Academic Senate 2025 Meeting Dates

#### **Resolution AS-24/05-30**

Academic Senate resolved to approve the 2025 Academic Senate meeting dates.

### 6.3 Any Other Business

*No other business was raised at this meeting.*

## 7 LATE PAPERS

### 7.1 External Academic Governance Review Action Plan - Progress Report

#### **Resolution AS-24/05-31**

Academic Senate resolved to note the progress against the external academic governance review action plan.

**Meeting close 12:20pm**

**Upcoming Academic Senate Meetings**

<b>Date</b>	<b>Time</b>
20 November 2024	9:30am – 12:30pm
19 February 2025	9:30am – 12:30pm
30 April 2025	9:30am – 12:30pm
16 July 2025	9:30am – 12:30pm
10 September 2025	9:30am – 12:30pm
19 November 2025	9:30am – 12:30pm

Signed as a true record:



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Chair  
21 / 11 / 2024