

Staff Consultative Group

A meeting of the Staff Consultative Group will be held at 9.30am on Friday, 20th November 2009 in the Senate Room, C8A (Lincoln Building)

Agenda

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| 1. Welcome | 9.30 |
| 2. Apologies ^a | 9.35 |
| 3. Confirmation of Minutes (20 August 2009) | 9.40 |
| 4. Business arising from Minutes | 9.45 |
| - HR response to issues raised | |
| 5. Report from the Chair | 10.50 |
| 6. Presentation – Dean Groom (Policy Wiki) | 10.00 |
| 7. Director HR ^b | 10.15 |
| - Report | |
| - Question time | |
| 8. Reports from working groups (including voting on recommendations) | 10.30 |
| 9. Discussion of selected policies – please read attached drafts | 10.45 |
| - Appointment of Head of Department ^c | |
| - Code of Conduct ^d | |
| - Student Feedback ^e | |
| - Flexible Work Arrangements Policy and Procedure (revised) | |
| - Recruitment, Selection and Appointment ^f | |
| 10. Policies for review and formation of working groups <i>if required</i> | 11.15 |
| - Cabcharge policy and procedure for obtaining Cabcharge tickets | |
| - Reportable Gifts and Benefits policy and procedure | |
| - Protected Disclosures policy and procedure | |
| - Honorary and Visiting Academics policy and procedure | |
| - Smoke-Free Campus policy and procedure | |
| 11. Other business | 11.20 |

^a Apologies received so far from: Leanne Denby, Linda Kerr, Mark Wiggins, Julian Leslie.

^b Nick Crowley is attending in place of Tim Sprague, who will be interstate, and will report on Tim's behalf.

^c Working group needs additional members - Carolyn Kennett and Collette Ryan have volunteered

^d Working group needs additional members – Leanne Denby and Greg Stark have volunteered

^e Working group has not commenced – CR will identify key issues

^f Working group has not commenced