

ACADEMIC SENATE

Circulated: 7 March 2012

Confirmed minutes of meeting 12/01 of the Academic Senate of the University of Western Sydney held on Friday 24 February 2012 at 9:30am in the Boardroom, Building AD, at Werrington North.

Present:

Associate Professor Paul Wormell (Chair)	Professor Michael Adams
Dr Susan Armstrong	Dr Catherine Attard
Ms Robyn Benjamin	Professor Andrew Cheetham
Dr Bronwyn Cole	Professor Donna Craig
Professor Gabriel Donleavy	Associate Professor Craig Ellis
Dr Betty Gill	Professor Rhonda Griffiths
Mr Elie Hammam	Associate Professor Cecily Hengstberger-Sims
Professor Peter Hutchings	Professor Gregory Kolt
Professor Kerri-Lee Krause	Dr Peter Mauch
Ms Shaneen McGlinchey	Professor Wayne McKenna
Associate Professor Jane Mears	Dr Terri Mylett
Dr Michael O'Connor	Dr Awais Piracha
Associate Professor Anne Power	Associate Professor Leanne Rylands
Dr Seyed Shahrestani	Professor Lynette Sheridan-Burns
Professor Simeon Simoff	Professor Clive Smallman
Ms Maxine Veale	Professor Margaret Heather Vickers
Mr Greg Whateley	

In Attendance:

Mr Martin Derby (Secretary)	Mr Marco Cimino
Mr James Fitzgibbon	Dr Mary Mooney

Apologies:

Associate Professor Berice Anning	Professor Kevin Dunn
Professor Annemarie Hennessy	Dr Cindy Kersaitis
Mr Angelo Kourtis	Mr Terry Mason
Professor Jan Reid	Professor Gary Smith
Professor Deborah Sweeney	Professor Steve Wilson

Absent:

Ms Soumaya Alaouie	Mr Robert Coluccio
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1 PROCEDURAL MATTERS

1.1 INTRODUCTION, WELCOMES, FAREWELLS AND APOLOGIES

Welcome

The Chair of Academic Senate Associate Professor Paul Wormell chaired the meeting of the Senate, and opened it by reading an Acknowledgment of the Traditional Owners, as follows:

“As a matter of Indigenous cultural protocol and out of recognition that its campuses occupy their traditional lands, the University of Western Sydney

acknowledges the Darug, Gandangarra and Tharawal peoples and thanks them for their support of its work in Greater Western Sydney.

I would like especially to acknowledge the Darug people who are the traditional custodians of the land on which we are meeting today. I would also like to pay respect to the elders both past and present, and extend that respect to other Aboriginal people present.”

Introducing himself, the Deputy Chair of Academic Senate, and the Secretary to the Senate, he welcomed members to the first meeting of the reconstituted Senate, and congratulated the new members on their election or appointment. Time constraints and the very recent conclusion of the elections meant that it had not been possible to organise a formal induction session for new Senate members before the meeting but he would suggest some times for a more detailed briefing for members, and would welcome the opportunity to catch up with members in their offices, if that was more convenient.

He said he looked forward to working with the Senate. He anticipated that the Senate would need to decide its priorities and identify special projects to pursue, as it developed, in a broad sense, what its voice would be as an expression of the University's academic culture.

Farewells

The Chair acknowledged the contributions of several former Senate members who had recently left the University.

Professor John Bartlett had left UWS to become Executive Dean at the University of the Sunshine Coast. The Chair had thanked him for his many contributions to the University, and the Senate, in a speech delivered at Professor Bartlett's leaving function.

Liz Curach, the former University Librarian, had retired. He reported on his long standing working relationship with her, going back to 1994, and paid tribute to her as a courageous, consistent and well-informed contributor to the work of Senate and its committees, and a great advocate for the role of the Library as a crucial part of the University.

He welcomed Ms Robyn Benjamin as Liz's replacement on Senate, in her position of Acting University Librarian.

Apologies

Apologies as listed were noted.

Introduction

The Chair gave a presentation providing an orientation for Senate members, covering:

- The functions of the University, and how corporate governance under the Board of Trustees, executive management under the Vice-Chancellor, and academic governance under the Academic Senate complemented one another to serve the furtherance of the University's mission.

- The formal role of the Senate under the University of Western Sydney Act, 1997 and the *Academic Governance Policy*, with its responsibilities for academic governance, encompassing academic values, standards, policies and quality assurance.
- The distinction between executive management and academic governance, with separation of powers, and the committee structure under Academic Senate which represented the University's academic governance arrangements.
- The UWS Academic Standards and Assessment Framework for Learning and Teaching.
- The TEQSA Standards, which would influence the Senate's work as the University sought to comply with the new regulatory arrangements.

In response to a question about TEQSA Research Standards, the Pro Vice-Chancellor (Research) said that the sector was concerned about a proliferation of regulation – animal ethics, human research ethics, bio-safety and radiation, etc – and that consultations about the proposed standard indicated reservations about a further layer of regulation.

The Chair said that his presentation would be circulated to members.

1.2 DECLARATION OF CONFLICT OF INTEREST

Professor Clive Smallman advised the Chair of Senate in writing that he had a potential conflict of interest in relation to the scholarships that were listed on the agenda. Senate approved the scholarships without discussion.

No other members reported any conflict of interest in relation to agenda items.

1.3 STARRING OF ITEMS

No additional items were starred. Items already starred on the agenda were as follows:

- 3.2 TEQSA Higher Education Standards Framework (Threshold Standards)
- 3.3 Learning and Teaching Plan
- 3.4 Research Strategy and Excellence
- 3.5 Changes to Academic Policies
- 4.1 Senate Executive Committee
- 4.2 Research Committee
- 4.3 Research Studies Committee
- 4.4 Education Committee
- 4.5 Academic Planning and Courses Approvals Committee
- 4.6 Senate Academic Standards and Integrity Committee / Senate Appeals Committee

It was resolved (AS12:01/01):

that the documents for all unstarred agenda items be noted and, except where alternative action is noted as appropriate, all recommendations contained in those items be endorsed.

1.4 ORDER OF BUSINESS

There were no changes to the order of business.

1.5 OTHER BUSINESS

There was no other business.

1.6 MINUTES OF THE PREVIOUS MEETING

It was resolved (AS12:01/02):

To confirm the minutes of the Senate meeting held on 18 November 2011 as an accurate record.

It was resolved (AS12:01/03):

To confirm the report of the electronic Senate meeting conducted between Tuesday 13 December and Monday 19 December 2011 as an accurate record.

2 BUSINESS ARISING

2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

2.1 MINUTE 2.1 – MEETING 18 NOVEMBER - *ADVANCED STANDING POLICY*

Without discussion, it was noted the revised *Advanced Standing Policy* approved at the 18 November Senate meeting had been published on the Policy DDS.

2.2 MINUTE 2.1 – E-MEETING 13 - 19 DECEMBER 2011- *ACADEMIC SENATE STANDING COMMITTEES POLICY*

Without discussion, it was noted the revised *Academic Senate Standing Committees Policy* approved by the 13- 19 December 2011 Senate e-meeting had been published on the Policy DDS.

Without discussion...

It was resolved (AS12:01/04):

That the individuals who were elected as:

- *the undergraduate student on the School of Law School Academic Committee*
- *the undergraduate student on the School of Medicine School Academic Committee*
- *the undergraduate student on the Education Committee*
- *the undergraduate student on the Academic Planning and Courses Approvals Committee*
- *the higher-degree research student on the Research Committee*

... for the period 1 June 2011 to 31 May 2013 be invited to continue in office for the remainder of their terms. If they are unwilling to serve, or

are otherwise unavailable to be members of their respective committees, their positions will be filled by an election; and

that Senate approve the calling of elections to fill positions for elected students on the Senate's standing committees, for two-year terms, with the call for nominations to be after the 31 March 2012 Census Date.

3 GENERAL BUSINESS

3.1 CHAIR'S REPORT

Without discussion...

It was resolved (AS12:01/05):

To note the report by the Chair of Academic Senate covering his activities on behalf of Senate since 18 November 2011.

3.2 TEQSA HIGHER EDUCATION STANDARDS FRAMEWORK (THRESHOLD STANDARDS) 2011

The Pro Vice-Chancellor (Education) spoke to the TEQSA "Higher Education Standards Framework (Threshold Standards)" published in December 2011, highlighting their relevance to the work not just of Senate, but the whole University.

Firstly, in relation to the TEQSA qualifications standards, TEQSA had adopted the Australian Qualifications Framework (AQF), and the University would have to look at courses, learning outcomes, and assessment to ensure compliance.

Secondly, the University's Academic Standards and Assessment Framework for Learning and Teaching placed the University in a good position to comply with TEQSA's Learning and Teaching Standards.

Thirdly, in relation to TEQSA's student support standards, the University was strongly placed as it had implemented a range of initiatives in areas like English language proficiency, and could demonstrate that its strategies provided support to students in all aspects of their engagement with the University.

It was noted that the TEQSA standards required that students be involved in aspects of University decision making, and the academic governance arrangements provided for this.

In discussion, the following points were made:

- Some aspects of the AQF remained contentious within the sector, especially in relation to graduate certificate, graduate diploma and masters level awards. It appeared that there would be further refinements. AQF compliance was required for courses by 2015, but allowing a lead time for international applicants, in practice compliance would be required by 2013.
- The University's committee structures and approval mechanisms for courses and units inhibited compliance with learning and teaching standards, as decision makers were faced with unrealistic deadlines and an overwhelming amount of detailed paper work to review at short notice.

- Some deadlines related to external reporting requirements, or publication deadlines for the *UAC Guide*.
- TEQSA's Provider Course Accreditation Standards required universities to obtain external evaluation of its courses. It was suggested that although the University used external advisory committees (EACs), and had an *External Advisory Committee Policy* (on the agenda at item 3.5 for minor amendments) little was known about how effective these committees were, and the extent to which their advice was acted on. It was possible that they were not independent in the sense that they were constituted by, and reported to, those responsible for the courses the EAC was intended to critically evaluate. It was noted that establishing and servicing EACs was a significant cost for academic units.

It was agreed that a review of the operation of EACs, and of the *External Advisory Committee Policy* to take account of TEQSA's expectations, would be appropriate.

3.3 LEARNING AND TEACHING PLAN

The Pro Vice-Chancellor (Education) updated Senate members on the development of the University's Learning and Teaching Plan to cover 2012-2014, which related to the Making the Difference Strategy. This had been discussed with the Deans and senior staff, and would be referred to School Academic Committees for consultation when a draft was available.

The plan prioritised three areas of activity – student access and engagement, curriculum standards, and quality of teaching, covering the development of staff capacity to deliver better teaching, including blended learning.

The Dean of the School of Law commended the focussed approach in the Learning and Teaching Plan.

The Chair said that the Plan would be used to prepare Senate's own Work Plan.

3.4 RESEARCH STRATEGY AND EXCELLENCE

The Deputy Vice-Chancellor (Academic and Research) reported on developments in research.

The research plan was being prepared, and would include a section on Excellence in Research Australia (ERA). ERA outcomes would, through the Government's Sustainable Research Excellence (SRE) program, influence the government funding the University would receive, particularly Research Training Scheme (RTS) funding.

The SRE funding was currently a small proportion of available government funding to universities for research, but was expected to treble over the next few years.

Success in the 2012 second round of ERA was crucial for the University, and this was a challenge as the quantitative methodology utilised for ERA understated performance from small niche specialist research areas, and militated against cross-disciplinary research. The University had areas of research designated as being at world standard (level 4), or above world standard, and the strategy was to develop other areas over time that could obtain level 4 or level 5, as funding was increasingly directed towards highly-rated fields of research. The ERA formula for the second round had increased the publications threshold for some Fields of Research, making it more difficult to increase the ERA score of some disciplines.

The Deputy Vice-Chancellor (Academic and Research) said that he would distribute to the Deans an analysis showing which areas (schools, research centres) had contributed to the achievement of ERA scores, by field of research.

3.5 CHANGES TO ACADEMIC POLICIES

It was resolved (AS12:01/06):

To note the revision of academic policies approved by the Senate Executive Committee on behalf of the Academic Senate.

Senate had before it a number of policies not finalised for approval at the end of 2011. The Chair introduced the changes, explaining the reasons for the amendments.

A revised **Academic Policies Framework**, to take account of the University's Leadership and Management changes, and to indicate more clearly which policies require Senate approval.

It was resolved (AS12:01/07):

That the Academic Senate approves the proposed amendments to the Academic Policies Framework, effective from the date of publication of the revised Policy.

A revised **Review of Grade Policy**, to take account of the University's Leadership and Management changes, and streamlining of administrative arrangements through the online review process.

It was resolved (AS12:01/08):

That the Academic Senate approves the proposed amendments to the Review of Grade Policy, effective from the date of publication of the revised Policy.

A revised **External Advisory Committee Policy**, to take account of the University's Leadership and Management changes.

It was resolved (AS12:01/09):

That the Academic Senate approves the proposed amendments to the External Advisory Committee Policy, effective from the date of publication of the revised Policy.

A revised **Scholarships for Undergraduates Policy**, for endorsement and recommendation to the Vice-Chancellor for approval. This was a major re-write of the Policy sponsored and supported by the Pro Vice-Chancellor (Students).

It was noted that the reference in Clause (28) a. should be to "Academic Senate", not the "Chair of Academic Senate", and the word "Academic" was missing from the title of the *Progression and Unsatisfactory Academic Progress Policy* in clause (42).

Clause (18) should have the word "normally" inserted, as follows, to clarify the meaning of the final phrase:

“(18) The selection criteria for scholarships will **normally** be approved by the Academic Senate at the time the scholarship proposal is approved by the Senate, but may be submitted at a later stage for approval.”

In response to a question, it was reported that where scholarship criteria designated that applicants had to reside in, or to have gone to schools in particular postcodes, this was screened.

In relation to the clause “(25) A scholarship may not be awarded if there is no suitable applicant available” it was suggested that this was appropriate, but that this contradicted the wording in the scholarship agreements at item 3.8, which did not include that caveat. It was agreed that this be brought to the attention of the Office of Development.

With the agreed amendments ...

It was resolved (AS12:01/10):

That the Academic Senate endorse the proposed amendments to the Scholarships for Undergraduates Policy, and recommends the Policy to the Vice-Chancellor for approval.

A revised **Graduation Policy**, to take account of the University’s Leadership and Management changes.

It was agreed that the criteria for the Dean’s Medal needed to have a minimum GPA threshold, so that clause (33) read:

“(33) The following criteria will be applied once per calendar year for the total number of eligible graduating students, in each of the undergraduate and postgraduate cohorts, and who have a cumulative GPA **of 6.000 or greater.**”

It was noted that ungraded units did not count towards the GPA, and this could affect the likelihood of students in some courses obtaining the Dean’s Medal, or the University Medal.

With the agreed amendments ...

It was resolved (AS12:01/11):

That the Academic Senate approves the proposed amendments to the Graduation Policy, effective from the date of publication of the revised Policy.

A revised **Advanced Standing Policy**, to specify the new arrangements for considering appeals against the award of advanced standing, following the removal of college-level appeals.

The Chair reported that the arrangements for student appeals against academic decisions embedded in various policies were inconsistent, and he proposed that these appeal provisions be reviewed. In particular, University Legal Counsel, in reviewing the various misconduct policies, had suggested that policies should not permit appeals against appeal outcomes.

It was noted that in practice, there were very few appeals against advanced standing determinations, which were usually based on precedents.

In response to a question, it was agreed that in relation to clause (26) which covered the exceptional postgraduate courses where advanced standing might be awarded for units previously studied in an undergraduate award, when approved by the Education Committee, the exceptions so approved should be listed as Associated Information on the Policy DDS with the Policy.

It was resolved (AS12:01/12):

That the Academic Senate approves the proposed amendments to the Advanced Standing Policy, effective from the date of publication of the revised Policy.

A revised **Award Courses and Units Approval Policy**, to take account of the University's Leadership and Management changes, and clarification of the requirements for Course Concept Proposals. The Chair noted that the Policy would need a full review, to reflect the TEQSA's recently published requirements for course accreditation, and the outcome of discussions within the University about assessing the viability of offering courses.

It was resolved (AS12:01/13):

That the Academic Senate approves the proposed amendments to the Award Courses and Units Approval Policy, effective from the date of publication of the revised Policy.

3.6 AWARDS OF THE UNIVERSITY MEDAL

Without discussion ...

It was resolved (AS12:01/14):

To note the awards of the University Medal, approved by the Chair of Academic Senate, on behalf of the Senate.

3.7 GRADUATION APPROVAL BY THE CHAIR OF SENATE

Without discussion ...

It was resolved (AS12:01/15):

To note the approval granted by the Chair of Academic Senate for the graduation of Mr Ronald Jashvantkumar Christian (SID 16644058) with the Master of Business (Engineering Management).

3.8 APPROVAL OF SCHOLARSHIPS

Without discussion ...

It was resolved (AS12:01/16):

To approve the Professor Bill Rao Memorial Scholarship.

To approve the Enid Helen Hort and Family Scholarship.

To approve the UWS Community Scholarships.

To approve the Zonta Club of Sydney Hills Scholarship.

3.9 APPROVAL OF DEAN'S MEDALS AND DEAN'S MERIT LIST

Without discussion ...

It was resolved (AS12:01/17):

That Academic Senate endorse that the 2011 academic excellence awards (Dean's Medal, and Dean's Merit List), based on College cohort performance, be approved by the Chair, Academic Senate.

The Academic Registrar had available a copy of the list of students who were recommended for the Dean's Medal list, and for listing on the Dean's Merit List.

4 REPORTS AND RECOMMENDATIONS FROM SENATE COMMITTEES

4.1 SENATE EXECUTIVE COMMITTEE

Speaking to the 2011 Annual Report of the Senate Executive Committee, the Chair said that the Committee had held seven meetings; two were face-to face, and the other five were conducted as electronic meetings.

The face-to-face meetings considered the changes required to the University's academic governance arrangements, following the release of the Vice-Chancellor's discussion paper "UWS Leadership and Management Changes" for consultation, and had proved valuable for progressing the necessary policy amendments.

The electronic meetings mainly considered urgent proposals for new and amended courses, articulation arrangements, and new University scholarships.

Minutes and reports of all Senate Executive Committee meetings had been provided to the full Academic Senate.

It was resolved (AS12:01/18):

to note the reports of the 28 November - 1 December, and 15 - 21 December 2011 electronic Senate Executive Committee meetings.

It was resolved (AS12:01/19):

to note the 2011 annual report of the Senate Executive Committee.

4.2 RESEARCH COMMITTEE

Without discussion ...

It was resolved (AS12:01/20):

To note the minutes of the 4 October and 5 December 2011 Research Committee meetings.

It was resolved (AS12:01/21):

To note the 2011 annual report of the Research Committee.

4.3 RESEARCH STUDIES COMMITTEE

Without discussion ...

It was resolved (AS12:01/22):

To note the minutes of the 6 December 2011 and 7 February 2012 Research Studies Committee meetings.

It was resolved (AS12:01/23):

To note the 2011 annual report of the Research Studies Committee.

4.4 EDUCATION COMMITTEE

Speaking to the 2011 Annual Report of the Senate Education Committee, the Pro Vice-Chancellor (Education) reported that the Education Committee had been reconstituted for 2012, with the Deputy Deans as members. The content of the report was for Senate's information.

It was resolved (AS12:01/24):

To note the report of the Education Committee meetings held on 7 November 2011 and 7 February 2012.

It was resolved (AS12:01/25):

To note the 2011 annual report of the Education Committee.

4.5 ACADEMIC PLANNING AND COURSES APPROVALS COMMITTEE

Speaking to the 2011 Annual Report of the Academic Planning and Courses Approvals Committee, the Chair of Academic Senate said that the Committee had dealt with strategic issues relating to curriculum delivery, including Bologna, trimesters, and sustainability.

Detailed scrutiny of curriculum proposals would be undertaken by the new Curriculum Quality Committees; two had been established, to consider proposals from cognate schools.

The most recent APCAC meeting had approved course changes arising from the suspension of the Bachelor of Natural Sciences (Sustainable Agriculture and Food Security) course.

It was resolved (AS12:01/26):

to note the report of the Academic Planning and Courses Approvals Committee meetings held on 15 February 2012, and ratify the recommendations contained therein, as follows:

(APCAC12: 01/04)

To approve the major course variation to 3663 Graduate Certificate in Health Informatics, consisting of addition of full-time attendance type, mid-year intake, Penrith campus, mapping of Indigenous graduate attributes and change to handbook entry, to commence in Spring 2012. TRIM reference: D11/575622

(APCAC12: 01/05)

To approve the major course variation to 3621 Bachelor of Engineering, consisting of changes to course structure to commence in Autumn 2013. TRIM reference: D11/611875

(APCAC12: 01/06)

To approve the major course variation to 3664 Bachelor of Engineering Science, consisting of changes to course structure to commence in Autumn 2013. TRIM reference: D11/612272

(APCAC12: 01/07)

To approve the major course variation to 3666 Bachelor of Engineering (Advanced), consisting of changes to course structure to commence in Autumn 2013. TRIM reference: D11/612178

(APCAC12: 01/08)

To approve the major course variation to 4657 Bachelor of Health Science (Honours) consisting of addition of mid-year intake and change to admission criteria, to commence in Spring 2012. TRIM reference: D11/617014

(APCAC12: 01/09)

To approve the major course variation to 4663 Bachelor of Health Science/Master of Occupational Therapy consisting of addition of an embedded honours stream, update to contact person, variation to admission requirements and update to handbook summary to commence in Spring 2012. TRIM reference: D11/613464

(APCAC12: 01/10)

To approve the major unit set variation to KT3100 Bachelor of Engineering (Advanced) (Electrical), which replaces KT3038 consisting of changes to unit set structure to commence in Autumn 2013. TRIM reference: D11/612230

(APCAC12: 01/11)

To approve the major unit set variation to KT3101 Bachelor of Engineering (Advanced) (Telecommunications), which replaces KT3041 consisting of changes to unit set structure to commence in Autumn 2013. TRIM reference: D11/612251

(APCAC12: 01/12)

To approve the major unit set variation to KT3012 Bachelor of Engineering (Electrical), which replaces KT3088, consisting of changes to unit set structure to commence in Autumn 2013. TRIM reference: D11/611889

(APCAC12: 01/13)

To approve the major unit set variation to KT3103 Bachelor of Engineering (Telecommunications), which replaces KT3034, consisting of changes to unit set structure, to commence in Autumn 2013. TRIM reference: D11/611901

(APCAC12: 01/14)

To approve the major unit set variation to KT3104 Bachelor of Engineering Science (Electrical), which replaces KT3078 consisting of

changes to unit set structure to commence in Autumn 2013. TRIM reference: D11/612290

(APCAC12: 01/15)

To approve the major unit set variation to KT3105 Bachelor of Engineering Science (Telecommunications), which replaces KT3082 consisting of changes to unit set structure to commence in Autumn 2013. TRIM reference: D11/612293

(APCAC12: 01/18)

To approve the changes to course structure for Bachelor of Science (Nutrition & Food) for commencement Autumn session 2012.

(APCAC12: 01/19)

To approve the changes to course structure for Bachelor of Science (Forensic Science), for commencement Autumn session 2012.

(APCAC12: 01/20)

To approve the changes to course structure for Bachelor of Science (Environmental Science), for commencement Autumn session 2012.

(APCAC12: 01/21)

To approve the changes to course structure for Bachelor of Science (Biological Sciences), for commencement Autumn session 2012.

It was resolved (AS12:01/27):

To note the 2011 annual report of the Academic Planning and Courses Approvals Committee.

4.6 SENATE ACADEMIC STANDARDS AND INTEGRITY COMMITTEE / APPEALS COMMITTEE

Speaking to the 2011 Annual Report of the Senate Academic Standards and Integrity Committee / Senate Appeals Committee the Chair said that the main focus of work had been appeals against unsatisfactory academic progress determinations. The *Progression and Unsatisfactory Academic Progress Policy* was under review.

It was resolved (AS12:01/28):

To note the report of the Appeals Committee hearings held on 20 December 2012.

It was resolved (AS12:01/29):

To note the 2011 Senate Academic Standards and Integrity Committee / Senate Appeals Committee annual report.

4.7 BOARD OF TRUSTEES

The Board of Trustees most recent meeting was held on 7 December 2011.

The next meeting was scheduled for 29 February 2012. Summaries of Board of Trustees meetings, and minutes of Board of Trustees meetings, are available on the web-site at: <http://www.uws.edu.au/boardoftrustees>.

5 FOR INFORMATION

5.1 ACADEMIC PROMOTIONS PROCESS REPORT

Academic Senate received a report prepared by the Office of People and Culture for the information of Senate, on the 2011 promotion process for academic staff.

6 NEXT MEETING

Senate meeting dates for 2012 are as follows:

- Friday 4 May
- Friday 22 June
- Friday 17 August
- Friday 26 October
- Friday 7 December (provisional meeting - to be held if necessary)

All the meetings start at 9.30 AM, and will be held in the Board Room, Building AD, at Werrington North.