1. Melbourne Policy Library
2. Melbourne Policy Lunches
3. Policy development

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1. Melbourne Policy Library
The Melbourne Policy Library went live on 1 November 2012 and contains policies and procedures completed via the Policy Simplification Project (http://policy.unimelb.edu.au).

As you may be aware, the policies and procedures in the Melbourne Policy Library are linked to categories. At a meeting with the Senior Vice-Principal on 13 November 2012, it was agreed to change the category ‘Reaching out to the community’ to ‘Engaging with the community’ to better reflect the University’s community activities and its relevant policies and procedures. Consequential changes have been made to the policies and procedures under this category, including the policy, procedure and guidelines document templates.

Melbourne Policy Library categories:

- Courses and subjects
- Engaging with the community
- Finance and procurement
- Governing the University
- Managing buildings and IT
- Research and research training
- Studying at the University
- Teaching and learning
- Working at the University
- Working safely
- Archived Policies and Procedures pre-2012

The Melbourne Policy website at www.policy.unimelb.edu.au has a number of resources to support navigation and use of the Melbourne Policy Library.

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2. Melbourne Policy Lunches
Melbourne Policy Lunches provide an opportunity to network and share information about university policy. Everyone is welcome to attend (BYO lunch; tea and coffee provided). Melbourne Policy Lunches are held in the Dulcie Hollyock Room, Ground Floor, Baillieu Library (turn left when you enter the ground floor).

January 2013
Chris Penman, Special Counsel, will discuss the draft Policy on policy, the background, the implications for policy development and application. Tuesday 22 January, 12.30 – 2pm.

February 2013
Brigid Freeman and members of the Local Documentation Working Party. ‘Where can I find that? Sharing generic local documents to support policy implementation’ Date to be advised.

Presentations from previous Melbourne Policy Lunches are available online.
3. Policy development
The new policy ‘Management of Research Data and Records’ developed by Melbourne Research has been included in the Melbourne Policy Library on 20 November 2012. This policy addresses the management of research data and records created by students, staff and honorary staff. For more information please refer to https://policy.unimelb.edu.au/MPF1242.

The ‘Student life’ policy has been replaced by ‘Student Support and Engagement’ policy. The revision of the policy was part of an overall review of the policy, procedures and schedules conducted by the Provost’s office. As part of the review revisions were also made to the related procedures. For more information please refer to https://policy.unimelb.edu.au/MPF1068.

The ‘Asset Management’ policy and procedure have been revised following amendments to the fixed asset threshold. For more information please refer to: http://policy.unimelb.edu.au/MPF1075 and http://policy.unimelb.edu.au/MPF1076.

The draft ‘Policy on Policy’ and documents outlining the University delegations framework are in the final stages of preparation and are being submitted initially to ABAG for endorsement. The Policy on policy defines the range of University of Melbourne policy instruments; establishes a classification scheme for University of Melbourne policy instruments; defines the application of policy instruments (university-wide or ‘local’); and specifies Approval Authorities for all policy instruments. As it may be some time before the policies are submitted to the approval authority, Council, revised drafts will be made available for reference on the consultation page of the Melbourne Policy website http://www.policy.unimelb.edu.au/draft-consultation/index.html

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This Bulletin is circulated to members of the Melbourne Policy Network. You have been co-opted to the Melbourne Policy Network due to the nature of your University of Melbourne responsibilities. Should you wish to unsubscribe or subscribe another staff member at any time, please send an email to policy-help@unimelb.edu.au.

Liesbeth van Oijen has moved into the role of Policy Officer until the end of February 2013.

Liesbeth van Oijen | University Policy Officer
University Secretary’s Department
The University of Melbourne