1. Draft Policy on Policy available for comment (attached)

The University Secretary’s Department has developed a draft *Policy on Policy*. This policy defines the range of University of Melbourne policy instruments (policies, procedures, guidelines); establishes a classification scheme for University of Melbourne policy instruments; defines the application of policy instruments (university-wide or ‘local’); specifies Approval Authorities for all policy instruments and establishes the *University Policy Development and Review Cycle*. The draft is being circulated for consultation. Should you wish to discuss the draft or provide comment, please email Brigid Freeman (Brigid.Freeman@unimelb.edu.au) before COB Friday 14th September 2012.

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). The following Melbourne Policy Lunches will be held in the Dulcie Hollyock Room, Ground Floor, Baillieu Library (turn left when you enter the ground floor).

**AUGUST**
- **Chris Penman** (Special Counsel), **Wendy Mason** (Senior Lawyer – Compliance), **Caroline Ostrowski** (Manager – Higher Education Programs). ‘Risk and Legislation – How TEQSA’s Legislative and Regulatory Requirements Impact Providers’. Thursday 23rd August 2012, 12:30 – 2:00pm.

**SEPTEMBER**
- **Professor Pip Patterson**, Deputy Vice-Chancellor (Academic). ‘Student-centric University policy’. Monday 3rd September 2012, 12:30 – 2:00pm.
- **Brigid Freeman** and members of the Local Documentation Working Party. ‘Where can I find that? Sharing generic local documents to support policy implementation’. Monday 24th September, 2012 12:30 – 2:00pm.

**OCTOBER**
- **Mark Kettle**, President, University of Melbourne Student Union (UMSU). ‘Engaging Students in the University’. Thursday, 11th October 2012, 12:30 – 2:00pm.

Presentations from previous Melbourne Policy Lunches are available [online](#), the most recent one of which is:
- **Procedural fairness, University academic policy and the role of independent advocacy** [PDF 100KB] Slides from the Melbourne Policy Lunch presentation delivered by Phoebe Churches, Coordinator - Student Union Advocacy Service on 6 August 2012.

3. Policy Simplification Project and Melbourne Policy Library – Update

The University Secretary’s Department is currently populating the new Melbourne Policy Library with policies and procedures completed via the Policy Simplification Project. All policies and procedures currently available in the Melbourne Policy Library will be archived, and the new Melbourne Policy Library will be launched in September with a ‘simplified’ suite of policies and procedures. Resources will be made available which map current Melbourne Policy Library documents (coded as UOM documents) to new Melbourne Policy Library documents (coded as MPF documents). The map will direct policy users to the relevant new policies and procedures, and materials will be made available
to support faculties, schools and divisions update URLs to point to the correct ‘simplified’ documents (as current links will no longer work when the new library is launched). A series of familiarisation sessions will also be run to introduce staff to the new suite of policies and procedures.

Contact

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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 email: Brigid.Freeman@unimelb.edu.au.