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1. Policy Consolidation Project Update

The new Policy Framework approved by Council on 19 November 2015 is available on the Melbourne Policy Framework web page, together with a number of supporting documents, including a Policy Proposal template and Policy template.

The supporting Policy Lifecycle Process (a new process in Promapp which replaces the Policy Development & Review Procedure) will be published in the new Process Library when the Library is launched at the end of this quarter.

Two external policy writers have been engaged to support the completion of the Policy Consolidation Project. Both writers have been of great support to our policy stewards in working through existing drafts, editing and providing feedback, and providing support in creating new policies. The writers will continue to assist with project until the revised suite of policies is published on 31 March 2016.

As part of the project, once drafting and preliminary key stakeholder consultation is complete, the policies undertake a quality assurance (QA) review to ensure compliance with the new Policy Framework. The remaining four QA sessions have been scheduled for February and early March and policy stewards are finalising their drafts to submit to this process. At the same time, as policies are ready for submission to QA, they are being published on the Draft Policy Consultation Notice Board. There are currently 9 policies available on the notice board, see section 3 below for more detail. Upon completion of the QA and broad consultation stages, the policies will be submitted for approval and prepared for publication on 31 March 2016.

To support the project, an awareness campaign is being prepared and will be launched at the end of March. Awareness on the new policy suite will include publication in the Melbourne Policy Library, policy stewards notifying key stakeholders (through various channels), an update through this Policy Network, the Staff News and on the Staff Hub, and a series of slide packs on each of the 9 new categories of policy, including an overview of the broader changes across the entire Regulatory Framework. These slide packs will be distributed through the above-mentioned channels, and will be accessible on the Melbourne Policy Framework webpage.

Please direct any questions about the Melbourne Policy Library or the Policy Consolidation Project to policy-help@unimelb.edu.au.

2. Delegations Framework Update

Work on the Delegations Framework is a priority project for the first quarter of 2016. The 2015 review of the Delegations Framework was deferred to ensure that any changes stemming from the new statute and regulations could be adequately captured in the Delegations Framework and to ensure consistency with policy.

Since the release of the 2014 Delegations Framework in December 2014, the University Secretary has collated feedback on the Delegations Framework from members of the University community. This feedback, best practice in the sector, as well as advice from Finance Committee and Council has informed the review of the Delegations Framework.

Please direct any questions about the revised Delegations Framework to Gioconda De Lorenzo, University Secretary on gdlo@unimelb.edu.au.
3. Draft Policy Consultation

The following draft policies arise from the Policy Consolidation Project and are available for consultation on the Draft Policy Consultation Notice Board:

- Graduation Policy
- Academic Integrity Policy
- Academic Progress Review Policy
- Selection and Admission Policy
- Student Appeals to the Academic Board Policy
- Student Complaints and Grievances Policy
- Student General Misconduct Policy
- Student Travel & Transport Policy
- Student Loans, Fees & Charges Policy.

Please forward any comments on the above draft documents to policy-help@unimelb.edu.au before the end of the consultation period (as published on the Notice Board).

4. Broken Hyperlinks

A number of Working at the University policies and procedures have recently been updated to fix broken hyperlinks, mostly to the former HR webpage, or to the new web address for the Enterprise Agreement or HR forms. If you identify a broken hyperlink in a policy, please send an email to policy-help@unimelb.edu.au to enable rectification.

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