

GAZETTE

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Issued by: Anjali Antoniotti, University Secretary



This Gazette is a public document and is circulated to members of Council, members of Academic Board, University Executive, and Office of the Vice-Chancellor (OVC) Staff. It reports the outcomes of meetings of the University Council and Academic Board since the last Gazette was issued.

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Summary of key activities

A. On 15 July 2018 the University signed a Collegiate Agreement with St Athanasius Coptic Orthodox Theological College for a further term of 7 years commencing 1 January 2018.

1. Regulations and Determinations

The Regulations are available at

<http://www.divinity.edu.au/university-of-divinity/governance/the-act-and-regulations/>

1.1 On 15 August 2018, Council approved amendments to the following Regulations:

1.1.1 Regulation 1: Determination 1: Finance and Investment Committee membership was increased from one external member with financial expertise to two external members.

1.1.2 Regulation 4: Bachelor of Theology, Regulation 32: Bachelor of Ministry, Regulation 34: Advanced Diploma in Theology and Ministry, and Regulation 42: Advanced Diploma in Philosophy were revised to include pathways for credit and admission into undergraduate awards to permit recognition of a VET Diploma offered by Acts 2 College of Mission and Evangelisation (Acts2CoME), a Catholic Bible College in Perth, with effect from 1 January 2019.

1.1.3 Regulation 19: Master of Theology (Coursework) was amended to permit concurrent enrolment in the Bachelor of Theology and Master of Theology (Coursework).

1.2 On 27 July 2018, the Academic Board approved amendments to the following Determinations to Regulations with immediate effect:

1.2.1 Regulation 2: Determination 11 has been repealed and the information relocated to the Credit Policy.

1.2.2 Regulation 2: Determination 12.1 has been revised to recognise study undertaken at an Australian higher education provider which is included on the National Register of Vocational Education and Training.

1.2.3 Regulation 3 and Regulation 54: The Determinations were amended to accredit Australian Lutheran College to deliver the Graduate Certificate in Teaching Religious Education in online mode.

1.2.4 Regulation 3 and Regulation 49: The Determinations were amended to accredit Jesuit College of Spirituality to deliver the Graduate Certificate in Ignatian Spirituality and the Graduate Certificate of Spirituality in online mode.

- 1.2.5 Regulation 19: Determination 19.1 was modified to establish the conditions for concurrent enrolment in the Bachelor of Theology and Master of Theology (Coursework).
- 1.2.6 Regulation 4: Determination 4.3.9; Regulation 32: Determination 32.3.9; Regulation 34: Determination 34.3.5; Regulation 42: Determination 42.3.4 were amended to establish credit provisions for graduates of the Diploma of Catholic Ministry from Acts2CoME, with effect from 1 January 2019.

2. Policies and Procedures

Policies and Procedures are available on the University website at

<http://www.divinity.edu.au/university-of-divinity/governance/policies-and-procedures/>

- 2.1 On 15 August 2018 Council approved the following revised policies:
 - 2.1.1 Delegations Policy: The revision includes new areas for delegations and provides for members of the OVC senior management team to approve expenses up to a fixed limit.
 - 2.1.2 Travel Policy: The revision supports the introduction of an online travel approval and purchase process using an external vendor with capacity to extend current travel booking arrangements to Colleges and recipients of research grants.
- 2.2 On 27 July 2018 the Academic Board approved the following revised policies:
 - 2.2.1 Admissions Policy: This major revision implements the recommendations of the 2017 external review of admissions. Changes include: the addition of section 3 Principles; incorporation of English Language proficiency requirements; clearer information on the purpose and content of the admissions interview (section 7); clarifying circumstances under which an applicant may be refused admission (section 9); inserting procedures for seeking review of a decision not to admit (section 10).
 - 2.2.2 English Language Requirements Policy: This policy has been repealed with the requirements now included in the Admissions Policy.
 - 2.2.3 Assessment Policy: This revision transfers authority to approve amendments to Schedule A: Assessment Tasks from the Learning and Teaching Committee to the Academic Board; and inserts revised procedures for a student who seeks review of a grade awarded for a unit.
 - 2.2.4 Appeals Policy: Procedures relating to admissions, assessment and graduation have been removed by the Vice-Chancellor as these are now contained in the appropriate policies.
 - 2.2.5 Credit Policy: This major revision implements the recommendations of the 2017 external review of admissions. Changes include relocation of rules regarding credit from Regulation 2 to this policy, the definition of six types of credit, and time limits for decisions on applications for credit.
 - 2.2.6 Enrolment Policy: This revision transfers authority to approve enrolment overloads from the Learning and Teaching Committee to the Chair of the Academic Board (section 8.3), and clarifies Leave of Absence for overseas students to ensure compliance with the ESOS National Code 2018.

- 2.2.7 Graduation Eligibility Policy: This new policy prescribes how the Academic Board certifies the eligibility of students to graduate and the procedures by which graduands may select and register for a Graduation Ceremony.
- 2.2.8 Graduation Ceremonies Policy: The procedures section of this policy has been repealed in light of the new Graduation Eligibility Policy.
- 2.2.9 Student Unit Evaluation Policy: This revision transfers oversight of the student unit evaluation process to the Director of Learning and Teaching, with duties to be carried out by the Academic Quality Officer.
- 2.2.10 Unit Policy: This revision: a) includes the definition of Capstone Units to apply from 2020; b) transfers authority to amend schedules from the Learning and Teaching Committee to the Academic Board; c) amends schedules B, C, D and E including a major revision of the Supervised Reading Unit Approval Template.

3. Appointments

3.1 Academic Staff

Nothing to report.

3.2 Other Appointments

- 3.2.1 Mr Nick Fels, member of Council and Chair of the Finance and Investment Committee, has been reappointed to Council for a further three year term concluding 31 December 2021.
- 3.2.2 Rev Dr Stephen Haar has been appointed as an internal member of the Academic Quality Committee for a term commencing immediately and concluding 31 December 2019.
- 3.2.3 Ms Deborah Kent has been appointed as Chair of the Academic Quality Committee for a term commencing immediately and concluding 31 December 2020.
- 3.2.4 Rev Dr Anne Mallaby has been appointed as Academic Dean of Whitley College, commencing immediately.
- 3.2.5 Emeritus Professor Barry McGaw has been appointed as an external member of the Academic Quality Committee for a term commencing immediately and ending 31 December 2020.
- 3.2.6 Dr David Morgan has been appointed as an external member of the Academic Quality Committee for a term commencing immediately and concluding 31 December 2019.
- 3.2.7 Major Dr Christine Unicom has been appointed as an internal member of the Academic Quality Committee for a term commencing immediately and concluding 31 December 2020.

4. Other Matters

- 4.1 On 27 July 2018 the Academic Board approved a Role Description for Academic Dean. This outlines the responsibilities and competencies required by University Regulations and Policies and provide a basis for position descriptions at Colleges.

- 4.2 The Academic Board has established a working group comprising John Capper, Rosemary Canavan, Stephen Curkpatrick and Katherine Massam to review the Extensions and Special Considerations Policy.
- 4.3 The University is seeking to recruit a Reports and Compliance Manager for immediate commencement. The position description and instructions to apply can be found on the University website at [Reports and Compliance Manager](#) .
- 4.4 Nooi Chang concludes her service as Academic Services Officer in the Office of the Vice-Chancellor on 19 September 2018.