**4**

[**INFORMATION SECURITY STATUS**](http://policies.curtin.edu.au/findapolicy/docs/Information_Security_Classification_Policy_and_Procedures.pdf)**:**

🞏 PUBLIC

🞏 INTERNAL ONLY

🗹 COMMITTEE-IN-CONFIDENCE

🞏 PROTECTED

COMM Meeting No./Year

**NAME OF COMMITTEe – DATE OF MEETING**

**BUSINESS ARISING**

**1. RECOMMENDATION**

That the name of Committee:

***note*** *the actions arising from previous minutes as at Attachment A to Item 4. OR*

***note*** *the business**arising from previous meetings as at Attachment A to Item 4. OR*

***note*** *the action list and business**arising from previous meetings as at Attachment A to Item 4. OR*

***note*** *the 2016 Work Plan as at Attachment A to Item 4.*

OR

1. ***note*** *the actions arising (or action list as at date) from previous meetings as at Attachment A to Item 4;*

*b)* ***note*** *the business**arising from previous meetings as at Attachment B to Item 4; AND/OR*

*c)* ***note*** *the 2015 Work Plan as at Attachment C to Item 4.*

**Document Author:** Committee Secretary Name

Committee Secretary

**Date Prepared:** Insert date prepared

**Submitted by:** Committee Secretary Name

Committee Secretary

If you require any further information to help you make an informed decision on this item,   
please contact xx on Ext: xxxx.

**Attachment/s**

Attachment A: Actions Arising as at (Date) or Action List as at (Date)

Attachment B: Business Arising as at (Date)

Attachment C: 2016 Work Plan as at (Date)

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**NAME OF COMMITTEE**

**Actions ARISING FROM PREVIOUS MEETINGS**

**as at Date**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Agenda Item No. and Title** | **Actions Arising** | **Responsible Officer/Member** | **Target Date** | **Status** |
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**NAME OF COMMITTEE**

**Actions ARISING FROM PREVIOUS MEETINGS**

**as at Date**

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| --- | --- | --- | --- | --- | --- |
| **No.** | **Agenda Item No. and Title** | **Business Arising** | **Responsible Officer/Member** | **Target Date** | **Status** |
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**NAME OF COMMITTEE**

**WORK PLAN for 2016**

Insert Work Plan Template

| **Activity** | **26 Feb** Deadline:  15 February | **1 April** Deadline:  21 March | **29 April** Deadline:  18 April | **27 May** Deadline:  16 May | **24 June** Deadline:  13 June | **29 July** Deadline:  18 July | **26 August** Deadline:  15 August | **30 Sept** Deadline:  19 Sept | **28 Oct** Deadline:  17 Oct | **25 Nov** Deadline:  14 Nov | **Constit’n Reference** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **GOVERNANCE** | | | | | | | | | | | |
| **Academic Board Work Plan 2016** | Noting |  |  |  |  |  |  |  |  | **Draft** | **2.1(1)** |
| **Review of Board’s Performance** | Discussion | Report |  |  |  |  |  |  |  |  | **5.5** |
| **AB Annual Report** | Discussion | Approve |  |  |  |  |  |  |  |  | **5.4** |
| **Academic Governance & Risk** |  |  | Discussion |  |  |  |  | Discussion |  | **Approve** | **2.1(1)(c)** |
| **Review Standing Committee Constitutions** |  |  | Discussion |  |  |  | Recommend |  |  |  | **5.1(2)** |
| **Academic Policy Review:**   * **Rescinded/To be rescinded** * **Gone to other committees** * **Remain with Academic Board** | Discussion |  |  |  | Recommend |  |  |  |  |  | **2.1(2)** |
| **Election/ Induction new members** |  | Elect/Induct |  |  |  |  |  |  |  |  | **2.2(1)(b)** |
| **Election Chair, Deputy, ABE Rep** |  | Election |  |  |  |  |  |  |  |  | **3.3(2)** |
| **STRATEGIC PLAN – UPDATES AND CONVERSATIONS** | | | | | | | | | | | |
| **Strategic Plan Scorecard Report**  **(Monitoring Meetings)** |  | Research |  |  | Teaching & Learning and Student Experience **@8.30am** |  |  |  | International | People & Culture | **2.1(2)(a)** |
| **Strategic Plan beyond 2017** | Discussion | Feedback |  |  |  |  |  |  |  |  | **2.1(2)(a)** |
| **Learning & Teaching Strategy Initiatives** |  |  | Discussion |  |  |  | Discussion |  |  |  | **2.1(2)(d)** |