

The Office of Governance Services maintains the University Policies database - a searchable database of all of the University's policies. This update provides information about changes to the University Policies database during the period of September 2013 – December 2013.

The policies database is available at the web address <http://www.ecu.edu.au/GPPS/policies>

## **NEW UNIVERSITY POLICIES**

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- Joint Doctor of Philosophy Programs
- Public Complaints Policy

## **UPDATED UNIVERSITY POLICIES**

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### APPROVED BY COUNCIL

- Nominations for Appointment to Council, Boards and Committees of Council

### APPROVED BY VICE-CHANCELLOR

- Academic Leadership Roles in Faculties
- Academic Prizes
- Acceptance of Gifts by ECU Staff
- Compliance Policy
- Course and Unit Delivery and Assessment
- Research Centres and Institutes
- Research Data Management
- Working with Children Check and Child Protection Policy

### APPROVED BY POLICY OWNER

- Access to Personal Files
- English Standards
- Flexible Working Hours
- Grievance Resolution
- Internal Loans
- Management for Performance System (MPS)
- Parental Leave
- Prevention of Harassment, Bullying and Discrimination
- Supported Wage Employees
- Unsatisfactory Performance – Professional Staff

## **RESCINDED POLICIES**

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No Policies were Rescinded during this period.

## **NEW UNIVERSITY POLICIES**

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### **Joint Doctor of Philosophy Programs**

**[PL251 / ac097]**

This policy sets out the criteria for approval and process to establish a joint PhD program between two institutions.

[ [POLICY JUMP TO](#) ]

### **Public Complaints Policy**

**[PL252 / rm008]**

This policy outlines the principles, roles and responsibilities that govern the University's handling of complaints from members of the public.

[ [POLICY JUMP TO](#) ]

## **UNIVERSITY POLICY UPDATES**

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### APPROVED BY COUNCIL

### **Nominations for Appointment to Council, Boards and Committees of Council**

**[PL079 / ad056]**

This policy outlines the process which will be used by Council in directly appointing members to Council, Boards or Council Committees, or for recommending members to the State Minister for Education for appointment.

[ [POLICY JUMP TO](#) ]

APPROVED BY VICE-CHANCELLOR

**Academic Leadership Roles in Faculties**  
[PL164 / hr127]

To define the Academic Leadership roles in Faculties at ECU and outline the key principles by which these roles are appointed, remunerated and managed.

[ [POLICY JUMP TO](#) ]

**Academic Prizes**  
[PL001 / ac002]

To provide a framework to guide and assist the University in the establishment and administration of academic prizes.

[ [POLICY JUMP TO](#) ]

**Acceptance of Gifts by ECU Staff**  
[PL206 / rm007]

The intent of the policy is to provide guidance for ECU staff in the event they are offered gifts by internal or external parties.

[ [POLICY JUMP TO](#) ]

**Compliance Policy**  
[PL203 / rm004]

This policy seeks to:

1. Provide a uniform approach to ensure ECU complies with applicable laws, regulations, industry and internal codes of conduct and other compliance obligations that impact on the University's operations;
2. Promote an effective Compliance Culture at ECU;
3. Uphold good corporate governance practices; and
4. Provide risk treatments in respect to compliance that are commensurate with legal, regulatory and other compliance risks facing the University.

[ [POLICY JUMP TO](#) ]

**Course and Unit Delivery and Assessment**  
[PL244 / ac093]

This policy informs staff of the approaches and principles to be applied in the delivery of courses and units at ECU.

[ [POLICY JUMP TO](#) ]

**Research Centres and Institutes**  
[PL007 / ac020]

To outline the framework and structure associated with the establishment, governance and management of University-designated Research Centres and Institutes which support the University's research aims and objectives in key areas of research priority.

[ [POLICY JUMP TO](#) ]

**Research Data Management**  
[PL049 / ac076]

To ensure that research data is stored, retained, made accessible for use and reuse, and/or disposed of according to legal, statutory, ethical and funding bodies' requirements ('compliance obligations').

[ [POLICY JUMP TO](#) ]

**Working with Children Check and Child Protection Policy**  
[PL194 / hr171]

This policy sets out Edith Cowan University's ('the University') obligations under the WWC Act and articulates the University's approach to the protection of children with whom University members interact in the course of their employment or study.

[ [POLICY JUMP TO](#) ]

APPROVED BY POLICY OWNERS

**Access to Personal Files [PL129 / hr023]**  
[ [POLICY JUMP TO](#) ]

**English Standards [PL035 / ac062]**  
[ [POLICY JUMP TO](#) ]

**Flexible Working Hours [PL121 / hr006]**  
[ [POLICY JUMP TO](#) ]

**Grievance Resolution [PL225 / hr147]**  
[ [POLICY JUMP TO](#) ]

**Internal Loans [PL082 / ad059]**  
[ [POLICY JUMP TO](#) ]

**Management for Performance System (MPS) [PL166 / hr129]**

[ [POLICY JUMP TO](#) ]

**Parental Leave [PL188 / hr156]**

[ [POLICY JUMP TO](#) ]

**Prevention of Harassment, Bullying and Discrimination [PL124 / hr013]**

[ [POLICY JUMP TO](#) ]

**Supported Wages Employees [PL190 / hr167]**

[ [POLICY JUMP TO](#) ]

**Unsatisfactory Performance – Professional Staff [PL187 / hr154]**

[ [POLICY JUMP TO](#) ]

## **POLICY CONTACTS**

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For useful contact information about policies at ECU.

[ [POLICY CONTACTS JUMP TO](#) ]

## **POLICY DEVELOPMENT**

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### **UPDATED AUGUST 2012**

The following Policy Framework, Policy Template and Policy Guidelines were updated and approved by Council in August:

**Policy Framework Policy [PL086 / ad063]**

This policy provides a framework for the development and maintenance of University policies and is intended to increase consistency and transparency in decision-making across the University.

Updated August 2012

[ [POLICY JUMP TO](#) ]

**Policy Template**

All new and reviewed policies should be in the format of this approved Policy Template. Updated

August 2012

[ [POLICY TEMPLATE JUMP TO](#) ]

**Policy Guidelines**

These guidelines will provide you with additional information about how to develop a policy.

Updated

August 2012

[ [POLICY GUIDELINES JUMP TO](#) ]

**Approval Memo**

This memo is a template for seeking approval to a new, updated or rescinded policy.

[ [APPROVAL MEMO JUMP TO](#) ]