The University Governance Unit maintains the ECU's Legislation and Policy Directory.   This update provides information about changes to legislation and policies during the period of *April 2017 – June 2017.*
To access the Legislation & Policy Search Directory, please click this link: http://policysearch.ecu.edu.au.

NEW POLICY

Research Training Program Scholarship [PL273]

This policy outlines the application of the Commonwealth Scholarships Guidelines (Research) 2017, which provide for Commonwealth Scholarships under Part 2-4 of the Higher Education Support Act 2003 as they pertain to Edith Cowan University Students.

UPDATED POLICIES

*The amendments to the following policy has been approved by **Council**:*

Investment [PL081]

This policy provides the framework and guidelines for the University's Investment Portfolio.

*The amendments to the following policies have been approved by the **Vice-Chancellor:***

Academic Leadership Roles [PL164]

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

Mobile Devices and University Subscribed Home Internet Services (previously titled Mobile Device Use) [PL271]

The purpose of this policy is to define accepted practices and responsibilities for the use of any Mobile Device that connects to the University's network and information systems and for the use of Subscribed Home Internet Services used for University business.

*The amendments to the following policies have been approved by the **Policy Owner**:*

ECU Excellence Framework [PL248]

The policy outlines ECU's approach to quality and performance improvement. It provides a framework for all quality assurance, quality management and performance improvement activities.

Curriculum Planning and Development [PL246]

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

Curriculum Evaluation and Review [PL245]

This policy informs staff of the approaches and principles to be applied in the evaluation and review of curriculum items.

Curriculum Approval [PL127]

This policy provides a framework for the creation, approval, modification and archiving of all curriculum items (courses, unit sets, and units) at ECU, which meet the University's academic governance and quality standards, and align with the requirements of the commonwealth government instruments.

Curriculum Delivery and Assessment [PL244]

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

Honorary Awards of the University [PL004]

The University acknowledges and honours outstanding or significant personal achievement, and outstanding or significant contributions to society or to the University, through the presentation of ECU honorary awards.

Responsible Research Conduct [PL047]

The joint NHMRC/ARC/Universities Australia Australian code for the responsible conduct of research (Australian Government, 2007) ("the Code") is used by universities as the standard for the responsible conduct of research in Australia. It requires all institutions receiving funding from the ARC or the NHMRC to support the maintenance of high standards of research conduct consistent with the Code.

Environmental Management of Information Technology [PL116]

This document outlines the management of energy and paper consumption with respect to the Information Technology environment. It also sets out our commitment to reduce our environmental impact and reducing associated costs by ensuring that computer resources, multi-function devices and SOE's operate at their most efficient levels.

RESCINDED POLICIES

*The following policies have been rescinded by the policy owners and approved by the **Vice-Chancellor**:*

Purchase and Use of University Mobile Telephones [PL167]

Counteroffers [PL160]

APPROVAL PROCESS

Policies are approved by either University Council or the Vice-Chancellor, depending on their scope and nature. University Council will approve high-level University policies where Council scrutiny is appropriate, consistent with the Matters to be Reserved to Council.

Minor amendments to policy (i.e. those changes which are largely updates and which do not change the overall intent) may be approved by the Policy Owner. These changes may include updating telephone numbers, change in the name of a person (but effectively the same position), typographical and format changes (e.g. changes in numbering, changing to the new format).

More significant changes will require the policy to be formally amended and resubmitted through the original approval process (via Council or the Vice-Chancellor). Major changes include *amendments of substance to the policy for example, the deletion of parts of the policy, addition of new sections or other substantive changes in the policy.* The determination of whether something is substantive will rely on the expert judgment of the Policy Owner.

Obsolete Policy – A policy may become superseded or obsolete but has never been formally rescinded. If the policy has clearly been superseded by a subsequent policy, or legislation, that deals with substantially the same matters, the Policy Owner must forward a memorandum requesting the policy approver (Vice-Chancellor or Council) to approve the rescission of the policy. This should be done at the same time as seeking approval for the replacement policy (if there is a replacing policy). Where there is no clear superseding policy or legislation, the Policy Owner must determine whether a request to the Policy Approver for rescission is sufficient or, given the nature of the policy, the recommendation to rescind the policy should go through the usual policy development process.

Guidance on the appropriate level for the approval of policy is given in the ECU Policy Framework [PL086].

The University Governance Unit can provide you with assistance in determining the appropriate approval level.

POLICY DEVELOPMENT

Policy Framework [PL086]
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.

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

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

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

POLICY TOOLKIT

The Policy Toolkit is a comprehensive guide to policy development. This document outlines the processes involved in developing, reviewing, amending and rescinding a policy. Included in the Toolkit are templates and guidelines in policy development.

POLICY CONTACTS

For general enquiries on the Legislation and Policy Search Directory, please contact:

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Legislation and Policy Directory User Guide