

**Australian Universities Quality Agency Ltd
ACN 092 938 200**

AUQA Board Meeting 2005/2

10.00am 22 June 2005

**AUQA Board Room
Level 10, 123 Lonsdale Street
Melbourne, VIC 3000**

AGENDA

1. ATTENDANCE & APOLOGIES

2. MINUTES OF MEETING 2005/1 HELD 24 MARCH, 2005

To endorse the minutes of meeting 2005/1

(Previously circulated)

3. MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

To receive a paper on global issues in QA

Paper AB2005/2/3 & Attachment

4. AUDIT MATTERS

4.1 Audits 2004

To note summary feedback reports on the 2004 audit program and to ratify the Audit Report for La Trobe University, the final Audit Report for 2004

Paper AB2005/2/4.1

4.2 Audits 2005

To receive a progress report on the 2005 audit program

Paper AB2005/2/4.2 and Attachment

4.3 Audits 2006 - 2007

To receive the audit schedule for 2006

Paper AB2005/2/4.3 and Attachment

4.4 Review of Audit Findings

To discuss the Report of the review of AUQA audit findings by Professor Susan Holland (**NB** item held over from the last meeting – please bring the **Attachment to Confidential Paper AB2004/1/4.5** from meeting AB2005/1).

Confidential Paper AB2005/2/4.4

5. CHAIR'S REPORT

To receive an oral report from the Chair on items not raised elsewhere

6. EXECUTIVE DIRECTOR'S REPORT

To receive a report from the Executive Director on AUQA activities

Paper AB2005/2/6 & Attachment

7. FINANCE MATTERS

7.1 Financial Statements

To receive financial statements to the end of May 2005

Paper AB2005/2/7.1 & Statements

7.2 Finance Committee matters

To receive a report from the Committee

Paper AB2005/2/7.2

8. AUQA POLICY AND BOARD ISSUES

8.1 Review of AUQA

8.1.1 To address matters to do with the Board's Self-Assessment

Paper AB2005/2/8.1.1 and Attachment

8.1.2 To receive a report on the Self-Review and External Review of AUQA

Confidential Paper AB2005/2/8.1.2 and Attachment

8.2 AUQA Policies

To discuss a proposal for guidelines on AUQA involvement in activities for Australian institutions: Guidance on specific requests for AUQA participation

Paper AB2005/2/8.2 and Attachment

8.3 AUQA Object 4

To receive a progress report on Addressing Object 4

Paper AB2005/2/8.3 and Attachment

8.4 AUQA Cycle 2 Audits

To receive a progress report on Options for Cycle 2 Audits

Paper AB2005/2/8.4 and Attachment

8.5 Board Membership 2005

To receive an oral report from the ED on the status of appointment of a replacement for L Tabrett

8.6 AUQA Occasional Publications Editorial Board

To approve the final terms of reference for, and receive an initial report from, the AUQA Occasional Publications Editorial Board

Paper AB2005/2/8.6 and Attachment

9. DEST MATTERS

There are several current matters arising from Federal initiatives. The following items are included for the Board to consider their quality-related aspects, and implications for AUQA

9.1 AUQA Responses to Issues Papers

Papers already distributed to Directors

9.2 Strategic Assessment Group

To receive an update on the work of this Group

Confidential Paper AB2005/2/9.2 and Attachment

9.3 NSAI audits

To receive a progress report on the work of the NSAI Working Group (NB. Because the latest meeting of the Working Group will not be until after Board Papers have been dispatched, the paper for this item will either be sent to Directors separately, or tabled at the meeting.)

10. AUSTRALIAN UNIVERSITIES QUALITY FORUM

To receive a progress report on AUQF2005

Paper AB2005/2/10 and Attachment, to be tabled

11. OTHER BUSINESS

Any other items of business raised by Directors

12. MEETING DATES 2005

Wednesday 7 September

Tuesday 22 November