NEW INTELLECTUAL PROPERTY POLICY AND PROCEDURES


The new policy and procedures were developed following a review of the University’s current Intellectual Property Policy in order to reflect the University’s current intent with regard to ownership of rights in Intellectual Property, and to incorporate contemporary changes in copyright law and other relevant legislation and government policies.

The University’s lawyers were extensively involved in advising on the new policy and procedures. Feedback received as part of a University-wide consultation process was also considered in the development of the documents.

CONSULTANCY, PRIVATE PRACTICE AND CONTRACT RESEARCH POLICY

A key commitment of the Griffith Project was a review of the University's Work for Outside Bodies policy. The required outcome of the review was the development of a policy framework which would enhance the capability of the University to attract outside work opportunities and result in quality outside work conclusions. The new policy framework was also to address issues of concern with the current policy and enhance requirements in respect to equity, probity, clarity and ease of compliance both operationally and administratively.

The new policy was developed after wide consultation within the University.

Council rescinded the “Work for Outside Bodies Policy” and approved the “Consultancy, Private Practice and Contract Research Policy”(2005/0030254) in its place.

REVIEWS – FACULTY OF ENGINEERING AND INFORMATION TECHNOLOGY AND THE OFFICE OF TECHNICAL SERVICES

In May 2003, Council adopted a framework for the regular, five-yearly, systematic, independent review of current activity and future plans of faculties and their constituent elements through a Faculty Review Process. A parallel process for administrative areas was also instituted.

Council noted that the Faculty of Engineering and Information Technology (EIT) and the Office of Technical Services (OTS) were reviewed under the University’s policy. The two elements were reviewed by independent review committees, each comprising three committee members who were external to the University, as well as committee members who were internal to the University but were not from the particular element (two internal members in the case of EIT and one in the case of OTS).

RISK MANAGEMENT STATUS REPORT

At its May 2004 meeting, Council adopted a risk assessment and management strategy which had been developed with the assistance of consultants from Pricewaterhouse Coopers. The strategy document identified 11 high level risks facing the University together with current and planned risk mitigation actions. Council noted that there would be an annual progress report on risk assessment and risk mitigation, through the Finance and Resources Committee.

Council noted a status report on the Risk Management Action Plan which had been forwarded by the July meeting of the Finance and Resources Committee. In considering the Action Plan, the Finance and Resources Committee had agreed that the risk mitigation strategies being undertaken were appropriate.

APPOINTMENT OF PRO VICE CHANCELLOR AND DEAN (BUSINESS)

Council resolved to offer Professor Michael Powell appointment as Pro Vice Chancellor and Dean (Business) for the period 2 August 2005 to 1 August 2010.

MEMBERSHIP OF COUNCIL – REPORT ON PERSON’S CRIMINAL HISTORY

In line with new provisions set out in Section 66 of the revised Griffith University Act, Council approved the following as a matter of policy:

(a) that potential members be requested to agree to Council asking the commissioner of the police service for a written report about the members’ criminal history, as well as a brief description of the circumstances of a conviction mentioned in the criminal history.

(b) that Council ask the commissioner of the police service for a written report about potential members’ criminal history, as well as a brief description of the circumstances of a conviction mentioned in the criminal history.

AMENDMENTS TO COMMITTEE CONSTITUTIONS

The July 2005 meeting of Council approved new arrangements for the Business and Law Group. As a consequence of these new arrangements, a review of University committee membership was conducted to ensure that the Griffith Business School retained appropriate University-level representation following the combining of the Pro Vice Chancellor and Dean positions in the Business Group. This review was necessary because, in a number of committees, the membership provided for at least two members of each Group viz the Group Pro Vice Chancellor and a Dean/Deans.

Council approved amendments to the membership provisions of the Academic Committee and Senior Selection Committee to allow the appointment of an appropriate Associate Dean from the Griffith Business School.
**REVISION TO POLICY ON FACULTY REVIEW PROCESS**

Council approved a revised policy “Faculty Review Process” (2005/0038518). The policy was revised in order to expedite the outcome of the Faculty review process through the use of an implementation plan. In particular, the amended policy makes specific reference to the development and submission of an action plan which is then monitored as part of the implementation process.

**REPORT ON GOLD COAST CAMPUS ISSUES**

At its February 2005 retreat, Council requested that a short report on key campus issues be prepared for the particular campus at which the Council meeting was scheduled. Council noted a report on Gold Coast Campus issues which addressed the following matters: strategic vision for the Gold Coast campus and planning for the future; development of teaching and learning profile including proposed new programs; new research initiatives and current research performance; linkages with community, industry and government; major capital development plans; staff and student issues; and strategic challenges and key opportunities.

**DELEGATION OF AUTHORITY TO SIGN CONTRACTS AND AGREEMENTS**

Council approved the revised delegations outlined in the document “Authority to Sign Contracts and Agreements Schedule of Delegations”(2005/0030253).

This document brings together into one schedule a list of delegations authorising officers to sign contracts and agreements on behalf of the University.

**AUGUST 2005**