AGENDA

MEETING: ITS Executive Team Meeting
MEET No.: Meeting no. 12/2013
VENUE: South Oval Main Meeting Room
DATE/TIME: Wednesday 26 June 2013, 9:30am – 11am
CONTACT: Alexandra Hordern (Secretariat) x51772

ATTENDEES: Peter Nikoletatos (PN) (Chair), Kus Pandey (KP), Anne Kealley (AK), Allison Magoffin (AM), Dominy Evans (DE), David Howse (DH), David Richardson (DMR), Roxanne Missingham (RM), John Parry (JP).

APOLOGIES: Belinda Day (BD)

Part 1. Agenda
   1. Apologies/accept minutes
   2. Action Register* As at 26/06/13

<table>
<thead>
<tr>
<th>Action #</th>
<th>Meeting Ref</th>
<th>Actions</th>
<th>Action Owner</th>
<th>Status</th>
<th>Expected completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>28/08/12</td>
<td>On call activity (see above)</td>
<td>BD, AK, DE, DMR, DH</td>
<td>In progress</td>
<td>26 June 2013</td>
</tr>
<tr>
<td>2.</td>
<td>28/08/12</td>
<td>Detailed engagement plan recommendation</td>
<td>AK</td>
<td>In progress</td>
<td>31 May 2013</td>
</tr>
<tr>
<td>3.</td>
<td>07/02/13</td>
<td>BD to collect flextime data from ADs/portfolios and compile for Exec.</td>
<td>BD</td>
<td>In progress</td>
<td>12 June 2013</td>
</tr>
<tr>
<td>4.</td>
<td>07/02/13</td>
<td>All Exec to have completed staff SoEs by mid-April, all staff June 30</td>
<td>All Exec</td>
<td>Ongoing</td>
<td>Mid-April for Exec June for all staff 2013</td>
</tr>
</tbody>
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| BD to record completed SoEs |
|BD | Ongoing | |
| 5. | 20/03/13 | BD to provide information on IT appointments across the University. To be discussed at OMG. | BD | In progress | 12 June 2013 |

Part 2. Standing Items
   3. Portfolio reports
      3.1. Peter Nikoletatos (PN)
      3.2. Roxanne Missingham (RM)

   4. Update from ITS HR Manager (BD)
   5. Update from ITS Finance Manager (AM)
   6. Update from Associate Directors and Executive Officer
Part 3. Other Business

Part 4. For Noting

7. Other items for noting

Next Meeting:
Wednesday 10 July 2013
9:30am – 11am
South Oval Main Meeting Room, 88T1