



ESOS Advisory Group (EAG) Meeting

Meeting 2/2009

Wednesday June 24, 2009, 10.00 am

FIT Board Room Building H Level 6, Caulfield campus

1. **Attendance and apologies**
2. **Minutes of the previous meeting**
3. **Matters arising from the minutes**
See Action arising table
4. **EAG charter**
 - 4.1 **EAG charter and membership review**
Review of [charter](#) and membership
5. **ESOS Compliance**
 - 5.1 **Compliance Certification**
Mr Robert Barrett to brief group on current round of 2009 certification
 - 5.2 **ESOS Manual Feedback**
Mr Robert Barrett to brief group on feedback received
 - 5.3 **Monitoring of Course duration**
Discussion and feedback on course extension and CoE processes including use of Duration report and ESOS Manual chapter standard 9
 - 5.4 **Monitoring DE and on line enrolment**
Discussion re use of MRS DE/Online report and draft template letters
6. **ESOS Reporting**
 - 6.1 **ESOS Reporting Statistics**
Report for noting and discussion
 - 6.2 **APC process and Academic Progress Policy and Procedure**
Developments in this area to be outlined
7. **Policies and Procedures**
 - 7.1 **Critical incident procedures**
Draft Critical Incident procedures as developed by Ms Wendy Blastock tabled for noting
8. **Updates**
 - 8.1 **Explanatory Guide revision, National Code and International Education Reviews and Inquiry's**
Mr Robert Barrett to brief the group on the explanatory guide revision, the planned review of the National Code and separate Senate Inquiry into International Education
9. **Other business**

Next meeting: Wednesday 16 September, Sir George Lush room, Building 3A, Clayton