

## **Statute 1.3 - General Provisions: Conduct of Meetings using Communications Media**

(1) Meetings of the Senate or of any committee, board or other body within the University may be duly convened and held by way of telephone, video conferencing link-up or other medium for electronic communication available for such purpose from time to time as long as:

- a. the number and category of persons participating and physically present would represent a quorum for the purposes of the particular body;
- b. due notice of the meeting and of intention to use a medium of electronic communication has been given to all persons entitled to notice of the meeting;
- c. each of the participants acknowledges:
  - i. such participant's presence to the chairperson;
  - ii. that the meeting is being convened as a duly constituted meeting;
  - iii. that the participant can hear the other participants;
- d. the chairperson is satisfied with the identification of each of the participants at the commencement of the meeting and the presence of a quorum; and
- e. voting of the participants on all issues is able to be clearly ascertained by the chairperson.

(2) No person participating in any meeting conducted pursuant to this Statute shall disconnect communication during the course of any meeting without the consent of the chairperson and in default of such consent or proven failure of the connection all participants at the commencement of the meeting shall be deemed to have been present and to have formed part of the quorum during the whole of that meeting.

(3) The chairperson shall sign minutes of the proceedings conducted as aforesaid and such minutes shall be prima facie evidence of the matters discussed and resolutions passed at the meeting.

(4) The accidental omission to give notice of a meeting to any person entitled to be present at the meeting, or the non-receipt by such person of such notice shall not invalidate the proceedings of such meeting and the resolutions passed at the meeting.

ORIGINATED BY SENATE RESOLUTION:	91/83
DATED:	29-30 October 1991
AMENDMENT NO:	
SENATE RESOLUTION:	
DATED:	

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	18th December 2023
<b>Review Date</b>	29th April 2024
<b>Approval Authority</b>	Senate
<b>Approval Date</b>	18th December 2023
<b>Expiry Date</b>	Not Applicable
<b>Responsible Executive</b>	Martin Daubney Chancellor
<b>Responsible Manager</b>	Diane Barker Director, Legal, Assurance and Governance
<b>Enquiries Contact</b>	Matthew Charet National Manager, Governance <hr/> Legal, Assurance and Governance Directorate