

Annual General Meeting

26th AIUG Conference

Agenda



Meeting to be held Wednesday 18 November 2015, 9.30am, at QCA Lecture Theatre, Griffith University Southbank Campus.

1. Welcome

2. Present

3. Apologies (and Proxy requests)

4. Minutes of 2014 AGM

<http://www.aiug.org/wp-content/uploads/2015/04/201f-agm-minutes.pdf>

5. Financial Report by the Chair, Tim Darlington

5.1. Budget

6. Business arising

6.1. (2012 6.1) Financial support by AIUG for individual presenters to attend user group conferences to be addressed within the new working group's review of activities (2014. 5.5)*, with report on this item provided to group by end of FY 2015.

* (2014. 5.5) Working group formed – Susan Tegg (Griffith University); Isis Bibaoui (University of Sydney); Bruce Eames (University of Melbourne); Helen Bronleigh (Murdoch University).

6.2. (2012 6.4) Training issues to be considered within the new working group's review of activities (2014 5.5).

6.3. (2012 6.4) New working group (2014 5.5) to liaise with Training Coordinator to determine training arrangements for 2015.

6.4. (2014 6.4.1) Add to operational guidelines V. MEMBERSHIP MEETINGS

[<http://www.aiug.org/operational-guidelines/>] a new point :

"A Site Coordinators meeting will usually be held the day prior to the Annual Conference, but may be held at any time determined by the group."

Chair to coordinate updating of relevant documentation.

6.5. (2014 7.1.1) Update to Operational guidelines V. MEMBERSHIP MEETINGS

[<http://www.aiug.org/operational-guidelines/>] a new point :

“At the AGM or any other AIUG meetings, attendees represent their member institutions who fund the Group. Attendees should share or propose any issues which their home institution would like raised in the Group and should also communicate AIUG matters back to their institution as necessary.”

Chair to coordinate updating of relevant documentation.

6.6. (2014 7.1.2) Update to Operational guidelines V. MEMBERSHIP MEETINGS

[<http://www.aiug.org/operational-guidelines/>] a new point :

“Agendas for the AGM will be distributed via the AIUG listserv in advance. Members adding items or proposals to the Agenda should forward supporting information in advance also, to allow time for other members to seek feedback at their home institution as required.”

Chair to coordinate updates of relevant documentation.

6.7. (2014 7.2.2) Adding a standing item to the AGM agenda for proposals for collaborative and strategic activities to be considered in new working group’s review of activities (2014 5.5).

6.8. (2014 7.5) Election of Deputy Chair for 2015-2016

Chair to coordinate secondary ballot process by February 2015 and report outcome to group.

6.9. (2014 7.5) Election of Office bearers for 2015-2016

Chair to coordinate updating of relevant documentation.

7. Agenda items

7.1. (2014 7.2.2) Standing item - Proposals for collaborative and strategic activities

7.1.1.

7.1.2.

7.2. Retirements noted

- Amani Gadallah, Site Coordinator for UTS
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8. Other business

Note: If attendance is not possible, all Site Coordinators can delegate AGM voting by proxy to the Chair AIUG.