

VHERMAG
Victorian Higher Education Records Management and Archives
Group

4th Meeting
AGENDA

Venue: Building D
D4.205 – Level 4
Deakin University, Waterfront Campus

Date: Wednesday 22 November, 2006

Time: 10.30 –12.30

Agenda Items

1. Welcome, apologies and introductions
2. Update on action items from last meeting:

Staff development proposal:

Donna McRostie to report on suggestions from members, and present a firmer proposal.

Benchmarking:

Kathryn Dann will accept further comments on the draft statistical questionnaire compiled by the ASA University Archives SIG and benchmarking proposals within *Universitas 21*.

Investigate areas of comparison and measurement.

PROS 02/01 Authority for the Records of Higher and Further Education Institutions – Review Working Group – Preliminary Report:

Ross Elford will collate feedback on the working group report. The working group should look at defining the problems within PROS 02/01 before initiating discussions with PROV.

-Inclusion of TAFE members:

Donna McRostie will investigate the level of interest within the TAFE sector and follow up the issue with Brian Burchell.

3. **Rupert Hamer Award Nomination**
Donna McRostie/Kathryn Dann to give update nomination.
4. Other business
5. Arrangements for next meeting

A brief tour of the Geelong Waterfront Campus and the Ford Discovery Centre will follow the meeting followed by lunch at the Max Hotel.

Geelong Waterfront Campus

accurate as at 30/8/2006

Levels
1, 2, 3, 4

CP2

Gheringhap St.
Entrance
Level 2

Costa Hall
Entrance
Level 2

Zone 6

CP4
Deakin
Commercial
Precinct

Western Beach Rd.
Entrance Level 1

Parking: Visitor parking day permits are available from ticket machines. Annual or semester permits can be purchased by staff or students from Campus Finance Offices. Traffic regulations under the *Road Safety Act 1986* are enforced. Owner onus applies.



- Parking permit ticket machine
- Accessible parking
- Busport
- Chair Lift
- Wheelchair accessible toilets
- Zone 2** University vehicles only parking permit required (Yellow)
- Zone 3** Central Pool vehicles only parking permit required (Green)
- Zone 4** Parking permit required (Blue)
- Zone 5** Parking permit required (Red)
- Zone 6** Parking permit required (Orange)
- RACV** meeting points
- Public phone

