### 2019 SCHEDULE OF UNSW COUNCIL AND MANAGEMENT COMMITTEES MEETING DATES

<table>
<thead>
<tr>
<th>MANAGEMENT MEETINGS</th>
<th>COUNCIL &amp; COMMITTEES MEETINGS</th>
</tr>
</thead>
</table>

**Italics:** Ideal Time **Bold:** Submission of agenda items to meeting organiser

- **Usual Time**: 11am – 1pm
- **10 - 11 am**: 1 week prior
- **9 -11 am**: 6 weeks prior
- **2 - 5pm**: 5 weeks prior
- **4 - 6pm**: 5 weeks prior
- **1 - 2 pm**: 5 weeks prior
- **11 - 12 pm**: 5 weeks prior
- **2 - 5pm**: 5 weeks prior
- **4 - 6pm**: 5 weeks prior
- **1 - 2 pm**: 5 weeks prior
- **11 - 12 pm**: 5 weeks prior
- **2 - 5pm**: 5 weeks prior
- **4 - 6pm**: 5 weeks prior
- **1 - 2 pm**: 5 weeks prior
- **11 - 12 pm**: 5 weeks prior
- **2 - 5pm**: 5 weeks prior
- **4 - 6pm**: 5 weeks prior
- **1 - 2 pm**: 5 weeks prior
- **11 - 12 pm**: 5 weeks prior
- **2 - 5pm**: 5 weeks prior
- **4 - 6pm**: 5 weeks prior
- **1 - 2 pm**: 5 weeks prior

**Committee Secretary:**

- February: Catherine Carr
- March: James Fitzgibbon
- April: James Fitzgibbon
- May: Patrick Armstrong
- June: James Fitzgibbon
- July: Mark Smith
- August: Mark Smith
- September: Mark Smith
- October: Rebecca O’Brien
- November: James Fitzgibbon
- December: Caroline Cusick

**Committee Email:**

- UPOGovernance@unsw.edu.au
- council@unsw.edu.au
- eavco@unsw.edu.au
- CorporateComms@unsw.edu.au

**Meeting Dates:**

- **February**:
  - 04: 7-Feb
  - 14-Mar: 14-Feb
  - 18: 21-Feb
  - 19: 26-Feb
- **March**:
  - 04: 7-Mar
  - 09: 14-Mar
  - 18: 21-Mar
  - 25: 26-Mar
- **April**:
  - 11: 8-Apr
  - 18: 15-Apr
  - 25: 22-Apr
  - **29: 29-Apr**
- **May**:
  - 06: 29-May
  - 13: 12-May
  - 20: 19-May
  - 27: 26-May
- **June**:
  - 03: 5-Jun
  - 10: 12-Jun
  - 17: 19-Jun
  - 24: 21-Jun
- **July**:
  - 01: 9-Jul
  - 08: 16-Jul
  - 15: 23-Jul
  - 22: 30-Jul
- **August**:
  - 05: 6-Aug
  - 12: 13-Aug
  - 19: 20-Aug
  - 26: 27-Aug
- **September**:
  - 02: 3-Sep
  - 09: 10-Sep
  - 16: 17-Sep
  - 23: 24-Sep
  - 30: 1-Oct
- **October**:
  - 07: 8-Oct
  - 14: 15-Oct
  - 21: 22-Oct
  - 28: 29-Oct
- **November**:
  - 04: 5-Nov
  - 11: 12-Nov
  - 18: 19-Nov
  - 25: 26-Nov
  - **30: 30-Nov**
- **December**:
  - 01: 1-Dec
  - 08: 8-Dec
  - 15: 15-Dec
  - 22: 22-Dec
  - 29: 29-Dec

**Agenda completion**

- **Submission of agenda items to meeting organiser**
  - 14 working days prior
  - 2 days prior
  - 6 weeks prior
  - 1 week prior
  - 6 days prior
  - 2 days prior
  - 2 weeks prior
  - 2 days prior
  - 2 weeks prior

**Agenda confirmation/approval**

- **Agenda completion**
  - 6 working days prior
  - 2 days prior
  - 6 days prior

**Submission of agenda papers to meeting organiser**

- **Agenda completion**
  - 3 working days prior
  - 2 days prior
  - 2 days prior
  - 2 days prior

**Circulation of meeting pack to attendees**

- **Agenda completion**
  - 3 working days prior
  - 2 days prior
  - 2 days prior
  - 1 week prior