

# Record of Meeting

Meeting	Edu.au Advisory Committee Meeting	
Date / Time	Monday 29 March 2021 / 11.00am – 12.00pm AEDT	
Location	Hybrid - F2F and Teams Meeting	
Present	Michael Haigh, NCEC Chair Juliana Shea, ISA* Jenny McCloy, ESA	Rachel Elliott, ESA Kris Cutmore, ESA
Also in attendance	Rosemary Sinclair AM, auDA CEO Sonia Joksimovic, auDA Co Sec Bruce Tonkin, auDA COO * Colin Brown, auDA HR *	
Apologies	Michael O'Leary, Qld DoE Margot McNeill, TAFE, NSW Phil Sherwin, NSW DoE	
<i>* attendance via video conference</i>		

## 1. Welcome, attendance, apologies

The Chair welcomed all present, noting Michael O'Leary, Margot McNeil and Phil Sherwin as apologies for the meeting.

The Chair invited attendees to provide a brief Introduction and opened the meeting at 11.05am.

## 2. Declarations of interests

The Chair confirmed from all present that there were no conflicts of interest to be declared.

The Company Secretary noted that a Declarations of Interests Register will be adopted for future meetings.

## 3. Meeting Minutes from the Previous Meeting

The Committee noted the Minutes of the meeting held 17 July 2020.

The Chair **confirmed** the Minutes of 17 July 2020 as a true and correct record of the meeting.

The auDA CEO noted that approved Committee minutes will be uploaded in the Company's Board portal for Directors future review and Information.

#### 4. Actions Arising

The Chair noted that all previous actions had been completed.

#### 5. Committee Terms of Reference

The Chair noted the Committee Terms of Reference (ToR) have been published on the auDA website.

The Chair suggested a few practical amendments to the ToR for the auDA Board to consider and approve, which the Committee **supported**:

- A majority of members be the requirement to convene the meetings but in necessary cases, a reduced quorum of two (2) members, rather than six (6) members as currently stated;
- Members to be able to elect a proxy representative to be present; and
- Appointment of the Chair to be elected by the Committee for the Board to approve.

The auDA CEO suggested an auDA Board member be invited to attend Committee meetings in future and that this would also be proposed to the auDA Board.

**Action:** The CEO to discuss with auDA Board the proposed changes to the edu.au Committee Terms of Reference for Board consideration and approval.

#### 6. AuDA Operations Update

The Chair Invited the auDA COO to provide the Committee an update on auDA Operations, noting:

- New .au Licencing Rules Is scheduled to be launched in a staged approach, with the first phase commencing 12 April 2021. The first phase will allow registrars to improve their processes for validating registrants with an Australian presence, and improve their complaint handling processes in advance of the launch of the second phase later this year, which will involve registrations at the second level of .au. The third phase will commence late in 2022 to support the registration of domain names in Korean, Japanese, Chinese, Vietnamese and Arabic at the second level of .au.

- The Critical Infrastructure Security Legislation has been updated which includes new requirement levels and positive security obligations for organisations running critical infrastructure. This will impact auDA, the registry operator, and large registrars. The Chair suggested whether the legislation in consideration should be extended to schools (i.e. to protect NAPLAN tests), which was discussed.

**Action:** It was **agreed** that submissions made by auDA to Home Affairs would be circulated to the Committee for review and information.

- Legislation in alignment with the Tertiary Education Quality and Standards Agency Act 2011 (Cth) (TEQSA Act), to protect the word 'university' and UNI acronym is currently in discussion.

## 7. Quarterly Report Update

The Quarterly Report for the July - September 2020 and October - December 2020 reporting periods, were tabled as read.

The Chair invited Kris Cutmore to update the Committee on Key Activities as tabled within the reports noting:

- A marketing Survey was initiated to assess:
  - Perceptions of trustworthy websites relating to the choice of domain name extensions when conducting business online;
  - Awareness of new licensing rules Incorporating and replacing existing edu.au policy; and
  - Awareness of the Introduction of second level .au domain names
- An Annual Registrar Survey was conducted in July 2020 to assess Service Improvements which Included Eligibility for Domain categories; Early Childhood Marketing Campaigns, Complaints and Website Availability; and
- Registry Statistics which Included a review of applications and renewals, noting Registered Training Organisations continue to have the highest number of rejections due to not meeting criteria eligibility, which was discussed.

It was noted the January -March 2021 Quarterly Report is currently in progress, which will be circulated to members once completed.

The Chair commended Kris Cutmore on his time and efforts with producing the informative Quarterly reports.

The CEO noted that the Quarterly Reports produced by ESA will be uploaded In the Company's Board portal for Directors future review and information.

**Action:** It was **agreed** ESA will provide an abridged version of the Quarterly Report for auDA to include in its members newsletter for future circulation.

## **8. EAC Committee Membership and Chair Succession**

The Chair noted that in alignment with advice noted at the 17 July 2020 meeting, formal resignation had been tendered.

The auDA CEO provided an update on the Committee membership and Chair succession being actively progressed with the ESA CEO, Andrew Smith.

The Chair confirmed his availability until 30 June 2021, to provide support to the Committee and assist with the transition.

The auDA CEO provided thanks to the Chair for his valuable contribution to date and ongoing support.

## **9. Future Meeting Schedule**

The Company Secretary noted that quarterly meetings schedule would be scheduled in future.

The date of the next meeting would be canvassed offline once the new Chair has been appointed.

## **10. Meeting Close**

The Meeting closed at 12.00pm.

Signed as a true and correct record.

**Michael Haigh**  
Committee Chair

Date: