

**JAMES COOK UNIVERSITY  
HUMAN RESOURCES COMMITTEE  
MEETINGS - AGENDA PREPARATION DEADLINES – 2016**

<u>SET AGENDA EMAIL</u>	<u>MATERIALS TO GSU</u>	<u>AGENDA DISTRIBUTION</u>	<u>MEETING DATE</u>
	4.00 PM TUESDAY	3.30 PM <u>TUESDAY</u>	<u>11.00AM</u> <u>TUESDAY</u>
26 FEBRUARY	4 MARCH	<u>11 MARCH</u>	18 MARCH (FRIDAY)
24 MAY	31 MAY	<u>7 JUNE</u>	14 JUNE
26 JULY	2 AUGUST	<u>9 AUGUST</u>	16 AUGUST
19 OCTOBER	26 OCTOBER	<u>2 NOVEMBER</u>	9 NOVEMBER (WEDNESDAY)

SET AGENDA EMAIL:

- SECRETARY
- DIRECTOR OF HUMAN RESOURCES