

# University of Newcastle Council

Committee Charter



## CHANCELLOR'S COMMITTEE

### 1. Establishment of the Committee

The Chancellor's Committee is established as a Committee of the Council in accordance with Clause 4, Schedule 1 of the *University of Newcastle Act 1989*.

### 2. Current Membership

Membership of the Chancellor's Committee is available [here](#).

### 3. Composition and Meetings

3.1. The Committee is comprised of the following members of the Council:

- The Chancellor;
- The Deputy Chancellor;
- The Vice-Chancellor;
- Up to two Committee Chairs, appointed on recommendation of the Chancellor; and
- President of Academic Senate.

3.2. The Chancellor is the Chair of the Committee.

3.3. Members are appointed for a term of office that runs concurrently with the term of office of the Council.

3.4. The Committee will meet as frequently as required, with the consent of the Chancellor.

3.5. A quorum constitutes the nearest whole number above one half of the membership of the Committee.

3.6. A report from the Chancellor on the work of the Committee will be provided to Council.

### 4. In attendance

4.1. The University Secretary (and nominee) has standing rights of audience at all meetings of the Committee.

4.2. The Chair may invite any other person to assist the deliberations of the Committee by attending either for particular items or for entire meetings.

## **5. Functions**

The Committee's functions are to:

- 5.1. oversee matters of reputation of the University;
- 5.2. oversee matters affecting the efficient running of University business;
- 5.3. approve Urgent Business matters under delegated authority;
- 5.4. approve the recruitment, appointment, termination, review and the remuneration of relevant senior staff;
- 5.5. make recommendations to the Council in relation to the recruitment, appointment, termination and review of the Vice-Chancellor;
- 5.6. approve, and monitor the progress of, the Vice-Chancellor's performance targets;
- 5.7. approve the remuneration of the Vice-Chancellor; and
- 5.8. review the performance and recommend the remuneration of Council members.

## **6. Authority**

The Council authorises the Committee, within the scope of its responsibilities, to:

- 6.1. perform activities within its Charter as the Committee deems relevant and necessary;
- 6.2. engage independent counsel and other advisers as it deems necessary to carry out its duties;
- 6.3. establish working groups as and when required to assist the Committee in the exercise of its duties; and
- 6.4. receive such additional information required, sourced through the Chair of the committee.

## **7. Overlap of responsibilities**

Where there is a perceived overlap of responsibilities between the committees of Council, the respective chairs have discretion to agree the most appropriate committee to consider items, or alternatively to hold a special joint meeting of both committees.

## **8. Performance Review**

The Committee will:

- 8.1. review this Charter at least annually and recommend to the Council any necessary amendments; and
- 8.2. assess its performance annually, relative to the Committee's purpose, duties and responsibilities.

### Approval Authority

<b>Approved by</b>	Council
<b>Policy owner</b>	Chancellor's Committee, facilitated by the University Secretary

### Approval – This Revision

<b>Amendments</b>	July 2020 – Administrative amendments adding hyperlink to current members. February 2020 – Administrative amendments removing Professor Mark Jones and adding Professor Victoria Haskins as President of Academic Senate. December 2018 – Administrative amendments removing Professor Caroline McMillen and adding Professor Alex Zelinsky as Vice-Chancellor, member terms for Conjoint Professor Geoff Lilliss and Ms Dianne Allen updated. May 2017 - Amendments to include changes approved by the Council (resolution C17:072).
<b>Approved by</b>	University Secretary
<b>Date approved</b>	3 July 2020