

BOARD OF ABORIGINAL AND TORRES STRAIT ISLANDER

EDUCATION AND RESEARCH

Terms of Reference

1.0 Establishment

- 1.1 The Board of Aboriginal and Torres Strait Islander Education and Research is a Committee of the Vice-Chancellor. Its role is to advise the Vice-Chancellor on all matters relating to the policy on, and implementation of, Aboriginal and Torres Strait Islander Education and Research at the University to ensure that these meet the needs identified by Aboriginal and Torres Strait Islander communities. In formulating its advice, the Board will also take account of the University's commitment to Equal Employment Opportunity.
- 1.2 The Board of Aboriginal and Torres Strait Islander Education and Research is established by the Vice-Chancellor under the *University of Newcastle Act 1989* and is subject to the *By-Law* and Rules made under the *Act*.

2.0 Definitions

- 2.1 For the purposes of this constitution, the term "Directors" shall mean the four Directors of the Wollotuka Institute.

3.0 Functions

Without limiting the generality of the foregoing, the Board will undertake the following primary functions:

- 3.1 Advise the Vice-Chancellor on Indigenous issues in the formulation and implementation of the University's Strategic Plan and related planning instruments.
- 3.2 Provide guidance and support to the Directors, and other staff involved with Aboriginal and Torres Strait Islander education.
- 3.3 Advise the Vice-Chancellor on the allocation of funding for Aboriginal and Torres Strait Islander education programs within the University.
- 3.4 Advise the Vice-Chancellor, the Academic Senate, the Faculties and other related bodies, on Aboriginal and Torres Strait Islander curriculum and other educational issues.
- 3.5 Advise the Vice-Chancellor, the Academic Senate, the Faculties and other related bodies, on Aboriginal and Torres Strait Islander research protocols and ethics; and prioritise research projects.
- 3.6 Advise the Vice-Chancellor on matters related to the employment and education of Aboriginal and Torres Strait Islander peoples.
- 3.7 Receive the draft and final sections of the University's Annual Report relating to Aboriginal and Torres Strait Islander matters.
- 3.8 Receive any other reports related to statutory reporting requirements on Aboriginal and Torres Strait Islander matters.

4.0 Membership

The membership of the Board shall comprise:

- 4.1 An Aboriginal or Torres Strait Islander person nominated by the Directors, and appointed by the Vice-Chancellor as Chair of the Board;
- 4.2 One Director nominated by the Directors;
- 4.3 Three NSW Aboriginal Education Consultative Group (NSWAECG) members nominated by the Hunter Regional AECG, the Central Coast Regional AECG and the Lower Mid North Coast AECG;
- 4.4 One member, nominated by the New South Wales Aboriginal and Education Consultative Group (NSW AECG);
- 4.5 One Aboriginal or Torres Strait Islander member of Alumni, nominated by the Chair and Deputy Chair;
- 4.6 Two Aboriginal or Torres Strait Islander students, nominated by the Directors;
- 4.7 Four Aboriginal Elders, appointed by the Vice-Chancellor, on the advice of the Chair and Deputy Chair and in consultation with Nguraki committee;
- 4.8 One Aboriginal or Torres Strait Islander academic staff member, elected by the Aboriginal and Torres Strait Islander academic staff of the University;
- 4.9 One Aboriginal or Torres Strait Islander professional staff member, elected by the Aboriginal and Torres Strait Islander professional staff of the University;
- 4.10 One Aboriginal or Torres Strait Islander staff member representing the University's regional campuses from either the Central Coast or Port Macquarie Campus elected by the Aboriginal and Torres Strait Islander staff at the Central Coast and Port Macquarie campuses of the University;
- 4.11 Up to three other members, appointed by the Vice-Chancellor, after consultation with the Chair of the Board;
- 4.12 There shall be a Deputy Chair appointed by the Vice-Chancellor from among the members on the recommendation of the Chair of the Board.

5.0 Rights of Audience and Debate

- 5.1 From time to time and as required, the Chair may invite additional University staff members or external stakeholders to present to or participate in BATSIER where their specialist contribution would be valued;

6.0 Terms of Office

- 6.1 The Chair, and members other than *ex officio* members, shall serve for terms of up to two years, concluding on 31 March of the relevant anniversary year. Members may, if eligible, be reappointed for successive terms.

7.0 Quorum

- 7.1 The quorum of the Board shall be the nearest whole number above fifty percent of the community members of the Board.

8.0 Frequency of Meetings

- 8.1 The Board shall meet at least three times per year.

9.0 Servicing of Committee

9.1 The Deputy Vice-Chancellor (Academic) shall appoint a secretary to the Board.

10.0 Reporting

10.1 The Board will report to the Vice-Chancellor by way of its minutes.

Approval Authority: Vice-Chancellor					
Date Approved: 25 September 2014		Date for Review: September 2019			
Policy Contact Position: Secretary to BATSIER, Academic Division					
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