

THE AUSTRALIAN NATIONAL UNIVERSITY

ACADEMIC BOARD AND SUBCOMMITTEES RULES 2006

The Council of the Australian National University makes these Rules under section 8 of the *Academic Board Statute 2006*.

Dated: 28 July 2006.

Allan Hawke
Chancellor

PART 1 - PRELIMINARY

1 Name of Rules and commencement

- 1.1 These Rules are the Academic Board and Subcommittees Rules 2006.
- 1.2 These Rules commence on the day after they are registered.

2 Definitions

- 2.1 In these Rules, unless the contrary intention appears:

ANU College means a College established by the Council, including:

- the ANU College of Arts and Social Sciences;
- the ANU College of Asia and the Pacific;
- the ANU College of Business and Economics;
- the ANU College of Engineering and Computer Science;
- the ANU College of Law;
- the ANU College of Medicine and Health Sciences;
- the ANU College of Science.

Board means Academic Board.

PART 2- ACADEMIC BOARD

3 Constitution of Board

- 3.1 The Board consists of the following members:
- (a) the Vice-Chancellor;
 - (b) the Deputy Vice-Chancellor (Education);
 - (c) the Deputy Vice-Chancellor (Research);
 - (d) the Pro Vice-Chancellor;
 - (e) the Pro Vice-Chancellor (University Community);
 - (f) the Conveners of ANU Colleges;
 - (g) the Deans of ANU Colleges;

- (h) 4 representatives of the academic staff of the University elected by the academic staff;
- (i) 2 representatives of the general staff of the University elected by the general staff;
- (j) one postgraduate student appointed by the Vice-Chancellor in consultation with the President of the Postgraduate and Research Students' Association Inc.;
- (k) one undergraduate student appointed by the Vice-Chancellor in consultation with the President of the Australian National University Students' Association;
- (l) any additional members appointed by the Vice-Chancellor.

3.2 The Chair of the Board is to be the Vice-Chancellor or his or her nominee.

3.3 The term of appointment of each appointed or elected member of the Board is to be determined by the Vice-Chancellor.

3.4 An appointment necessary to fill a casual vacancy in an office elected under paragraph 4.1 (h) or (i) is to be made by the Vice-Chancellor.

4 Functions and Powers of Board

4.1 The Board may advise the Vice-Chancellor on:

- (a) development of the University's strategic plan;
- (b) the strategic directions of the University, including the development of teaching, learning, scholarship, research and research training across the ANU Colleges;
- (c) the academic goals that provide the basis for financial and capital planning;
- (d) the conditions for the granting of fellowships, scholarships, bursaries and prizes;
- (e) the conditions for the admission of students;
- (f) the conditions for the appointment, promotion and employment of academic staff;
- (g) the academic profile of the University, including the development of new academic activities and the establishment of faculties, research schools, departments, schools and centres, and changes in the academic organization;
- (h) reviews of academic activities;
- (i) any other matter referred to it by the Vice-Chancellor.

4.2 In giving advice to the Vice-Chancellor, the Board may consult with subcommittees of the Board or other University bodies.

4.3 The Vice-Chancellor is to provide the Council with a report relating to each meeting of the Board, and, in particular, the Vice-Chancellor is to provide the Council with a report about each major policy initiative and each matter in relation to the strategic direction of the University or its academic structure that is considered by the Board.

5 Board meetings

5.1 The Chair of the Board is to convene all meetings of the Board and preside at all meetings of the Board at which he or she is present.

[*Note:* it is expected that the Board will meet at least 4 times a year.]

5.2 At a meeting of the Board, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

5.3 The Chair of the Board must convene a meeting of the Board at any time if asked to do so by at least 50% of the members.

5.4 The procedure at meetings of the Board is to be determined by the Chair taking into account the advice of the members.

5.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Board.

5.6 At a meeting of the Board, the Chair has a deliberative and a casting vote.

PART 3- UNIVERSITY RESEARCH COMMITTEE

6 University Research Committee

6.1 There is to be a subcommittee of the Board to be known as the University Research Committee.

6.2 Each of the following is to be a member of the University Research Committee:

- (a) the Deputy Vice-Chancellor (Research);
- (b) the Dean of Graduate Studies;
- (c) the Director of the Research Office;
- (d) the Chair of each of the University's Human Research Ethics Committee, the Animal Experimentation Ethics Committee and the ANU Recombinant DNA Monitoring Committee;
- (e) one representative from each ANU College, chosen by its Convener;
- (f) one postgraduate student appointed by the Chair of the Committee in consultation with the President of the Postgraduate and Research Students' Association Inc.;
- (g) one undergraduate student appointed by the Chair of the Committee in consultation with the President of the Australian National University Students' Association;
- (h) one member of the general staff appointed by the Chair of the Committee;
- (i) any additional members appointed by the Chair of the Committee.

6.3 The Chair of the Committee is to be the Deputy Vice-Chancellor (Research).

6.4 The term of appointment of each appointed or elected member of the Committee is to be determined by the Chair of the Committee.

7 Terms of reference of University Research Committee

7.1 The Committee may advise the Deputy Vice-Chancellor (Research) and the Academic Board on all matters relating to research at the University.

8 University Research Committee meetings

8.1 The Chair of the Committee is to convene all meetings of the Committee and preside at all meetings of the Committee at which he or she is present.

[*Note:* it is expected that the Committee will meet at least once every 2 months.]

8.2 At a meeting of the Committee, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

8.3 The Chair of the Committee must convene a meeting of the Committee at any time if asked to do so by at least 50% of the members.

8.4 The procedure at meetings of the Committee is to be determined by the Chair taking into account the advice of the members.

8.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Committee.

8.6 At a meeting of the Committee, the Chair has a deliberative and a casting vote.

PART 4- UNIVERSITY EDUCATION COMMITTEE

9 University Education Committee

9.1 There is to be a subcommittee of the Board to be known as the University Education Committee.

9.2 Each of the following is to be a member of the University Education Committee:

- (a) the Deputy Vice-Chancellor (Education);
- (b) the Pro Vice-Chancellor (University Community);
- (c) the Dean of each ANU College;
- (d) the Dean of Graduate Studies;
- (e) the Director of Student and Academic Services;
- (f) one postgraduate student appointed by the Chair of the Committee in consultation with the President of the Postgraduate and Research Students' Association Inc.;
- (g) one undergraduate student appointed by the Chair of the Committee in consultation with the President of the Australian National University Students' Association;
- (h) one member of the general staff appointed by the Chair of the Committee;
- (i) any additional members appointed by the Chair of the Committee.

9.3 The Chair of the Committee is to be the Deputy Vice-Chancellor (Education).

9.4 The term of appointment of each appointed or elected member of the Committee is to be determined by the Chair of the Committee.

10 Terms of reference of University Education Committee

10.1 The Committee may advise the Deputy Vice-Chancellor (Education) and the Academic Board on all matters relating to the University's education and postgraduate research training activities.

11 University Education Committee meetings

11.1 The Chair of the Committee is to convene all meetings of the Committee and preside at all meetings of the Committee at which he or she is present.

[*Note:* it is expected that the Committee will meet at least once every 2 months.]

11.2 At a meeting of the Committee, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

11.3 The Chair of the Committee must convene a meeting of the Committee at any time if asked to do so by at least 50% of the members.

11.4 The procedure at meetings of the Committee is to be determined by the Chair taking into account the advice of the members.

11.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Committee.

11.6 At a meeting of the Committee, the Chair has a deliberative and a casting vote.

PART 5- UNIVERSITY INFORMATION STRATEGY COMMITTEE

12 University Information Strategy Committee

12.1 There is to be a subcommittee of the Board to be known as the University Information Strategy Committee.

12.2 Each of the following is to be a member of the University Information Strategy Committee:

- (a) the Pro Vice-Chancellor;
- (b) one member of the academic staff of each ANU College, chosen by its Convener;
- (c) the Directors in the Division of Information;
- (d) one postgraduate student appointed by the Chair of the Committee in consultation with the President of the Postgraduate and Research Students' Association Inc.;
- (e) one undergraduate student appointed by the Chair of the Committee in consultation with the President of the Australian National University Students' Association;
- (f) 2 members of the general staff appointed by the Chair of the Committee;
- (g) one Head of an Administrative division appointed by the Chair of the Committee;
- (i) any additional members appointed by the Chair of the Committee.

12.3 The Chair of the Committee is to be the Pro Vice-Chancellor.

12.4 The term of appointment of each appointed or elected member of the Committee is to be determined by the Chair of the Committee.

13 Terms of reference of University Information Strategy Committee

13.1 The Committee may advise the Pro Vice-Chancellor and the Academic Board on all matters relating to the University's information infrastructure, management and services.

14 University Information Strategy Committee meetings

14.1 The Chair of the Committee is to convene all meetings of the Committee and preside at all meetings of the Committee at which he or she is present.

[*Note:* it is expected that the Committee will meet at least once in each Semester.]

14.2 At a meeting of the Committee, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

14.3 The Chair of the Committee must convene a meeting of the Committee at any time if asked to do so by at least 50% of the members.

14.4 The procedure at meetings of the Committee is to be determined by the Chair taking into account the advice of the members.

14.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Committee.

PART 6-COMMITTEE ON UNIVERSITY COMMUNITY

15 Committee on University Community

15.1 There is to be a subcommittee of the Board to be known as the Committee on University Community.

15.2 Each of the following is to be a member of the Committee on University Community:

- (a) the Pro Vice-Chancellor (University Community);
- (b) 3 Conveners or Deans of ANU Colleges, or their nominees, appointed by the Chair of the Committee;
- (c) one Head of an ANU Hall or Residential College chosen by the Heads of the Halls and Residential Colleges;
- (d) one Sub-Dean or equivalent chosen by the Sub-Deans' Forum;
- (e) the President of the Postgraduate and Research Students' Association Inc. or his or her nominee;
- (f) the President of the Australian National University Students' Association or his or her nominee;
- (g) one member of an ANU Hall or Residential College Residents' Association, chosen by the Residents' Association Presidents' Group;
- (h) one member of the academic staff appointed by the Chair of the Committee;
- (i) one member of the general staff appointed by the Chair of the Committee;
- (j) the Director of Student and Academic Services or his or her nominee;
- (k) the Director of Marketing and Communications or his or her nominee;

- (l) the Director of Human Resources or his or her nominee;
- (m) the Director of Facilities and Services or his or her nominee;
- (n) one representative of the Division of Information, chosen by the Pro Vice-Chancellor;
- (o) one member appointed by the Chair of the Committee in consultation with the heads of areas with responsibilities for equity and diversity matters;
- (p) one member appointed by the Chair of the Committee in consultation with the heads of areas concerned with the provision of University-provided student services;
- (q) any additional members appointed by the Chair of the Committee.

15.3 The Chair of the Committee is to be the Pro Vice-Chancellor (University Community).

15.4 The term of appointment of each appointed or elected member of the Committee is to be determined by the Chair of the Committee.

16 Terms of reference of Committee on University Community

16.1 The Committee may advise the Pro Vice-Chancellor (University Community) and the Academic Board on all matters relating to the University community.

17 Meetings of Committee on University Community

17.1 The Chair of the Committee is to convene all meetings of the Committee and preside at all meetings of the Committee at which he or she is present.

[*Note:* it is expected that the Committee will meet at least once in each semester.]

17.2 At a meeting of the Committee, 50% of its members constitute a quorum, or, if that number is not a whole number, then the next whole number greater than the first-mentioned number.

17.3 The Chair of the Committee must convene a meeting of the Committee at any time if asked to do so by at least 50% of the members.

17.4 The procedure at meetings of the Committee is to be determined by the Chair taking into account the advice of the members.

17.5 The Vice-Chancellor is to nominate officers of the University to provide secretariat and other support to the Committee.

17.6 At a meeting of the Committee, the Chair has a deliberative and a casting vote.

PART 7-GENERAL

18 Repeal

18.1 The Academic Board and Subcommittees Rules 2005, as amended and in force immediately before the commencement of these Rules, are repealed.