

Academic Senate - Faculty Boards Standing Committees - Membership and Terms of Reference

Section 1 - Establishment

(1) The Standing Committee of the Faculty Board was established in 1991, with membership and terms of reference as determined by Faculties. The membership and terms of reference of the Standing Committee of Faculty Board was subsequently amended by the Academic Senate on 18 August 1999 (AS 99/101).

Background

(2) Charles Sturt University (the University) has a responsibility to ensure good governance and management practices around teaching, research and scholarly activities within its Faculties, including eligibility of students for entry into courses offered by the Faculty, and to ensure that any matter of potential academic risk is referred to the Academic Senate.

Purpose

(3) The purpose of the Standing Committee of the Faculty Board is to meet as required to determine urgent matters on behalf of the Faculty Board.

Section 2 - Glossary

(4) For the purpose of this document:

- a. the Committee - means the Standing Committee of the Faculty Board; and
- b. Non-School Bodies - means non-School bodies of the Faculties such as Centres.

Section 3 - Membership

(5) The members of the Standing Committee shall be the:

- a. Executive Dean (Presiding Officer); and
- b. Heads of Schools and non-School bodies (such as Centres).

Section 4 - Functions and Responsibilities

(6) To determine urgent matters on behalf of the Faculty Board.

Section 5 - Meetings

(7) Meetings of the Committee shall be convened as required by the Presiding Officer.

Quorum

(8) A quorum shall be the Presiding Officer and half plus one of the the number of Heads of Schools and non-School bodies.

Agendas and Minutes

(9) Agendas are circulated to the Committee as early as possible prior to the meeting.

(10) Minutes of the Committee meeting are circulated to Committee members following the meeting. Minutes of the meeting are reported to the next meeting of the Faculty Board.

Conflicts of Interest

(11) Where a member has a perceived or material conflict of interest, they must declare this to the Presiding Officer and at the Committee meeting prior to discussion of the item of business.

Variations

(12) Variations to the membership and terms of reference of Standing Committees must be approved by the Academic Senate.

Status and Details

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