Governance (Nomination and People Committee) Rule

Section 1 - Introduction

Name of Rule

(1) This Rule is the Governance (Nomination and People Committee) Rule.

Commencement

(2) This Rule commences on 1 July 2026 under resolution CNL203/31.

Purpose

(3) This Rule is enacted to establish the Nomination and People Committee and to confer on that committee certain functions under the Charles Sturt University Act 1989.

Authority

(4) This Rule is made pursuant to authority granted to the Council under clause 4(1) of Schedule 1 of the Act and sections 20 and 32 of the Act.

> Notes: Clause 4 of Schedule 1 of the Act states that the Council may establish committees to assist it in the exercise of its functions and may delegate to the committee, under section 20 of the Act, all or any of its functions. Section 32 of the Act states that the Council may make rules with respect to the functions, processes and procedures of committees of the Council.

Glossary

(5) In this Rule:

a. Act - means the Charles Sturt University Act 1989.
b. By-law - means the Charles Sturt University By-law 2005.
c. Committee - means the Nomination and People Committee established under this Rule in accordance with clause 4(1) of Schedule 1 of the Act.
d. Council - means the University Council established under Part 3 of the Act.
e. External person - means a person other than a member of the academic or general staff of the University or an undergraduate or graduate student of the University, as set out in section 8A of the Act. The University Governance Framework further provides that the person may not be an executive, employee or student of the University's controlled entities, and must be free from any business or other relationship which could materially interfere with the unfettered and independent exercise of their judgement (refer clause 80).
f. University Secretary - means the Secretary appointed under the By-law and includes a person or persons appointed to act on behalf of the Secretary from time to time.

(6) In this Rule, unless the contrary intention appears:

a. a word or term that has not been defined in this Rule has the same meaning attributed to that word or term in the Act or By-law,
b. a reference to an officer of the University includes any person acting in that position, and
c. headings and notes do not form part of this Rule.

Section 2 - Committee

Establishment of committee

(7) There is to be a Nomination and People Committee.

Terms of reference

(8) The principal functions of the committee are:

Nomination

a. Approve the selection processes for appointment to Council and changes to the membership of Council;
b. Recommend to Council selection criteria for members appointed by Council or the Minister, with regard to the Council Skills Matrix;
c. Recommend to Council candidates for appointment by Council or the Minister;
d. Recommend to Council the appointment or reappointment of the Chancellor, Vice-Chancellor and Pro Chancellors;
e. Recommend to Council the membership of Council committees;
f. Approve the appointment or reappointment of external members to Council committees;
g. Approve candidates for honorary awards and titles;
h. Approve names of University facilities;
i. Annually review the Council Skills Matrix and Council membership against those metrics; and
j. Approve policies relating to honorary awards and titles, and naming of University facilities.

Performance and remuneration

a. Oversee the performance of the Chancellor, Council and its committees, including internal and external performance assessments;
b. Oversee the induction and ongoing professional development of Council members;
c. Recommend to Council the establishment, dis-establishment and functions of Council committees;
d. Recommend to Council remuneration levels for membership of Council and its committees;
e. Monitor and assess the Vice-Chancellor’s performance and determine the Vice-Chancellor’s remuneration;
f. Approve the remuneration progression of senior executive leaders; and
g. Approve the executive remuneration policy and annual adjustments to the executive remuneration model, with regard to market forces, University performance and external benchmarks or frameworks.

People and culture

a. Monitor strategies to manage and enhance the University’s workforce, including:
    i. attraction, retention, development and performance management;
    ii. equity, diversity and inclusion;

iii. engagement, wellbeing, culture and values; and
iv. enterprise bargaining and other industrial relations matters.

b. Prepare a succession and contingency plan for the position of Vice-Chancellor; and
c. Review the succession and contingency plan for the Executive Leadership Team presented by the Vice-Chancellor.

Other

a. Provide an annual assurance statement to the Council on the matters within the scope of its responsibility.

(9) The committee has such other functions as may be necessary to enable it to exercise the functions specified in clause 8.

Membership

(10) The committee will comprise at least five members:

a. Chancellor, who will act as the chair
b. Deputy Chancellor, who will act as the deputy chair
c. Vice-Chancellor
d. At least two external members of Council.

(11) Where the committee is considering matters relating to the office of the Chancellor, the Chancellor will not be present, or vote, at that agenda item. The Deputy Chancellor will chair the committee for matters with respect to the office of the Chancellor.

(12) The committee may co-opt other members of the Council to the membership of the committee where:

a. it is necessary to do so to comply with clause 10, or
b. the committee is acting as a search committee with respect to the position of Chancellor or Vice-Chancellor.

(13) The committee may engage external consultants, through the University Secretary, where appropriate in exercising its functions and to identify possible candidates.

Meetings

(14) The chair may approve for the whole, or any part, of a meeting of the committee, the attendance of:

a. the Executive Director, People and Culture,
b. an employee or contractor of the University.

(15) The committee will meet at least twice per year.

(16) The committee may meet at other times in accordance with the Governance (Council Meetings) Rule 2023.

Status and Details

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Unit Head	Anthony Heywood University Secretary
Author	Anthony Heywood University Secretary
Enquiries Contact	Office of Governance and Corporate Administration +61 2 63384207

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