

# Academic Institutional Leadership Positions Appointments Policy

## Section 1 - Purpose

(1) This Policy sets out the terms and conditions that apply to the appointment of Heads of School, Research Centre Directors, Associate Heads of School, Associate Deans', Sub-Deans and Course Directors to support the delegation of leadership and management responsibilities within Faculties and Schools.

### Scope

(2) This Policy applies to academic staff members at Charles Sturt University (the University).

## Section 2 - Glossary

(3) Nil

## Section 3 - Policy

### Terms of Appointment

(4) Associate Deans' and Heads of School are appointed by the Provost and Deputy Vice-Chancellor (Academic).

(5) Research Centre Directors are appointed by the Deputy Vice-Chancellor (Research).

(6) Associate Heads of School, Sub-Deans and Course Directors are appointed by the Executive Dean of the Faculty.

(7) An appointment as is for a period as determined by the delegated officer (see the Procedure). Appointments which are held concurrently with a substantive academic appointment, may be renewed for a further period by mutual agreement. There is no limit on the number of terms a person may be appointed to an academic leadership position.

(8) Continuation of an appointment in an academic leadership position is subject to a satisfactory annual performance review through the University's Performance Management Scheme.

(9) When the academic leadership appointment concludes, the appointee reverts to his or her substantive appointment.

(10) The University reserves the right to terminate the academic leadership appointment by giving written notice of not less than four (4) weeks or, at the discretion of the Provost and Deputy Vice-Chancellor (Academic) or Deputy Vice-Chancellor (Research), payment of salary in lieu of part or all of such notice may be made. Where the appointment is terminated by the University prior to the specified expiry date, the staff member resumes his or her substantive appointment effective from the next working day following the termination date.

## **Accountabilities**

(11) The accountabilities of academic leadership positions are set out in Attachments 1-6 of the Academic Institutional Leadership Positions Appointments Procedure.

## **Section 4 - Procedures**

(12) Refer to the to [Academic Institutional Leadership Positions Appointments Procedure](#).

## **Section 5 - Guidelines**

(13) Nil.

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	1st April 2014
<b>Review Date</b>	30th September 2015
<b>Approval Authority</b>	Executive Director, Human Resources
<b>Approval Date</b>	27th February 2014
<b>Expiry Date</b>	11th October 2021
<b>Unit Head</b>	Rick Willmott Executive Director, People and Culture
<b>Author</b>	Adam Browne Executive Director, Human Resources
<b>Enquiries Contact</b>	Division of People and Culture +61 2 63384884