

## Regulation 2.2.2 – Academic Board

### 1. Responsibilities of the Board

- (1) The Academic Board will be responsible for the supervision and development of academic activities of the University, including the maintenance of high standards in teaching and research, and communication with the academic community through the schools and portfolios.
- (2) In addition to the powers and duties conferred or imposed upon it by the Act, the Academic Board, subject to the statutes and regulations of the University and any resolution of the Council shall:
  - (a) provide advice to Council on matters pertaining to academic strategic issues
  - (b) make recommendations to Council on matters pertaining to teaching and learning
  - (c) make recommendations to Council on matters pertaining to research and research training
  - (d) establish policies and procedures for approval of programs and TAFE courses and monitor compliance with such policies and procedure
  - (e) monitor quality assurance in respect of programs and TAFE courses including admission to programs, content, assessment and student progress
  - (f) make recommendations to Council on the approval of programs
  - (g) make recommendations to Council on requirements for conferral or granting of degrees, diplomas and certificates for undergraduate, honours and postgraduate coursework programs offered by the University
  - (h) communicate with the academic community through the schools and portfolios.

### 2. Composition of the Board

- (1) The Academic Board shall consist of the following members:

#### **Ex officio members**

Vice-Chancellor

Deputy Vice-Chancellors:

- Deputy Vice-Chancellor (Academic)
- Deputy Vice-Chancellor (Research and Innovation)
- Deputy Vice-Chancellor (Student Support and Services)

Deans of Schools

Executive Director, FedUni TAFE

Chairs of the standing committees of Academic Board:

- Chair of Academic Board Executive Committee
- Chair of Appeals Committee
- Chair of Higher Education Curriculum Committee
- Chair of Learning and Teaching Committee
- Chair of Research Committee
- Chair of Research Higher Degrees Committee
- Chair of VET Curriculum and Quality Committee

University Registrar  
Manager, Aboriginal Education Centre  
Director, Library and Learning Spaces.

### **Elected members**

Nine elected members being:

- (a) two general/professional staff members (elected by and from general/professional staff employed at a time fraction of 0.5 or more by the University)
- (b) two VET teachers (elected by and from Vocational Education and Training teachers employed at a time fraction of 0.5 or more by the University)
- (c) two HE academics (Level A to C) (elected by and from the Higher Education academic staff (Level A to C) employed at a time fraction of 0.5 or more by the University)
- (d) two members of the professoriate (Levels D and E) (elected by and from members of the Professoriate employed at a time fraction of 0.5 or more by the University)
- (e) one student (elected as the Academic Board representative on Student Senate by and from students of the University), provided that any student nominated is:
  - enrolled at a time fraction of 0.5 or more
  - not employed by the University at a time fraction of 0.5 or more
  - 18 years or over
  - not currently serving a custodial sentence at the time of the calling for nominations by the Returning Officer.

### **Co-opted members**

Members may be co-opted by the Academic Board following nomination by the Academic Board Executive, and approved by the Board for the purpose of achieving an informed perspective on the powers and duties of the Board as defined in Statute 2.2 paragraph 2(2).

### **3. Terms of office of Academic Board**

- (1) Ex-officio members hold office by right of the position they hold in the University.
- (2) Elected staff members shall hold office for a term of two years with a maximum of three consecutive terms.
- (3) The elected student member shall hold office for a term of one year with a maximum of two consecutive terms.
- (4) A co-opted member shall hold office for a term designated by the Board when appointed and may be reappointed. A co-opted member does not have voting rights.

#### **4. Removal and resignation of Academic Board members**

- (1) Where an elected member or a co-opted member expects to be absent for up to three consecutive Academic Board meetings in a calendar year, the member must seek a leave of absence in writing from the Chair of Academic Board at the first meeting of the Board after it becomes known to the member that the absence is likely.
- (2) The Academic Board may remove an elected member or a co-opted member from office if:
  - (a) the member, without the approval of the Academic Board, fails to attend three consecutive meetings
  - (b) in the opinion of the Academic Board the performance by the member of his or her duties has been found to be unsatisfactory, or
  - (c) in the opinion of the Academic Board the member has engaged in misconduct of a serious or recurrent nature.
- (3) An elected member or a co-opted member of the Academic Board other than the Chair may resign by writing delivered to the Chair.
- (4) Where an elected member or a co-opted member expects to be absent from more than three Academic Board meetings in any calendar year without the approval of the Academic Board, the member must resign his/her position from the Board by writing delivered to the Chair at the first meeting of the Board after it becomes known to the member that the absence is likely.
- (5) Any member's office which becomes vacant under this paragraph 3 shall be filled in the manner prescribed for filling of casual vacancies.

#### **5. Vacancies arising**

- (1) If an elected member of the Academic Board becomes entitled to become an ex-officio member:
  - (a) that member is deemed to hold office by appointment
  - (b) the vacated office of that member shall be filled in the manner prescribed for filling of casual vacancies.
- (2) If an elected member of the Academic Board ceases to be eligible for the office to which they were elected, that member's office becomes vacant and shall be filled in the manner prescribed for the filling of casual vacancies.

#### **6. Filling of vacancies arising casually or on retirement**

- (1) If the office of a member of the Academic Board becomes vacant, otherwise than by reason of expiry of the member's term of office, a person shall, subject to this paragraph 5, be elected to fill the vacancy and to hold office.

- (2) If the vacancy occurs within three months before the expiry of a member's term of office the office may be left vacant for the remainder of the term.
- (3) The election of a person as a member of the Academic Board, to fill a vacancy caused by retirement of a member upon the expiration of term of office, will be conducted within three months before the date of expiration of the term of office of the retiring member.
- (4) Members elected under paragraph 5(3) will assume office at the first meeting of the year following the election, or as soon as practicable after that date.

## **7. Chair and Deputy Chairs**

- (1) The Academic Board shall elect from its members a Chair and two Deputy Chairs, in accordance with Statute 7.2. Under normal circumstances the Vice Chancellor would not be eligible for nomination as Chair of Academic Board.
- (2) The election of a Chair and the Deputy Chairs shall occur during the last quarter of the year preceding the first year in which they shall hold office.
- (3) The Chair and the Deputy Chairs shall hold office for two years ending on the 31st of December in the second year.
- (4) Elections for the Deputy Chairs will be staggered to ensure that one position falls vacant for election each year.
- (5) The Chair and the Deputy Chairs are eligible to be re-elected at the end of the Chair or Deputy Chair's term, but only for a maximum of three consecutive terms.

## **8. Chairs of Standing Committees**

- (1) The Chairs of the Standing Committees shall be nominated by the Chair of Academic Board and endorsed by Council, and shall hold office for two years ending on the 31st of December in the second year.
- (2) The Chairs of the Standing Committees are eligible to be reappointed at the end of their term, but only for a maximum of three consecutive terms.

## **9. Standing Orders**

The Academic Board by resolution, may adopt Standing Orders not inconsistent with Statute 2.2 or this Regulation.

Made 30/10/96 Promulgated 8/11/96  
Amendment 1 Made 25/05/06 Promulgated 27/07/06  
Amendment 2 Made 21/07/09 Promulgated 18/08/09  
Amendment 3 Made 16/12/10 Promulgated 14/01/11  
Amendment 4 Made 15/11/16 Promulgated 30/12/16  
Amendment 5 Made 13/11/17 Promulgated 07/02/18  
Amendment 6 Made 14/08/18 Promulgated