

CHANCELLOR'S ADVISORY COMMITTEE TERMS OF REFERENCE

TERMS OF REFERENCE

The terms of reference of the Chancellor's Advisory Committee are:

Council and Committee Membership

1. To advise Council on the maintenance and orderly review of Council membership and to make recommendations to Council on the appointment of members of Council by the Council.
2. To make recommendations to the Minister on proposed Government appointed members of Council.
3. To advise Council on the appointment of one or more Deputy Chancellors in accordance with section 8 of the Deakin University Statute and section 8 of the Council Regulations.
4. To make recommendations to Council on the appointment of chairpersons and members of committees of Council.

Corporate Governance Legislation, Codes and Best Practice

5. To advise Council on and to make recommendations to Council regarding:
 - a. matters relating to the Deakin University Act, Deakin University Statute and University Regulations, including (but not limited to) the making of new, amendment or revocation of existing University Statute and Regulations
 - b. the performance of Council and the terms of reference, composition and rules of operation of committees of Council both generally, and in particular, at the times at which Council and committees of Council review their own performance
 - c. the conduct, maintenance and orderly review of Council operations including, but not limited to, reports on and review of:
 - i. Council's obligations and powers under University legislation
 - ii. the annual schedule of Council business
 - iii. the Council Charter
 - iv. Council Operating Provisions
 - v. the register of standing Council delegations
 - d. the University's compliance with the corporate governance responsibilities set down in legislation, codes and policy, including:
 - i. the Voluntary Code of Best Practice for the Governance of Australian Universities
 - ii. other codes and instruments approved by the University Chancellors Council and adopted by the University
 - iii. corporate governance Provider Standards auspiced by the Tertiary Education Quality and Standards Agency
 - e. such further or other corporate governance responsibilities as Council may refer to it.

Dealing with Certain Matters on Behalf of Council

6. To advise the Chancellor in regard to matters which the Committee considers need to be dealt with before the next scheduled meeting of Council in accordance section 7c the Deakin University Statute.
7. To advise Council on any matters referred to it by Council and where specifically requested by Council, to act on Council's behalf in relation to such matters.¹

¹ Council has conferred standing authority on the Committee to Authority to act on Council's behalf in the event of an urgent response required by a cybersecurity incident (resolution of 6 October 2022).

COMPOSITION

- a. The Chancellor (Chair)
- b. The Deputy Chancellors
- c. The Vice-Chancellor
- d. The Chair of the Academic Board

RULES OF OPERATION

The Committee will conduct its business in accordance with the *Operating Provisions for Committees of Council*.

Approved by Council on 16 March 2023
Note 1 added 6 October 2022