

Committee Terms of Reference: NOMINATIONS COMMITTEE

Reports to: the Council

Occurrence: as determined by the Chair, to enable the Committee to meet required deadlines

Terms of reference last reviewed: June 2020; last revised: June 2020; and next due for review: July 2022

Members:

- Chair of Council (Chair)
- 2 Independent Members
- Vice-Chancellor
- 1 Staff Member (appointed from amongst the Senate and Non-academic Staff members on the Council or the governance committees)
- 1 Student Member (appointed from amongst the Student members on the Council)

6 members.

Quorum: 4 members.

No individual may be present during discussion relating to their own appointment, or the appointment of their successors in that role. Where the Chair of Council needs to recuse, an Independent Member shall chair the meeting.

In attendance:

- University Secretary

At the discretion of the Chair other University officers, as may be appropriate, shall be invited to attend meetings.

Remit:

The Nominations Committee considers and agrees recommendations to Council in relation to key appointments, including the appointment and re-appointment of the Chair and Independent Members to the governing body and its sub-committees. The Committee also considers and agrees recommendations in relation to the term of the Vice-Chancellor, and any re-appointment for further terms.

Terms of reference:

1. To consider and recommend for Council approval:
 - a. the appointment of a new Chair of Council (where Council has instructed the Nominations Committee to lead that process in accordance with Ordinance);
 - b. the term of the Chair of Council in office, and processes for any re-appointment for a further term;
 - c. the term of the Vice-Chancellor in office, and processes to any re-appointment for further terms;
 - d. the appointment, and any re-appointment as permitted by Ordinance, of Independent Members to serve on Council and / or the governance sub-committees; and
 - e. the co-option of individuals to serve on Council/
2. To receive reports for information and advise Council as appropriate on:
 - a. Gender and other diversity indicators with respect to the composition of Council and the governance sub-committees.

Operation

In approaching matters relating to the membership of Council and the governance sub-committees, the Nominations Committee shall consider:

- succession planning arrangements to ensure continuous effective governance operations, including in relation to the handover between the Chairs of the governance sub-committees; and
- the diversity of membership with respect to gender and other indicators.

As set out in Ordinance, members of the Nominations Committee will also form part of any Selection Committee established to consider the appointment (and any re-appointment) of the Chancellor, and any Pro-Chancellors.

The committee may consider others matters referred to it by Council, the Senate (via the Vice-Chancellor), or the University Executive.