

## CONSTITUTION OF THE CURTIN STUDENT ADVISORY COMMITTEE

### 1. Establishment

- 1.1 The Constitution of the Curtin Student Advisory Committee was approved by the Vice-Chancellor on 3 June 2018 following a recommendation of the Planning and Management Committee at its meeting on 17 May 2018 (PMC 52/18).
- 1.2 The Curtin Student Advisory Committee has been established to facilitate communication between the Student Guild, as the recognised representatives of enrolled students, and the University on major non-academic matters.

### 2. Functions and powers of the Curtin Student Advisory Committee

- 2.1 The Curtin Student Advisory Committee assists the Vice-Chancellor in developing appropriate ways of responding effectively to the needs and aspirations of the student body by providing comment and advice on:
  - 2.1.1 significant strategic issues before the University;
  - 2.1.2 major non-academic operational/service delivery matters; and
  - 2.1.3 issues that impact on the student experience.

### 3. Membership

- 3.1 The membership of the Curtin Student Advisory Committee shall comprise:
  - 3.1.1 Vice-Chancellor (Chair)
  - 3.1.2 Provost, or nominee
  - 3.1.3 Deputy Vice-Chancellor, Academic, or nominee
  - 3.1.4 Chief Operating Officer, or nominee
  - 3.1.5 Vice-President, Corporate Relations, or nominee
  - 3.1.6 President, Student Guild
  - 3.1.7 Education Vice-President, Student Guild
  - 3.1.8 President, Postgraduate Students Committee, Student Guild
  - 3.1.9 President, International Students Committee, Student Guild
  - 3.1.10 Activities Vice-President, Student Guild
  - 3.1.11 Two students elected to the University Council under section 9(1)(d) of the Curtin University Act 1966

### 4. Quorum

- 4.1 A quorum for a meeting of the Committee is to be not less than one-half of the total number of members of the Committee and must include at least two members of the University and two members of the Student Guild.

**5. Officers in Attendance**

5.1 The Committee may invite any other officer of the University or the Student Guild to attend meetings for specific items or to attend specified meetings to assist the Committee in its deliberations.

**6. Meeting Schedule**

6.1 The Committee shall meet at least three times a year; and as required when authorised by the Vice-Chancellor (Chair).

6.2 At least one of the meetings is to include one leader of each Student Society registered with the Student Guild.

**7. Reporting**

7.1 The Committee will report to the Vice-Chancellor by way of its minutes.

**8. Servicing of the Forum**

8.1 The Secretary of the Forum is the Council Secretary or such other person appointed by the Council Secretary.

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**REVISION HISTORY**

<b>Approved/ Rescinded</b>	<b>Date</b>	<b>Committee/ Board</b>	<b>Resolution Number</b>	<b>Document Reference</b>
Approved by the Vice-Chancellor	22 May 2018	PMC	PMC 52/18	Attachment B to Item 16, as amended