CONSTITUTION OF THE EXECUTIVE COMMITTEE OF THE COUNCIL

1.0 Establishment of the Executive Committee

1.1 The Executive Committee of the Council was established on 1 May 1996 and has continued in existence since that date.

2.0 Definitions

2.1 “Executive Manager” means any position which is approved by the Executive Committee to be an Executive Manager following the advice of the Vice-Chancellor.

3.0 Functions and powers of the Executive Committee

3.1 The functions of the Executive Committee are to advise and assist the Council in the performance of its responsibilities.

3.2 Without limiting the generality of the foregoing, the Executive Committee shall:

3.2.1 Advise the Council and take action as authorized in respect of:

3.2.1.1 in accordance with Statute No. 6 and Rule No. 1 “The Vice Chancellor Rules”, the appointment, reappointment and remuneration of the Vice Chancellor;

3.2.1.2 commercial-in-confidence matters;

3.2.1.3 Curtin’s risk appetite and risk profile including recommending actions and reviewing the status of individual risks;

3.2.1.4 issues referred to it by any committee of the Council;

3.2.1.5 the process and criteria for the selection of a Chancellor; and

3.2.1.6 the censure, suspension or expulsion of a member of the Council as provided for under section 10AA of the Curtin University of Technology Act.

3.2.2 Deal with any matter referred to it by the Chancellor or delegated to it by Council.

3.2.3 Whenever a vacancy or vacancies on the Council exists or is imminent:

3.2.3.1 identify appropriate backgrounds, expertise and competencies of possible candidates having regard to the qualifications and experience of serving Council members; and the operational context in which the University is working in, at the time;

3.2.3.2 advise Council on an appropriate process for the receipt of nominations for possible candidates; and
3.2.3.3 receive nominations, and make recommendations to the Council for appointments to the Council.

3.2.4 In respect of matters concerning the appointment, performance, remuneration and other conditions of employment of Executive Managers, review and advise the Council on any relevant policies and procedures.

3.2.5 Determine, by resolution, any Executive Manager positions.

3.2.6 Approve the criteria for negotiating enterprise bargaining arrangements.

Note that the appointment and remuneration of the Vice-Chancellor is covered by Statute 6 Vice Chancellor Statute and Rules.

3.3 The Executive Committee may do all things necessary or convenient to be done for or in connection with the performance of its functions.

4.0 Composition of the Executive Committee

4.1 The membership of the Executive Committee shall comprise the following persons who are to be appointed by the Council:

4.1.1 The Chancellor, ex officio, who shall be Chair;

4.1.2 The Pro-Chancellor, ex officio, who shall chair meetings in the absence of the Chancellor;

4.1.3 The Vice-Chancellor, ex officio;

4.1.4 The Chair, Audit and Compliance Committee, ex officio;

4.1.5 The Chair, Finance Committee, ex officio;

4.1.6 The Chair, Academic Board, ex officio;

4.1.7 Up to 4 other members of the Council who may be appointed by Council from time to time.

4.2 In making appointments, the Council will ensure that a majority of the members of the Executive Committee are neither students nor staff; and that both genders are represented to achieve as far as practicable, a balance between the genders.

5.0 Terms of Office

5.1 The term of office of a member appointed under clause 4.1.7 shall be for up to two years, concluding on 31 March of the relevant anniversary year.
Revision History

Amended: Council 2/03, 23 April 2003
Amended: Council 05/07, 1 August 2007, Resolution C 92/07, Document 00850/07.
Amended: Council 02/09, 18 March 2009, Resolution C 32/09
Amended: Council 01/11, 16 February 2011, Resolution C 10/11.
Amended: Council 01/12, 15 February 2012, Resolution C 02/12
Amended: Council 04/13: 26 June 2013, Resolution C 101/13
Amended: Council 05/15: 5 August 2015, Resolution C 112/15