

## **CONSTITUTION OF THE LEGISLATIVE COMMITTEE OF THE COUNCIL**

### **1.0 Responsibilities of the Legislative Committee**

- 1.1 To advise the Council on the form of all proposed changes to University Statutes, Rules and By-laws, and to ensure they are clear and legally sound. Where the content of the changes does not fall within the scope of another Council Committee the committee may also advise on the policy behind the changes.
- 1.2 To advise the Council on changes to the Curtin University of Technology Act 1966.
- 1.3 To report to Council as appropriate on such other matters as may be referred to it by the Council, Chancellor or Vice-Chancellor.

### **2.0 Composition of the Legislative Committee**

The composition of the Legislative Committee shall comprise:

- 2.1 One external member of Council with relevant expertise, who shall be Chair;
- 2.2 The Vice-Chancellor, or nominee;
- 2.3 Up to three other members, with relevant expertise, appointed by Council;
- 2.4 The Council Secretary, or nominee, is invited to attend all meetings of the Committee;
- 2.5 The General Counsel, or nominee, is invited to attend all meetings of the Committee.

### **3.0 Terms of Office**

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

### **4.0 Establishment of Working Parties or Sub-Groups**

- 4.1 The Legislative Committee may, as it deems appropriate or desirable, establish working parties to undertake particular tasks in relation to a nominated function. The composition of a working party may include persons other than members of the Legislative Committee.
- 4.2 No working party will have authority to make decisions on behalf of the Legislative Committee. The Legislative Committee is responsible for receiving reports from any such group, and either determining on recommendations or referring them to the Council for determination.

### **5.0 Meetings**

The Legislative Committee shall meet as required. Meetings may be conducted through a form of electronic communication or telephone conferencing.

## **6.0 Reporting**

The Legislative Committee will report to the Council by way of its minutes.

## **7.0 Review**

A review of the operations of the Committee will be undertaken two years from the date of its establishment.

### **REVISION HISTORY:**

<b>Revision Ref. No.</b>	<b>Approved/ Rescinded</b>	<b>Date</b>	<b>Committee/ Board</b>	<b>Resolution Number</b>	<b>Document Reference</b>
New	Approved	31/10/2007	Council	C 135/07 (2)	Attachment A to 01184/07
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