

UNIVERSITY OF SYDNEY (DELEGATIONS OF AUTHORITY) RULE 2020

The Senate, as the governing authority of the University of Sydney, by resolution adopts the following Rule under subsection 37(1) of the [University of Sydney Act 1989](#) (as amended) for the purposes of the [University of Sydney By-law 1999](#).

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| Adopted on: | 20 May 2020 |
| Amended on: | 30 September 2020 |
| | 23 October 2020 (administrative amendments only) |
| | 30 June 2021 |
| | 19 March 2022 |
| | 7 December 2022 |
| | 28 February 2023 (administrative amendment) |
| | 13 June 2023 |
| Effective from: | 1 June 2020 |
| | 1 October 2020 |
| | 1 July 2021 |
| | 21 March 2022 |
| | 16 January 2023 |
| | 28 February 2023 |
| | 1 July 2023 |

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PART 1 – PRELIMINARY

1.1 Name of Rule)

This is the University of Sydney (Delegations of Authority) Rule 2020.

1.2 Commencement

This Rule commences on 1 June 2020.

1.3 Statement of intent

- (1) This Rule provides for the Senate to delegate its functions and activities to:
 - (a) University committees;
 - (b) authorities;
 - (c) officers;
 - (d) employees;
 - (e) consultants; and
 - (f) contractors.
- (2) Delegation of the power to borrow was effected by cognate resolution of the Senate passed at the same time as adoption of this amended Rule.

Note: See the limitation of the authority to delegate the power by way of Rule in section 37 of the Act.

1.4 Effect

- (1) The Senate delegates the functions and activities set out in Parts 4 - 6 of this Rule to the individuals and groups specified in those Parts.
 - (a) No individual or group may exercise any of the functions and activities set out in Parts 4 – 6 without delegated authority from Senate.
 - (b) The relevant delegate may ratify a decision made or action taken without the appropriate delegated authority.
- (2) Nothing in this Rule invalidates past acts validly performed by delegates.
- (3) This Rule prevails over any University policy, procedure or guideline which is inconsistent with this Rule.
- (4) Delegates must ensure that they are familiar with, and comply with:
 - (a) the [University of Sydney Act 1989](#);
 - (b) the [University of Sydney By-law 1999](#);
 - (c) delegated legislation (such as rules of the University) as amended from time to time;
 - (d) applicable industrial instruments (i.e. the University's [Enterprise Agreement](#), Awards, Australian Workplace Agreements and Individual Transitional Employment Agreements); and
 - (e) University policies and procedures, and guidelines as amended from time to time (except to the extent of any inconsistency with this Rule).

PART 2 – PRINCIPLES GOVERNING THE EXERCISE OF DELEGATIONS

- (1) Delegations are made to positions, not to particular individuals. A delegation is able to be exercised by the occupant of the position named in this Rule.
- (2) Except as provided for in this Rule, delegates must not sub-delegate any or all of their delegated functions to another person or group, by way of an agency or in any other way.
- (3) Delegates must:
 - (a) be formally appointed in writing and be in a continuing, temporary or acting position before they can exercise a delegation allocated to that position;
 - (b) only exercise functions or powers delegated to them and within their accountability area, unless otherwise specified;
 - (c) only incur expenditure if it is within an approved budget or they are satisfied on reasonable grounds that there is another approved source of funds;
 - (d) before exercising a delegation to approve a transaction, estimate the cost of the transaction as a whole, over the term of the transaction. For the purpose of making this calculation, the following principles apply:
 - (i) the delegate must take into account the total spending commitment during the life of a contract, including past and likely future extensions and variations;
 - (ii) a transaction must not be assessed in components or parts, such as instalments, tranches, or the cost of individual items;
 - (iii) the total gross cost of the transaction (including all taxes and duties other than goods and services tax (GST)) must be estimated; and
 - (iv) no reduction may be made for any set-off, trade-in or the like.
- (4) Where a delegate proposes to exercise a Human Resources delegation which would directly affect the occupant of a position which directly reports to the delegate, the delegate must obtain the approval of their supervisor before exercising the delegation.
- (5) If the Gift Acceptance Committee advises a delegate that a potential gift, bequest, devise or sponsorship should not be accepted, the delegate must refer the matter to the Vice-Chancellor, who will refer it to Senate for decision.

Note: See [Gift Acceptance Policy 2013](#).
- (6) Delegates may:
 - (a) exercise any preliminary or ancillary administrative function or power related to a delegated function or power;
 - (b) obtain expert advice and consult relevant stakeholders before exercising a delegated function, provided that the delegate retains ultimate responsibility and accountability for the exercise of the delegation;

- (c) subject to any financial limits:
 - (i) negotiate all terms for entering into a contract or other document effecting a transaction;
 - (ii) vary or amend the terms of that contract or document; and
 - (iii) execute a contract or other document;
 within their delegation.
- (7) A delegation to a position with a particular level of seniority may be exercised by a person with a higher level of seniority:
 - (a) even if there is no position at the level of the original delegation reporting to them in their line of accountability; but
 - (b) only in accordance with the terms of the delegation and within the person's area of accountability.
- (8) If a delegation is formally assigned to a position which does not exist within a particular organisational unit (for example, a delegation to a Head of School in a faculty which does not have schools) it must be exercised by the next highest position within that organisational unit.
- (9) Delegations to a faculty or University school must be exercised by resolution of the faculty or University school board, in accordance with the [University of Sydney \(Governance of Faculties and University Schools\) Rule 2016](#).
- (10) If a delegation confers power on a committee to approve a transaction, any documentation of that transaction may be signed by the Vice-Chancellor, or such other person as the Vice-Chancellor nominates in writing.
- (11) The Vice-Chancellor has authority to exercise any delegations made by Senate in this Rule, except for delegations:
 - (a) made to a member or Committee of Senate;
 - (b) relating to the terms of appointment, resignation or retirement of the Vice-Chancellor; or
 - (c) affecting positions which directly report to the Vice-Chancellor in circumstances which are required by this Rule to be exercised by another delegate.
- (12) If Senate or an authorised delegate approves a change to:
 - (a) the University's administrative structure; or
 - (b) the title of an employee's position,
 with the effect that there is a reassignment of responsibility for a particular delegated function, authority to perform that delegated function is reassigned accordingly.

PART 3 – INTERPRETATION

(1) The delegations are specified in table form, using a standard framework with the following elements:

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| conditions of exercise | the conditions governing the exercise of the delegation. |
| consult | lists the consultation required for the delegate to effectively exercise the delegation. |
| delegate | the position upon the holder of which the delegation is conferred. |
| delegation | the subject of the activity to which the delegation relates. |
| financial limits | the financial limits within which the delegate is authorised to exercise the delegation. |
| notify | the notification to be given after a delegation is exercised. |
| subject matter expert | the roles with expertise in the relevant area whose advice may be sought where appropriate. |

(2) In this Rule:

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| Academic Panel | means the panel of academic staff members appointed by the Registrar under the University of Sydney (Student Academic Appeals) Rule 2021 to determine first instance reviews in relation to special consideration, special arrangements or credit. |
| academic staff | means academic staff of the University, including teaching and research academic staff, research only and teaching focused academic staff. It does not include English Language Teaching staff. |
| accountability area | means the organisational unit (e.g., a faculty, school, University school, responsibility centre, administrative unit) for which a delegate is responsible. |
| Act | means The University of Sydney Act 1989 . |
| adjunct titles | means titles conferred on persons from business, the professions or external bodies who it is intended will make a substantial and regular contribution to the teaching, research, scholarship or creative work of the University. |
| Advance database | means the University's database of information relating to gifts and bequests. |
| Alumni Council | means the Standing Committee of Convocation established by section 52 of The University of Sydney Bylaw 1999 . |

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| alumni engagement | means activity undertaken on behalf of the University involving its alumni. |
| approved purchaser | means a position approved by the Vice-President (Operations) to purchase goods and services on behalf of the University. |
| asset register | means the University's register of assets. |
| Associate Dean | means an Associate Dean of a faculty or University school, appointed in accordance with relevant University rules, policies and procedures. |
| authorised bank signatories | means individuals authorised to sign and open cheques, authorise debits from the University's bank accounts and enter into agreements with the University's bank. |
| casual staff | means staff members who are engaged and paid on an hourly rate or sessional basis. |
| capital works | means building and engineering works that create an asset. |
| Centre for Continuing Education | means the unit of that name within the Deputy Vice-Chancellor (Education) portfolio |
| CEO UVTH | means the Chief Executive Officer of the University Veterinary Teaching Hospital (Sydney). |
| clinical academic titles | <p>means titles conferred by the University upon individuals who are not University staff who:</p> <ul style="list-style-type: none"> – on a regular basis, meet teaching needs which the University might not otherwise satisfy; and – may also contribute to the University's research activities. |
| Clinical School | means an academic unit of that name within the Faculty of Medicine and Health, established consistently with Part 5 of the University of Sydney (Governance of Faculties and University Schools) Rule 2016 . |
| commercial activity | means a commercial activity as defined in section 26A of the Act, and in the Guidelines Concerning Commercial Activities . |
| conjoint appointment | means a form of appointment by the University of employees who are, or will, also be employees of external bodies (such as an Area Health Service) who will contribute to the teaching, research or other goals of the University. |
| credit card holder | means a University representative issued with a University corporate credit card. |

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| crisis | means an abnormal or unstable situation which: <ul style="list-style-type: none"> – threatens the core operations of the University, or the life or safety of a person; and – requires an immediate response which cannot be appropriately delivered through the University's usual emergency response processes. |
| Dean | means the Dean of a faculty. Where appropriate, a reference to a Dean includes a reference to the Academic Director of the Charles Perkins Centre. |
| delegate | means any person or entity to whom, or to which, a delegation has been made by Senate. |
| Delegated Officer (Staffing) | means the Chief Human Resources Officer (who has a standing appointment as Delegated Officer (Staffing)) and any other person as may be appointed by the Vice-Chancellor to exercise the functions of the Delegated Officer (Staffing). |
| Deputy Dean | means a Deputy Dean in the faculties of: <ul style="list-style-type: none"> – Arts and Social Sciences; – Business; – Engineering; or – Science. |
| Deputy Vice-Chancellor (DVC) | means any or all of: <ul style="list-style-type: none"> – Provost and Deputy Vice-Chancellor; – any other Deputy Vice-Chancellor. |
| DFSP in FMH | means the Director, Faculty Strategy and Partnerships in the Faculty of Medicine and Health. |
| Director, Level 4 centre | means the academic director of a Level 4 centre, established and constituted consistently with the Centres and Collaborative Networks Policy 2016 . |
| Enterprise Agreement | means the University of Sydney Enterprise Agreement 2018 – 2021 or any replacement agreement. |
| exempt | refers to staff or positions to whom or to which the Enterprise Agreement does not apply. |
| Executive Dean | means any Executive Dean and Pro Vice-Chancellor. |
| faculty | means a faculty established by Senate and constituted consistently with the University of Sydney (Governance of Faculties and University Schools) Rule 2016 . |

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| Future Fund | <p>means the fund, established by the University, constituted by:</p> <ul style="list-style-type: none"> – gifts or bequests made to the University which are its absolute property, or the proceeds of such gifts or bequests, the corpus of which the University has determined should be preserved with the intention that the income be applied to support the University's operating costs; and – any other moneys contributed to the fund, with or without conditions, by the University. |
| Gift Register | <p>means the University's register of gifts and bequests.</p> |
| Gift Acceptance Committee | <p>means:</p> <ul style="list-style-type: none"> – the committee established under the Gift Acceptance Policy 2013 to advise whether a proposed gift satisfies the gift acceptance principles established by that policy; or – any successor committee which performs this or a similar function. |
| Higher Education Officer (HEO) # | <p>means:</p> <ul style="list-style-type: none"> – a member of the University's professional staff at the level designated by the number immediately following (e.g. HEO 10), and includes English Language Teaching classifications; or – staff employed at the Seymour Centre or Sydney Conservatorium of Music to whom the <i>Live Performance Award 2010</i> applies. |
| Head of Administrative Area (HOA) | <p>means a senior staff member:</p> <ul style="list-style-type: none"> – outside a faculty or University school; – whose position is declared as an HOA by the Provost in writing; and – who is recorded as an HOA in in the relevant human resources recordkeeping systems. <p>Where appropriate, a reference to HOA includes a reference to The Director, Law Extension Committee.</p> |
| Head of School (HOS) | <p>means a Head of School within a faculty (including a Head of School and Dean within a faculty). Where appropriate, a reference to HOS includes a reference to the Director, Law Extension Committee.</p> |
| highly sensitive data | <p>means data owned or held by the University which, if released, would potentially present a high risk to the University.</p> |
| ICPU | <p>means industry and community project unit, which is a unit of study in which students complete a project managed by the Pro-Vice Chancellor (Education –Enterprise and Engagement).</p> |

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| ICPU supervisor | means an academic staff member appointed by the Pro Vice-Chancellor (Education – Enterprise and Engagement) to supervise an ICPU. |
| independent contractor | <p>means a party engaged directly by the University pursuant to a contract for services.</p> <ul style="list-style-type: none"> – In the context of workforce engagements, this includes sole traders, companies or partnerships with whom the University enters into an agreement for the provision of specified individuals to supply specific skills, services or consultancy arrangements. – It does not include individuals engaged through labour hire agencies. Independent contractors are not employees of the University. |
| investment consultant | means a consultant approved by Investment Subcommittee of the Senate Finance and Audit Committee to advise the University about its investment funds portfolio. |
| labour hire agency | means a recruitment agency or labour engagement specialist contracted by the University to provide temporary labour resourcing services. |
| land bank property | means real property which is surplus to the University's needs but is being held for strategic reasons. |
| level # | means a level designated by the letter immediately following (e.g. Level A), as the letters are used for academic staff in the Enterprise Agreement . |
| material variation | <p>means any variation to an approved proposal which, if known at the time of the original proposal, might reasonably have been likely to affect the decision to approve. This includes, but is not limited to:</p> <ul style="list-style-type: none"> – an increase to the approved budget plus contingency of more than 5% of the approved amount – an increase to the approved budget plus contingency of \$2M or more – change to the use of, or numbers to be accommodated by, a building which would result in it not being primarily used for the purpose, or for the organisational unit, for which it was approved. |
| memorandum of understanding | means a non-binding document recording the intentions of the University and another party about their future relationship. |

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| microcredential | means a continuing education course which results in certification of assessed learning that focusses on specific knowledge, skills and capabilities and verifies that the holder possesses a particular professional skill. It is a non-award certification, which may in certain circumstances be considered for credit towards an award course. The Sydney Professional Certificate is not a microcredential. |
| nominated academic | means an academic staff member nominated by the relevant Executive Dean, Dean or Head of School and Dean of a University school to be responsible for handling plagiarism and academic dishonesty matters under the Academic Honesty in Coursework Policy 2015 . |
| nominated University organisation | means any of: <ul style="list-style-type: none"> – International House Council; – Law Extension Committee; – Mandelbaum House Council; – Sydney University Sport and Fitness Committees; – University of Sydney Union Board. |
| Non-Award Subcommittee | means the subcommittee of that name of the University Executive Strategic Course Portfolio Committee that provides academic quality assurance and oversight for non-award continuing and extra-curricular education courses. |
| non-financial gift | means a gift of real or personal property other than a gift of cash or its equivalent. |
| postgraduate coordinator | means the member of academic staff with responsibilities for admission, candidature or examination of candidates for higher degrees by research. |
| Presiding Pro-Chancellor | means any person appointed as such by Senate. |
| Principal Officer | means any of: <ul style="list-style-type: none"> – Vice-Chancellor and President; – Provost and Deputy Vice-Chancellor; – Deputy Vice-Chancellor; – Vice-President; – General Counsel; – Chief Governance Officer. |
| professional staff | means employees of the University who are not academic staff, including English Language Teaching staff. |

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| Program Director | means the person responsible at a stream, program, major or degree level for managing the curriculum and providing coordination and advice to staff and students. |
| project code | means a code used in the University's organisational and accounting structures to track income and expenditure for a specific purpose. |
| Project Director | means an officer, employee or contractor of the University with responsibility for delivering a major capital works project. |
| Property Register | means the University's register of owned and leased real property interests. |
| Provost | means the Provost and Deputy Vice-Chancellor. |
| PVC | means any Pro Vice-Chancellor. |
| remuneration package | means annual salary and other monetary benefits: <ul style="list-style-type: none"> – including loadings, allowances and performance bonus payments; but – excluding employer superannuation contributions and shift penalty rates. |
| responsibility centre | means an area within the University's organisational and accounting structures identified as such and represented by an appropriate code. |
| risk | means the effect of uncertainty on objectives, and is measured in the manner specified in the Risk Management Policy 2017 and the Risk Management Framework. |
| school | means an organisational unit or equivalent budget unit established by the Vice-Chancellor on recommendation of the Provost, and reporting through a faculty, which is constituted consistently with the University of Sydney (Governance of Faculties and University Schools) Rule 2016 . |
| secondary logo | means a logo, other than the University logo, used by a University entity. |
| Senior Professional Staff (SPS) | means a professional staff position graded within the Senior Professional Staff range, which comprises four bands (A-D) above HEO 10. Except where otherwise specified, delegations relating to exempt positions apply to exempt SPS positions. |
| sensitive data | means data owned or held by the University which, if released, would potentially present a medium level of risk to the University. |

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| sponsorship | means a commercial relationship between a funder and a recipient through which the funder receives a material benefit in return for making a financial or other commitment to the recipient. |
| standard remuneration and conditions | means: <ul style="list-style-type: none"> – Enterprise Agreement conditions of employment; and – Enterprise Agreement remuneration, up to the top step of the relevant classification level; or – for Senior Professional Staff, remuneration up to the mid-point of the applicable SPS band. |
| strategic research partnership | means a multi-year strategic research collaboration, valued at more than \$1 million, with an industry partner and which may also involve the exchange of goods and services within the partner organisation. |
| Table A (or Disciplinary Pool) | means the table of units of study and curriculum components, specific to an award course, which may be taken to fulfill requirements, as specified in the course resolutions. |
| Table S (or Shared Pool) | means the table of units of study, minors and majors which may be taken to fulfill requirements for any award course in which access to the Shared Pool is specified in the course resolutions. |
| Table O (or Open Learning Environment) | means the table of units of study which may be taken to fulfill requirements for any award course in which access to the Open Learning Environment is specified in the course resolutions. |
| Table D (or Dalyell Pool) | means the table of units of study which may be taken to fulfill requirements for the Dalyell stream in any award course in which that stream is available, as specified in the course resolutions. |
| Table R (or Research Pool) | means the table of units of study which may be taken by higher degree by research students to fulfill progress requirements or as required by course resolutions. |
| Table E (or Extended Degree Pool) | means the table of units of study which may be taken by students enrolled in extended bachelor degrees, as specified in the course resolutions. |
| University digital platform | means a University owned or controlled, cloud-based environment which hosts applications. |
| University Executive | means the senior management committee of that name convened by the Vice-Chancellor.. |
| University logo | means the crest with the University of Sydney word mark. |
| University school | means a University school established by Senate and constituted consistently with the University of Sydney (Governance of Faculties and University Schools) Rule 2016 . |

Vice-President (VP) means any or all of:

- Vice-President (Advancement);
- Vice-President (External Engagement);
- Vice-President (Operations);
- Vice-President (Strategy);
- any other Vice-President.

- (3) A heading to a Part or Schedule is a provision of this Rule. Other headings are not provisions of this Rule, but the number of a section or subsection is a provision of this Rule even if it is in a heading.
- (4) A note, marginal note, footnote or endnote is not a provision of this Rule.
- (5) The singular includes the plural and vice versa.
- (6) A reference to a rule (other than this Rule) or policy is a reference to the rule or policy as amended or replaced by the University from time to time.

PART 4 – EDUCATION DOMAIN – TABLE OF DELEGATIONS

Courses and Units of Study

This section includes delegations about the governance of academic offerings including establishing award courses, curricula and units of study, assessment, examination, attendance and academic integrity.

4.1 Academic year

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|-----------------------|--|---|
| 4.1.1 | Approve for each academic year, dates for teaching periods, semesters and research periods | Academic Board | Consult: Vice-President (Operations); Chief Faculty Experience Officer | Learning and Teaching Policy 2019 |

4.2 Academic offerings – award courses and course components other than units of study

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|--|---|---|
| 4.2.1 | Approve addition or discontinuation of award courses or streams. | Undergraduate Studies Committee; Graduate Studies Committee | Consult: Faculty or University school board; University Executive Strategic Course Portfolio Committee Notify: Academic Board | Learning and Teaching Policy 2019 Coursework Policy 2021 (in relation to coursework); University of Sydney (Higher Degree by Research) Rule 2011 (in relation to higher degrees by research) Dual and Joint Degree Policy 2019 |
| 4.2.2 | Approve addition or discontinuation of award course components including: <ul style="list-style-type: none"> – programs – majors – minors – specialisations – honours | Undergraduate Studies Committee; Graduate Studies Committee | Consult: Faculty or University school board Notify: Academic Board | |

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|-------|--|--|---|--|
| 4.2.3 | Approve suspension of award courses or streams | Executive Dean; Dean; Head of School and Dean (University school) | Consult: Faculty or University school board; University Executive Strategic Course Portfolio Committee | |
| 4.2.4 | Approve variations to award course and course components (other than units of study), including: <ul style="list-style-type: none"> – name – credit points – duration – course and component requirements – mode of delivery – delivery locations – admission requirements – learning outcomes | Undergraduate Studies Committee; Graduate Studies Committee | Consult: Faculty or University school board; Deputy Vice-Chancellor (Education) Notify: Academic Board | Learning and Teaching Policy 2019; Coursework Policy 2021 (in relation to coursework); University of Sydney (Higher Degree by Research) Rule 2011 (in relation to higher degrees by research) |
| 4.2.5 | Approve the inclusion of, deletion of or changes to award course components, including majors and minors, in the Shared Pool (Table S) | Deputy Vice-Chancellor (Education) | Notify: Academic Board | Learning and Teaching Policy 2019; Coursework Policy 2021 |
| 4.2.6 | Approve the inclusions or deletion of units of study from award courses and course components | Faculty or University school board | Consult: Associate Dean; Other affected faculties or University schools; Deputy Vice-Chancellor (Education) if required by policy | Learning and Teaching Policy 2019; Coursework Policy 2021 |
| 4.2.7 | Approve co-delivery of award courses with external parties | Deputy Vice-Chancellor (Education) | Consult: Executive Dean; Dean; Head of School and Dean (University school) | Coursework Policy 2021 |
| 4.2.8 | Approve maximum numbers of students allowed in an award course | Deputy Vice-Chancellor (Education) | Consult: Executive Dean, Dean, Head of School and Dean (University school) | Coursework Policy 2021 |

4.3 Rescinded

4.4 Academic offerings – units of study

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|---|--|--|
| 4.4.1 | Approve addition or deletion of a unit of study to be offered by a faculty or University school | Faculty board; University school board | | Learning and Teaching Policy 2019 |
| 4.4.2 | Approve variations to an approved unit of study, including: <ul style="list-style-type: none"> – curricula; – pre- & co-requisites; – attendance and participation requirements; – learning outcomes; – examination and assessment requirements; – required professional experience, practical work and work integrated learning | Faculty board; University school board | Consult: Associate Dean; Head of School | Learning and Teaching Policy 2019; Coursework Policy 2021 |
| 4.4.3 | Approve the inclusion of, deletion of or changes to units of study in Table E, Table D or Table O | Deputy Vice-Chancellor (Education) | Consult: Faculty or University school board Notify: Undergraduate Studies Committee | |
| 4.4.4 | Approve the inclusion of, deletion of or changes to units of study in Table R | Relevant Deputy Vice-Chancellor | Consult: Faculty or University school board Notify: Graduate Studies Committee | |
| 4.4.5 | Approve the inclusion of, deletion of or changes to elective units of study in Table S | Deputy Vice-Chancellor (Education) | Consult: Faculty or University school board Notify: Undergraduate Studies Committee | |
| 4.4.6 | Approve maximum numbers of students allowed in a unit of study | Deputy Vice-Chancellor (Education) | Consult: Executive Dean, Dean or Head of School and Dean (University school) | Coursework Policy 2021 |

4.4 Academic offerings – units of study (cont)

| Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|---|--|---|--|
| 4.4.7 Approve elective units of study to be offered in any given year | Executive Dean; Dean; Head of School and Dean (University school) | Consult: Associate Dean; Head of School | Learning and Teaching Policy 2019; Coursework Policy 2021 |
| 4.4.8 Exempt a student in a unit of study from: <ul style="list-style-type: none"> – attendance; – participation; or – assessment requirements | Unit of Study Coordinator | Consult: Program Director | Coursework Policy 2021 |

4.5 Academic offerings – non-award study

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|--|--|--|
| 4.5.1 | Permit enrolment as a non-award student in a unit of study | Unit of Study Coordinator | Consult: Head of School; Head of Clinical School; Head of Discipline; Program Director | Coursework Policy 2021 |
| 4.5.2 | Approve continuing and extra-curricular education courses to be offered by a faculty or University school, including courses offered in partnership with the Centre for Continuing Education | Executive Dean; Dean; Head of School and Dean (University school) | Notify: Non Award Subcommittee | Coursework Policy 2021; Learning and Teaching Policy 2019; Continuing and Extra-Curricular Education Policy 2017 |
| 4.5.3 | Approve continuing and extra-curricular education courses to be offered by an academic or specialist unit within the portfolio of a Deputy Vice-Chancellor | Relevant Deputy Vice-Chancellor or Pro Vice-Chancellor | Notify: Non Award Subcommittee | |
| 4.5.4 | Approve all other continuing and extra-curricular education courses | Deputy Vice-Chancellor (Education) | Consult: Executive Dean; Dean; Head of School and Dean (University school); Non Award Subcommittee | |
| 4.5.5 | Approve microcredentials | Deputy Vice-Chancellor (Education) | Consult: Executive Dean; Dean; Head of School and Dean (University school); Non Award Subcommittee | |

| 4.6 Assessment and examination – coursework | | | | |
|--|---|---|---|---|
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.6.1 | Approve grading systems and criteria for award of honours in a faculty or University school | Academic Board | Consult: Faculty board; University school board | Assessment Procedures 2011 |
| 4.6.2 | Approve use of third-party learning technologies for the purposes of coursework assessment | Deputy Vice-Chancellor (Education) | Consult: Chief Information Officer | Learning and Teaching Policy 2019; Academic Honesty in Coursework Policy 2015 |
| 4.6.3 | Set the date of a replacement coursework assessment undertaken in a formal exam period | Deputy Vice-Chancellor (Education) | | Assessment Procedures 2011 |
| 4.6.4 | Approve the release of results for a particular unit of study earlier than the published date | Deputy Vice-Chancellor (Education) | Consult: Associate Dean | Assessment Procedures 2011 |
| 4.6.5 | Approve three hour examinations and examinations that are longer than the equivalent of 30 minutes per credit point for a coursework unit of study | Associate Dean | | Assessment Procedures 2011 |
| 4.6.6 | Set the date of a replacement assessment not undertaken in a formal exam period for coursework | Program Director | Consult: Unit of Study Coordinator; Associate Dean; Head of Education in faculty or University school | Assessment Procedures 2011 |
| 4.6.7 | Approve alternative means of assessment, where a coursework student is unable to attempt a replacement assessment due to illness, injury or misadventure, or the faculty or University school is unable to construct a valid form of replacement assessment | Associate Dean | | Assessment Procedures 2011 |

4.6 Assessment and examination – coursework (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|---|
| 4.6.8 | RESCINDED | | | |
| 4.6.9 | Approve the outcome of non-standard applications for: <ul style="list-style-type: none"> – special arrangements for assessments; – special consideration; – reasonable adjustments, accessible examinations, and assessment arrangements for students with a disability | Unit of Study Coordinator; ICPU supervisor (for ICPUs) | Consult: Disability Services; Program Director | Coursework Policy 2021; Assessment Procedures 2011 |
| 4.6.10 | Approve specific unit of study results for coursework students | Unit of Study Coordinator | | |
| 4.6.11 | Approve and publish dates for release of coursework results | Deputy Vice-Chancellor (Education) | | Assessment Procedures 2011 |

4.7 Assessment and examination – higher degrees by research

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|--|--|--|
| 4.7.1 | Prescribe the required form of a thesis for examination for a higher degree by research | Academic Board | | University of Sydney (Higher Degree by Research) Rule 2011; Thesis and Examination of Higher Degree by Research Policy 2015 |
| 4.7.2 | Appoint examiners and determine result of examination of higher doctorates on the recommendation of the Executive Dean, Dean or Head of School and Dean (University school) | Chair of the Graduate Studies Committee of the Academic Board | Consult: Executive Dean, Dean or Head of School and Dean (University school); Graduate Studies Committee | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.7.3 | Permit a student to submit a thesis in a language other than English | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |

| 4.8 Academic integrity | | | | |
|--|--|---|---|--|
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.8.1 | Impose a penalty on a student for breach of academic integrity | Educational Integrity Co-ordinator or nominated academic | | Coursework Policy 2021 ; Academic Honesty in Coursework Policy 2015 ; Academic Honesty Procedures 2016 |
| 4.8.2 | Impose a penalty on a student for misconduct | Vice-Chancellor; Registrar; Student Disciplinary Appeals Committee | | University of Sydney (Student Discipline) Rule 2016 |
| Eligibility & Admissions | | | | |
| This section includes the delegations about eligibility criteria, admissions, offers and deferral. | | | | |
| 4.9 Eligibility criteria – standards of entry | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.9.1 | Approve qualifications or other forms of prior learning for the purposes of establishing eligibility for coursework admission | Academic Board | | Learning and Teaching Policy 2019 ; Coursework Policy 2021 |
| 4.9.2 | Approve forecast scores for the purposes of admitting undergraduate international students | Academic Board | | Coursework Policy 2021 |
| 4.9.3 | Grant exemption from eligibility requirements for admission to any of Graduate Certificate, Graduate Diploma or Professional Master's degree | Executive Dean, Dean, Head of School and Dean (University school) | Consult: Associate Dean; Head of School; Head of Discipline | Coursework Policy 2021 |

4.10 Eligibility criteria – English language requirements

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|-----------------------|-------------------------------------|---|
| 4.10.1 | Set English language requirements including: <ul style="list-style-type: none"> – minimum requirements for admission to the University; – higher than minimum requirements for admission to an award course; – qualifications accepted as proof of proficiency | Academic Board | Consult: Associate Dean | Coursework Policy 2021 ; University of Sydney (Higher Degree by Research) Rule 2011 ; Admissions Standards – English Language Proficiency |
| 4.10.2 | Grant exemption from English language requirements for admission to an award course in exceptional circumstances, consistently with standards | Associate Dean | Consult: Program Director | University of Sydney (Higher Degree by Research) Rule 2011 ; Coursework Policy 2021 ; Admissions Standards – English Language Proficiency |
| 4.10.3 | Require further testing of an applicant or student's written or spoken English | Associate Dean | | Coursework Policy 2021 |

4.11 Eligibility criteria – special admission programs

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|---|--|
| 4.11.1 | Establish a special admission program | Academic Board | | Coursework Policy 2021 |
| 4.11.2 | Set the minimum level of academic merit required for admission to special admission program or decide that a special admission program does not apply to a specified undergraduate course | Executive Dean, Dean, Head of School and Dean (University school) | Consult: Head of School; Head of Discipline; Associate Dean; Program Director | Coursework Policy 2021 |

4.11 Eligibility criteria – special admission programs (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|-----------------------|--|--|
| 4.11.3 | Admit an applicant to an undergraduate course under a special admission program | Associate Dean | Consult: Executive Dean, Dean or Head of School and Dean (University school); Head of School; Head of Discipline | Coursework Policy 2021 |
| 4.11.4 | Place requirements or restrictions on enrolment of a student admitted to an undergraduate award course under the Gadigal Program | Associate Dean | Consult: Executive Dean, Dean or Head of School and Dean (University school) | Coursework Policy 2021 |

4.12 Admissions and offers – coursework

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|--|
| 4.12.1 | Approve withdrawal of an offer of admission to a coursework award course made on the basis of incorrect results, and make any (or no) consequent revised offer | Deputy Vice-Chancellor (Education) | | Coursework Policy 2021 |
| 4.12.2 | Set parameters, consistent with Academic Board standards, for admission of eligible candidates to coursework award courses | Executive Dean, Dean, Head of School and Dean (University school) | Consult: Associate Dean | University of Sydney (Coursework) Rule 2014; Coursework Policy 2021 |
| 4.12.3 | Admit an applicant to a coursework award course, consistently with the parameters set by the Dean and the Academic Board standards | Associate Dean | | University of Sydney (Coursework) Rule 2014; Coursework Policy 2021 |
| 4.12.4 | Admit an applicant to a coursework award where satisfactory explanation of prior exclusion has been provided | Associate Dean | Consult: Program Director | Coursework Policy 2021 |
| 4.12.5 | Admit a student to an honours course | Associate Dean | Consult: Head of School; Program Director; Honours coordinator | Coursework Policy 2021 |

4.12 Admissions and offers – coursework (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|-------------------------|--|--|
| 4.12.6 | Decide for the purposes of admission to a postgraduate coursework award course whether a prior qualification: <ul style="list-style-type: none"> – is from a relevant discipline; or – is equivalent to an award from the University or an embedded course at the University | Program Director | Consult: Head of School; Head of Discipline | Coursework Policy 2021 |

4.13 Admissions and offers – higher degrees

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|--|
| 4.13.1 | Admit candidates for higher doctorates | Chair of the Graduate Studies Committee of the Academic Board | Consult: Executive Dean, Dean or Head of School and Dean (University school) | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.13.2 | Admit candidates to a higher degree by research course other than a higher doctorate | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.13.3 | Admit applicants to Doctor of Philosophy candidature who do not meet the prescribed requirements | Chair of the Graduate Studies Committee of the Academic Board | Consult: Executive Dean, Dean or Head of School and Dean (University school) | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.13.4 | Approve examination process for joint higher degree by research, where examination is to be conducted by a partner institution | Chair of the Academic Quality Committee of the Academic Board; Higher Degree by Research Subcommittee of Academic Quality Committee | Notify: Director, Graduate Research | Dual and Joint Degree Policy 2019 |
| 4.13.5 | Approve individual student agreements for joint higher degrees by research, after approval of examination process (if required). | Director, Graduate Research | Consult: Associate Dean | Dual and Joint Degree Policy 2020 ; Educational Services Agreements Policy 2017 ; University of Sydney (Higher Degree by Research) Rule 2011 |

4.13 Admissions and offers – higher degrees (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---------------------------------|---|--|
| 4.13.6 | Approve the proposed course of advanced study for an applicant to admission to a doctoral award | Associate Dean | Consult: Postgraduate Coordinator; Head of School | University of Sydney (Higher Degree by Research) Rule 2011; Essential Resources For Higher Degree by Research Students Policy 2016 |
| 4.13.7 | Impose conditions or probationary period on admission to candidature to a higher degree by research other than higher doctorates | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.13.8 | Approve, for the purposes of admission to a higher degree by research, supervisory requirements including a candidate's supervisors and location | Postgraduate Coordinator | Consult: Head of School; Head of Clinical School; Head of Discipline | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.13.9 | Require a student to provide a statement from their employer acknowledging that their candidature is under the control of the University | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |

4.14 Deferrals

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|-----------------------|--|--|
| 4.14.1 | Extend period of deferral for a student commencing an award course up to a maximum of 2 years | Associate Dean | Subject Matter Expert: Admissions Consult: Program Director; Head of School; Head of School and Dean (in a faculty) | Coursework Policy 2021 |
| 4.14.2 | Decline to allow deferral for a particular award course or program | Associate Dean | | Coursework Policy 2021 |

Candidature

This section includes the delegations about variations to standard enrolment, including: suspension and leave of absence, supervision of higher degree by research candidates, progression requirements, prizes, awards and ceremonies.

4.15 Variations to enrolment – coursework

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|--|
| 4.15.1 | Vary coursework award requirements (other than the maximum time limit for completion) for a particular coursework student in exceptional circumstances | Executive Dean, Dean, Head of School and Dean (University school) | Consult: Associate Dean | Coursework Policy 2021 |
| 4.15.2 | Permit a coursework student to enrol in a unit of study: <ul style="list-style-type: none"> – already completed; – which overlaps substantially with a unit of study already completed; – for which recognition of prior learning has been granted; – deemed additional to award course requirements; – which exceeds maximum credit point limits; – not listed in the table of units for the relevant course (and obtain credit for that unit of study); – that is prohibited. | Associate Dean | Consult: Unit of Study Coordinator | Coursework Policy 2021 |
| 4.15.3 | Permit a student to enrol in more than one award course concurrently | Associate Dean | | Coursework Policy 2021 |
| 4.15.4 | Permit a student who has failed or discontinued an appended honours year to re-enrol in it | Associate Dean | Consult: Head of School; Head of Clinical School; Program Director | Coursework Policy 2021 |

4.15 Variations to enrolment – coursework (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|----------------------------------|--|--|
| 4.15.5 | Approve cross-institutional study, including imposing conditions | Program Director | | Coursework Policy 2021 |
| 4.15.6 | Waive requirement to meet a pre-requisite or co-requisite requirement for a unit of study | Unit of Study Coordinator | Consult: Head of School; Program Director | Coursework Policy 2021 |

4.16 Variations to enrolment – higher degrees

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|------------------------------------|---|--|
| 4.16.1 | Permit a doctoral candidate who has made exceptional progress to complete more than two research periods earlier than the prescribed period | Chair of the Academic Board | Notify: Higher Degree by Research Administration Centre; Postgraduate Coordinator; Associate Dean | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.16.2 | Permit a doctoral candidate who has made exceptional progress to complete up to two research periods earlier than the prescribed period | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.16.3 | Approve extension of higher degree by research candidature with a latest date of completion beyond the maximum specified period | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |

4.17 Suspension and leave of absence

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--------------------------|--|--|
| 4.17.1 | Permit a coursework student to: <ul style="list-style-type: none"> – suspend enrolment for more than one year; – suspend enrolment for a period which would result in a total period of any suspension of more than one year over the student's candidature. | Associate Dean | | Coursework Policy 2021 |
| 4.17.2 | Subject to course resolutions, permit a higher degree by research candidate to suspend enrolment in a course for one or more than one research period | Associate Dean | Consult: Associate Dean; Program Director | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.17.3 | Subject to course resolutions, permit a higher degree by research candidate to take leave of absence from a course for less than one research period | Postgraduate Coordinator | | University of Sydney (Higher Degree by Research) Rule 2011 |

4.18 Re-enrolment after discontinuation or suspension

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|----------------|---|---|
| 4.18.1 | Permit a student who has discontinued enrolment without permission in their first year of a course to re-enrol in that course | Associate Dean | Consult: Program Director | Coursework Policy 2021 ; University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.18.2 | Impose requirements for completing a course on a student who re-enrols after a suspension | Associate Dean | Consult: Program Director; Unit of Study coordinator | Coursework Policy 2021 |

| 4.19 Supervision of higher degree by research candidates | | | | |
|--|--|------------------------------------|--|---|
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.19.1 | Approve supervisor registration of academic staff and affiliates who have not completed the Foundations of Research Supervision course | Director, Graduate Research | | Higher Degree by Research Supervision Policy 2020 |
| 4.19.2 | Approve removal of an approved supervisor from the Supervisor Register on the basis of misconduct | Provost | Consult: Executive Dean; Dean; Head of School and Dean (University school) | Higher Degree by Research Supervision Policy 2020 |
| 4.19.3 | Approve: <ul style="list-style-type: none"> – removal of an approved supervisor from the Supervisor Register for reasons other than misconduct; – re-registration of a supervisor deregistered for reasons other than misconduct | Director, Graduate Research | Consult: Executive Dean; Dean; Head of School and Dean (University school); Associate Dean | Higher Degree by Research Supervision Policy 2020 |
| 4.19.4 | Permit a research supervisor to supervise more than five full-time equivalent higher degree by research candidates on the recommendation of the relevant Head of School or Postgraduate Coordinator | Associate Dean | Consult: Relevant Head of School; Postgraduate Coordinator | Higher Degree by Research Supervision Policy 2020 |

| 4.20 Progression requirements – higher degrees | | | | |
|--|--|--------------------------|--|---|
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.20.1 | Approve a higher degree by research candidate's progress plan or material variations to that progress plan | Postgraduate Coordinator | Consult: Coordinating Supervisor | Progress Planning & Review for Higher Degree by Research Students Policy 2015 |
| 4.20.2 | Confirm a higher degree by research student's candidature following probation | Associate Dean | Consult: Head of School; Head of Clinical School; Postgraduate Coordinator | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.20.3 | Allow a higher degree by research candidate with unsatisfactory progress review ratings to continue and impose conditions where required | Associate Dean | Consult: Postgraduate Coordinator | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.21 Credit and recognition of prior learning | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.21.1 | Approve credit greater than one third of an award course requirement for work completed at an institution other than a university | Academic Board | Consult: Executive Dean, Dean, Head of School and Dean (University school) | Coursework Policy 2021 |
| 4.21.2 | Approve credit for previous research study undertaken as a higher degree by research candidate | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.21.3 | Set, where appropriate, the parameters whereby credit or reduced volume of learning may be granted, consistently with approved policy & course resolutions | Associate Dean | | Coursework Policy 2021 |
| 4.21.4 | Approve credit or reduced volume of learning for a coursework award consistently with parameters, approved policy and course resolutions | Program Director | Consult: Associate Dean | Coursework Policy 2021 |
| 4.21.5 | Waive requirement for a coursework student to undertake a compulsory unit of study | Associate Dean | Consult: Program Director | Coursework Policy 2021 |

| <i>4.21 credit and recognition of prior learning (cont)</i> | | | | |
|---|---|---------------------------------|---|---|
| 4.21.6 | Rescind specific credit, non-specific credit or reduced volume of learning on application by a student | Program Director | Consult: Associate Dean | Coursework Policy 2021 |
| 4.22 Show good cause requirements | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.22.1 | Require a coursework student who has not met progression requirements to show good cause why re-enrolment should be permitted | Associate Dean | Consult: Program Director | Coursework Policy 2021 |
| 4.22.2 | Require a coursework student who has failed or discontinued a course or unit of study more than once to show good cause why re-enrolment in that unit should be permitted | Associate Dean | Consult: Program Director | Coursework Policy 2021 |
| 4.22.3 | Decide that a higher degree by research candidate has demonstrated unsatisfactory progress and: <ul style="list-style-type: none"> – allow the student to continue to be enrolled with conditions; or – recommend that the student be asked to show good cause why they should be permitted to continue the candidature | Postgraduate Coordinator | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.22.4 | Require a higher degree by research candidate to show good cause why they should be permitted to continue candidature | Associate Dean | Consult: Postgraduate Coordinator | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.22.5 | Preclude an excluded student who has not shown good cause from admission to a higher degree by research within the faculty or University school | Associate Dean | | Coursework Policy 2021 ; University of Sydney (Higher Degree by Research) Rule 2011 |

| 4.22 Credit and recognition of prior learning (cont) | | | | |
|--|---|---|--|--|
| 4.22.6 | Decide whether a student has shown good cause and if so, permit the student to continue | Associate Dean | Consult: Program Director | Coursework Policy 2021; University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.22.7 | Permit student who has not shown good cause to continue subject to restrictions | Associate Dean | Consult: Program Director | Coursework Policy 2021; University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.22.8 | Exclude from an award course a student who has failed to show good cause | Associate Dean | | Coursework Policy 2021; University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.22.9 | Decide that a student has not shown good cause and: <ul style="list-style-type: none"> – terminate the student's candidature; or – impose conditions or restrictions on continuation | Associate Dean | Consult: Postgraduate Coordinator; Program Director | Coursework Policy 2021; University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.22.10 0 | Offer a higher degree by research candidate an option to transfer to another course, and impose conditions on any such transfer | Associate Dean | Consult: Postgraduate Coordinator | University of Sydney (Higher Degree by Research) Rule 2011 |
| 4.23 Appeals | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.23.1 | Decide the outcome of a review of an academic decision at first instance | Associate Dean; Academic Panel member (in relation to credit, mobility, special arrangements or special consideration) | Consult: Course coordinator; Head of School; Program Director; relevant academic staff | University of Sydney (Student Academic Appeals) Rule 2021 |
| 4.23.2 | Decide the outcome of an appeal against an academic decision: <ul style="list-style-type: none"> – after review of the decision; or – at first instance in relation to examination of a thesis or termination of candidature of a higher degree by research student | Student Appeals Body | | University of Sydney (Student Academic Appeals) Rule 2021 |

| 4.23.3 | Decide the outcome of a student's appeal on a conduct matter | Student Disciplinary Appeals Committee | | University of Sydney (Student Discipline) Rule 2016 |
|--|---|--|---|---|
| 4.24 Termination of candidature | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.24.1 | Terminate a student's candidature where disqualifying circumstances exist | Registrar | | University of Sydney (Student Discipline) Rule 2016 |
| 4.25 Prizes and scholarships | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.25.1 | Approve award of scholarships and prizes open to applicants University wide | Deputy Vice-Chancellor (Education) | | |
| 4.25.2 | Set minimum levels of academic performance for the award of a University Medal | Faculty board or University school board | | Coursework Policy 2021 |
| 4.25.3 | Award University Medal | Faculty board or University school board | | Coursework Policy 2021 |
| 4.25.4 | Approve establishment and award of scholarships or prizes open to applications from a single faculty or University school | Executive Dean; Dean; Head of School and Dean (University school) | | Scholarships and Student Recognition Awards Policy 2016 |
| 4.26 Awards & ceremonies | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.26.1 | Approve the conferral of an <i>aegrotat</i> or posthumous award | Deputy Vice-Chancellor (Education) | Consult: Executive Dean; Dean; Head of School and Dean (University school); Associate Dean; Program Director | Coursework Policy 2021 ; University of Sydney (Higher Degree by Research) Rule 2011 |

| <i>4.26 Awards & ceremonies (cont)</i> | | | |
|---|---|---|---------------------------------|
| Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 4.26.2 Approve academic dress | Deputy Vice-Chancellor (Education) | | |
| 4.26.3 Approve graduation dates | Deputy Vice-Chancellor (Education) | Consult: Vice-President (Operations) | |
| 4.26.4 Change disciplines to be presented at any graduation ceremony or the scheduled time for any such ceremony with notice to the graduands concerned | Deputy Vice-Chancellor (Education) | | |
| 4.26.5 Preside at graduations | Chancellor; Deputy Chancellor; Vice-Chancellor; Pro-Chancellor; Chair, Academic Board; Provost; Vice-Provost; Deputy Vice-Chancellor; Presiding Pro-Chancellor | | |
| 4.26.6 Admit to the appropriate degrees, and award the appropriate diplomas and certificates, to those who have qualified for them. | Chancellor; Deputy Chancellor; Vice-Chancellor; Deputy Vice-Chancellor | | |
| 4.26.7 Nominate a member of the Alumni Council or other eminent alumnus to act as Esquire Bedell | President, Alumni Council | Consult: Deputy Vice-Chancellor (Education) | |

PART 5 – RESEARCH DOMAIN – TABLE OF DELEGATIONS

Research Integrity

For detailed information regarding research integrity see the [Research Code of Conduct 2019](#).

Research Data Management

This section includes the delegations about sharing research data.

5.1 Research data and materials - sharing research data

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|----------------------|---|--|
| 5.1.1 | Approve agreements for the transfer of research data or materials into or out of the University, excluding clinical trial materials | Director, Post-Award | Subject Matter Expert: Office of General Counsel; Director, Research Integrity and Ethics Administration; Manager, Research Data Governance | Research Data Management Policy 2014 Research Data Management Procedures 2014 |

Research Grants

This section includes the delegations about research grant proposals. For more information on research agreements, see the Research Agreements section in the Operations Domain (Part 6).

5.2 Research grants

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|----------------------------------|---|-----------------------------|
| 5.2.1 | Approve submission of research grant proposal or tender response, excluding research training or scholarship proposals Note: see Education Agreements section for approval of research training or scholarship proposals | Director, Pipeline and Pre-Award | Consult: Associate Dean; Head of School; Director, Post-Award; Director, Research Portfolio Clinical Trials Notify: Research Operations Teams; Relevant Executive Dean; Dean; Head of School and Dean (University school); Office of Global Engagement (in relation to education mobility grants); | Research proposal checklist |

5.2 Research Grants (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|----------------------|--|--------------------------|
| 5.2.2 | Approve agreements for administration of research grants from non-commercial or publicly funded partners for projects not involving the conduct of clinical trials. | Director, Post-Award | Consult: Relevant Associate Dean | |

Clinical Trials

This section includes the delegations about clinical trials.

5.3 Clinical trials

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|--|--|---|
| 5.3.1 | Approve clinical trials and agreements specifying the conduct of clinical trials, including site approvals | Director, Clinical Trials | Consult: Director, Post-Award (in relation to intellectual property provisions of agreement); Associate Dean; Chief Safety Officer Subject Matter Expert: Office of General Counsel Notify: Director, Research Pipeline and Pre-Award (in relation to grant funding) | Clinical Trials Policy 2016 ; Clinical Trials Procedures 2016 |
| 5.3.2 | Approve modifications to site approvals for clinical trials where risk assessment of modified trial is "high" | Director, Clinical Trials | Consult: Associate Dean; Director, Safety Health and Wellbeing | Clinical Trials Policy 2016 ; Clinical Trials Procedures 2016 |
| 5.3.3 | Approve modifications to site approvals for clinical trials, where risk assessment for modified trial is lower than "high" | Director, Research Integrity and Ethics Administration | Consult: Associate Dean; Chief Safety Officer; Director, Clinical Trials | Clinical Trials Policy 2016 , Clinical Trials Procedures 2016 |

Cooperative Research Centres

This section includes delegations about participating in a Cooperative Research Centre. For more information on University centres, please refer to the Centres and Collaborative Networks section in the Operations Domain.

5.4 Cooperative Research Centres

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|-----------------------------------|---|---|
| 5.4.1 | Approve application to establish or for membership of a Cooperative Research Centre | Deputy Vice-Chancellor (Research) | Consult: Director, Post-Award; Provost; Vice-President (Operations); relevant Executive Dean, Dean and Head of School and Dean (University school); Associate Dean Notify: Chief Financial Officer | |
| 5.4.2 | Approve participation agreement for a Cooperative Research Centre | Deputy Vice-Chancellor (Research) | Consult: Provost; Vice-President (Operations); Director, Post-Award (in relation to intellectual property provisions of agreement) Subject Matter Expert: Office of General Counsel Notify: Chief Financial Officer | Research Agreements Policy ; Guidelines Concerning Commercial Activities |

Strategic Research Partnerships

This section includes delegations about participation in strategic research partnerships with industry partners

5.5 Strategic research partnerships

| # | Delegation | Delegate [Limits] | Conditions of Exercise [Limits] | Primary Policy Reference |
|-------|--|---|--|--|
| 5.5.1 | Determine if an activity will be pursued as a strategic research partnership | Vice-Chancellor | Subject Matter Expert: Deputy Vice-Chancellor (Research); Office of General Counsel Consult: Pro Vice-Chancellor (Research); University Executive | Research Agreements Policy; Guidelines Concerning Commercial Activities |
| 5.5.2 | Approve entry into a strategic research partnership | Senate Finance and Audit Committee [>\$20M] Vice-Chancellor [≤\$20M] | Subject Matter Expert: Chief Procurement Officer; Director, Core Research Facilities Consult: Vice-Chancellor [≥\$20M] Deputy Vice-Chancellor (Research); Pro Vice-Chancellor (Research); Chief Financial Officer; General Counsel; Pro Vice-Chancellor (Global and Research Engagement) Notify: Senate Finance and Audit Committee [≥5M≤\$20M] | Research Agreements Policy; Guidelines Concerning Commercial Activities |

PART 6 - OPERATIONS DOMAIN - TABLE OF DELEGATIONS

University Governance

This section includes delegations about: determining policy; legal affairs; appointing representatives of Senate; establishment and naming; information and communication technology; centres and collaborative networks; foundations and safety, health and wellbeing.

6.1 Determine policy - education

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|----------------|--|--|
| 6.1.1 | Determine education policies including: <ul style="list-style-type: none"> – University credit transfer; – discontinuation, suspension, lapse of candidature and leave of absence; – supervision, examination and award of higher degrees by research | Academic Board | Subject Matter Expert: Office of General Counsel Consult: Chief Faculty Experience Officer; Deputy Vice-Chancellor (Education); Executive Dean, Dean, Head of School and Dean (University school) | University of Sydney (Academic Board) Rule 2017 ; University of Sydney (Policies Development and Review) Rule 2011 ; Policies Development and Review Procedures 2012 |

6.2 Determine policy - research

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|-----------------------------------|--|---|
| 6.2.1 | Determine policy for the conduct of University research | Deputy Vice-Chancellor (Research) | Subject Matter Expert: Office of General Counsel; Pro Vice Chancellor (Research); Director, Post-Award; Director, Pipeline and Pre-Award; Associate Deans (Research) Consult: Vice-Chancellor; Academic Board; University Executive | University of Sydney (Policies Development and Review) Rule 2011 ; Policies Development and Review Procedures 2012 |

6.3 Determine policy – operations

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|---|--|---|
| 6.3.1 | Determine student management and support policy | Deputy Vice-Chancellor (Education) | <p>Subject Matter Expert: Office of General Counsel; Pro Vice-Chancellor Student Life</p> <p>Consult: Vice-Chancellor; Executive Director, Student Support Services; Registrar; University Executive Student Life Committee; University Executive Education Committee</p> | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.2 | Determine policies and plans to support students with a disability | Deputy Vice-Chancellor (Education) | <p>Subject Matter Expert: Office of General Counsel; Chief Human Resources Officer; Chief Safety Officer; Pro Vice-Chancellor Student Life</p> <p>Consult: Provost; University Executive Operations Committee; University Executive Education Committee</p> <p>Notify: Academic Board</p> | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.3 | Determine student recruitment policy | Vice-President (External Engagement) | <p>Subject Matter Expert: Office of General Counsel; Executive Director, Student Recruitment and Admissions</p> <p>Consult: Vice-Chancellor; University Executive Education Committee; Deputy Vice-Chancellor (Education)</p> | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |

6.3 Determine policy – operations (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|-------------------------------------|--|--|
| 6.3.4 | Determine human resources policy applying to professional or all staff | Vice-President (Operations) | <p>Subject Matter Expert: Office of General Counsel</p> <p>Consult: Chief Human Resources Officer; Provost</p> <p>Notify: University Executive Operations Committee; Senate</p> | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.5 | Determine human resources policy applying to academic staff | Provost | <p>Consult: Office of General Counsel</p> <p>Notify: Chief Human Resources Officer; Vice-President (Operations); Senate</p> | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.6 | Determine work health and safety policy | Authority retained by Senate | <p>Subject Matter Expert: Chief Safety Officer; Office of General Counsel</p> <p>Consult: Vice-Chancellor; Chief Human Resources Officer; University Executive Work Health and Safety Committee</p> <p>Notify: Relevant Senate Committees; Academic Board</p> | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012, |

6.3 Determine policy – operations (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---|---|
| 6.3.7 | Determine fundraising and alumni engagement policy | Vice-Chancellor | Subject Matter Expert: Vice-President (Advancement); Office of General Counsel Consult: University Executive; Office of General Counsel Notify: Alumni Council | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.8 | Determine University brand policy including use of the University logo | Vice-Chancellor | Subject Matter Expert: Office of General Counsel; Director, Marketing and Communications Consult: University Executive; Vice-President (External Engagement) | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.9 | Determine University marketing policy | Vice-President (External Engagement) | Subject Matter Expert: Office of General Counsel; Director, Marketing and Communications Consult: University Executive; | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.10 | Determine policy for the establishment and management of operations outside Australia in which the University has a controlling interest | Vice-Chancellor | Subject Matter Expert: Office of General Counsel; Chief Financial Officer Consult: Provost; Director, Office of Global Engagement; Vice-President (Operations); University Executive Notify: Deputy Vice-Chancellor (Education); Director, Office of Global Engagement | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |

6.3 Determine policy - operations (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|------------------------------------|---|---|
| 6.3.11 | Determine policy relating to legal affairs including records: <ul style="list-style-type: none"> – capture; – release; – destruction; – archiving; – access | General Counsel | Subject Matter Expert: Chief Governance Officer; Manager, Archives & Records Management Consult: Vice-Chancellor Notify: University Executive | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.12 | Determine information and communication technology policy | Vice-President (Operations) | Subject Matter Expert: Office of General Counsel; Chief Information Officer Consult: University Executive; Vice-Chancellor | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.13 | Determine University financial policy | Vice-President (Operations) | Subject Matter Expert: Office of General Counsel; Chief Financial Officer; Chief Procurement Officer; Chief Information Officer; Chief Investment Officer Consult: Vice-Chancellor; University Executive; University Executive Financial Performance Committee; Chief, University Infrastructure Officer Notify: Senate Finance and Audit Committee (Annual Report) | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |

6.3 Determine policy - operations (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---|--|
| 6.3.14 | Determine University physical infrastructure policy, including for the security and manner of use of University land and buildings (including those held in land bank) | Vice-President (Operations) | Subject Matter Expert: Office of General Counsel; Chief Financial Officer; Chief Procurement Officer; Chief Information Officer; Chief Investment Officer; Chief, University Infrastructure Officer; Executive Director, Central Operations Services. Consult: Vice-Chancellor; University Executive Financial Performance Committee | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012 |
| 6.3.15 | Determine student housing policy | Deputy Vice-Chancellor (Education); Pro Vice-Chancellor Student Life | Subject Matter Expert: Office of General Counsel Consult: Pro Vice-Chancellor (Global and Research Engagement); Vice-President (Operations); Pro Vice-Chancellor, Student Life Notify: Director, Office of Global Engagement | University of Sydney (Policies Development and Review) Rule 2011; Policies Development and Review Procedures 2012. |

6.4 Legal affairs - legal processes and execution

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|-------|---|------------------------|--|--------------------------|
| 6.4.1 | Institute or settle court, legal or other formal proceedings (including apprehended or threatened proceedings) and legally bind the University in matters conducted in the Federal Court or Supreme Court | Vice-Chancellor | Subject Matter Expert: General Counsel Notify: Senate | |

6.4 Legal affairs - legal processes and execution (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|-------|--|---|--|---|
| 6.4.2 | Institute or settle court, legal or other formal proceedings (including apprehended or threatened proceedings) and legally bind the University in matters conducted in lower courts and tribunals | General Counsel | Notify: Senate | |
| 6.4.3 | Accept service of court process on behalf of the University | General Counsel | | |
| 6.4.4 | Appoint external lawyers and approve costs agreements. Note: See also Senate Finance and Audit Committee terms of reference | General Counsel; Senate Finance and Committee | | Senate Finance and Audit Committee terms of reference |
| 6.4.5 | Approve expenditure on external lawyers | Retained by Senate [>\$10M] Senate Finance and Audit Committee; [>5M<\$10M] Vice-Chancellor [>\$2M ≤ \$5M] General Counsel [≤\$2M] | | |
| 6.4.6 | Accept service of documents in relation to taxation matters | Chief Financial Officer | | |
| 6.4.7 | Settle court, legal or other formal proceedings (including apprehended or threatened proceedings) and legally bind the University in matters relating to human resource management conducted in lower courts and tribunals | Chief Human Resources Officer | Subject Matter Expert: General Counsel | |

6.4 Legal affairs - legal processes and execution (cont)

| 6.4.8 | Affix the University seal to any document | Any two of: Vice-Chancellor; Deputy Vice-Chancellor; Vice-President (Operations); General Counsel; Secretary to Senate | | |
|--------|--|---|---|---|
| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
| 6.4.9 | Approve applications for registration, maintenance and prosecution (including abandonment) of intellectual property other than trademarks and business names Note: See 6.38.11 in relation to trademarks and business names. | Director, Post-Award | | Intellectual Property Policy 2016 |
| 6.4.10 | Execute documents to facilitate application for registration, maintenance and prosecution (including abandonment) of intellectual property other than trademarks and business names. Note: See 6.38.11 in relation to trademarks and business names. | Head of Commercialisation, Research Portfolio | Consult: Director, Post-Award | Intellectual Property Policy 2016 |

6.5 Legal affairs - information access & data management

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|--|--|--------------------------|
| 6.5.1 | Approve stand-alone confidentiality agreements imposing obligations on the University or third parties to protect confidential information provided to the University or received by it from another party | Principal Officer; Director, Post-Award; Pro Vice-Chancellor (Research) | Subject Matter Expert: Office of General Counsel (if exercised other than by General Counsel) Consult: Head of School; Head of a Clinical School | |

6.5 Legal affairs - information access & data management (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|---|--|---|
| 6.5.2 | <p>Approve release of highly sensitive University data to a party outside the University</p> <p>Note: This delegation does not apply to release of data required or authorised by law, including but not limited to:</p> <ul style="list-style-type: none"> – public access to government information; – privacy; – state records; – subpoenas, warrants or similar instruments | Vice-Chancellor | <p>Subject Matter Expert: Chief Risk Officer; Director, Research Integrity and Ethics Administration; Chief Data and Analytics Officer</p> <p>Consult: Privacy Officer</p> | Risk Management Policy 2017 ; Risk Management Framework; Research Data Management Policy 2014 ; Research Data Management Procedures 2015 |
| 6.5.3 | <p>Approve release of sensitive University data to a party outside the University</p> <p>Note: This delegation does not apply to release of data required or authorised by law, including but not limited to:</p> <ul style="list-style-type: none"> – public access to government information; – privacy; – state records; – subpoenas, warrants or similar instruments | Principal Officer | <p>Subject Matter Expert: Chief Risk Officer; Director, Research Integrity and Ethics Administration; Chief Data and Analytics Officer</p> <p>Consult: Privacy Officer</p> | Risk Management Policy 2017 ; Risk Management Framework; Research Data Management Policy 2014 ; Research Data Management Procedures 2015 |
| 6.5.4 | Approve use of student data for the purposes of learning analytics | Deputy Vice-Chancellor (Education) | <p>Subject Matter Expert: Office of General Counsel</p> <p>Consult: Privacy Officer</p> <p>Notify: Academic Board</p> | Privacy Policy 2017 ; Privacy Procedures 2018 |

6.5 Legal affairs - information access & data management (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|--|--|--|
| 6.5.5 | Make access directions and decisions required under Part 6 of State Records Act 1998 (NSW) | Chief Governance Officer | Subject Matter Expert: Manager, Archives & Records Management; Legal Governance Manager, Office of General Counsel | |
| 6.5.6 | Grant a candidate an exemption to the prescribed requirements for dealing with confidential information in a thesis | Chair of the Graduate Studies Committee of the Academic Board | Notify: Director, Post Award | University of Sydney (Higher Degree by Research) Rule 2011 |
| 6.5.7 | Grant access by a scholar to a restricted appendix of a thesis | Director, University Libraries | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 6.5.8 | Restrict access to a thesis for a period not exceeding six months from the date of the award of the degree | Associate Dean | | University of Sydney (Higher Degree by Research) Rule 2011 |
| 6.5.9 | Restrict access to a thesis for a limited period of time in excess of six months | Chair of the Graduate Studies Committee of the Academic Board | Consult: Executive Dean, Dean, Head of School and Dean (University school) | University of Sydney (Higher Degree by Research) Rule 2011 |

6.6 Legal affairs - sanctions & export controls

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|--|---|--------------------------|
| 6.6.1 | Approve an application for a permit, licence or other authorisation to conduct any activities (including but not limited to research, services or commercial activities) required by Australian sanctions laws or foreign sanctions laws | Deputy Vice-Chancellor (Research) | Subject Matter Expert: Office of General Counsel Consult: Relevant Executive Dean, Dean or Head of School and Dean (University school); Director, Post-Award | |

6.6 Legal affairs - sanctions & export controls (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|---|---|--------------------------|
| 6.6.2 | Approve an application for a permit, licence or other government authorisation required by Australian or foreign defence export control laws. | Executive Dean; Dean; Head of School and Dean (University school); Principal Officer; Pro Vice-Chancellor (Research) | Subject Matter Expert: Office of General Counsel | |
| 6.6.3 | Approve an application for a permit, licence or other authorisation to: <ul style="list-style-type: none"> – teach or continue to teach; or – provide research or other training to a student from a country subject to Australian sanctions laws or foreign sanction laws. | Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Office of General Counsel Consult: Deputy Vice-Chancellor (Education); Pro Vice-Chancellor (Research Training) Notify: Deputy Vice-Chancellor (Education); Pro Vice-Chancellor (Research Training) | |

6.7 Appointment of University representatives

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|--|--|---|
| 6.7.1 | Appoint University representative to Student Appeals Body | Registrar | Consult: Deputy Vice-Chancellor (Education) | University of Sydney (Student Academic Appeals) Rule 2021 |
| 6.7.2 | Appoint panel members for Student Disciplinary Appeals Committee | Registrar | | University of Sydney (Student Discipline Rule) 2016 |
| 6.7.3 | Appoint directors or other representatives of the University to associated and affiliated entities (excluding controlled entities and activities concerned with investment and capital management of University funds) | Deputy Vice-Chancellor; Vice-President (Operations) | Notify: Legal Governance Manager, Office of General Counsel, | Associated and Affiliated Entities Policy ; Associated & Affiliated Entities Operational Guidelines |

6.7 Appointment of University representatives (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|--|---|--------------------------|--------------------------|
| 6.7.4 | Appoint a person as Senate's representative on a nominated University organisation | Deputy Vice-Chancellor (Education) | Notify: Senate | |

6.8 Establishment and naming

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|---|---|--|
| 6.8.1 | Approve amendments to constitution of a student representative organisation | Deputy Vice-Chancellor (Education) | Notify: Senate; University Executive | Student Associations Policy 2020 |
| 6.8.2 | Approve establishment of a student club or society not under supervision of a student representative organisation | Deputy Vice-Chancellor (Education) | | Student Associations Policy 2020 |
| 6.8.3 | Establish a faculty or University school | Authority retained by Senate | Consult: Vice-Chancellor; Provost; Executive Dean, Dean or Head of School and Dean (University school) | University of Sydney (Governance of Faculties and University Schools) Rule 2016 |
| 6.8.4 | Establish a school within a faculty | Vice-Chancellor | Consult: Provost; Executive Dean, Dean or Head of School and Dean (University school) | University of Sydney (Governance of Faculties and University Schools) Rule 2016 |
| 6.8.5 | Name: <ul style="list-style-type: none"> – faculties; – University schools; – University buildings | Authority retained by Senate | Subject Matter Expert: Vice-President (External Engagement); Vice-President (Advancement) Consult: Vice-Chancellor; Provost; University Executive Notify: Property Register | Naming of Buildings and Other Significant Physical Assets Policy; University of Sydney (Governance of Faculties and University Schools) Rule 2016 |

6.8 Establishment and naming (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|-------|---|------------------------|--|---|
| 6.8.6 | <p>Name:</p> <ul style="list-style-type: none"> – named or University Chairs; – schools within faculties; – externally funded positions; – rooms (including lecture theatres, laboratories, libraries, classrooms or meeting rooms); – other physical assets | Vice-Chancellor | <p>Subject Matter Expert: Provost; Vice-President (External Engagement); Vice-President (Advancement)</p> <p>Consult: University Executive; Relevant Executive Dean, Dean or Head of School and Dean (University school)</p> <p>Notify: Property Register; Gifts Register; Senate</p> | Gift Acceptance Policy 2013; Gift Acceptance Procedures 2014; Naming Policy – Positions and Events; Naming of Buildings and Other Significant Physical Assets Policy |

6.9 Information and communications technology

| # | Delegation | Delegate [Financial Limit] | Conditions of Exercise | Primary Policy Reference |
|-------|---|----------------------------------|---|--------------------------|
| 6.9.1 | Approve engagement of third-party providers of information and communications technology services | Chief Information Officer | <p>Subject Matter Expert: Office of General Counsel</p> <p>Consult: Vice-President (Operations)</p> | |

6.9 Information and communications technology (cont)

| # | Delegation | Delegate [Financial Limit] | Conditions of Exercise | Primary Policy Reference |
|-------|---|---|---|--|
| 6.9.2 | <p>Approve acquisition of any of the following, including approving lists of pre-approved products and services:</p> <ul style="list-style-type: none"> – all software (including software as a service); – infrastructure or platform as a service; and – desktop, server, end user and telecommunications equipment <p>Note: Delegations relating to expenditure of funds will also apply (see 6.19).</p> | <p>Chief Information Officer; [>\$250K initial or annual cost]</p> <p>Information Communication Technology Director; Chief Data and Analytics Officer [≤\$250K initial or annual cost]</p> | <p>Subject Matter Expert: Chief Information Officer; Information Communication Technology Director; Head of Architecture (Information communication Technology); Chief Data and Analytics Officer</p> <p>Consult: Deputy Vice-Chancellor; Vice-President (Operations); Office of General Counsel; Procurement</p> <p>Notify: Chief Procurement Officer; Senate Finance and Audit Committee</p> | <p>Procurement Policy 2019; Procurement: Tendering Procedures UniBuy Procurement Procedures 2019</p> |

6.10 Centres and collaborative networks

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|------------------------|--|--|
| 6.10.1 | Approve establishment or closure of Level 4 Centre | Vice-Chancellor | <p>Subject Matter Expert: Provost</p> <p>Consult: University Executive</p> | Centres and Collaborative Networks Policy 2017 |
| 6.10.2 | Approve establishment or closure of Level 3 Centre | Vice- Provost | <p>Subject Matter Expert: Deputy Vice-Chancellor Research</p> <p>Consult: University Executive</p> | Centres and Collaborative Networks Policy 2017 |

6.10 Centres and collaborative networks (cont)

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|--|
| 6.10.3 | Approve establishment or closure of Level 2 Centre | Vice-Provost | Subject Matter Expert: Executive Dean, Dean, Head of School and Dean (University school) | Centres and Collaborative Networks Policy 2017 |
| 6.10.4 | Approve establishment or closure of Level 1 Centre | Executive Dean; Dean; Head of School and Dean (University school) | Notify: Provost | Centres and Collaborative Networks Policy 2017 |

6.11 Foundations

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|------------------------|--|--|
| 6.11.1 | Approve establishment of a foundation or variations to its rules | Vice-Chancellor | Subject Matter Expert: Office of General Counsel Consult: Vice-President (Advancement) Notify: Legal Governance Manager, Office of General Counsel | Foundations Policy 2016; Foundations Procedures 2016 |

6.12 Safety, health and wellbeing

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|--------------------------|---|--|
| 6.12.1 | Approve travel to destination subject to “do not travel” or “reconsider your need to travel” recommendation from the Australian government, where University activity is the main reason for travel | Principal Officer | Consult: Executive Dean; Dean; Head of School and Dean (University school); Head of Administrative Area; Head of School; Head of a Clinical School; Provost; Vice-President (Operations) Notify: Chief Safety Officer | Travel Policy 2018; Travel Procedures 2018 |



6.12A Crisis Response

| | | | | |
|---------|------------------------------|---|--|--|
| 6.12A.1 | Determine response to crisis | Vice-Chancellor jointly with either of Chancellor or Chair, Senate Finance and Audit Committee | Consult: Crisis Management Committee Notify: Senate | |
|---------|------------------------------|---|--|--|

Agreements & Finance

This section includes delegations about: agreements (including contracts); memoranda of understanding; pricing and services; budgeting; expenditure and payments; treasury (investment, banking and borrowing); gifts, bequests and sponsorship; student fees and charges; heritage items and physical infrastructure.

6.13 Agreements - education

Principle: A delegation applies only to a delegate's area of accountability. A delegate may only incur expenditure if it is within the relevant approved budget or they are satisfied that there is another approved source of funds

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|--|
| 6.13.1 | Approve agreements for educational services involving the establishment of a joint venture campus | Vice-Chancellor | <p>Consult: Office of General Counsel; Deputy Vice-Chancellor (Education); Chief Faculty Experience Officer</p> <p>Notify: University Executive Education Committee; Academic Board</p> | Educational Services Agreements Policy |
| 6.13.2 | Approve agreements for provision to a third party of educational services identified as being produced by the University | <p>Vice-Chancellor [>\$2M, or > 5 years duration]</p> <p>Deputy Vice-Chancellor (Education) [≤\$2M and ≤ 5 years duration]</p> | <p>Subject Matter Expert: Vice-President (External Engagement)</p> <p>Consult: Office of General Counsel; Vice-President (Operations); Chief Faculty Experience Officer</p> <p>Notify: University Executive; University Executive Education Committee; Academic Board</p> | Guidelines Concerning Commercial Activities; Educational Services Agreements Policy 2017 |

6.13 Agreements - education (cont)

Principle: A delegation applies only to a delegate's area of accountability. A delegate may only incur expenditure if it is within the relevant approved budget or they are satisfied that there is another approved source of funds

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|---|--|--|
| 6.13.3 | Approve agreements for provision of educational services to a third party where the services are not identified as being produced by the University | Vice-Chancellor [>\$2M, or > 5 years duration] Deputy Vice-Chancellor (Education) [≤\$2M and ≤ 5 years' duration] Executive Dean; Dean; Head of School and Dean (University school) [≤\$500K and ≤ 5 years' duration] | Subject Matter Expert: Vice-President (External Engagement) Consult: Office of General Counsel; Vice-President (Operations); Deputy Vice-Chancellor (Education) Notify: University Executive; University Executive Education Committee; Academic Board | Guidelines Concerning Commercial Activities; Educational Services Agreements Policy 2017 |
| 6.13.4 | Approve agreements for acquisition of educational services from a third party | Vice-Chancellor [>\$2M, or > 5 years duration] Deputy Vice-Chancellor (Education) [≤\$2M and ≤ 5 years' duration] Executive Dean; Dean; Head of School and Dean (University school) [≤\$500K and ≤ 5 years' duration] | Subject Matter Expert: Vice-President (External Engagement) Consult: Office of General Counsel; Vice-President (Operations); Deputy Vice-Chancellor (Education) Notify: University Executive; University Executive Education Committee; Academic Board | Guidelines Concerning Commercial Activities; Educational Services Agreements Policy 2017 |
| 6.13.5 | Approve submission of research training or scholarship proposals | Deputy Vice-Chancellor (Research) | Consult: Executive Dean, Dean, Head of School and Dean (University school); Head of School; Pro Vice-Chancellor (Researcher Training) | |

6.13 Agreements - education (cont)

Principle: A delegation applies only to a delegate's area of accountability. A delegate may only incur expenditure if it is within the relevant approved budget or they are satisfied that there is another approved source of funds

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|--|
| 6.13.6 | Approve agreements with non-commercial or publicly funded partners for the provision of research training or scholarship | Deputy Vice-Chancellor (Research) [>\$2M or >5 yrs duration] Director, Pipeline and Pre-Award [≤\$2M and ≤5 yrs duration] | Subject Matter Expert: Office of General Counsel Consult: Director, Post-Award (in relation to intellectual property provisions) Notify: Pro Vice-Chancellor (Global and Research Engagement) (in relation to international students) | |
| 6.13.7 | Approve principal (i.e. institutional) agreements for dual or joint coursework awards, or joint higher degrees by research | Deputy Vice-Chancellor (Education) (for coursework degrees); Deputy Vice-Chancellor (Research) (for higher degrees by research) | Notify: Vice-Chancellor; Pro Vice-Chancellor (Global and Research Engagement); Director, Graduate Research; Executive Dean, Dean or Head of School and Dean (University school) | Dual and Joint Degree Policy 2020; University of Sydney (Higher Degree by Research) Rule 2011 |
| 6.13.8 | Approve credit recognition agreements with other educational institutions | Deputy Vice-Chancellor (Education) | | Coursework Policy 2021 |
| 6.13.9 | Approve agreements with other universities or international providers for student exchange or study abroad | Vice-President (External Engagement) | Consult: Office of General Counsel; Vice-President (External Engagement) Notify: Deputy Vice-Chancellor (Education); Pro Vice-Chancellor (Global and Research Engagement); Provost; Executive Dean, Dean, Head of School and Dean (University school); Head of School | Conjoint Ventures in Postgraduate Courses Policy; Student Placement and Projects Policy 2015 |

6.13 Agreements - education (cont)

Principle: A delegation applies only to a delegate's area of accountability. A delegate may only incur expenditure if it is within the relevant approved budget or they are satisfied that there is another approved source of funds

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|---------|--|--|--|--|
| 6.13.10 | placement agreements involving multiple faculties or University schools | Deputy Vice-Chancellor (Education) | Consult: Provost; Office of General Counsel; Chief Risk Officer Notify: Executive Dean, Dean, Head of School and Dean (University school) | Student Placement and Projects Policy 2015 |
| 6.13.11 | Approve placement agreements involving a single faculty or University school | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | Consult: Office of General Counsel; Chief Risk Officer | Student Placement and Projects Policy 2015 |

6.14 Agreements - research

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|---|---|
| 6.14.1 | Approve research agreements with a third-party including arrangements for commissioned research | Vice-Chancellor [$> \$10M$, or > 5 years duration] Deputy Vice-Chancellor (Research) [$\leq \$10M$, and ≤ 5 years duration] Director, Research Post-Award Management (in relation to commercial partners) [$\leq \$2M$ and ≤ 5 years duration] | Subject Matter Expert: Office of General Counsel Consult: Deputy Vice-Chancellor (Research); Pro Vice-Chancellor (Research); Director, Pipeline and Pre-Award (agreements with non-commercial partners) Director, Post-Award (in relation to commercial partners); Head of School; Chief Safety Officer Notify: Pro Vice-Chancellor (Global and Research Engagement) (if international) | Research Agreements Policy ; Guidelines Concerning Commercial Activities |

6.14 Agreements - research (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|---|--|
| 6.14.2 | Approve research or scholarship agreements which are linked to a research agreement with a commercial partner | Director, Post-Award [≤\$2M and ≤5 years duration] | Subject Matter Expert: Office of General Counsel Consult: Deputy Vice-Chancellor (Education); Pro Vice-Chancellor (Researcher Training) Notify: Pro Vice-Chancellor (Global Research and Engagement) (if international) | Research Agreements Policy ; Guidelines Concerning Commercial Activities |
| 6.14.3 | Approve agreements with philanthropic and non-government entities for the acceptance of funds for research not otherwise subject to a specific research agreement | Deputy Vice-Chancellor (Research) [>\$250K] Pro Vice-Chancellor (Global and Research Engagement); Executive Dean; Dean; Head of School and Dean (University school) [≤\$250K] | Subject Matter Expert: Office of General Counsel; Chief Financial Officer; Finance Director Consult: Relevant Executive Dean; Dean; Head of School and Dean (University school) Notify: Alumni Council | Research Agreements Policy |
| 6.14.4 | Approve purchase orders to Microsoft – nominated suppliers pursuant to the Master Collaboration Agreement for Quantum Research between the University and Microsoft | Pro Vice-Chancellor (Research Enterprise) | Consult: Chief Financial Officer Notify: Deputy Vice-Chancellor (Research) | |

6.15 Agreements – operations

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|---|
| 6.15.1 | Approve agreements appointing international agents for the University | Vice-President (External Engagement) | Consult: Office of General Counsel; Executive Director, Sydney Future Students Notify: Pro Vice-Chancellor (Global and Research Engagement) | |
| 6.15.2 | Approve agreements granting any right in intellectual property, except in relation to University trademarks and business names | Director, Post-Award; General Counsel | Consult: Office of General Counsel | Intellectual Property Policy 2016 |
| 6.15.3 | Approve funding agreements with an external party, except in relation to research or commercial activity | Deputy Vice-Chancellor; Vice-President (Operations); Vice-President (External Engagement) [>\$250K] Executive Dean; Dean; Head of School and Dean (University school) [≤\$250K] | Subject Matter Expert: Office of General Counsel; Finance Director Consult: Vice-President (External Engagement) | |
| 6.15.4 | Approve commercial activities to be conducted through a school within a faculty if the Head of School has assessed them and recommended that they be undertaken. | Director, Research Post-Award Management [≤\$100K] Chief Investment Officer [≤\$100K] Deputy Vice-Chancellor of affected portfolios [≤\$100K] Vice-President (Operations) [≤\$100K] | Subject Matter Expert: Chief Financial Officer; Executive Dean, Dean or Head of School and Dean (University school) Consult: Vice-President (Operations); Head of School, Head of a Clinical School; Chief Financial Officer; Chief Risk Officer | Guidelines Concerning Commercial Activities |

6.15 *Agreements - operations (cont)*

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|---|---|
| 6.15.5 | Approve commercial activities in a faculty or University school if the relevant Executive Dean, Dean or Head of School and Dean has assessed them and recommended that they be undertaken | Director, Research Post-Award Management [≤\$500K] Chief Investment Officer [≤\$500K] Deputy Vice-Chancellor of affected portfolios [≤\$500K] Vice-President (Operations) [≤\$500K] | Subject Matter Expert: Chief Financial Officer; Executive Dean, Dean or Head of School and Dean (University school) Consult: Vice-President (Operations); Head of School, Head of a Clinical School; Chief Financial Officer; Chief Risk Officer | Guidelines Concerning Commercial Activities |
| 6.15.6 | Approve commercial activities with University wide application or value greater than \$500K if the Chief Financial Officer has assessed them and recommended that they be undertaken | Director, Research Post-Award Management [>\$500K] Deputy Vice-Chancellor [>\$500K] Vice-President (Operations) [>\$500K] | Subject Matter Expert: Chief Financial Officer Consult: Executive Dean, Dean, Head of School and Dean (University school); Head of School; Chief Financial Officer; Vice-President (Operations); Chief Risk Officer | Guidelines Concerning Commercial Activities |
| 6.15.7 | Approve commercial activities to be conducted through a Level 4 Centre if the Centre Director has assessed them and recommended that they be undertaken | Director, Research Post-Award Management [≤\$100K] Chief Investment Officer [≤\$100K] Deputy Vice-Chancellors [≤\$100K] Vice-President (Operations) [≤\$100K] | Subject Matter Expert: Chief Financial Officer, Office of General Counsel Consult: Deputy Vice-Chancellor (Research), Provost, Chief Financial Officer; Vice-President (Operations); Chief Risk Officer | Guidelines Concerning Commercial Activities |

| 6.15 Agreements - operations (cont) | | | | |
|-------------------------------------|---|---|--|---|
| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
| 6.15.8 | Approve commercial activities involving provision of core research facilities | Deputy Vice-Chancellor (Research) [>\$500K] Pro Vice-Chancellor (Research Infrastructure) [≤\$500K] Director, Core Research Facilities [≤ \$100K] | Consult: Pro Vice-Chancellor (Research); Chief Financial Officer | Guidelines Concerning Commercial Activities |
| 6.15.9 | Approve business case or capital expenditure project within approved University budget total Note: Material variations must be approved by the original, or a more senior, delegate as appropriate. | Senate Finance and Audit Committee [>\$20M] Vice-Chancellor [≤\$20M] Provost; Deputy Vice-Chancellor (Research) Vice-President (Operations); Chief Financial Officer [≤\$5M] Executive Dean; Dean [≤\$2M] Chief Information Officer Chief University Infrastructure Officer; Chief Data and Analytics Officer Executive Director, Central Operations Services; Pro Vice-Chancellor (Research Infrastructure); Director, Core Research Facilities [≤\$1M] Deputy Executive Dean; | Subject Matter Expert: Deputy Vice-Chancellor; Chief University Infrastructure Officer; Executive Director, Central Operations Services; Chief Information Officer; Central Operations Services; Chief Data and Analytics Officer; Directors; Finance Directors Consult: Chief Financial Officer; Chief Procurement Officer [≥\$2M] Category or Portfolio Manager – Procurement Services Notify: Senate Finance and Audit Committee [≥\$10M] Investment Subcommittee of the Senate Finance and Audit Committee (in respect of expenditure from the Future Fund on account of infrastructure projects [>\$10M]) University Executive Operations committee; | Procurement Policy 2019; Work Health and Safety Policy 2016; Work Health and Safety Procedures 2016 |

| <i>6.15 Agreements - operations (cont)</i> | | | | |
|--|--|--|---|--|
| 6.15.9 (cont) | | Deputy Dean [≤\$500K] Deputy Head of School and Deputy Dean (University School); Head of School; Head of Administrative Area; General Counsel [≤\$200K] | Vice-Chancellor; Enterprise Portfolio Management Office [≥\$200K] | |
| 6.15.9A | <p>Approve a variation to a business case or capital expenditure project</p> <p>EXCEPT FOR:</p> <ul style="list-style-type: none"> - increasing the budget beyond the amount, including any contingency, which was originally approved; or - any other material variation <p>Note: Material variations must be approved by the original or a more senior, delegate as appropriate.</p> | Vice-Chancellor where original approval by Senate Finance Committee Vice-President (Operations) original approver other than Senate Finance and Audit Committee, and original budget [>>\$2M] Chief Financial Officer original budget [< \$2M] | Notify: Original approver; University Executive | |

6.15 Agreements - operations (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|---------|---|---|---|---|
| 6.15.10 | Approve agreements for expenditure for infrastructure or facilities works or services | <p>Senate Finance and Audit Committee [>\$20M (up to approved project budget)]</p> <p>Vice-Chancellor; Vice-President Operations [≤\$20M (up to approved project budget)]</p> <p>Chief, University Infrastructure Officer; Executive Director, Central Operations Services [≤\$5M (up to approved project budget)]</p> <p>Director, Infrastructure Delivery; Director, Asset Management and Operations [≤\$2M (up to approved project budget)]</p> | <p>Subject Matter Expert: Project Director</p> <p>Consult: Project Control Group (if any); Vice-President (Operations) [≥\$20M]</p> <p>General Counsel; Chief Financial Officer</p> <p>Notify: Senate [≥\$20M]</p> <p>Senate Buildings and Estates Committee [≥\$5M]</p> | Procurement Policy 2019 ; Work Health and Safety Policy 2016 ; Work Health and Safety Procedures 2016 |
| 6.15.11 | Approve variations to agreements, for expenditures for infrastructure or facilities works or services, within the approved budget | <p>Senate Buildings and Estates Committee [Individual variation >\$1m]</p> <p>Chief University Infrastructure Officer; Executive Director, Central Operations Services [Individual variation ≤\$1M]</p> <p>Director, Asset Management and Operations [Individual variation \$500K]</p> <p>Director, Infrastructure Delivery; Power of Attorney [Individual variation ≤\$100K]</p> | <p>Subject Matter Expert: Office of General Counsel; Project Director</p> <p>Consult: Chief University Infrastructure Officer</p> <p>Notify: Senate; Senate Buildings and Estates Committee; Project Control Group (if any)</p> | Work Health and Safety Policy 2016 ; Procurement Policy 2019 ; Work Health and Safety Procedures 2016 |

6.15 Agreements - operations (cont)

| | | | |
|---|--|---|---|
| <p>6.15.12 Approve agreement for the acquisition of services from specifically identified individuals from an independent contractor or a labour hire agency</p> <p>Note: Delegations relating to expenditure of funds will also apply (see 6.19).</p> | <p>Vice-Chancellor; Deputy Vice-Chancellor; Vice-President (Operations); Chief Financial Officer; Vice-President (Strategy) [>\$500K]</p> <p>General Counsel; Chief University Infrastructure Officer; Executive Director, Central Operations Services Chief Information Officer [≤\$500K]</p> <p>Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school); Principal Officer; Pro-Vice Chancellor (Research) [≤\$200K]</p> <p>Deputy Head of School; Director, Level 4 Centre; Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager [≤\$100K annual cost]</p> <p>General Manager, Seymour Centre [≤\$50K]</p> | <p>Subject Matter Expert: Office of General Counsel (if not using standard University terms); Chief Procurement Officer; Chief Human Resources Officer</p> <p>Consult: Deputy Vice-Chancellor; Executive Dean, Dean or Head of School and Dean (University school) (where acquired for a portfolio, faculty or University school)</p> | <p>Procurement Policy 2019; Workforce Engagements and Payments Policy2016; Relevant procurement procedures; Temporary Labour Hire Procedures 2015</p> |
| <p>6.15.13 Approve agreements and non-commercial arrangements with providers of accommodation and welfare services for under-18 students</p> | <p>DVC(Ed)</p> | | <p>Under 18 International Students Policy 2016</p> |

6.16 Memoranda of understanding

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---|--|
| 6.16.1 | Approve memoranda of understanding with institutions, not involving research | Vice-Chancellor | Consult: Director, (International) Sydney Future Students; Executive Dean, Dean or Head of School and Dean (University school); Pro-Vice Chancellor (Global and Research Engagement); Vice- President (External Engagement) | |
| 6.16.2 | Approve memoranda of understanding in relation to research | Deputy Vice- Chancellor (Research) | Subject Matter Expert: Pro- Vice Chancellor (Research) Consult: Vice-Chancellor; Executive Director, Central Operations Services Notify: Office of Global Engagement (if international) | Research Agreements Policy |

6.17 Finance - pricing and services

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|-----------------------------|
| 6.17.1 | Approve operational sales of approved and budgeted business activities | Principal Officer; Chief Financial Officer; Director, Central Infrastructure and Services [>\$200K] Deputy Head of School; Head of Administrative Area; [≤\$200K] Faculty General Manager; DFSP in FMH; School General Manager [≤\$100K annual cost] General Manager, Seymour Centre [≤\$50K] | | |
| 6.17.2 | Set annual pricing of student tuition fees | Provost | Consult: Deputy Vice-Chancellor (Education); Executive Dean; Dean; Head of School and Dean (University school); University Executive Curriculum and Course Planning Committee | |
| 6.17.3 | Set pricing of services (excluding grants) | Deputy Head of School; Faculty General Manager; DFSP in FMH; School General Manager; Chief Faculty Experience Officer; General Manager Seymour Centre (for ticket pricing) | | |

6.17 Finance - pricing and services (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---|--------------------------|
| 6.17.4 | Set pricing for core research facilities | Pro Vice-Chancellor (Research Infrastructure) | | |
| 6.17.5 | Approve proposals to provide clinical services | Vice-President (Operations) and Vice Provost jointly | Consult: Deputy Vice-Chancellor (Research); Deputy Vice-Chancellor (Education); Executive Dean (Faculty of Medicine and Health) Notify: Deputy Vice-Chancellor (Education); General Counsel; Executive Dean; Dean; Director, Clinical Trials; Chief Risk Officer | |
| 6.17.6 | Set external charges for ICT services | Chief Information Officer | Subject Matter Expert: Chief Financial Officer Consult: Vice-President (Operations) | |

6.18 Finance - budgeting

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|-------------------------------------|--|--------------------------|
| 6.18.1 | Approve budgets and allocations including for: <ul style="list-style-type: none"> University Infrastructure capital programs; Information Communication Technology; the Deputy Vice-Chancellor (Research) | Authority retained by Senate | Subject Matter Expert: Chief Financial Officer Consult: Vice-Chancellor; Senate Finance and Audit Committee | |

6.18 Finance - budgeting (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|-----------------------------|
| 6.18.2 | Approve revised capital budget where the total allocation across the University would materially change as a result of the revision | Senate Finance and Audit Committee; [>\$10M] Vice-Chancellor [≤\$10M] | Subject Matter Expert: Consult: Vice-Chancellor; University Executive; Vice-President (Operations); Chief Financial Officer Notify: Senate Senate Buildings and Estates Committee (in relation to infrastructure works) [>\$2M] | |
| 6.18.3 | Approve revised operational budgets where: <ul style="list-style-type: none"> – the total allocation across the University would not change as a result; or – the total capital budget allocation would increase | Vice-President (Operations) | Subject Matter Expert: Chief Financial Officer Consult: Vice-Chancellor Notify: Senate Finance and Audit Committee | |
| 6.18.4 | Approve revised budget allocations within portfolios or faculties to respond to organisational changes or other initiatives | Chief Financial Officer | Consult: Relevant Deputy Vice-Chancellor; relevant Executive Dean, Dean or Head of School and Dean (University school); Vice-President (Operations) | |

6.19 Finance – payments and expenditure

| # | Delegation | Delegate [Limits] | Conditions of Exercise [Limits] | Primary Policy Reference |
|--------|--|---|--|--|
| 6.19.1 | <p>Approve the acquisition of goods and services from a supplier, under an approved contract, other than an independent contractor or a labour hire agency</p> <p>Note: This delegation applies to transactions including those which have approval for the expenditure of funds sourced from research grants, Information and Communication Technology, and any other expenditure transactions not separately specified in this document</p> | <p>Senate Finance and Audit Committee [>\$20M]</p> <p>Vice-Chancellor [≤\$20M]</p> <p>Provost; Chief Financial Officer [≤\$10M]</p> <p>Chief University Infrastructure Officer; Executive Director, Central Operations Services; Chief Information Officer; [≤\$5M]</p> <p>Deputy Vice-Chancellor; Vice-President; Vice-Provost; Director, Marketing and Communications; Director, Asset Management and Operations [≤\$2M]</p> <p>Deputy Executive Dean; Deputy Dean; Deputy Head and Deputy Dean (University school); Principal Officer; Pro-Vice Chancellor (Research Infrastructure); Director, Core Research Facilities; Director, University Libraries; Chief Data and Analytics Officer [≤\$1M]</p> <p>Head of School; Director, Level 4 Centre; Head of Administrative Area; Faculty General Manager;</p> | <p>Subject Matter Expert: Chief University Infrastructure Officer; Executive Director, Central Operations Services [≥\$2M]</p> <p>General Counsel [if not on standard University terms]</p> <p>Finance Director; Category or Portfolio Manager – Procurement Services [≥\$200K]</p> <p>Consult: Vice-Chancellor [>\$20M]</p> <p>Chief Financial Officer, Chief Procurement Officer [≥\$2M]</p> <p>relevant Deputy Vice-Chancellor; relevant Vice-President; Executive Dean or Dean (where acquired for a portfolio or faculty) [>\$500K]</p> <p>Associate Director, Procurement Commercial Portfolio Management; Associate Director, Procurement Strategic and Tactical Sourcing [>\$250K]</p> <p>Notify: Senate [>\$20M]</p> <p>Senate Finance and Audit Committee</p> | <p>Procurement Policy 2019; Travel Policy 2018; Non-Allowable Expense Procedures 2018; Procurement: Tendering Procedures; Unibuy Procurement Procedures 2019; Travel Procedures 2018</p> |



| | | | |
|------------------|---|--|--|
| 6.19.1 (cont) | DFSP in FMH; School General Manager [≤\$500K] Head of a Clinical School; Level E; ARC Research Centre Director; School Manager; Higher Education Officer level 9 in Library staff [≤\$200K] Chief Investigator; Level D; Higher Education Officer level 10; [≤\$100K] Level C; Higher Education Officer level 8; Higher Education Officer level 6 in Library staff; General Manager, Seymour Centre [≤\$50K] Business Manager, Seymour Centre [\$20K] University credit card holder; Approved Purchaser [≤\$5K] | [>\$10M] Chief Procurement Officer [≥\$500K] Approved responsibility centre or project centre owner | |
|------------------|---|--|--|

6.19 Finance – payments and expenditure (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---------------------------|---|
| 6.19.2 | <p>Approve write-off or disposal of goods or sale of assets (excluding real property, University art and heritage items, and other property held subject to the terms of a trust)</p> <p>Note: See Student Fees and Charges section in relation to writing off student debts or library fines</p> | <p>Vice-Chancellor [>\$500K]</p> <p>Deputy Vice-Chancellor; Vice-President (Operations); Chief Financial Officer [≤\$500K]</p> <p>Principal Officer; Deputy Executive Dean; Deputy Dean; Chief Information Officer; Chief University Infrastructure Officer; Executive Director, Central Operations Services; Pro Vice-Chancellor (Research) [≤\$200K]</p> <p>Deputy Head and Dean (University school) [≤\$100K]</p> <p>Deputy Head of School; Deputy Head of a Clinical School; Director, Level 4 Centre; Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager [≤\$10K]</p> | | <p>Asset Financial Management Procedures 2019</p> |

6.19 Finance - payments and expenditure (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|--|
| 6.19.3 | Approve issue of University credit card to named individual | Head of Administrative Area; Head of School; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager | | Procurement Policy 2019; Travel Policy 2018; Relevant procurement procedures; Non-Allowable Expense Procedures 2018; Corporate Card Procedures 2019; Travel Procedures; Code of Conduct – Staff and Affiliates |
| 6.19.4 | Approve University credit card limit above default limit | Finance Director; Chief Procurement Officer [≥\$50K] Faculty General Manager [<\$50K] | | Procurement Policy 2019; Travel Policy 2018 UniBuy Procurement Procedures 2019 Corporate Card Procedures 2019; Non-allowable Expense Procedures 2018; Travel Procedures 2018 |
| 6.19.5 | Sign manual cheques and open cheques for cash | Authorised bank signatories | | Supplier and Payment Procedures 2019 |
| 6.19.6 | Approve travel arrangements and budgets for Special Studies Program and Visiting Scholars | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | Consult: Chief Safety Officer Notify: Deputy Vice-Chancellor (Education); Pro Vice-Chancellor (Global and Research Engagement) | Special Studies Program Policy 2018; Special Studies Program Procedures; Work Health and Safety Policy 2016 |
| 6.19.7 | Approve payments from Commercial Development and Industry Partnerships Fund | Director, Post-Award [≤\$500K] | | |
| 6.19.8 | Approve payment schedules for remittances on trust for employees of the University who are beneficiaries of State Super defined benefits funds | Financial Controller; Treasurer, Financial Control and Treasury | Notify: Chief Human Resources Officer | |

6.19 Finance – payments and expenditure (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|---------|---|---|-------------------------------------|---|
| 6.19.9 | Approve payment schedules for payroll system transactions and payments for payroll tax, group tax from payroll and superannuation | Director, Payroll & Workforce Information Systems | | Supplier and Payment Procedures 2019 |
| 6.19.10 | Approve payment schedules for accounts payable financial transactions | Financial Controller; Treasurer, Financial Control and Treasury | | Supplier and Payment Procedures 2019 |
| 6.19.11 | Approve refund of trade debtor overpayments | Financial Controller; Treasurer, Financial Control and Treasury; Order to Cash Manager, Financial Control and Treasury | | Trade Debtor Procedures 2017 |
| 6.19.12 | Suspend payment of an approved expenditure if funding or cash flow cannot be confirmed | Chief Procurement Officer; Chief Financial Officer; Finance Director | Notify: Approving officer | |
| 6.19.13 | Approve student bursaries | Vice-President (Operations) [>\$10K] Director, Student Support Services [≤\$10K] | | Scholarships and Student Recognition Awards Policy 2016 |
| 6.19.14 | Approve refund of student fee overpayments | Order to Cash Manager, Financial Control and Treasury; Manager, Student Fees, Student Administration Services | | |

6.19 Finance - payments and expenditure (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|---------|--|--|---|---|
| 6.19.15 | Approve expenditure under Commonwealth Indigenous Student Success Program | Deputy Vice-Chancellor (Indigenous Strategy and Services) | Subject Matter Expert: Chief Financial Officer Notify: University Executive People and Culture Committee | |
| 6.19.16 | Approve terms of payment in a contract which are inconsistent with the requirements of the Procurement Policy 2019 | Chief Financial Officer | | Procurement Policy 2019 |

6.20 Finance – treasury

| # | Delegation | Delegate [Financial Limit] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|--|--|
| 6.20.1 | Oversee and approve strategy for management of University short term investments (including asset allocations, earnings targets, spending goals and financial risk) | Chief Financial Officer | Notify: Senate Finance and Audit Committee | Treasury Management Policy 2018 ; Treasury Management Procedures 2018 |
| 6.20.2 | Approve investment and redemption of University short term funds in accordance with registered policies | Treasurer, Financial Control and Treasury | Consult: Chief Financial Officer Notify: Senate Finance and Audit Committee | Treasury Management Policy 2018 ; Treasury Management Procedures 2018 |
| 6.20.3 | Execute short term treasury management transactions in accordance with registered policies | Treasurer, Financial Control and Treasury | | Treasury Management Policy 2018 ; Treasury Management Procedures 2018 |

6.21 Finance - treasury (investment)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|---|---|
| 6.21.1 | Except in relation to a controlled entity, appoint directors or other representative of the University to an entity in which the University has an equity holding for investment or commercialisation purposes | Deputy Vice-Chancellor; Vice-President (Operations) | Notify: Legal Governance Manager, Office of General Counsel | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.2 | Appoint and terminate appointment of investment consultants | Investment Subcommittee of the Senate Finance and Audit Committee | Subject Matter Expert: Chief Investment Officer | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.3 | Appoint and terminate appointment of external investment managers | Investment Subcommittee of the Senate Finance and Audit Committee Chief Investment Officer [at or below the limits set by Investment Subcommittee] | | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.4 | Approve investment and redemption of University medium- and long-term funds in accordance with registered policies and mandates approved by the Investment Subcommittee of the Senate Finance and Audit Committee | Chief Investment Officer | Consult: Chief Financial Officer Notify: Investment Subcommittee of the Senate Finance and Audit Committee | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.5 | Oversee and approve strategy for management of University medium- and long-term investments (includes policies, mandates, asset allocations, earnings targets, spending goals, financial risk and Future Fund) | Investment Subcommittee of the Senate Finance Committee | Subject Matter Expert: Chief Financial Officer; Chief Investment Officer Consult: Vice-President (Operations) Notify: Vice-Chancellor | Investment Policy 2017; Investment Procedures 2019 |

| <i>6.21 Finance - treasury (investment) (cont)</i> | | | | |
|--|---|---|---|--|
| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
| 6.21.6 | Except in relation to a controlled entity, exercise the University's voting rights arising from membership of a company, partnership, other incorporated body or joint venture (including appointing a proxy to exercise such rights) | Chief Investment Officer; Chief Financial Officer | Subject Matter Expert: Chief Financial Officer; General Counsel Consult: Vice-President (Operations) | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.7 | Change sector benchmark for performance measurement and evaluation | Chief Investment Officer | Consult: Investment consultant Notify: Investment Subcommittee of the Senate Finance and Audit Committee | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.8 | Establish investment common fund(s) and exercise the powers set out in clause 3 of Schedule 2 of the Act | Chief Investment Officer | Consult: Chief Financial Officer Notify: Investment Subcommittee of the Senate Finance and Audit Committee | Investment Policy 2017; Investment Procedures 2019 |
| 6.21.9 | Execute medium- and long-term investment transactions in accordance with registered policies and mandates approved by FAC ISC | Chief Investment Officer; Associate Director, External Investments | | Investment Policy 2017; Investment Procedures 2019 |

6.22 Finance - treasury (banking)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|--|
| 6.22.1 | Approve all arrangements concerning the University's bank accounts including: <ul style="list-style-type: none"> – opening and closing; – internal authorisations for electronic transfers; – and cheque signatories | Chief Financial Officer and Vice-President (Operations) jointly | Notify: Register of bank and investment fund accounts | Bank Account Procedures 2019 |
| 6.22.2 | Approve investment fund authorised operators, including electronic transfers and trade instructions and all arrangements concerning the University's investment fund transactions (including money market instruments, hedging and <i>in specie</i> share transfers) | Chief Financial Officer | Notify: Register of bank and investment fund accounts | |

6.23 Finance - treasury (borrowing)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|--|---|
| 6.23.1 | Approve borrowing money and raising capital (including issuing securities or debentures) Note: These delegations effected by cognate resolution of Senate, in accordance with s37 of the Act | Senate Finance and Audit Committee | Subject Matter Expert: Chief Financial Officer Consult: Investment Subcommittee of the Senate Finance and Audit Committee | |
| 6.23.2 | Undertake transactions permitted under an agreement to borrow money and raise capital (including issuing securities or debentures) authorised by Senate Finance and Audit Committee | Chief Financial Officer; Chief Investment Officer; Treasurer, Financial Control and Treasury | Consult: Asset & Liability Committee | Treasury Management Policy 2018; Treasury Management Procedures 2018 |

6.23 Finance - treasury (borrowing) (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise [Limits] | Primary Policy Reference |
|--------|---|---|--|---|
| 6.23.3 | Undertake transactions necessary to implement risk management strategies in accordance with registered policies | Chief Financial Officer; Chief Investment Officer; Treasurer, Financial Control and Treasury; Associate Director, External Investments | Consult: Asset & Liability Committee | Treasury Management Policy 2018; Treasury Management Procedures 2018 |

6.24 Finance - gifts, bequests and sponsorship

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|--|
| 6.24.1 | Approve acceptance of gift or bequest whether to the whole or a part of the University (such as a faculty) for a named or University Chair, and establish terms for its management | Vice-Chancellor | Consult: University Executive; Gift Acceptance Committee; Vice-President (Advancement); Gift Administration Board; Relevant Executive Dean, Dean, Head of School and Dean (University school) Notify: Advance database; Gifts Register | Gift Acceptance Policy 2013; Naming Policy – Positions and Events; Gift Administration Policy 2012; Gift Acceptance Procedures 2014 |
| 6.24.2 | Approve acceptance of, and determine the terms of management of, a gift, bequest or devise, whether to the whole or a part of the University (such as a faculty), and establish the terms for its management | Senate Finance and Audit Committee [>\$20M] Vice-Chancellor [≤\$20M] Deputy Vice-Chancellor; Vice-President (External Engagement); Vice-President (Advancement); Executive Dean; Dean [≤\$10M] Head of School and Dean (University school); Deputy Head of School; | Consult: Senate Finance and Audit Committee; Vice-Chancellor [≥\$5M] Relevant Executive Dean, Dean or Head of School and Dean (University school); Gift Acceptance Committee; Gift Administration Board; University Executive; Development Office; In the case of Vice-President (Advancement), also Deputy Vice-Chancellor (Education) | Gift Acceptance Policy 2013; Gift Administration Policy 2012; Gift Acceptance Procedures 2014 |

| | | | | |
|------------------|--|--|---|---|
| 6.24.2 (cont) | | Director, University Libraries; University Archivist; Director, Museums and Cultural Engagement; [≤\$2M] Director, Level 4 Centre [≤\$500K] | General Counsel; Chief Financial Officer Notify: Senate [≥\$5M] Advance database; Gifts Register | |
| 6.24.3 | Approve acceptance, and establish terms for the management of any non-financial gift or bequest which is subject to a condition that it be maintained in perpetuity and not sold | Vice-Chancellor [>\$1M] Vice-President (External Engagement) [≤\$1M] | Subject Matter Expert: Museums and Cultural Engagement; Director, University Libraries Consult: Gift Acceptance Committee; Gift Administration Board; Vice-President (Advancement); Relevant Executive Dean, Dean or Head of School and Dean (University school); Director, Museums and Cultural Engagement | Gift Acceptance Policy 2013; Gift Administration Policy 2012; Gift Acceptance Procedures 2014 |
| 6.24.4 | RESCINDED | | | |
| 6.24.5 | Approve acceptance of sponsorship from third parties for a named or University Chair | Vice-Chancellor | Subject Matter Expert: Office of General Counsel Consult: University Executive; Gift Acceptance Committee; Vice-President (Advancement) | Gift Acceptance Policy 2013; Sponsorship Policy 2018 |

6.24 Finance - gifts, bequests and sponsorship (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise [Limits] | Primary Policy Reference |
|--------|---|---|---|---|
| 6.24.6 | Approve acceptance of sponsorship from third parties (other than sponsorship for a named or University Chair) | Senate Finance and Audit Committee [>\$20M] Vice-Chancellor [≤\$20M] Deputy Vice-Chancellor; Vice-President [≤\$5M] Director, Marketing and Communications; Director, University Libraries [≤\$1M] Executive Dean; Dean [≤\$500K] Head of School and Dean (University school) [≤\$250K] Deputy Head of School; Director, Level 4 Centre [≤\$100K] | Subject Matter Expert: Vice-President (External Engagement); Director, Marketing and Communications [>\$1M] Consult: Vice-Chancellor [>\$20M] Vice-President (Advancement) [>\$500K] Relevant Executive Dean, Dean or Head of School and Dean (a University school); relevant Head of School or Head of Clinical School; Chief Financial Officer; General Counsel Notify: Senate Finance and Audit Committee [>\$5M<\$20M] | Gift Acceptance Policy 2013; Sponsorship Policy 2018 |
| 6.24.7 | Approve sponsorship to third parties | Director, Marketing and Communications [>\$200K] Executive Dean; Dean; Director, University Libraries [≤\$200K] Head of School and Dean (University school) [≤\$150K] Deputy Head of School; Director, Level 4 Centre [≤\$50K] | Subject Matter Expert: Brand and Marketing Services; Faculty or University school Marketing Manager Consult: Director, Marketing and Communications; Faculty General Manager; School General Manager; School Manager Notify: University Executive | Sponsorship Policy 2018 |

6.25 Finance - student fees and charges

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|---|---|
| 6.25.1 | Set rent of University owned or operated student accommodation | Chief Financial Officer | Subject Matter Expert: Office of General Counsel; Director, Student Support Services; Chief University Infrastructure Officer; Executive Director, Central Operations Services Consult: University Executive Operations Committee; Investment Subcommittee of the Senate Finance and Audit Committee | Any relevant tax rulings |
| 6.25.2 | Set fees and charges relating to student accommodation other than rents | Head of Administrative Area | Subject Matter Expert: Office of General Counsel | Any relevant tax rulings |
| 6.25.3 | Approve write- off of student accommodation debts Note: This delegation applies to the total value of the transaction rather than to individual components of the transaction | Vice-President (Operations) | Subject Matter Expert: Chief Financial Officer | |
| 6.25.4 | Approve waiver of student rents, fees or other charges relating to accommodation, in exceptional circumstances | Director, Student Support Services [>\$5K per transaction to an annual limit of \$50K] | Subject Matter Expert: Chief Financial Officer | |
| 6.25.5 | Approve emergency student cash loans | Director, Student Support Services [≤\$5K] | | Student Loan Procedures – Accounts Receivable |

6.25 Finance - student fees and charges (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|---------|---|--|--|---|
| 6.25.6 | Approve student loans | Deputy Vice-Chancellor (Education) [>\$10K] Director, Student Support Services [≤\$10K] | | Student Loan Procedures – Accounts Receivable |
| 6.25.7 | Approve write-off of library fines | Library staff, Higher Education Officer level 6 [≤\$1K] | | Student Debtor Sanctions Policy 2014 ; Student Debtor Sanctions Procedures 2014 |
| 6.25.8 | Approve waiver of student tuition fees for non-Commonwealth supported student | Vice-President (Operations) | Subject Matter Expert: Office of General Counsel Consult: Chief Financial Officer; Deputy Vice-Chancellor (Education) | |
| 6.25.9 | Approve sponsored arrangements (including financial guarantees to the University) for third party payment of student fees and other expenses | Vice-President (External Engagement) | Subject Matter Expert: Office of General Counsel | Third Party Payment of Student Fees Policy 2014 ; Third Party Payment of Student Fees Procedures 2014 |
| 6.25.10 | Approve arrangements (including financial guarantees to the University) for third party payment of student fees and expenses, other than sponsored arrangements | Deputy Vice-Chancellor (Education) | Subject Matter Expert: Office of General Counsel | Third Party Payment of Student Fees Policy 2014 ; Third Party Payment of Student Fees Procedures 2014 |

6.26 Heritage items

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|--|-----------------------------|
| 6.26.1 | Approve sale or other arrangements for University art and heritage items or collections not subject to the terms of a trust | Vice-Chancellor [>\$1M] Vice-President (External Engagement) [≤\$1M] Director, Museums and Cultural Engagement; Director, University Libraries [≤\$200K] | Subject Matter Expert: Director, Museums and Cultural Engagement Consult: Curator of relevant museum or collection; Provost Notify: Asset Register; relevant collection catalogue | |

6.27 Physical infrastructure

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|--|---|
| 6.27.1 | Approve the acquisition of real property | Senate Finance and Audit Committee [>\$20M] [>\$20M] Vice-Chancellor [≤\$20M] | Subject Matter Expert: Chief University Infrastructure Officer; Consult: Chair of Senate Finance and Audit Committee; Chief Financial Officer; Vice President (Operations); General Counsel Senate Building and Estates Committee [≤\$20M] Notify: Senate; Property Register | |
| 6.27.2 | Approve any other dealing with real property | Senate Finance and Audit Committee [>\$20M] Vice-Chancellor [≤\$20M] Provost; Vice-President (Operations) [≤\$5M] Chief University Infrastructure Officer [≤\$2M] | Consult: General Counsel; Chief Financial Officer; Chief University Infrastructure Officer; Chief Information Officer (where there is an impact on Information Communication Technology operations); relevant Faculty General Manager or School General Manager Notify: Property Register | University of Sydney Act 1989 |

| 6.27 Physical infrastructure (cont) | | | | |
|-------------------------------------|--|---|--|---|
| 6.27.3 | Approve the disposal of real property | Senate Finance and Audit Committee [$> \$20$] Vice-Chancellor [$\leq \$20M$] | Subject Matter Expert: Chief University Infrastructure Officer; Chief Investment Officer; Office of General Counsel Consult: Senate Building and Estates Committee; General Counsel Chair of the Investment and Commercialisation Committee Notify: Property Register | University of Sydney Act 1989 |
| 6.27.4 | Approve leases and licences, whether as tenant or landlord (excluding student residential agreements referred to in Operations Agreements section) | Senate Finance and Audit Committee; Investment Subcommittee of the Senate Finance and Audit Committee (in relation to student accommodation and Future Fund) [$> \$20M$, based on sum of lease payments including options] Vice-Chancellor [$\leq \$20M$] Provost; Chief Financial Officer (In relation to land bank properties) [$\leq \$5M$] Chief University Infrastructure Officer [$\leq \$2M$] | Subject Matter Expert: Chief University Infrastructure Officer; Consult: General Counsel; Vice-President (Operations); Chief Financial Officer; Chief Information Officer (where there is a potential impact on Information Communication Technology operations); Director, Student Support Services (in relation to student accommodation); Faculty General Manager or School General Manager Notify: Property Register | University of Sydney Act 1989 |

6.27 *Physical infrastructure (cont)*

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|--|-----------------------------|
| 6.27.5 | Approve reservation agreements for student accommodation in properties not owned by the University | Vice-President (Operations) | Subject Matter Expert: Office of General Counsel; Director, Student Support Services; Chief University Infrastructure Officer Consult: Deputy Vice-Chancellor (Education) | |
| 6.27.6 | Approve terms of student accommodation agreements | Director, Student Support Services | Subject Matter Expert: Office of General Counsel; Chief University Infrastructure Officer Consult: Deputy Vice-Chancellor (Education) | |
| 6.27.7 | Approve allocation of student accommodation | Deputy Vice-Chancellor (Education) | Subject Matter Expert: Office of General Counsel; Chief University Infrastructure Officer Consult: Director, Student Support Services | |

Human Resources

The following section contains delegations about employment of academic and professional staff, and workplace relations (applicable to all staff)

Principle: A staff member must not exercise a delegation in relation to themselves or their direct reports. These must be escalated to the next approver in the reporting line. See section 2(4).

6.28 Academic staff - workforce planning

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|------------------------|--|
| 6.28.1 | Approve establishment and classification of academic positions | Vice-Chancellor; Provost; Deputy Vice-Chancellor; Executive Dean; Dean; Head of School and Dean (University school); Vice-Provost | Senate | | Executive and Senior Professional Staff Remuneration Policy 2019 |
| | | Pro-Vice Chancellor | Senate People and Culture Committee | | |
| | | Level E; Other direct reports to Deputy Vice-Chancellor Note: See below in relation to externally funded fixed term positions | Provost | | |
| | | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school); Associate Dean; Head of School; Head of a Clinical School; Deputy Head of a School; Deputy Head of a Clinical School | Provost | | |
| | | Level E, if externally funded and fixed-term | Executive Dean; Dean | | |

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|------------------|---|---|--|---|--|
| 6.28.1 (cont) | | Level D and below, including externally funded fixed term positions | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |
| | | Externally funded fixed-term Level B and below | Head of School | | |
| | | Casual academics | Deputy Head of School | | |
| 6.28.2 | For established academic positions approve: <ul style="list-style-type: none">– recruitment, appointment and secondment;– terms and conditions of employment contract (including step within classification level; variation, renewal or extension of employment contract);– remuneration at time of appointment, renewal, secondment or for additional or higher duties or responsibilities;– waive or vary probation or confirmation at time of appointment | Vice-Chancellor; Provost; Deputy Vice-Chancellor | Senate | Subject Matter Expert: Chief Human Resources Officer | Workforce Engagements and Payments Policy 2016; Executive and Senior Professional Staff Remuneration Policy 2019; Temporary Labour Hire Procedures 2015; University Chairs Policy; Titles of Sir Hermann Black, Bosch, Challis, Kellion, McCaughey, and Peter Nicol Russell Chairs |
| | | Executive Dean; Dean | Senate People and Culture Committee | | |
| | | Vice-Provost | Vice-Chancellor | | |
| | | Pro Vice-Chancellor; Level E (including named Chairs and University Chairs); Head of School and Dean (University school); Direct reports to a Principal Officer Note: See below in relation to externally funded fixed term positions | Vice-Provost | Subject Matter Expert: Chief Human Resources Officer Consult: Deputy Vice-Chancellor; Provost; Senate People and Culture Committee, on request of dissenting member of selection committee | |

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|------------------|--|--|--|--|--|
| 6.28.2 (cont) | | Level E, if externally funded and fixed term, with standard or non-standard remuneration | Executive Dean; Dean | Subject Matter Expert: Chief Human Resources Officer | |
| | | Levels D and below, including externally funded fixed term positions, with non-standard conditions and remuneration. | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| | | Levels D and below, including externally funded fixed term positions, with standard conditions and remuneration. | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| | | Externally funded fixed term roles at Level B and below, with standard conditions and remuneration | Head of School | | |
| | | Casual academics with standard conditions and remuneration | Deputy Head of School | | |
| 6.28.3 | Approve appointment, renewal of appointment or variation to remuneration, for faculty and University school academic leadership positions including: <ul style="list-style-type: none"> – Deputy Executive Dean; – Deputy Dean; – Deputy Head of School and Deputy Dean (University school); – Associate Dean; – Head of School; – Deputy Head of School | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school); Associate Dean; Head of School; | Vice-Provost | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | Appointment of Deputy Executive Deans, Deputy Deans and Associate Deans Procedure 2018 |
| | | Head of Clinical School; Deputy Head of School; Deputy Head of Clinical School | Executive Dean; Dean | | |

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|---------------|---|---|--|--|--|
| 6.28.4 | <p>Approve variation to remuneration for executive academic staff in the case of:</p> <ul style="list-style-type: none"> – annual salary review; – annual bonus potential review; – bonus payments | All executive academic staff | Senate People and Culture Committee | Subject Matter Expert: Chief Human Resources Officer | Executive and Senior Professional Staff Remuneration Policy 2019 |
| 6.28.5 | Approve out of review cycle retention variation to remuneration for academic staff | All executive academic staff | Vice-Chancellor and Chief Human Resources Officer jointly | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | Executive and Senior Professional Staff Remuneration Policy 2019 |
| 6.28.6 | <p>Approve variations to remuneration (including loadings or performance payments) for academic staff excluding:</p> <ul style="list-style-type: none"> – academic leader roles (6.28.3); and – executives (6.28.4, 6.28.5) | Vice-Provost | Vice-Chancellor | Subject Matter Expert: Chief Human Resources Officer Notify: Provost | |
| 6.28.6 (cont) | | <p>Level E; Direct reports to a Principal Officer (other than Vice-Provost)</p> <p>Note: See below in relation to externally funded fixed term positions</p> | Vice-Provost | Subject Matter Expert: Chief Human Resources Officer Notify: Executive Dean; Dean; Head of School and Dean (University school) | |
| | | Level E, with standard or non-standard remuneration, if externally funded and fixed term, | Executive Dean; Dean | Subject Matter Expert: Chief Human Resources Officer | |
| | | Level D and below, including externally funded fixed term positions, with non- | Deputy Vice-Chancellor; Executive Dean; Dean; | | |

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|--|--|--|--|--|
| | standard conditions of remuneration | Head of School and Dean (University school) | | |
| | Level D and below, including externally funded fixed term positions, with standard conditions and remuneration | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |
| | Externally funded fixed term Level B and below with standard conditions and remuneration | Head of School | | |

6.29 Academic staff - probation, confirmation and promotion

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|---------------|--|--|--------------------------|
| 6.29.1 | At the conclusion of a probationary period, extend the period of probation or approve progression to confirmation | Level E | Vice-Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | Levels A – D | Deputy Vice-Chancellor; Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |

6.29 Academic staff - probation, confirmation and promotion (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|----------------------|---|---|---|
| 6.29.2 | Continue confirmation period at annual confirmation review | All academic staff | Deputy Vice-Chancellor; Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| 6.29.3 | At the conclusion of the confirmation period, confirm appointment or extend period of confirmation | All academic staff | Deputy Vice-Chancellor; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| 6.29.4 | Approve promotion | To Level E and below | Vice-Provost | Subject Matter Expert: Executive Dean; Dean; Head of School and Dean (University school) | Academic Promotions Policy 2015 ; Academic Promotions Procedures 2015 |
| 6.29.5 | Initiate performance improvement procedures under the Enterprise Agreement | All academic staff | Deputy Vice-Chancellor; Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school); Head of School | Subject Matter Expert: Chief Human Resources Officer | |

6.29 Academic staff - probation, confirmation and promotion (cont)

Section 2(4) applies to delegations in this section.

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|--------|--|--------------------|---|--|--|
| 6.29.6 | Issue performance warning under the Enterprise Agreement | All academic staff | Deputy Vice-Chancellor; Deputy Executive Dean; Deputy Dean; Head of School and Dean (University school); Head of School | Subject Matter Expert: Chief Human Resources Officer | |
|--------|--|--------------------|---|--|--|

6.30 Academic staff - terminate employment

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--------------------|---|--|--------------------------|
| 6.30.1 | Terminate employment during or at the end of probation | Level E | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | Level D and below | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |
| 6.30.2 | Terminate employment during or at the end of confirmation period | All academic staff | Provost | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |
| | | Level D and below | Executive Dean; Dean; Head of School and Dean (University school) | | |

6.30 Academic staff – terminate employment (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---|---|--------------------------|
| 6.30.3 | Terminate employment on the grounds of ill-health | Vice-Chancellor | Senate | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| | | Executives | Vice-Chancellor | | |
| | | All other academic staff; Faculty General Manager; School General Manager | Provost | | |
| 6.30.4 | Carry out the functions relating to termination of an academic staff member for ill health in the Enterprise Agreement (except termination) including requiring a medical examination | All staff | Deputy Head of a School; Deputy Head of Clinical School; Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| 6.30.5 | Terminate employment Note: For termination on the grounds of redundancy, see workplace relations section | Vice-Chancellor | Authority retained by Senate | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |
| | | Deputy Vice-Chancellor | Senate People and Culture Committee | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |

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|------------------|-------------------------------------|--|--|--|
| 6.30.5 (cont) | Level E; Pro Vice- Chancellor | Provost | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |
| | All other academic staff | Provost | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |
| | Casual academic staff | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |

6.31 Academic staff - external employment or affiliations

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|--------------------|--|------------------------|--|
| 6.31.1 | Approve staff member accepting outside work separate from normal duties in the University | All academic staff | Deputy Vice-Chancellor; Executive Dean; Dean; Head of School and Dean (University school) | | Outside Earnings of Academic Staff Policy 2011 ; Outside Earnings of Academic Staff Procedures 2011 , External Interests Policy 2010 |
| 6.31.2 | Approve individual affiliations with other Universities | All academic staff | Deputy Vice-Chancellor; Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | External Interests Policy 2010 |

6.32 Academic staff and affiliates - conferral and revocation of titles

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|-------------------------------------|----------------------------|---|
| 6.32.1 | Confer and revoke academic titles for non-professorial staff | Vice-Chancellor; Deputy Vice-Chancellor | Authority retained by Senate | | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 |
| | | Pro-Vice Chancellor; Other Principal Officer; Executive Dean; Dean | People and Culture Committee | Consult: Provost | |

6.32 Academic staff and affiliates - conferral and revocation of titles (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|--|--|---|
| 6.32.2 | Confer and revoke academic titles of 12 months or more | Visiting, Adjunct or Clinical Professor; National Health and Medical Research Council, Australian Research Council or other nationally competitive fellowship Professor | Vice-Provost | | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 |
| | | Adjunct or Clinical Associate Professor | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |
| 6.32.3 | Confer and revoke academic titles of less than 12 months | Visiting, Adjunct or Clinical Professor; Professorial Fellow; Adjunct Associate Professor; Clinical Associate Professor | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 |
| 6.32.4 | Confer and revoke academic titles | Emeritus Professor Conjoint Professor | Vice- Provost | Consult: Provost Notify: Senate (Emeritus only) | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 ; Titles of Sir Hermann Black, Bosch, Challis, Kellion, McCaughey and Peter Nicol Russell Chairs Policy |
| | | Conjoint: – Associate Professor; – Senior Lecturer; – Lecturer; – Associate Lecture | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |



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|------------------|---|--|--|--|
| 6.32.4 (cont) | <p>Adjunct:</p> <ul style="list-style-type: none">– Senior Lecturer;– Lecturer;– Associate Lecturer; <p>Clinical:</p> <ul style="list-style-type: none">– Senior Lecturer;– Lecturer;– Associate Lecturer; <p>Honorary:</p> <ul style="list-style-type: none">– Professor;– Associate Professor;– Reader;– Senior Lecturer;– Lecturer;– Associate Lecturer;– Senior Principal Research Fellow;– Postdoctoral Fellow;– Senior Research Fellow;– Associate; <p>Visiting Scholar; Visiting Fellow; National Health and Medical Research Council, Australian Research Council or other nationally competitive fellowship; Senior Lecturer, Lecturer or Associate Lecturer</p> | | | |
|------------------|---|--|--|--|

6.32 Academic staff and affiliates - conferral and revocation of titles (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|---|------------------------|--|
| 6.32.5 | Confer and revoke academic titles of 12 months or more for non-staff members | Senior Principal Research Fellow | Vice-Provost | | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 |
| | | Principal Research Fellow | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |
| 6.32.6 | Confer and revoke academic titles of less than 12 months for non-staff members | Senior Principal Research Fellow; Principal Research Fellow | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 |
| 6.32.7 | Confer and revoke academic titles for non-staff members | Senior Research Fellow; Research Fellow; Postdoctoral Fellow | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | Honorary Titles Policy 2013 ; Honorary Titles Procedures 2013 |
| 6.32.8 | Approve appointment of teaching or research affiliates upon whom no title is conferred | | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school); Deputy Head of School | | Workforce Engagements & Payments Policy 2016 ; Affiliates Policy |

6.33 Professional staff - workforce planning

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|--|--|--------------------------|
| 6.33.1 | Approve establishment, classification or re-classification of a professional staff position | Direct reports to Vice-Chancellor; Chief Human Resources Officer | Senate People and Culture Committee | Subject Matter Expert: Chief Human Resources Officer | |
| | | Other direct reports to a Principal Officer; Faculty General Manager; School General Manager | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | Senior Professional Staff | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| | | HEO | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | Subject Matter Expert: Chief Human Resources Officer | |
| | | Externally funded HEO | School Manager | | |

6.33 Professional staff - workforce planning (cont)

Section 2(4) applies to delegations in this section.

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|--------|--|--|--|---|--|
| 6.33.2 | For established professional staff positions, approve: <ul style="list-style-type: none"> – recruitment, appointment and secondment; – terms and conditions of employment contract (including step within classification level, variation, renewal or extension of employment contract); – remuneration at time of appointment, renewal, secondment or for additional or higher duties or responsibilities; – waiver or variation of probation | Direct Reports to Vice-Chancellor; Chief Human Resources Officer | Senate People and Culture Committee | Subject Matter Expert: Chief Human Resources Officer | |
| | | Vice-Provost | Vice-Chancellor | Subject Matter Expert: Chief Human Resources Officer | |
| | | Other direct reports to Principal Officer; Faculty General Manager; School General Manager | Vice-Provost | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | |
| | | Direct reports to Faculty General Manager or School General Manager | Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |



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| 6.33.2 (cont) | Other Senior Professional Staff band D | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer |
| | Other Senior Professional Staff bands A-C with non-standard conditions or remuneration | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer |
| | Other Senior Professional Staff bands A-C with standard conditions and remuneration | Head of Administrative Area; Faculty General Manager; DFSP in FMH; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer |
| | HEO with non-standard conditions or remuneration | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer |
| | HEO with standard conditions and remuneration | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | |

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|------------------|--|---|--|--|--|
| 6.33.2 (cont) | | Externally funded HEO | School Manager | | |
| 6.33.3 | Approve role to hold Head of Administrative Area (HOA) delegations | | Provost | Subject Matter Expert: Chief Human Resources Officer Consult: relevant Principal Officer | |
| 6.33.4 | Approve variation to remuneration for executive & Senior Professional Staff relating to: <ul style="list-style-type: none"> – annual salary review; – annual bonus potential review; – bonus payments | All executives; Direct reports to Vice-Chancellor | Senate People and Culture Committee | Subject Matter Expert: Chief Human Resources Officer | Executive and Senior Professional Staff Remuneration Policy 2019 |
| | | Senior Professional Staff band D | Vice-Provost | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | |
| | | Senior Professional Staff bands A-C | Principal Officer | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | |

6.33 Professional staff – workforce planning (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|---|--|--|--|
| 6.33.5 | Approve out of review-cycle retention variation to remuneration for executive and senior professional staff | All executives | Vice-Chancellor and Chief Human Resources Officer jointly | Subject Matter Expert: Chief Human Resources Officer Consult: Provost; Executive Dean; Dean; Head of School and Dean (University school); Vice-President (Operations) | Executive and Senior Professional Staff Remuneration Policy 2019 |
| | | Senior Professional Staff | Vice-President (Operations) and Chief Human Resources Officer jointly | | |
| 6.33.6 | Approve variations to remuneration (including loadings or performance payments) for HEO classified staff | HEO, for non-standard remuneration variations | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | |
| | | HEO, for standard remuneration variations | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | | |

6.34 Professional staff – probation and performance

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|--|--------------------------|
| 6.34.1 | Approve extension of probationary period | Executives | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | Senior Professional Staff | Principal Officer | Subject Matter Expert: Chief Human Resources Officer | |
| | | Faculty General Manager; School General Manager | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | HEO | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | Subject Matter Expert: Chief Human Resources Officer | |
| 6.34.2 | Initiate performance improvement procedures under the Enterprise Agreement | All professional staff | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | Subject Matter Expert: Chief Human Resources Officer | |
| 6.34.3 | Issue performance warning under the Enterprise Agreement | All professional staff | Principal Officer; Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | Subject Matter Expert: Chief Human Resources Officer | |

6.35 Professional staff – terminate employment

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--|--|--|--------------------------|
| 6.35.1 | Terminate employment during or at the end of probation | Direct reports to Vice-Chancellor | Senate People and Culture Committee | Subject Matter Expert: Chief Human Resources Officer | |
| | | Executives Faculty General Manager; School General Manager | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | Other Senior Professional Staff | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| | | HEO | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager | Subject Matter Expert: Chief Human Resources Officer | |

6.35 Professional staff – terminate employment (cont)

Section 2(4) applies to delegations in this section.

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|--------|---|---|---|--|--|
| 6.35.2 | Terminate employment on the grounds of ill-health | Vice-Chancellor | Senate | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| | | Executives | Vice-Chancellor | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| | | All other academic staff; Faculty General Manager; School General Manager | Provost | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| | | Senior Professional Staff | Vice-President (Operations) | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| | | HEO | Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |
| 6.35.3 | Carry out the functions relating to termination of employment for ill health in the Enterprise Agreement (except termination), including requiring a medical certificate | All staff | Deputy Head of School; Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | Subject Matter Expert: Chief Human Resources Officer; Chief Safety Officer | |

6.35 Professional staff – terminate employment (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|--|--|--------------------------|
| 6.35.4 | Terminate employment Note: For termination on grounds of redundancy see Workplace Relations section | Executives; Direct reports to Vice-Chancellor; Chief Human Resources Officer | Senate People and Culture Committee | Subject Matter Expert: Chief Human Resources Officer | |
| | | Direct reports to a Principal Officer; Faculty General Manager; School General Manager | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | | Senior Professional Staff | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | Subject Matter Expert: Chief Human Resources Officer | |
| | | HEO | Head of Administrative Area; Director, Level 4 Centre; Faculty General Manager; DFSP in FMH; School General Manager | Subject Matter Expert: Chief Human Resources Officer | |

6.36 Professional staff – external affiliations

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|------------------------|--|------------------------|--|
| 6.36.1 | Approve professional staff member affiliations with other Universities | All professional staff | Principal Officer; Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager | | |
| 6.36.2 | Approve engagement of volunteers and other individuals as professional affiliates | | Head of Administrative Area; Executive Dean; Dean; Head of School and Dean (University school); Faculty General Manager; DFSP in FMH; School General Manager | | Workforce Engagement and Payments Policy; Affiliates Policy |

6.37 All staff - workplace relations

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|---------------|--|---|--------------------------|
| 6.37.1 | Approve official remuneration scales and ranges for all levels, and standard conditions of employment for all staff (including authorising the Enterprise Agreement) | | Vice-Chancellor | Subject Matter Expert: Chief Human Resources Officer Consult: Chief Financial Officer; Provost; Vice-President (Operations); University Executive Operations Committee Notify: Senate People and Culture Committee | |
| 6.37.2 | Appoint Delegated Officer (Staffing) under the Enterprise Agreement | | Vice-Chancellor | Subject Matter Expert: Chief Human Resources Officer | |
| 6.37.3 | Approve dates of the annual close down | All staff | Vice-Chancellor | Subject Matter Expert: Chief Human Resources Officer | |
| 6.37.4 | Approve business continuity working arrangements for the closedown | All staff | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school); Chief Faculty Experience Officer | Subject Matter Expert: Chief Human Resources Officer | |

6.37 All staff - workplace relations (cont)

Section 2(4) applies to delegations in this section.

| # | Delegation | As applied to | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|---|--|--|---|--------------------------|
| 6.37.5 | Resolve employment disputes and grievances including making settlement offers on behalf of the University | All staff | Principal Officer | Subject Matter Expert: General Counsel; Consult: Chief Human Resources Officer | |
| 6.37.6 | Impose all forms of disciplinary action other than termination | Principal Officer | Vice Chancellor | Subject Matter Expert: General Counsel; Chief Human Resources Officer | |
| | | Executive Dean; Dean; Head of School and Dean (University school); Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school); Faculty General Manager; School General Manager | Provost | | |
| | | Academic staff Level E; Senior Professional Staff | Principal Officer; Executive Dean; Dean; Head of School and Dean (University school) | | |
| | | Academic staff levels A-D | Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | | |

| | | | | | |
|------------------|--|---|--|---|--|
| 6.37.6 (cont) | | Casual academic staff | Deputy Head of School | | |
| | | HEO staff | Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | | |
| 6.37.7 | Initiate workplace change under Part I of the Enterprise Agreement | All staff | Provost; Deputy Vice-Chancellor; Vice-President (Operations) | Subject Matter Expert: Chief Human Resources Officer Notify: Director, Workplace Relations | |
| 6.37.8 | Declare positions redundant and terminate employment on the grounds of redundancy | Deputy Vice-Chancellor; General Counsel; Vice-President; Chief Human Resources Officer | Vice-Chancellor | Subject Matter Expert: General Counsel; Chief Human Resources Officer Consult: Senate People and Culture Committee Notify: Director, Workplace Relations | |
| | | All other academic staff; Faculty General Manager; School General Manager | Provost | Subject Matter Expert: Chief Human Resources Officer Consult: Executive Dean; Dean; Head of School and Dean (University school) | |
| | | All other professional staff | Vice-President (Operations) | Subject Matter Expert: Chief Human Resources Officer | |
| | | HEO | Head of Administrative Area; Faculty General Manager; | Subject Matter Expert: Chief Human Resources Officer | |

| | | | | |
|---|------------------------|--|--|--|
| 6.37.8 (cont) | | DFSP in FMH; School General Manager; CEO UVTH | Consult: Deputy Executive Dean; Deputy Dean; Deputy Head of School and Deputy Dean (University school) | |
| 6.37.9 Carry out the functions relating to termination for redundancy in Enterprise Agreement | All academic staff | Deputy Head of School | Subject Matter Expert: Chief Human Resources Officer Consult: Provost Notify: Director, Workplace Relations | |
| | All professional staff | Head of Administrative Area; Faculty General Manager; DFSP in FMH; School General Manager; CEO UVTH | Subject Matter Expert: Chief Human Resources Officer Notify: Director, Workplace Relations | |
| 6.37.10 Approve voluntary early retirement scheme | All academic staff | Provost | Subject Matter Expert: Chief Human Resources Officer | |
| | All professional staff | Vice-President (Operations) | | |

External Engagement & Advancement

This section includes delegations about: University brand and reputation; fundraising; alumni relations; participation in external entities and related structures; and affiliation with external organisations.

6.38 University brand – reputation

[Financial limit refers to amount to be spent by the University]

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|--|-----------------------------------|
| 6.38.1 | <p>Approve official templates that include the University logo which are made available for use for University staff for the purpose of communicating on behalf of and promoting the University</p> <p>Note: Templates include HTML, InDesign, PowerPoint, Outfit and any other digital templates used by Marketing and Communications and approved suppliers, stationery and business documents, templates available to staff on the staff intranet.</p> | Director, Marketing and Communications | Consult: Office of General Counsel | Brand Policy 2015 |
| 6.38.2 | Approve use of the University logo in a manner inconsistent with the University's approved standard document templates | Director, Marketing and Communications | Subject Matter Expert: Vice-President (Advancement) | Brand Policy 2015 |
| 6.38.3 | Approve use of secondary logos or graphical devices | Vice-President (External Engagement) | Subject Matter Expert: Director, Marketing and Communications; Vice-President (Advancement) Consult: University Executive | Brand Policy 2015 |
| 6.38.4 | <p>Approve use or reproduction of the University name (including variations on the name) and logo by:</p> <ul style="list-style-type: none"> – external parties – affiliates; and – academic title holders who are not employees (except on letterhead) | Head, Brand and Marketing Services | | |

| 6.38 University brand – reputation (cont) | | | | |
|--|---|---|---|--|
| [Financial limit refers to amount to be spent by the University] | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 6.38.5 | Approve use of the University logo on letterhead by affiliates, associates and academic title holders who are not employees | Deputy Head of School; Deputy Head of School and Deputy Dean (University school) | Subject Matter Expert: Brand and Marketing Services | Brand Policy 2015; Outside Earnings of Academic Staff Policy 2011 |
| 6.38.6 | Approve display of an external party's logo on University communications | Director, Marketing and Communications | Subject Matter Expert: Head, Brand and Marketing Services; Head of Digital Marketing; Vice-President (Advancement) | Brand Policy 2015 |
| 6.38.7 | Direct the removal of content that damages the University's reputation from a University platform | Vice-President (External Engagement) | Subject matter Expert: Director, Marketing and Communications; Office of General Counsel; Director, Media and Government Relations Consult: Provost; relevant Executive Dean, Dean or Head of School and Dean (University school); channel owner Notify: Chief Information Officer; University Executive | Brand Policy 2015; Public Comment Policy |
| 6.38.8 | Direct the removal of inaccurate information from a University platform | Director, Marketing and Communications | Subject Matter Expert: Platform owner Consult: Head of Digital Marketing; Relevant Executive Dean, Dean or Head of School and Dean (University school); Chief Information Officer Notify: Office of General Counsel; Chief Information Officer Consult: Channel owner; Information Communication Technology Notify: Chief Information Officer | Brand Policy 2015; Public Comment Policy |

6.38 University brand – reputation (cont)

[Financial limit refers to amount to be spent by the University]

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|---------|--|--|--|---|
| 6.38.9 | Approve creation of University web domains or sub-domains | Director, Marketing and Communications | Consult: Channel owner; Information Communication Technology Notify: Chief Information Officer | |
| 6.38.10 | Approve establishment of University digital publishing channel on infrastructure not owned by the University | Director, Marketing and Communications | Consult: Channel owner; Information Communication Technology Notify: Chief Information Officer | |
| 6.38.11 | Approve applications for, assignment of or other dealings in University trademarks or business names | Director, Post-Award | Subject Matter Expert: Office of General Counsel Consult: Director, Marketing and Communications; Executive Dean; Dean; Head of School and Dean (University school) Notify: Legal Governance Manager, Office of General Counsel | |
| 6.38.12 | Approve promotional campaigns | Vice-President (External Engagement) [>\$750K] Director, Marketing and Communications [≤\$750K] Director, Student Support Services (in relation to student accommodation) [≤\$150K] Executive Dean; Dean; Head of School and Dean (University school) [≤\$50K] | Consult: Director, Marketing and Communications; Brand and Marketing Services; Provost; Deputy Vice-Chancellor (Education); University Executive; Executive Director, Sydney Future Students Notify: Brand and Marketing Services | Brand Policy 2015; Procurement Policy 2019; Non-Allowable Expense Procedures 2018; Procurement: Tendering Procedures; Unibuy Procurement Procedures 2019. |

| 6.38 University brand – reputation (cont) | | | | |
|---|---------------------------------------|--|--|---|
| <i>[Financial limit refers to amount to be spent by the University]</i> | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 6.38.13 | Approve commission of market research | Vice-President (External Engagement) [>\$750K] Director, Marketing and Communications [≤\$750K] Executive Dean; Dean; Head of School and Dean (University school); Director, Student Support Services (in relation to student accommodation) [≤\$150K] | Subject Matter Expert: Director, Marketing and Communications; Brand and Marketing Services; Consult: Provost; Deputy Vice-Chancellor (Education); University Executive; Executive Director, Sydney Future Students Notify: Brand and Marketing Services | Brand Policy 2015; Procurement Policy 2019; UniBuy Procurement Procedures 2019 Non-Allowable Expense Procedures; Procurement; Tendering Procedures |

| 6.39 Fundraising | | | | |
|--|--|--|---|--|
| [Financial limit refers to amount to be spent by the University] | | | | |
| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
| 6.39.1 | Approve University-wide fundraising campaigns and initiatives | Vice-Chancellor [$> \$1M$] Vice-President (Advancement) [$\leq \$1M$] | Subject Matter Expert: Vice-President (Advancement) Consult: University Executive Notify: University Executive | Gift Acceptance Policy 2013 ; Fundraising Procedures ; Gift Acceptance Procedures 2014 |
| 6.39.2 | Approve fundraising activities undertaken on behalf of the University, including by controlled entities, centres and foundations | Vice-Chancellor [$> \$1M$] Vice-President (Advancement) [$\leq \$1M$] | Subject Matter Expert: Vice-President (Advancement) Consult: University Executive; Relevant Executive Dean; Dean or Head of School and Dean (University school) Notify: University Executive | Gift Acceptance Policy 2013 ; Fundraising Procedures ; Gift Acceptance Procedures 2014 |
| 6.40 Alumni | | | | |
| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
| 6.40.1 | Approve development and implementation of alumni engagement activities including events | Vice-Chancellor [$> \$500K$] Vice-President (Advancement) [$\leq \$500K$] | Subject Matter Expert: Vice-President (Advancement) Consult: Relevant Executive Dean, Dean or Head of School and Dean (University school) Notify: Vice-Chancellor; Alumni Council; University Executive | |
| 6.40.2 | Approve establishment of alumni associations | Vice-Chancellor | Subject Matter Expert: Vice-President (Advancement) Consult: Relevant Executive Dean, Dean or Head of School and Dean (University school) Notify: Alumni Council; Register of Entities; University Executive | Alumni Associations Model Constitution |

| 6.40 Alumni (cont) | | | | |
|---|--|--|--|--|
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 6.40.3 | Decide recipients of annual alumni awards | Alumni Council and Director, Alumni Relations jointly | | |
| 6.41 Participation in external entities and related structures [Financial limit refers to amount to be spent by the University] | | | | |
| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
| 6.41.1 | Approve establishment or acquisition of a controlled entity | Retained by Senate [>\$10M] Vice-Chancellor [>\$1M ≤ \$10M] Vice-President (Operations); Provost [≤\$1M] | Subject Matter Expert: Legal Governance Manager, Office of General Counsel Consult: General Counsel Notify: Deputy Vice-Chancellor; Vice-President (Operations); Chief Financial Officer; Chief Risk Officer | Controlled Entity Policy 2012 ; Controlled Entity Procedures 2012 |
| 6.41.2 | Approve promotion, naming or establishment of, or participation in (whether by means of debt, equity, contribution of assets or other means): <ul style="list-style-type: none"> – partnerships; – joint ventures; – trusts; – companies; or – other incorporated entities, EXCEPT where forming or acquiring a controlled entity | Deputy Vice-Chancellor | Subject Matter Expert: General Counsel; Chief Financial Officer Consult: Vice-Chancellor; Director, Post-Award; Vice-President (Operations) Notify: Legal Governance Manager, Office of General Counsel | Associated & Affiliated Entities Policy ; Associated & Affiliated Entities Operational Guidelines |
| 6.41.3 | Approve decisions by a controlled entity which require University consent, or arrangements for a controlled entity which require University agreement | Provost; Vice-President (Operations) | Subject Matter Expert: Legal Governance Manager, Office of General Counsel Consult: Chief Financial Officer; General Counsel Notify: Deputy Vice-Chancellor | Controlled Entity Policy 2012 ; Controlled Entity Procedures 2012 |

6.41 Participation in external entities and related structures (cont)

| # | Delegation | Delegate [Limits] | Conditions of Exercise | Primary Policy Reference |
|--------|--|---|---|--|
| 6.41.4 | Exercise voting rights of the University arising from its membership of a company, partnership, other incorporated body or joint venture (including appointing a proxy to exercise such rights) | Deputy Vice-Chancellor; Vice-President (Operations) | Subject Matter Expert: Chief Financial Officer; General Counsel Consult: Deputy Vice-Chancellor Notify: Legal Governance Manager, Office of General Counsel | Controlled Entity Policy 2012 ; Associated and Affiliated Entities Policy ; Controlled Entity Procedures 2012 ; Associated and Affiliated Entities Operational Guidelines |
| 6.41.5 | Appoint directors or other representative of the University to controlled and external entities and determine the remuneration for such appointment | Provost; Vice-President (Operations) | Notify: Office of General Counsel | Controlled Entity Policy 2012 ; Associated and Affiliated Entities Policy ; Controlled Entity Procedures 2012 ; Associated and Affiliated Entities Operational Guidelines |
| 6.41.6 | Approve transactions resulting in a change of control of any controlled, associated or affiliated entity or other related structure, including: <ul style="list-style-type: none"> – a sale; – a disposition; – a winding up; or – any other realisation of all or part of the University's interest | Provost; Vice-President (Operations) [$> \$500K$] Chief University Infrastructure Officer; Chief Financial Officer; Deputy Vice-Chancellor [$\leq \$500K$] | Subject Matter Expert: Legal Governance Manager, Office of General Counsel Consult: General Counsel, Chief Financial Officer Notify: University Executive Financial Performance Committee; Vice-President (Operations); Vice-Chancellor | Controlled Entity Policy 2012 ; Associated and Affiliated Entities Policy ; Controlled Entity Procedures 2012 ; Associated and Affiliated Entities Operational Guidelines |

6.42 Affiliation with external organisations

| # | Delegation | Delegate | Conditions of Exercise | Primary Policy Reference |
|--------|--|--------------------------|--|--------------------------|
| 6.42.1 | Approve terms of affiliation between the University and an external organisation in relation to which the University has no representation on its governing body or participation in its voting membership | Principal Officer | Consult: Vice-President (External Engagement); Executive Dean, Dean, Head of School and Dean (University school) | |

PART 7 – RESCISSIONS AND REPLACEMENTS

7.1 Rescissions and replacements

This Rule revokes:

- (c) *University of Sydney (Delegations of Authority - Academic Functions) Rule 2016*;
 - (d) *University of Sydney (Delegations of Authority - Administrative Functions) Rule 2016*; and
 - (e) all earlier delegations of authority
- as from the date of commencement of this Rule.

Notes

University of Sydney (Delegations of Authority) Rule 2019

| | |
|-----------------|---|
| Date adopted: | 20 May 2020 |
| Date amended: | 30 September 2020 9 December 2022 28 February 2023 (administrative amendment) 13 June 2023 |
| Date commenced: | 1 June 2020 1 October 2020 16 January 2023 28 February 2023 1 July 2023 |
| Document owner: | General Counsel |
| Review date: | 20 May 2025 |

Rescinded documents: University of Sydney (Delegations of Authority - Academic Functions) Rule 2016
University of Sydney (Delegations of Authority - Administrative Functions) Rule 2016

Related documents:

Amendment history

| Provision | Amendment | Commencing |
|---|---|----------------|
| 3(1) – definition of CEO UVTH | Amended to add “(Sydney)” | 1 October 2020 |
| 3(1) – definition of Director, Level 4 Centre | Definition added | 1 October 2020 |
| 3(1) – definition of faculty | Definition added | 1 October 2020 |
| 3(1) – definition of Head of School | Definition amended. Reference to head of equivalent budget unit deleted. | 1 October 2020 |
| 3(1) – definition of school | Definition amended. Reference to <i>University of Sydney (Governance of Faculties and University Schools) Rule 2016</i> added | 1 October 2020 |
| 3(1) – definition of standard remuneration and conditions | Definition of standard remuneration replaced | 1 October 2020 |
| 4.6.11 | Delegate changed – Registrar deleted. Deputy Vice-Chancellor (Education) added | 1 October 2020 |
| 4.16.1 | Notification condition – Research Grants and Contracts office deleted, Higher Degree by Research Administration Centre added | 1 October 2020 |
| 4.17.1 | Terms of delegation amended – 2 year limit on suspensions removed | 1 October 2020 |
| 4.19.4 | Terms of delegation amended – maximum of seven candidates deleted. Maximum of five candidates added. | 1 October 2020 |
| 4.25.1 | Terms of delegated amended. Reference to “University wide” replaced by “open to applicants University wide” | 1 October 2020 |
| 4.26.2 | Delegate changed. Registrar deleted. Deputy Vice-Chancellor (Education) added | 1 October 2020 |
| 5.1.1; 6.4.9; 6.17.1; 6.19.7; 6.19.14; | Delegate amended – position title changed | 1 October 2020 |

| Provision | Amendments | Commencing |
|--|---|-------------------|
| 5.2.1; 5.3.1; 5.4.2; 6.4.10; 6.5.6; 6.6.1; 6.13.6; 6.14.1; 6.15.1; 6.15.9; 6.16.1; 6.19.1; 6.25.1; 6.27.4; 6.27.5; 6.27.6; 6.27.7; 6.38.12; 6.38.13; 6.41.2 | Conditions of exercise amended. Position titles changed. | 1 October 2020 |
| 5.2.2 | Delegation amended. “not” added, becoming “projects not involving the conduct of clinical trials.”. Delegate amended – position title changed | 1 October 2020 |
| 6.5.1 | Terms of delegation amended. “owned or held by the University” replaced by “provided to the University or received by it from another party” | 1 October 2020 |
| 6.7.3 | Terms of delegation amended. “associations” replaced by “associated” | 1 October 2020 |
| 6.7.4 | Delegate amended – Senate People and Culture Committee deleted. Senate Nominations Committee added. | 1 October 2020 |
| 6.9.2 | Note amended – cross reference added. | 1 October 2020 |
| 6.13.6 | Delegation bands corrected | 1 October 2020 |
| 6.14.1; 6.14.2; 6.15.2; 6.15.4; 6.15.5; 6.15.6; 6.15.7; 6.38.11; | Delegate amended – position title changed | 1 October 2020 |
| 6.15.12 | Terms of delegation amended. Note added, references to “annual cost” deleted. | 1 October 2020 |
| 6.19.16 | New delegation added | 1 October 2020 |
| 6.28.1; 6.28.2; 6.28.6 | New delegations added dealing with externally funded fixed term positions | 1 October 2020 |
| 6.28.3 | Dean added as delegate | 1 October 2020 |
| 6.30.4 | Terms of delegation amended. “Certificate” replaced with “examination” | 1 October 2020 |
| 6.32.3 | List of “as applied to” positions amended to clarify (no substantive change) | 1 October 2020 |
| 6.33.1 | Pro Vice Chancellor deleted from “as applied to list of positions | 1 October 2020 |
| 6.36.2 | Terms of delegation amended. “professional” added. | 1 October 2020 |
| 5.2.2 | Administrative amendment to remove Clinical Trials Support Officer | 23 October 2020 |
| 5.3.1; 6.2.1; 6.13.6; 6.14.1 | Replace Director, Research Grants & Contracts with Director, Research Pipeline and Pre-Award) | 23 October 2020 |
| Part 3 | Definition of Material Change Added | 1 July 2021 |

| Provision | Amendments | Commencing |
|---|---|-------------------|
| 6.15.9 | New Note added | 1 July 2021 |
| 6.15.9A | New Delegation added | 1 July 2021 |
| Part 3 (2) | Definition of 'FAC ISC' removed, definition of 'material variation' replaced by 'material change'; definition of 'Principal Officer' amended to replace 'Vice-Chancellor and Principal', with 'Vice-Chancellor and President', as well as definition of 'Senior Deputy Vice-Chancellor' updated with 'Provost and Deputy Vice-Chancellor' | 21 March 2022 |
| Part 3(2) | Definition of Academic Panel updated Student Appeals Rule 2006 to 2021 | 21 March 2022 |
| Part 3(2) | Definition of Head of Administrative Area (HOA) amended by replacing Senior Deputy Vice-Chancellor with Provost. | 21 March 2022 |
| Part 3 (2) | defi | |
| Throughout | Coursework Policy 2014 replaced by Coursework Policy 2021 | 21 March 2022 |
| Throughout | 'Senate Finance and Audit Committee' replaced by 'Senate Finance Committee'. | 21 March 2022 |
| Throughout | University of Sydney (Student Appeals Against Academic Decisions) Rule 2006 replaced by University of Sydney (Student Academic Appeals) Rule 2021. | 21 March 2022 |
| 4.6.8 | Rescinded. | 21 March 2022 |
| 5.5.2 | Amendments to Delegate Limits, and Conditions of Exercise. | 21 March 2022 |
| 6.4.5 | Amendments to Delegate Limits and FAC replaced by Senate Finance Committee | 21 March 2022 |
| 6.15.9; 6.15.10; 6.18.2; 6.19.1; 6.24.2; 6.24.6; 6.27.1; 6.27.2; 6.27.3; 6.27.4 | Amendments to Delegate Limits and Conditions of Exercise | 21 March 2022 |
| Throughout | 'Senior Deputy-Vice Chancellor' replaced by Provost | 21 March 2022 |
| Throughout | 'Principal' changed to 'President' 'Vice-Principal' changed to 'Vice-President' Other position titles updated as necessary | 16 January 2023 |

| Provision | Amendments | Commencing |
|--|---|-------------------|
| Part 3(2) | <p>Definitions added:</p> <ul style="list-style-type: none"> - Centre for Continuing Education - crisis - microcredential - Non-Award Subcommittee - Table A - Table S - Table D - Table R - Table E <p>Definitions amended:</p> <ul style="list-style-type: none"> - Deputy Vice-Chancellor - Higher Education Officer - investment consultant - nominated University organisation - Principal Officer - University Executive | 16 January 2023 |
| 4.1.1; 4.6.1; 4.6.6; 4.6.9; 4.11.2; 4.12.2; 4.12.4; 4.12.5; 4.13.5; 4.14.1; 4.16.1; 4.17.2; 4.18.1; 4.18.2; 4.21.6; 4.22.6; 4.22.7; 4.23.1; 4.26.1; 4.26.3; 5.1.1; 5.2.1; 5.5.2; 6.1.1; 6.2.1; 6.3.6; 6.3.10; 6.3.11; 6.3.14; 6.5.2; 6.5.3; 6.6.3; 6.7.3; 6.11.1; 6.12.1; 6.13.1; 6.13.2; 6.14.2; 6.15.12; 6.19.5; 6.21.1; 6.41.1; 6.41.2; 6.41.3; 6.41.4; 6.41.6 | Conditions of exercise amended | 16 January 2023 |
| 4.2 | Section replaced | 16 January 2023 |
| 4.3; 6.24.4; | Section deleted | 16 January 2023 |

| Provision | Amendments | Commencing |
|---|--|-------------------|
| 4.4.1; 4.4.2; 4.10.2; 4.21.3; 4.26.5; 4.26.6; 5.3.1; 5.3.2; 6.3.9; 6.3.15; 6.4.10; 6.5.1; 6.5.5; 6.7.4; 6.9.2; 6.10.2; 6.10.3; 6.13.5; 6.13.6; 6.13.7; 6.13.9; 6.13.10; 6.13.11; 6.14.4; 6.15.8; 6.15.9; 6.15.10; 6.15.11; 6.17.1; 6.17.3; 6.17.4; 6.17.5; 6.19.1; 6.19.4; 6.21.3; 6.21.4; 6.24.2; 6.24.6; 6.26.1; 6.27.2; 6.27.3; 6.27.4; 6.28.2; 6.28.3; 6.28.6; 6.29.1; 6.29.4; 6.32.2; 6.32.4; 6.32.5; 6.33.2; 6.33.4; 6.33.5; 6.37.4; | Delegation amended | 16 January 2023 |
| 4.4.3; 4.4.4; 4.4.5; 4.5.2; 4.5.3; 4.5.4; 4.5.5; 4.25.4; 6.12A.1; | New delegation added, with consequent renumbering as appropriate | 16 January 2023 |
| 6.7.4 | Administrative amendment to add "Notify: Senate" requested by Chief Governance Officer 23 February 2023. | 28 February 2023 |
| Throughout | References to "Senate Finance Committee" changed to "Senate Finance and Audit Committee" | 1 July 2023 |
| 6.15.9; 6.18.2; 6.27.1 | Delegation to Investment Subcommittee of Senate Finance Committee deleted | 1 July 2023 |