Election of Chair of Academic Board – information on the role

The University of Sydney (Academic Governance) Rule 2003 (as amended) defines the role of the Chair of the Academic Board as follows:

7.1 Role and functions
The Chair of the Academic Board:
7.1.1 is responsible for managing and supervising the functions and business of the Academic Board;
7.1.2 is the point of contact between the academic community of the University and:
    7.1.2.1 the Senate; and
    7.1.2.2 the senior executive management of the University;
7.1.3 subject to any delegations of authority approved by the Senate or resolutions of the Academic Board, may apportion authority for carrying out the functions of the Academic Board to other members of the Academic Board; and
7.1.4 must present reports to the Senate about matters considered at meetings of the Academic Board held since the previous meeting of the Senate.

The Chair is a full-time position for the term of membership (two years), with the elected chair released from their home faculty during this term. The Chair has an office in the Quadrangle (Room L3.02) with support from staff within the University Secretariat.

Committee representation
Membership of Senate and key committees
The Chair is an ex officio member of Senate with the duties outlined on: http://sydney.edu.au/senate/fellows_duties.shtml. The Chair is also an ex officio member of some of Senate’s committees, including the Education and Research Committee, Chair Appointments Committee, Finance and Audit Committee and the Nominations and Appointments Committee. As outlined in clause 7.1.2.1 of the Academic Governance Rule above, the Chair is the chief point of contact between the Academic Board and Senate and is responsible for presenting the reports of the Board to Senate.

Membership of Senior Executive Group and key committees
The Chair is an ex officio member of the Senior Executive Group (SEG) and is the chief point of contact between SEG and the Academic Board as outlined in clause 7.1.2.2 of the Academic Governance Rule above (see membership principles of SEG at http://sydney.edu.au/senior_executive_group/about/membership/principles.shtml). The Chair is also an ex officio member of several SEG committees including the Curriculum and Course Planning Committee, Education Committee, Research Committee and Research Training Committee.

Academic Board committees
The Chair is an ex officio member of all standing committees of the Academic Board: Academic Standards and Policy Committee, Admissions Committee, Graduate Studies Committee and Undergraduate Studies Committee.

NSW/Territories Committee of Chairs of Academic Boards/Senates
This group meets 3 to 4 times per year and is a standing committee of the NSW Vice-Chancellor’s Committee with strong ties to the NSW Board of Studies Teaching and Educational Standards. The committee is often called on to nominate members for BOSTES curriculum committees and groups assessing HSC subjects for inclusion in the ATAR.

OZCABS (Australian Chairs of Academic Boards and Senates)
This group meets at the annual Universities Australia conference (held in March each year) and holds a longer conference in October/November each year. The group has a network email list which members use to seek information and advice on various issues and conduct informal benchmarking.
Other University committees
The Chair is involved with a number of other ad hoc committees, including the annual Wentworth Medal committee, the Convocation and Harsanyi Medal Committee, and a range of working parties.

Responsibilities

Student Appeals Body
The Chair is the principal chair of the Student Appeals Body and panels and is involved in chairing many of the student appeals hearings (see http://sydney.edu.au/student_affairs/academic_appeals/index.shtml).

Promotions, Selection & Recruitment, Titles
The Chair is an ex officio member of:
- all Level E selection and recruitment committees (including direct appointment committees);
- the Level D and E central promotion committees and out-of-round promotion committees; and
- level D and E honorary titles committees (the bulk of these are determined by circulation).

The Chair is usually an external member of at least one central promotions committee at another university (usually UNSW).

Graduations
The Chair of the Academic Board will at times be asked to preside at graduation ceremonies, and be called on to read citations for some awards.

Academic Board/SEG Faculty Reviews
The Chair and the Provost lead the review teams for the joint Academic Board/SEG faculty reviews.