HUMAN RESOURCES COMMITTEE

TERMS OF REFERENCE
The role of the Committee is to:

- Review the performance of the Vice-Chancellor and determine his or her incentive payments and approve the terms of employment of the Vice-Chancellor.
- Review and approve the Vice-Chancellor’s recommendations regarding the remuneration, terms of employment and performance assessment of his direct reports.
- Monitor and advise Senate on matters relating to the University’s strategies and policies supporting the recruitment and management of its academic and non-academic staff.
- Ensure the effective management of risk in areas within the Committee’s remit.
- Approve the appointment of:
  - A Pro-Vice-Chancellor;
  - Any other Principal Officer; or
  - A Dean.
- Approve the award of an academic title for non-professorial staff who occupy the position of:
  - A Pro-Vice-Chancellor;
  - Any other Principal Officer; or
  - A Dean.

CONSTITUTION

Ex-officio:
- The Chancellor
- The Deputy Chancellor
  - The Chair of the Human Resources Committee who is a Fellow of Senate (not a staff member or student) and is elected by Senate
  - Two Fellows of Senate (not a staff member or student) appointed by Senate after appropriate consultation by the Chair of the Committee
  - One external member with appropriate professional expertise and experience appointed by Senate on the recommendation of the Chair of the Committee following consultation by the Chair with Fellows of Senate and others as appropriate. The Secretary to Senate will assist the Chair by seeking suggestions from Fellows of Senate when it is known that there is a position to be filled.
  - Senate may, on the advice of the Committee, or on its own volition, appoint additional members as required.

Term of office
Appointed members have terms of office of two years and no member is to serve for more than two consecutive terms.

All term limits are capable of waiver by Senate if recommended by the Nominations and Appointments Committee.

Election
In accordance with current provisions governing election to Senate committees.

MEETINGS
The Committee meets four times per year.
Quorum
At any meeting of the Committee three members shall form a quorum.

Reporting to Senate
The Committee reports to Senate.

Secretary to the Committee
Director, Human Resources

In attendance
Vice-Chancellor