

TERMS OF REFERENCE

COMMITTEE	UNIVERSITY EXECUTIVE
PURPOSE	The University Executive (UE) makes recommendations to the Vice-Chancellor in the exercise of his delegated authority for University-wide planning, decision-making and oversight. It reports to Senate on the prosecution and management of initiatives under the University's strategic plan, and on the academic and financial health of the University.
TERMS OF REFERENCE	<p>The University Executive will:</p> <ol style="list-style-type: none"> 1. Make recommendations to the Vice-Chancellor in the exercise of his delegated authority for University-wide decision making and management oversight for the institution 2. Identify emerging opportunities and assess fit with University strategy 3. Protect and enhance the position and reputation of the University 4. Oversee the initiatives of the University's strategic plan 5. Report to Senate on the financial and academic viability and sustainability of the University, including review the University's budget prior to its presentation for Senate approval 6. Oversee performance monitoring and improvement, regulatory compliance and quality assurance processes 7. Oversee the University's curriculum, teaching, research and research training, in conjunction with the Academic Board 8. Maintain oversight of the University's compliance with WH&S legislation, policies and procedures 9. Oversee the University's risk management framework including: <ol style="list-style-type: none"> a. Agreement and ongoing review of the University's Risk Appetite and Tolerance statement b. Ongoing review of the institutional risk register to ensure appropriate management of risk, and c. Reviewing and determining appropriate mitigation strategies for escalated risks from other portfolios 10. Oversee the University's human resources management and capability planning across human resources, digital and physical portfolios. 11. Oversee the University infrastructure investment: <ol style="list-style-type: none"> a. endorse the business cases for investment, and b. endorse annual capital prioritisation for infrastructure and technology. 12. Oversee, in conjunction with the Academic Board, the programs of faculty reviews conducted jointly by the University Executive and the Academic Board 13. Note the decisions made by University Executive Committees and review and approve any matters referred by University Executive committees regarding policies, procedures, programs and initiatives 14. Ensure the effective communication of University Executive decisions to university leaders and the broader university community.

CHAIR	Vice-Chancellor
MEMBERSHIP	<p>Vice-Chancellor (Chair)</p> <p>Provost and Deputy Vice-Chancellor</p> <p>Chair, Academic Board</p> <p>Dean, Faculty of Arts & Social Sciences</p> <p>Dean, University of Sydney Business School</p> <p>Dean, Engineering & IT</p> <p>Dean, Faculty of Science</p> <p>Executive Dean, Faculty of Medicine and Health</p> <p>Dean, Faculty of Health Sciences</p> <p>Deputy Vice-Chancellor (Research)</p> <p>Deputy Vice-Chancellor (Registrar)</p> <p>Deputy Vice-Chancellor (Education)</p> <p>Deputy Vice-Chancellor (ISS)</p> <p>Vice-Principal (Advancement)</p> <p>Vice-Principal (External Relations)</p> <p>Vice-Principal (Operations)</p> <p>Vice-Principal (Strategy)</p> <p>Chief of Staff</p> <p>The Heads of School and Deans of Law, Sydney Conservatorium of Music and Architecture, Design and Planning will have the right to table and present proposals to UE.</p> <p>Should a member be unable to attend <u>and wish to send a delegate</u> they must advise the Secretariat no later than 24 hours before the meeting is scheduled.</p>
ATTENDEES	<p>General Counsel</p> <p>Head, Internal Communications</p> <p>Secretary to Senate</p> <p>Executive Officer, University Secretariat</p> <p>Other attendees to be determined by the Chair as required</p>
QUORUM	A Chair plus half the members will constitute a quorum.
SECRETARIAT	University Secretariat
MEETINGS	Fortnightly
REPORTING	Vice-Chancellor
MINUTES	Available on SharePoint (https://unisyd.sharepoint.com/sites/ue/ue)