

# 1.0 GOVERNANCE FRAMEWORK DESCRIPTION



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Contact Officer	Manager, Governance
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Related Policies	
Relevant Legislation	<a href="#">Charles Darwin University Act 2003</a> , Higher Education Support Act (Cth) 2003

## PURPOSE

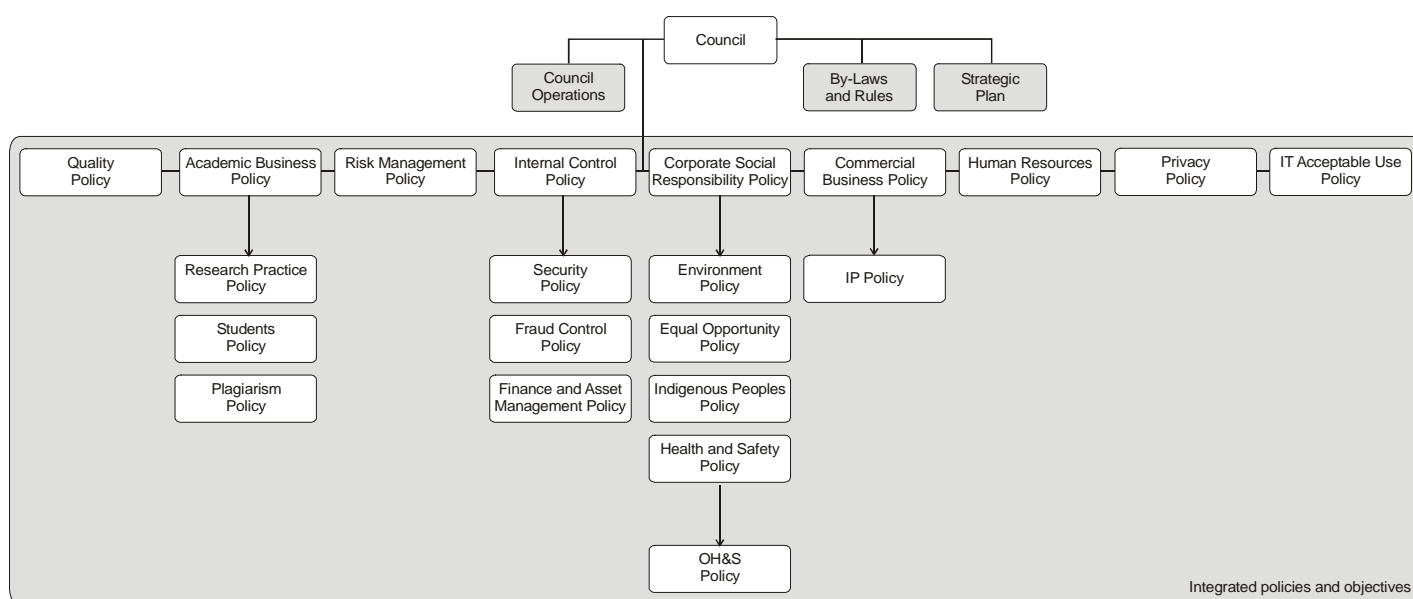
The document describes the Charles Darwin University corporate governance framework.

## OVERVIEW

The Institutional Governance Framework has four broad components. Referring to the figure below, these are:

- The operation of Council, based around responsibilities articulated in the *Charles Darwin University Act*, advice and other input from expert committees, delegations and other operational elements;
- Role definitions, delegations, accountabilities and requirements as set out in University By-Laws and Rules;
- Council approved plans, especially the University Strategic Plan; and
- An integrated set of high-level policies.

From this Institutional Governance Framework flows a University management structure, responsible for the day-to-day operations of the institution.



## OPERATION OF THE UNIVERSITY COUNCIL

The University Council, as the governing body, retains ultimate responsibility for the University's affairs. The *Charles Darwin University Act* describes University affairs to be conducted by Council:

- *The Council is to approve the mission and strategic direction of the University.*
- *The Council is to approve the budget and business plan of the University.*

- *The Council is to: oversee the management of the University, including approving significant commercial activities; review management practices and performances of the University; regularly review delegations under the Act; and monitor systems of accountability implemented by the University.*
- *The Council is to oversee risk management across the University.*
- *The Council is to monitor the performance of the Vice Chancellor.*

There are a variety of other activities associated with the operation of Council, which are typically carried out in support of the execution of responsibilities or legislative compliance. Examples include reporting to and from Council and induction and training of Council members.

In conducting its business, Council receives advice through two streams of authority and accountability: the committees of Council and the University management structure. A set of four standing committees provides advice to Council on specific topics. Two of these, the Academic Board and the Nominations Committee, were established under the *Charles Darwin University Act*. The others were developed internally.

The standing committees are as follows:

- *The Honorary Degrees Committee*, which advises the University Council on matters relating to honorary awards, as well as making specific recommendations to Council for such awards.
- *The Nominations Committee*, which oversees nominations for Council members and senior management appointments.
- *The Audit and Risk Committee*, which reviews the financial status, the systems, policies and processes of security, control and risk containment of the University and its controlled entities.
- *The Academic Board*, the membership of which is as prescribed by the By-Laws.

The University line management structure also advises Council.

## **BY-LAWS AND RULES**

Section 46 of the *Charles Darwin University Act* gives Council the power to make a limited range of by-laws as are necessary or convenient for giving effect to the *Act*. From Section 42(1)(c), this power cannot be delegated.

The current set of University By-Laws are listed below:

- Academic board;
- Alumni membership;
- Common seal;
- Election of Council members;
- Fees and charges;
- Library;
- Rules;
- Site and traffic;
- Student association;
- Student conduct;
- Student of the University; and
- Student residences.

Section 47 gives Council the power to make rules for carrying into effect any provisions of the *Charles Darwin University Act* or the By-Laws. The current rules are listed below:

- Academic dress;
- Assessment;
- Common rules for courses leading to:
  - Higher Education Diploma;

- Advanced Diploma / Associate Degree;
- Degree of Bachelor;
- Honours Bachelor Degrees;
- Graduate Certificate;
- Graduate Diploma;
- Master by Coursework;
- Master by Research;
- Professional Doctorate;
- Doctor of Science;
- Doctor of Philosophy;
- Degrees and other awards;
- Examination;
- Exclusion;
- North Flinders International House Misconduct Rules;
- Information Technology Users Responsibilities and Obligations; and
- Guidelines for Examination of Theses submitted for a Professional Doctorate or Higher Degree by Research.

## **UNIVERSITY STRATEGIC PLAN**

The Council approves a strategic plan for the University.

## **POLICIES**

Overarching University policies that form part of the governance framework are as follows:

- The Quality Policy, with associated Quality Objectives;
- The Academic Business Policy, with sub-policies in the areas of Research Practice, Students and Plagiarism;
- The Risk Management Policy;
- The Internal Control Policy, with sub-policies in the areas of Security, Fraud Control and Finance and Asset Management;
- The Corporate Social Responsibility Policy, with sub-policies in the areas of Environment, Indigenous Peoples, Health and Safety and Occupational Health and Safety;
- The Commercial Business Policy;
- The Equal Opportunity Policy;
- The Human Resources Policy;
- The Privacy Policy; and
- The Information Technology Acceptable Use Policy.

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Vice-Chancellor

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Date