

ROLE AND RESPONSIBILITIES OF THE CHANCELLOR

The position of Chancellor is established by the *Deakin University Act 2009 (Vic)* and heads the governance of the University. The Chancellor chairs the University's governing body, the Council, and plays a key role representing the University in the community and presiding at official functions. The Chancellor sets the tone for the culture of the University and personifies the highest standards of professionalism, integrity and ethical behaviour.

Leadership of the University Council

As the Chair of the Council, the Chancellor is central to the direction and superintendence of the University. The Chancellor ensures that the Council:

- fulfils its responsibilities under the *Deakin University Act 2009 (Vic)* and *Tertiary Education Quality and Standards Agency 2011 (Cth)*
- operates in an efficient manner and makes excellent use of members' time
- receives expert information and advice on its governance role
- regularly reviews and improves its effectiveness.

The Chancellor also ensures that appointments to Council and Council committees provide the University with the necessary diversity of experience and expertise to meet preeminent governance standards.

In certain circumstances the Chancellor may be called on to deal with urgent matters on behalf of the Council.

Council Committees

In addition to the Council, the Chancellor chairs four committees with important responsibilities in upholding the University's governance standards:

- the Chancellor's Advisory Committee, which advises the Council on appointments and corporate governance responsibilities
- the Honorary Degrees Committee, which advises the Vice-Chancellor on nominations for individuals for their eminent service to learning, the University or public life
- the Remuneration Committee, which advises the Council on remuneration of senior University staff and overall remuneration strategy
- the Remuneration Subcommittee, which is responsible for determining the conditions of employment and remuneration of the Vice-Chancellor.

Presiding at ceremonies and events and representing the University

The prominent representative role of the Chancellor includes:

- presiding at University graduation ceremonies and conferring academic awards of the University
- hosting guests of honour at University functions, including recipients of honorary doctorates
- making speeches at University occasions
- communicating with government, especially the Victorian Minister for higher education about appointments to Council, and transmitting the University's Annual Report to the Minister for tabling in parliament.

The Chancellor advocates on behalf of the University to government, industry, community representatives and other universities.

Relationship with the Vice-Chancellor

The Chancellor meets regularly with the Vice-Chancellor to discuss matters of strategic importance to the University and meets regularly with the Vice-Chancellor business before Council.

A good working relationship between the Chancellor and Vice-Chancellor is integral to the effective governance of the University.

The Chancellor leads the Council in its role to appoint and review the performance of the Vice-Chancellor.

Relationship with University management

The Chancellor provides expert advice to Council on maintaining the distinction between governance and management and ensures adherence to this distinction in discussion and decision-making at Council meetings.

The Chancellor may be invited to participate in selection panels for senior University appointments.

Authorities and delegations conferred on the Chancellor

To discharge the responsibilities outlined above the Chancellor holds the following authorities and delegations conferred by University legislation or resolution of Council:

Authority	Source
To confer academic awards of the University.	Standing delegation conferred 19 June 1997 and updated 31 August 2005.
To authorise the affixation of the University Seal.	Statute 8.1 – <i>The Seal of the University</i> .
To make recommendations to the Minister regarding the proposed appointment of Government appointed members of Council.	Chancellor’s Advisory Committee terms of reference approved by the Council 20 February 20013 and updated 8 August 2013.
To determine the conditions of employment and remuneration of the Vice-Chancellor and to evaluate annually the Vice-Chancellor’s performance against those objectives.	Standing delegation conferred 25 November 1999 and incorporated in the terms of reference of the Remuneration Subcommittee approved by Council on 8 August 2013.
To act on Council’s behalf, on the advice of Chancellor’s Advisory Committee, on urgent matters that cannot wait until the next meeting of Council.	Regulation 3.1— <i>The Chancellor and Deputy Chancellors</i> .

Approved by Council 29 October 2014