

## ROLE AND RESPONSIBILITIES OF THE CHANCELLOR

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In addition to those responsibilities applicable to all members of Council, set out in the document entitled *Council Members' Duties and Responsibilities*, the following additional responsibilities are applicable to the Chancellor of Deakin University:

- 1 To provide leadership to enhance the effectiveness of Council

The Chancellor is responsible for ensuring that Council carries out its responsibilities effectively. This involves ensuring that:

- the responsibilities of members and the functions of Council are well understood and that the boundaries between Council and management are clearly understood and observed;
- Council works as a cohesive team;
- the resources available to Council (including timely and relevant information) are adequate to support its work; and
- a process remains in place so that the effectiveness of Council and its committees is reviewed on a regular basis and that timely action is taken in response to review findings.

- 2 To provide leadership to ensure that Council is effectively managed.

In particular, the Chancellor is responsible for ensuring that procedures enable Council to conduct its work effectively and efficiently, including those for the appointment and induction of new members, committee structure and composition, agenda format and setting, scheduling and management of meetings.

- 3 To provide advice and support and to act as a mentor to the Vice-Chancellor; and to liaise between Council and University management.

- 4 To advise Council in respect of potential members and to approach candidates to explore their interest in joining Council.

- 5 To lead a review of the Vice-Chancellor's performance annually against the University's achievement of its strategic objectives and to report to Council in respect of that review.

- 6 To chair meetings of Council and Chancellor's Advisory Committee and such other committees as may be determined from time to time.

- 7 To confer academic awards of the University.

- 8 To make determinations in respect of matters that cannot wait until the next meeting of Council (on the advice of Chancellor's Advisory Committee) and to advise Council of such determinations.

- 9 To represent Council at various University functions as may be held from time to time.

- 10 To represent the University in the community at large.