STATUTES

29 May 2009
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BACKGROUND

The University of Notre Dame Australia was established as a statutory body corporate by The University of Notre Dame Australia Act which was enacted by the Parliament of Western Australia on the twenty-first day of December 1989 and proclaimed on the twenty-sixth day of January 1990.

The University of Notre Dame Australia was established under canon law as a public collegial juridical person by a proclamation of the Administrator of the Archdiocese of Perth dated the second day of July 1991.

The Objects of the University set out in section 5 of its Act of Parliament are:

(a) the provision of university education, within a context of Catholic faith and values; and
(b) the provision of an excellent standard of—
   (i) teaching, scholarship and research;
   (ii) training for the professions; and
   (iii) pastoral care for its students.

DIVISION 1 – PREAMBLE

1 Reference

1.1 These statutes are to be referred to as “The Statutes of The University of Notre Dame Australia”.

2 Authority

2.1 These statutes are made under the authority of Section 20 of The University of Notre Dame Australia Act 1989 and all other enabling powers.

2.2 Any reference in these statutes to “the Act” is a reference to The University of Notre Dame Australia Act 1989.

3 Commencement of Statutes

3.1 These statutes have effect from 11 July 2008.
4 Revocation of previous statutes

4.1 All statutes of the University made prior to the commencement of these statutes are revoked.

4.2 The validity of transactions, appointments and instruments made under statutes revoked by these statutes is not affected by that revocation.

DIVISION 2 – TRUSTEES

5 The Trustees

5.1 Subject to the Act, the Canonical Proclamation and Statutes, the Trustees are responsible for:

i) protecting and preserving the Catholic objects and nature of the University;

ii) electing a Chancellor and Deputy Chancellor of the University from among their number;

iii) appointing the Trustees of the University;

iv) nominating to the Board of Directors a person to be appointed as Vice Chancellor and determining the terms and conditions of the appointment;

v) appointing members of the Board of Directors;

vi) appointing members of the Board of Governors;

vii) approving the sale or disposal of major assets of the University;

viii) making rules relevant to the University; and

ix) commissioning external audits to measure the extent of fidelity to the University to its mission as a Catholic university, consistent with the principles of *Ex Corde Ecclesiae*, or a successor Apostolic Constitution, the first audit to be completed no later than 1 January 2013 and thereafter at least every ten years.

5.2 The Trustees will obtain the consent of each of the Bishops of Perth, Broome and Sydney concerning the membership of the audit team and the terms of reference proposed by the Trustees for the audit of the campus in their respective dioceses. The Bishops will be provided with a copy of the audit report and their comments on the report will be sought by the Trustees.

5.3 Any decisions relating to the matters raised in the report on the outcomes of such audits are matters entirely for the Trustees.
5.4 Any changes or amendments to Statute 5 or to any other Statute that deals with the powers or responsibilities vested in the Trustees by the Act or the Statutes shall not take effect unless it is approved by a resolution of the Trustees.’
DIVISION 3 – BOARD OF DIRECTORS AND BOARD OF GOVERNORS

6 The Board of Directors

6.1 The Board of Directors is the governing body of the University, and, except where the Act otherwise provides and subject to the role of the Trustees as specified in Statute 5, exercises all the powers of the University and has entire control and management of the affairs and concerns of the University.

6.2 The Board of Directors consists of not more than 14 persons consisting of:

   i) the Chancellor (ex officio);
   ii) the Vice Chancellor (ex officio); and
   iii) up to 12 other members who are
        (a) members of the Board of Governors; and
        (b) appointed by the Trustees to be members of the Board of Directors on the nomination of a committee comprising the Chancellor, the Deputy Chancellor and the Vice Chancellor.

7 Functions and Duties of the Board of Directors

7.1 Without limiting Statute 6, the Board of Directors:

   i) preserve and foster the essential character of the University as a Catholic university;
   ii) appoint the Vice-Chancellor of the University upon the nomination of the Trustees, and monitors the performance of the Vice-Chancellor as the chief executive officer of the University;
   iii) approve the mission and strategic planning of the University;
   iv) approve the annual budget and business plan of the University;
   v) oversee and reviews the management and performance of the University;
   vi) approve and modify the operation of statutes, by-laws and regulations of the University and establishes policy and procedural principles which are consistent with legal requirements and community expectations;
   vii) approve and monitor systems of control and accountability, including controlled entities (if any);
viii) oversee and monitor the assessment and management of risk across the academic activities of the University, including commercial undertakings;
ix) approve significant commercial activities of the University; and.
x) delegate its powers in accordance with the Act.

7.2 In exercising their powers and performing their functions, the Board of Directors, collectively and individually shall comply with those duties and responsibilities placed on to them under Section15C of the Act and any other duties which may be imposed on them under any other law.

8 Delegation by Board of Directors

8.1 The Board of Directors may delegate their powers or duties to any committee or officer of the University in accordance with Section16 of the Act.

9 Meetings of the Board of Directors

9.1 Meetings of the Board of Directors are conducted in accordance with Standing Orders approved and amended by a resolution carried by no less than two-thirds of the members of the Board of Directors.

9.2 The University Secretary acts as Secretary at meetings of the Board of Directors.

10 Board of Governors

10.1 There is to be a Board of Governors of the University consisting of
   i) the Trustees; and
   ii) at least 18 other persons as may from time to time be appointed by the Trustees.

10.2 The function of the Board of Governors is to provide advice and support to the Board of Directors.
DIVISION 4 – STATUTES, BY-LAWS AND REGULATIONS

11 Statutes

11.1 The Board of Directors makes statutes by a resolution carried by no less than two-thirds of the members of the Board of Directors.

11.2 Statutes made by the Board of Directors must be:
   i) entered in a register of instruments maintained by the University Secretary; and
   ii) published on the University’s website.

11.3 Statutes made by the Board of Directors apply to and are binding on all officers, employees and students of the University.

12 By-laws and regulations

12.1 The Board of Directors may make by-laws or regulations by a resolution carried by a majority of its members.

12.2 By-laws or regulations made by the Board of Directors must be:
   i) entered in a register of instruments maintained by the University Secretary, and
   ii) published on the University’s website.

12.3 A by-law or regulation that conflicts with a statute of the University is of no effect.

12.4 Where a regulation applies to the whole University it is referred to as a General Regulation.

12.5 By-laws and regulations made by the Board apply to and are binding on all officers, employees and students of the University.

13 Certain matters to be dealt with by statute

13.1 Any provision that:
   i) concerns the office, duties or powers of the Vice Chancellor;
   ii) concerns the office, duties or powers of any of the principal officers of the University set out in these statutes;
   iii) concerns the custody or use of the common seal of the University; or
iv) concerns the governance structure of the University.

must be made by statute and not by regulation or by-law.

14 Delegated power to make by-laws and regulations

14.1 The Board of Directors may disallow any by-law or regulation made under delegated or sub delegated authority by a resolution carried by a majority of its members.

14.2 Subject to Section 16 of the Act and to these Statutes the Board of Directors hereby delegates the power to make by-laws and regulations to the Vice-Chancellor.
DIVISION 5 - PRINCIPAL OFFICERS OF THE UNIVERSITY

15 Principal officers

15.1 The principal officers of the University are

i) the Vice Chancellor;
ii) The Deputy Vice Chancellors;
iii) the Provost;
iv) the Associate Provost (if appointed);
v) the University Secretary
vi) the Chief Finance Officer, and

such other officers (including, but not limited to pro vice chancellors) as are appointed principal officers of the University in accordance with the terms of these Statutes.

16 Office of Vice Chancellor

16.1 The Vice Chancellor is chief executive officer of the University.

17 Appointment of Vice-Chancellor

17.1 The Vice-Chancellor is appointed by the Board of Directors upon the nomination of the Trustees and holds office at the pleasure of the Trustees upon such terms and conditions as the Trustees from time to time determine.

18 Removal of the Vice Chancellor from Office

18.1 The Vice-Chancellor may be removed from office for good cause and on the grounds that such action is required for the welfare of the University. Such removal requires a resolution carried by a two-thirds majority of all Trustees of the University following consultation with the Board of Directors.

19 Powers of the Vice-Chancellor

19.1 The Vice-Chancellor has such powers as are conferred upon him or her by the Act, any rule, by-law, statute or regulation of the University or by any delegation or direction of the Board of Directors.
20 **Duties of Vice Chancellor**

20.1 Subject to the Act and any rules, statutes, by-laws and regulations of the University, the duties of the Vice-Chancellor are to:

i) manage the academic, administrative, financial and other affairs of the University;

v) promote the interests and development of the University;

vi) exercise general supervision over staff and students of the University;

vii) preserve and foster the essential character of the University as a Catholic University;

viii) represent the University before the public;

v) approve, on behalf of the Board of Directors, the awarding of degrees, diplomas and awards to enrolled students who have attained standards approved by Boards of Examiners; and

vi) designate the duties and functions of other officers and agents of the University.

21 **Board of Directors may direct Vice Chancellor**

21.1 Subject to the Act and any rules, statutes, by-laws and regulations of the University, the Board of Directors may by resolution direct the Vice Chancellor in the performance of his or her duties.

22 **Delegation by Vice Chancellor**

22.1 The Vice-Chancellor may delegate in writing, any of his or her powers, duties and responsibilities (except this power of delegation) to another person or committee of the University.

23 **Vice Chancellor is a member of Committees**

23.1 Except where it specifically states otherwise in these Statutes, the Vice-Chancellor is ex officio a member of every Board, Committee, Centre or Council of the University.
24 Absence or disability of Vice-Chancellor

24.1 If for any reason the Vice Chancellor is to be absent or is unable to act for less than one month, the Deputy Vice Chancellor of the Fremantle Campus will act as Vice Chancellor. If the Deputy Vice Chancellor of the Fremantle Campus is unable to act in this role, the Vice Chancellor will appoint another senior member of the staff of the University to act as Vice Chancellor.

24.2 If for any reason the Vice Chancellor is to be absent or is unable to act for more than one month, the Board of Directors shall, on the nomination of the Trustees, appoint a person to act as Vice Chancellor.

25 Deputy Vice Chancellors

25.1 The Deputy Vice Chancellors are the deputies of the Vice Chancellor as chief executive officer and, subject to the overall leadership of the Vice Chancellor, are the senior leaders of the University on their respective campuses.

25.2 In relation to any matters arising which impact on the overall academic policy of the University, the Deputy Vice Chancellors are responsible for advising and working in liaison with the Provost and/or the Associate Provost of the University.

25.3 The duties of the Deputy Vice Chancellors are those duties assigned to them by the Vice Chancellor

26 Provost

26.1 Subject to the Vice Chancellor, the Provost is the senior academic officer of the University.

26.2 Subject to the Vice Chancellor, the duties of the Provost are to:

i) chair the Academic Councils of the University and other academic committees designated by the Vice Chancellor;

ii) provide leadership in the pursuit of the academic objects of the University as specified in the Act

iii) provide leadership in the development of the University as a Catholic institution of higher education

iv) act as a special channel for communication between the academic staff and the administrative officers of the University on matters of interest or concern to the academic staff or any member of the academic staff or the administrative officers, as the case may be; and

v) perform such duties as may be assigned by the Vice-Chancellor.
27 **Associate Provost**

27.1 The Vice Chancellor may, with the confirmation of the Board of Directors, appoint an Associate Provost.

27.2 The duties, powers and responsibilities of the Associate Provost shall be those duties, powers and responsibilities delegated to him or her by the Provost.

27.3 The Provost may delegate his or her powers, duties and responsibilities to the Associate Provost by an instrument approved by the Vice Chancellor.

27.3 Where an Associate Provost is appointed he or she shall report directly to the Vice Chancellor.

28 **Secretary of the University**

28.1 The duties of the Secretary of the University are to:

i) act as secretary to the Trustees of the University;

ii) act as secretary to the Board of Directors;

iii) act as secretary to the Board of Governors;

iv) have custody of and affix as authorised by these statutes the common seal of the University; and

v) discharge such other duties as may be determined by the Board of Directors.

29 **Chief Finance Officer**

29.1 The duties of the Chief Finance Officer are to oversee and manage all aspects of the University’s finances including:

i) supervise and prepare the annual budget for the University to present, through the Vice Chancellor, to the Board of Directors for approval;

ii) oversee and manage the funding arrangements of the University with its financiers;

iii) oversee the preparation of all financial reports, including the annual report of the University, as required under the Act;

iv) liaise with the Deputy Vice Chancellors in relation to the financial management of each Campus;

v) liaise, where appropriate, with government departments and instrumentalities regarding the University’s finances and allocations of public monies;

vi) advise the Vice Chancellor and the Board of Directors on the financial position of the University and actions which should be taken to advance its position; and

vii) undertake such other duties as the Vice Chancellor or the Board of Directors may determine.
30 Designation, Appointment and Removal of further Principal Officers

30.1 The Vice Chancellor may, with the confirmation of the Board of Directors, appoint such other officers as principal officers of the University.

30.2 A principal officer of the University may be removed from office by the Vice Chancellor, with the confirmation of the Board of Directors, on the grounds that such action is required for the welfare of the University.

31 Concurrent holding of office

31.1 Any two or more principal offices of the University may be held at the same time by one person.

DIVISION 6 – CAMPUSES OF THE UNIVERSITY

32 Campuses of the University

32.1 The University may conduct its activities (in whole or in part) at the following campuses;

i) A Campus in Fremantle, Western Australia that is known as the Fremantle Campus;

ii) A Campus in Broome, Western Australia that is known as the Broome Campus; and

iii) A Campus in Sydney, New South Wales that is known as the Sydney Campus.

33 The Role of the Broome Campus

33.1 The special mission of the Broome Campus is to advance Indigenous people and to promote reconciliation between the Indigenous and non-Indigenous peoples of Australia.

33.2 The responsibility for academic courses conducted on the Broome Campus shall be the joint responsibility of the Deputy Vice Chancellor of the Broome Campus and the Deans of the relevant Schools operating on the Fremantle Campus. The Deans of the Schools on the Fremantle Campus must act in conjunction with the Deputy Vice Chancellor of the Broome Campus for all aspects of the academic planning and conduct of those courses on the Broome Campus.

33.3 Academic staff of the Broome Campus are members of the academic staff of the School on the Fremantle Campus with which their courses or units are associated, but the day to day management and coordination of the academic staff of the Broome Campus is the responsibility of the Deputy Vice Chancellor of the Broome Campus.
DIVISION 7 – COMMITTEES

34 Standing Committees of the University

34.1 The Board of Directors may establish such Standing Committees of the University as it thinks fit.

34.2 A Standing Committee of the University is composed of such members of the Board of Directors and such officers of the University and other persons as the Board of Directors and the Vice Chancellor thinks fit.

34.3 A Standing Committee of the University exercises such powers as may be delegated to it by the Board of Directors, but the Board of Directors reserves the right to override such exercise of power by a resolution carried by a majority of its members.

34.4 A Standing Committee of the University reports to the Board of Directors through the Vice Chancellor unless otherwise provided in these Statutes or in the resolution constituting the Standing Committee.

34.5 Subject to any prohibition, limitation or additional requirements contained within these Statutes, a Standing Committee of the University may appoint such sub-committees, determine their terms of reference and delegate such powers, responsibilities and duties to such sub-committees as it deems appropriate.

34.6 Decisions of a Standing Committee and its sub committees are made by a simple majority of the members and in the event of an equality of votes the chairperson may exercise a casting vote.

34.7 The quorum for meetings of a Standing Committee and its sub committees is one half of its members.

35 Academic Councils

35.1 With the exception of the Broome Campus, each Campus shall have its own Academic Council which shall be the primary Academic Committee of the Campus. The Academic Councils are Standing Committees of the University and shall report and be accountable to the Vice Chancellor (or his or her delegate).

35.2 The Academic Councils are chaired by the Provost or Associate Provost. In the absence of the Provost or Associate Provost, the Academic Council shall elect a chairperson from among its members.

35.3 The Academic Council of each Campus shall consist of the Provost or Associate Provost, the Deputy Vice Chancellor, the Deans of each School of that Campus and such other academic officers of the University as may be appointed by the Vice Chancellor.
35.4 Other officers and staff of the University attend meetings of the Academic Councils at the invitation of the Provost or Associate Provost.

35.5 The Academic Councils act as an advisory body to the Vice Chancellor and are responsible for advising on academic related matters, including (but not limited to):

i) the making of general academic policies and procedures of the University, including teaching, learning, professional training and graduation of students;

ii) the making of General, Campus, School, Course and Research Degree Regulations of the University; and

iii) any other matter which the Vice Chancellor refers to the Academic Councils.

35.6 Any advice or recommendation of an Academic Council to the Vice Chancellor with respect to any policy, procedure or regulation is subject to the approval of the Vice Chancellor who, in his or her discretion, may approve or reject in whole or in part, amend, or refer back to Academic Council for further consideration any recommendation or advice received from Academic Council. The Vice Chancellor may also, in his or her discretion, refer any recommendation or advice received from the Academic Councils to the Board of Directors for their consideration.

36 Research Committees

36.1 With the exception of the Broome Campus, each Campus shall have its own Research Committee which shall be a standing Committee of the University and shall be accountable to the Vice Chancellor (or his or her delegate).

36.2 The Research Committees are chaired by the Provost or Associate Provost.

36.3 The Research Committee of each Campus shall consist of the Provost or Associate Provost and up to four research-active members of the University nominated by the Provost and appointed by the Vice Chancellor.

36.4 Other officers and staff of the University attend meetings of the Research Committee at the invitation of the Chair.

36.5 The Research Committees act as advisory bodies to the Vice Chancellor and are responsible for advising on matters, including (but not limited to):

i) Relations with Australian Government research funding agencies;

ii) the number, nature, content and standard of research degrees (Honours, Masters, Professional Doctorates, PhDs);

iii) criteria for admission to research degree candidature;

iv) criteria for supervision of research degrees; and
v) examination procedures for research degrees.

37 Core Curriculum Committees

37.1 Each Campus shall have its own Core Curriculum Committee. The Core Curriculum Committee shall be a Standing Committee of the University and will report and be accountable to the Trustees through the Vice Chancellor.

37.2 The Core Curriculum Committee is to be chaired by the Dean of Philosophy and Theology of the relevant Campus.

37.3 The Core Curriculum Committee shall consist of the Provost or Associate Provost, the Dean of Philosophy and Theology of each Campus and such other persons as are nominated by the Vice Chancellor.

37.4 The Core Curriculum Committees shall be responsible for overseeing the core curriculum of each Campus of the University, and shall:

i) articulate and promote to staff and students the purpose and value of the core curriculum in relation to the University’s Objects;

ii) review the structure of the core curriculum;

iii) oversee the content and quality of the units comprising the core curriculum, including consideration of their consistency with the Catholic nature of the University and student attitudes to them;

iv) recommend to the Trustees the units which, from time to time, form the components of the core curriculum at both undergraduate and postgraduate level;

v) provide advice to the Vice Chancellor on matters concerning mode(s) of delivery and resource requirements of the core curriculum, and

vi) provide an annual report to the Trustees.

38 Ethics Committees

38.1 With the exception of the Broome Campus, each Campus shall have its own Ethics Committee. The Ethics Committee shall be a Standing Committee of the University and shall be accountable to the Vice Chancellor.

38.2 The Ethics Committee is chaired by a qualified person appointed by the Vice Chancellor.

38.3 The Ethics Committee shall consist of the appointed Chair and such other members as the Vice Chancellor may determine and are required by relevant statutory authorities.

38.4 The Ethics Committee is responsible for:
i) developing principles, guidelines, policies and procedures for recommendation to the Vice Chancellor relating to research ethics and research involving the participation of humans and/or the involvement of animals, taking account of statutory and legislative requirements, the *National Statement on Ethical Conduct in Research Involving Humans 1999*, *The Code of Ethical Standards for Catholic Health and Aged Care Services in Australia*, and *The Australian Code of Practice for the care and use of animals for scientific purposes* and the requirements specified by national and regional authorities with responsibility for the definition of ethical standards for research and teaching on matters pertaining to Aboriginal people;

ii) ensuring all research activities at the University which involve animal or human participation are acceptable on ethical grounds; and

iii) developing principles, policies and guidelines for the Colleges, Schools, Centres and Institutes to apply to teaching and undergraduate research activities that involve surveys and related collections of information from human subjects.

38.5 The Ethics Committees may establish such sub committees as they deem necessary to conduct the activities noted in 38.4(ii) and may delegate such powers to the sub committees as it considers appropriate.

### 39 Student Affairs Committees

39.1 Each Campus of the University shall have its own Student Affairs Committee. Each of these Student Affairs Committees shall be Standing Committees of the University and shall report and be accountable to the Deputy Vice Chancellor.

39.2 Each Student Affairs Committee is chaired by the Deputy Vice Chancellor or senior officer nominated by the Deputy Vice Chancellor of its respective Campus.

39.3 Each Student Affairs Committee consists of the Deputy Vice Chancellor (or nominee) and such other staff members and students of the Campus as appointed by the Deputy Vice Chancellor.

39.4 The Student Affairs Committee shall:

i) monitor and appraise all aspects of student life on the Campus;

ii) facilitate relationships and communications between the organs of the University and its students;

iii) liaise between student organisations and the organs of the University; and

iv) recommend measures to enhance the quality of student life in a manner consistent with the ethos of a Catholic university.
40 Finance and Audit Committee

40.1 The Finance and Audit Committee shall be a Standing Committee of the University which shall report directly to the Board of Directors.

40.2 The Committee is chaired by a member of the Board of Directors appointed by resolution of the Board. The Committee shall consist of at least six members and may include persons who are not directors, but there must be at least:

(a) three members who are independent members of the Board; and

(b) one member who has accounting and finance expertise

40.3 The Chancellor, the Vice Chancellor and University employees shall not be members of the Committee.

40.4 The Committee shall carry out the functions specified in a Charter approved by the Board of Directors and reviewed by the Board from time to time.

41 Executive Council

41.1 The Executive Council shall be a Standing Committee of the University which shall be responsible (through the Vice Chancellor) to the Board of Directors.

41.2 The Executive Council is chaired by the Vice Chancellor. Executive Council shall comprise the Principal Officers of the University.

41.3 The Executive Council is responsible for monitoring and overseeing academic and administrative policies and practices on each Campus of the University; for ensuring that there is an appropriate level of integration and information sharing between campuses; and for advising the Vice Chancellor and the Board on the Strategic Plan of the University.

42 Other Committees

42.1 The Board of Directors establishes other committees for such purposes, with such membership and on such terms as it sees fit.

DIVISION 8- COLLEGES AND SCHOOLS

43 The Colleges of the University

43.1 A College of the University is established by statute of the Board of Directors and is a confederation of Schools across the Broome, Fremantle, and Sydney campuses of the University.
43.2 A College of the University will not teach, undertake research nor professional training. The primary role of a College is to bring together related Schools and staff from across the University campuses, and present a collective point of view for the discipline area(s) covered by the College.

43.3 The Colleges of the University are the:

i) College of Arts and Sciences;
ii) College of Business;
iii) College of Education;
iv) College of Health Sciences;
v) College of Law;
vi) College of Medicine;
vii) College of Nursing; and
viii) College of Philosophy and Theology.

44 Executive Deans

44.1 Each College of the University will be headed by an Executive Dean.

44.2 The Executive Dean reports to the Vice Chancellor or his or her delegate and is responsible for the following:

i) being the public face of his/her College;
ii) bringing together the Deans of the Schools within the College for the purpose of discussing matters of common interest and ensuring continued adherence to the Objects of the University;
iii) representing (in conjunction with the Deans) the interests of the College in relations with the Commonwealth Government and national accrediting and funding bodies;
iv) facilitating the transfer of staff and students between the campuses of the University; and
v) ensuring that, so far as is possible and allowing for local requirements and circumstances, common programs, courses and academic standards apply between Schools within a College.

45 The Schools of the University

45.1 A School of the University is a centre for teaching, scholarship, research, curriculum development, course planning, professional and research training and pastoral care of students as established by statute of the Board of Directors.
45.2 It is the responsibility of each School of the University to administer all approved degrees, certificates and diplomas of that School.

45.3 The Schools of the University are the:

- School of Arts and Sciences (Fremantle and Broome)
- School of Arts and Sciences (Sydney)
- School of Business (Fremantle and Broome)
- School of Business (Sydney)
- School of Education (Fremantle and Broome)
- School of Education (Sydney)
- School of Health Sciences (Fremantle and Broome)
- School of Health Sciences (Sydney)
- School of Law (Fremantle and Broome)
- School of Law (Sydney)
- School of Medicine (Fremantle and Broome)
- School of Medicine (Sydney and Melbourne)
- School of Nursing (Fremantle and Broome)
- School of Nursing (Sydney)
- School of Philosophy and Theology (Fremantle and Broome)
- School of Philosophy and Theology (Sydney).

46 Deans

46.1 Each School of the University will be headed by a Dean, who is the senior academic and executive officer of that School.

46.2 All Deans of Schools shall report to the Deputy Vice Chancellor of the relevant Campus.

46.3 The Dean of a school is responsible for the following:

i) ensuring that the School supports and fulfils the Objects of the University;

ii) providing academic leadership to all members of his or her School; and

iii) all matters of management of his or her School; including (but not limited to) the administration, development and well-being of the staff, students, courses and activities of that School.
47 Appointment of Executive Deans and Deans

47.1 Each Executive Dean of a College and Dean of a School is appointed by the Vice Chancellor, with the confirmation of the Board of Directors, and in the case of an Executive Dean of the College of Philosophy and Theology or Dean of a School of Philosophy and Theology, after consultation with the Trustees.

48 Re-appointment of Executive Deans and Deans

48.1 An Executive Dean or Dean may, at the conclusion of the original appointment, be reappointed by the Vice Chancellor, with the confirmation of the Board of Directors, and in the case of an Executive Dean of the College of Philosophy and Theology or Dean of a School of Philosophy and Theology, after consultation with the Trustees.

49 Removal of Executive Deans and Deans

49.1 An Executive Dean or Dean of the University may be removed from office by the Vice Chancellor, with the confirmation of the Board of Directors, on the grounds that such action is required for the welfare of the University. In such instances, and unless there are grounds for termination of employment, the Executive Dean or Dean will retain their substantive academic position within the University.

50 Associate Deans

50.1 Where the Board of Directors has established a School, the Vice-Chancellor may appoint an academic officer of the University as Associate Dean, on such terms as the Vice Chancellor may determine.

50.2 The appointment of the Associate Dean may be renewed by the Vice Chancellor upon the recommendation of the Dean of the College on such terms as the Vice Chancellor may determine.

50.3 The Associate Dean may be removed from office by the Vice Chancellor on the grounds that in his or her opinion, such action is required for the welfare of the University, including the need to rationalise or redistribute functions and responsibilities.

51 School Committees

51.1 Each School shall have a School Committee.
51.2 The School Committee shall consist of the Dean of the School and all full-time and fractional full-time members of the academic staff of the School.

51.3 The Dean is chair of the School Committee.

51.4 The Dean must ensure that the School Committee:

   i) meets regularly; and
   
   ii) is consulted on all major issues of academic policy affecting the School.

51.5 There shall be such academic committees on the Broome Campus as the Deputy Vice Chancellor of the Broome Campus considers appropriate to fully represent the views of the different categories of academic staff on the campus.

52 Boards of Examiners

52.1 There shall be a Board of Examiners for each School and a Board of Examiners for the Broome Campus.

52.2 The Board of Examiners for each School and the Broome Campus shall meet at the conclusion of each academic semester and, where necessary, at the conclusion of winter and summer terms.

52.3 The Provost or Associate Provost may delegate their responsibility to chair the Board of Examiners to the Dean of each School.

52.4 The Provost or Associate Provost or their delegate under 52.3 may call an extraordinary Board of Examiners meeting for any School where he or she deems that such a meeting is required.

52.5 The Boards of Examiners for each School shall be the academic staff of the School and other academic staff who have delivered units to students of that School in the preceding semester or term. The quorum is not less than 50% of the academic staff of the School.

52.6 The Board of Examiners for the Broome Campus shall be the Deputy Vice Chancellor of the Broome Campus and all of the academic staff of the University, be they based on the Broome Campus or not, who have delivered units to higher education students on the Broome Campus in the preceding semester or term. The quorum is not less than 50% of the academic staff required to attend.

52.7 The Registrar or delegate shall be Secretary to each Boards of Examiners.

52.8 The Boards of Examiners shall:

   i) review the marks and grades submitted to it by the Dean of the School and confirm the final mark and grade to be awarded;
   
   ii) assign students’ academic standing;
iii) withhold the results of a student in whole or part pending the outcome of any disciplinary proceedings or for failure to pay any fees or other monies owing to the University;

iv) recommend to the Vice Chancellor the awarding of degrees, diplomas and awards; and

v) recommend to the Vice Chancellor the awarding of prizes and other forms of recognition for exemplary academic performance.

53 Advisory Boards of Schools

53.1 Deans may establish School Advisory Boards to advise the Dean and academic staff of a school on educational, professional, community and other issues relevant to the School.

53.2 The Vice Chancellor shall appoint the members of a School Advisory Board on the advice of the Dean of the School to which the Advisory Board is being appointed.

53.3 There shall be a Broome Campus Advisory Council consisting of such persons as are appointed by the Vice Chancellor. In making such appointments, the Vice Chancellor shall seek the advice of the Deputy Vice Chancellor of the Broome Campus.

54 General, Campus, School, Course and Research Degree regulations

54.1 The Vice Chancellor may make Regulations with respect to the entire University or a campus, school, course or research degrees of the University. These Regulations shall be known as General, Campus, School, Course or Research Degree Regulations.

54.2 Academic Councils on both campuses must advise the Vice Chancellor at least once per calendar year on the suitability and accuracy of the regulations which relate to their campuses, schools, courses or research degrees.

54.2 Academic Councils on both campuses must advise the Vice Chancellor at least once per calendar year on the suitability and accuracy of the General Regulations of the University.

54.4 Any regulation made under Statute 54.1 that is inconsistent with a:

i) rule made by the Trustees;
ii) statute of the University;
iii) by-law of the University;
iv) regulation made by the Board of Directors;
v) regulation made by the Vice-Chancellor acting under delegated authority of the Board of Directors;
has no effect.

54.5 In the event of inconsistencies between different sets of regulations (excluding Research Degree regulations), the order of priority of enforceability are as follows:

i) General Regulations;
ii) Campus Regulations; followed by
iii) Course Regulations.

54.6 To the extent that they are not inconsistent with the Research Degree Regulations, the General Regulations and Campus Regulations apply to students enrolled in research degrees at the University.

DIVISION 9 – CORE CURRICULUM

55 Core Curriculum

55.1 All students of the University must complete the Core Curriculum of the University as part of their course, unless exemption is given by the Vice Chancellor.

56 Core Curriculum for Undergraduate Students

56.1 The Core Curriculum of the University for students enrolled in undergraduate courses will comprise such units offered by the University embracing the disciplines of:

i) Theology; and/or
ii) Ethics; and/or
iii) Philosophy

as are from time to time required by the Trustees, on the advice of the Core Curriculum Committees.

57 Core Curriculum for Postgraduate Students

57.1 The Core Curriculum of the University for students enrolled in postgraduate diplomas and degrees will comprise such units offered by the University embracing the disciplines of:

i) Theology; and /or
ii) Ethics

as are from time to time required by the Trustees, on the advice of the Core Curriculum Committees.
58 Changes to Core Curriculum

58.1 Any changes or amendments to the Core Curriculum shall only take effect if approved by a resolution carried by a two-thirds majority of the Trustees.

DIVISION 10 – SEAL OF THE UNIVERSITY

59 Common Seal of the University

59.1 The Secretary of the University has custody of the Common Seal of the University.

60 Use of the Common Seal

60.1 The Common Seal of the University shall be affixed to:

i) Testamurs of degrees, diplomas or other qualifications granted by the University;

ii) documents or classes of document which the Board of Directors has authorised to be sealed with the Common Seal; or

iii) a document that the Board of Directors has specially authorised to be sealed with the Common Seal.

60.2 Where the Chancellor or the Vice Chancellor believes that a document requires sealing under the Common Seal and:

i) the matter to which the document relates is purely formal; or

ii) that matter to which the document relates is one of special urgency

the Chancellor or the Vice-Chancellor may authorise the use of the Common Seal on that document.

60.3 Where the Common Seal is affixed to a document under this Statute the circumstances of its use must be reported to the Board of Directors at the first opportunity.