

# Academic Board Charter

## Introduction

The UTS Academic Board is constituted as prescribed by the [UTS Act](#).

This Charter outlines the roles, responsibilities and composition of the Academic Board of the University of Technology Sydney and the manner in which it discharges its responsibilities for UTS. Academic Board is a Committee of the UTS Council.

Academic Board's advisory, approval and reporting obligations are prescribed in the [UTS Rules](#) and summarised below.

## Purpose

Academic Board constitutes the primary forum in the University for the discussion and resolution of academic matters. Academic Board and the Vice-Chancellor are the principal sources of advice to Council on all academic matters.

Academic Board shall assist Council in discharging its responsibility to exercise due care and skill in relation to UTS' academic related risks, and in particular, the designated risks contained within the UTS Council Committees Risk Oversight Responsibilities Framework.

Subject to the By-law, the Rules and the resolutions of Council, Academic Board has a responsibility to establish and maintain academic leadership by sustainably and effectively overseeing, assessing, monitoring, reviewing and improving the quality and outcome of the academic work of the University (including teaching, learning, scholarship, research training and research).

## Responsibilities

Without limiting the effect of the above purpose (Rule G3-11), Academic Board to:

### Advisory and reporting functions

- (a) report to, or advise Council or the Vice-Chancellor on, any aspect of:
  - (i) the goals, strategies, objectives, outcomes, principles, directions, priorities, policies, practices, profile and risk management for academic matters of the University;
  - (ii) the quality, standards and benchmarks appropriate to all aspects of the academic work of the University (including teaching, learning, scholarship, research training and research), which are underpinned by the [Academic Standards Framework \(PDF\)](#) approved by Academic Board;
- (b) confirm to Council that delegations of academic authority are implemented, based upon the University Secretary's review of the delegations;

### **Approval and monitoring functions**

- (c) approve those students who are considered eligible to graduate, having satisfactorily completed approved course requirements;
- (d) determine the accreditation of proposed or existing award courses on their academic merit, and the removal of the accreditation of award courses;
- (e) develop, monitor and review academic policies and their effectiveness;
- (f) determine the standards and benchmarks for governing all aspects of academic administration, including, but not limited to, the admission of students and the examination and assessment of students' work;
- (g) determine the structures and functions of Faculty Boards, and any subsequent amendments to these, noting that a Faculty Board's authority to act on specific matters will continue to require Council's delegated authority;
- (h) undertake initiatives to oversee academic and research integrity and its breaches thereof, including identification, management, mitigation and monitoring of its potential risks;

### **Collaboration and communication functions**

- (i) undertake initiatives to critically evaluate and institute measures to promote the communication of, and innovation in, academic matters and the coordination of academic work and activities across the whole University; and
- (j) work in conjunction with the Vice-Chancellor, senior UTS staff and University committees on any matters related to Academic Board and its functions, powers and responsibilities, to ensure that the academic goals of the University are achieved.

## **Responsibilities of Academic Board members**

Academic Board promotes academic leadership at UTS. In order to carry out its work, all board members are required to demonstrate academic leadership.

Academic leadership in this context is manifested through careful preparation for meetings, enabling thoughtful and considered engagement in discussion and debate. The leadership shown through this discussion and debate provides assurance to the Council that the board is contributing to the achievement of UTS's strategic direction.

Members of the board have accountability to the university's academic community, with responsibility to communicate the board's work. As academic leaders, board members are asked to use their judgement to consider matters brought to the board and to reflect on how their individual contributions influence the collective decision-making of the board.

## Meetings of Academic Board

Academic Board must follow the [Standing Orders for Academic Board](#) in the conduct of Meetings.

## Committees of Academic Board

Academic Board may, as it deems appropriate:

- a. establish committees to assist the work of Academic Board, and
- b. confer or impose upon a committee such powers and duties as it may determine.

## Faculty Boards

Faculty Boards advise the Academic Board, the dean and other faculty senior staff on their respective academic activities. The composition of faculty boards is approved by Academic Board and may vary across faculties. Boards must have a diverse membership including undergraduate and postgraduate students, and academic and professional staff. Each faculty and its faculty board have a number of sub-committees to support its functions.

Duties and powers (i.e. terms of reference) and composition for faculty boards are outlined in the [Standing Orders for Faculty Boards](#), which are approved by Academic Board.

## Performance

The Board will review its performance annually against the Charter.

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## Composition

Positions on the Board are in accordance with the [UTS Rules](#), and highlighted below:

Position	Member
Chair	As per General Rules G3 Division 2
Deputy Chair	As per General Rules G3 Division 2
Ex-officio members	The ex officio members of Academic Board are to be the person or persons holding the positions of Vice-Chancellor and the following: <ol style="list-style-type: none"><li>a. Provost</li><li>b. Deputy Vice-Chancellor (Education and Students)</li><li>c. Deputy Vice-Chancellor (Innovation and Enterprise)</li><li>d. Deputy Vice-Chancellor (International)</li><li>e. Deputy Vice-Chancellor (Research)</li><li>f. Pro Vice-Chancellor (Education)</li></ol>

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- g. Pro Vice-Chancellor (Indigenous Leadership and Engagement)
  - h. Deans
  - i. University Librarian
  - j. President of the UTS Students' Association
  - k. Director, Institute for Interactive Media and Learning
  - l. Director, Institute for Sustainable Futures
  - m. Executive Director, Lifetime Learner Experience
  - n. Chair, Courses Accreditation Committee
  - o. Deputy Chair, Courses Accreditation Committee
  - p. Deputy Chair, Research Committee; and
  - q. Deputy Chair, Teaching and Learning Committee
- in addition to the holder or holders of any other position determined by Council.
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- Elected members
- a. one member elected by and from the academic staff of each faculty
  - b. eight members elected by and from the Professoriate and Associate Professoriate (levels D and E), with no more than two from any one faculty or unit
  - c. four members elected by and from the academic staff (levels A, B, C), with no more than two from any one faculty or unit
  - d. two members elected by and from the deputy deans or associate deans, or heads of schools (or equivalent)
  - e. one student elected by and from students from each faculty, and an alternate (see Rule G3-1(4))
  - f. one postgraduate research student elected by and from the postgraduate research students of the University, and an alternate (see Rule G3-1(4)), and
  - g. one Indigenous undergraduate or postgraduate student, elected by and from the UTS Indigenous student body.
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## Quorum

The quorum at any meeting of Academic Board, shall be in accordance with the [Academic Board Standing Orders](#).