

# Role of the Deputy Chair of Academic Board

The Deputy Chair of Academic Board:

- meets regularly with the Chair (and chairs of committees) and attends pre-meeting briefing sessions of the board
- assists the Chair by
  - ensuring effective management and good governance of the board
  - promoting the board and its primary function and objectives
  - planning the annual calendar of board business and, in particular, the alignment of the board's forward plan with UTS 2027, and
  - preparing the annual statement to Council on the board's broad assessment of the governance of the university's academic activities including academic strategy, academic quality (covering academic governance including policy and standards) and academic risk
- engages with Academic Board committees by
  - ensuring that their forward plans support the priorities and objectives of Academic Board
  - monitoring and guiding their performance in carrying out their tasks in accordance with their terms of reference
- promotes academic standards and governance as an ex officio member of the Executive Committee and Academic Board
- undertakes special projects that assist in the effective functioning of the board and its committees
- demonstrates academic leadership as described for all Academic Board members
- demonstrates integrity and works within the UTS Code of Conduct
- acts as Chair of Academic Board when the Chair is absent or the position of Chair is vacant ([Standing Orders for Academic Board, section 3](#)), the Deputy Chair will:
  - officiate at meetings of the board
  - take executive action when required, and
  - perform all duties normally undertaken by the Chair.

## **Eligibility to stand for re-election as Deputy Chair**

The Deputy Chair will not be eligible to stand for re-election if it would result in the term limit of six consecutive years being exceeded.