

# REMUNERATION COMMITTEE

## Terms of Reference:

The Committee shall consider, review and report to Council on:

- the establishment and conduct of the performance management system for <sup>1</sup>senior officers of the University;
- remuneration policy and strategies for senior officers of the University;
- approval of salary packages for senior officers of the University; and
- the framework for Workplace Agreements.

**Reports/Makes Recommendations to:** University Council

**Chaired by:** Chancellor

**Membership:** Vice-Chancellor *ex-officio*  
Chancellor *ex-officio*  
Chair of Finance Committee  
Two Lay<sup>2</sup> members elected by and from the Council

### Co-option

The Committee has the power to co-opt up to two members.

### In attendance:

Secretary to Council or nominee

**Gender Representation:** The objective will be to ensure that the membership of all committee of Council (of 5 or more people) should include at least two women and two men. Where a committee has fewer than 5 people there will be at least one woman and one man. Where it is necessary for the Chair to co-opt (a) member(s) to meet this objective, the member(s) so co-opted will be from Council.

**Quorum:** A quorum shall consist of a simple majority of members of the Committee.

**Term of Office:** Elected members will hold office for a two-year period. In the event that an elected member vacates office prior to the conclusion of their term, then an election will be conducted by the Council for a replacement to serve the remainder of the term.

**Meetings:** The Committee will meet as required. In the event that a formal meeting of the Committee cannot be convened, as a consequence of unavailability of members and/or urgency of a matter for resolution, then, where appropriate and with approval of the Chair of the Committee, resolution will be sought by “flying minute”.

**Support:** The Office of the Secretariat will provide support.

---

<sup>1</sup> “Senior officers of the University” refers to members of the Senior Executive and Directors.

<sup>2</sup> Lay shall be interpreted as not an employee or a student of the University of New England

Reviewed by Council on 5 June 2006

Amended by Council on 13 August 2007, 11 April 2008