

## THE IAN POTTER MUSEUM OF ART

### GOVERNANCE - THE BOARD

#### 1 Responsibilities

##### **1.1 Matters reserved for determination by the Board**

- Setting the strategic direction of the Museum including policies and financial goals
- Within the policies of the University, the Board may from time to time set policies pursuant to which the Museum is managed and guidelines for the operation of the Museum. The Board is responsible for approving, reviewing and monitoring adherence to Museum policies. Museum policies currently include -
  - Acquisition Policy
  - Art Collection Policy
  - Deaccessioning and Disposal Policy
  - Exhibition Policy
  - Conflict of Interest
- The Board is responsible for setting and reviewing the Terms of Reference for Board Committees. The Board is responsible for the membership and composition of Board Committees. The Board Committees are advisory in nature and provide recommendations to the Board for decision.

##### **1.2 Matters recommended by the Board to Council or one of its committees**

- the appointment of the Director
- the budget
- the membership of the Board
- changes to organisation arrangements and structure

##### **1.3 Matters for particular oversight or advice**

- monitoring and controlling the operation of the Museum
- fulfil trust obligations as required by the University relating to the collection of art and other cultural endowments, including but not limited to the Miegunyah Bequest, the C D Lloyd Bequest, the Ursula Hoff Bequest and the Macgeorge Bequest.

##### **1.4 Frequency of meetings**

Six times per year.

#### 2 Membership Structure

##### **2.1 Council appointee(s)**

- One person (as Chair)

**2.2 Vice-Chancellor or nominee**

**2.3 External persons with relevant expertise, and how appointed**

- Four members appointed by Council on the advice of the Vice-Chancellor

**2.4 Executive Officer**

Director, Ian Potter Museum of Art

**2.5 Other University officers**

- A Deputy Vice-Chancellor or nominee, nominated by the Vice-Chancellor (unless already a member)
- Senior Vice-Principal or nominee
- Herald Professor of Fine Arts or nominee
- A senior academic;

**2.6 Other interested parties (including representatives of student groups)**

- Up to four co-opted members appointed by the Board with the approval of the Vice-Chancellor

**3 Members' Terms of Appointment**

- External members of the Board (those who are not University staff) are appointed for 3 year terms
- External Board members may be appointed for a maximum of 3 terms.
- The performance of each Board member up for re-appointment will be reviewed by the Chair on behalf of the Board prior to making a recommendation.

**4 Method of Appointment of Chair**

The Chair of the Board is appointed by the University Council on the recommendation of the Vice-Chancellor.

**MANAGEMENT – THE EXECUTIVE OFFICER**

**1 Title**

Director, The Ian Potter Museum of Art.

**2 Manner of Appointment**

The Director is appointed by the University Council on the recommendation of the Vice-Chancellor.

**3 Scope of Responsibilities**

Subject to the direction of the Board, the Director manages and is responsible for the affairs of the museum.

**4 Any special powers, duties, reporting relationships**

The Director reports to the Chair (on behalf of the Board of The Ian Potter Museum of Art), and also to the Deputy Vice-Chancellor (University Affairs) (as the delegate of the Vice-Chancellor).

**REPORTING OBLIGATIONS**

The Board reports to the University Council through the Vice-Chancellor.