

The University Council has in place protocols which describe the basis on which Council, Council committees and members of Council are expected to interact with the executives of the University. The relevant Standing Resolution of Council containing the protocols (Section 2 of Chapter 1.3) is attached as **Attachment 2**.

The principles underpinning the attached protocols form the basis of the following set of management protocols designed to guide the interaction between Council and University executives or employees.

University executives and employees should exercise appropriate judgement in applying the protocols.

1. The University Secretary is responsible for managing the interface between governance and management.
2. All communications between Council members and University executives or employees (with the exception of the Vice-Chancellor) should be through the University Secretary.
3. Executives or employees should not approach Council members directly, except in the following circumstances:
 - a) Where the communication is with the consent of the Vice-Chancellor;
 - b) In the context of the formal business of Council or Council committee meetings, or the business of boards of controlled/associated entities which include Council members; and
 - c) Where members of Council approach executives or employees for information or advice, in which case the University Secretary should be informed or copied into the correspondence.
4. All correspondence addressed to the Chancellor should be directed to Chancellor@unimelb.edu.au. Diary queries for the Chancellor may be sent to Ms Gillean Baskaran (Gillean.baskaran@unimelb.edu.au). All other queries should be forwarded to the University Secretary, Dr Gioconda Di Lorenzo (gdlo@unimelb.edu.au).
5. Invitations addressed to the Chancellor and Council members for attendance at University events should be directed through the University Secretary.
6. The University Secretary will not release the personal contact details of Council members under any circumstances.

Any queries about the above protocols may be directed to the University Secretary (gdlo@unimelb.edu.au).

2017 Council Membership

Council Members

Allan Myers, AC QC (*Chancellor*)
Ross McPherson (*Deputy Chancellor*)
Professor Glyn Davis, AC (*Vice-Chancellor*)
Professor Nilss Olekalns (*President of Academic Board*)
Martyn Myer, AO
The Hon Justice John Middleton
Professor Robin Batterham, AO
Tony Peake
Jane Hansen
Wendy Stops
Mark Leibler AC
Professor Marilys Guillemin
Tyson Holloway-Clarke

Council Fellows

Professor Barry Hughes
Dr Frederik Vervaeet
Ms Kara Hadgraft

Protocols Relating to Governance and Management

2. Protocols Relating to Governance and Management (Chapter 1.3 University Governance)

The following protocols describe the basis on which Council, Council Committees and members of Council interact with the executive and academic management of the University:

- 2.1 Council is the sole governing body of the University pursuant to Section 8(2)(a) of the University of Melbourne Act 2009.
- 2.2 The Vice-Chancellor is the primary source of advice to Council, including to Council Committees, on the affairs, concerns, finances and property of the University.
- 2.3 On matters of academic policy, Council receives recommendations and advice from the Academic Board through its President.
- 2.4 Members of Council may, where the occasion warrants, provide informal advice and guidance to the Vice-Chancellor, the President of the Academic Board and senior executives and senior managers in the University.
- 2.5 Except through the formal processes of Council or Council Committees, Chairs of Council Committees and other members of Council may give directions to executives or employees in the University only with the express or implied consent of the Vice-Chancellor.
- 2.6 The above protocols do not constrain the right of members of Council to obtain advice directly from the University Secretary.