

The University of Melbourne
Senior Management Portfolios

University Systems Group

The Senior Vice-Principal is accountable to the Vice-Chancellor for operational matters relating to the planning and delivery of University systems.

The forum which provides advice to inform the decisions of the Senior Vice-Principal is the University Systems Group (USG). It advises the Senior Vice-Principal on the identification of IT system priorities (and associated operating costs) to support the University's business requirements.

Relationship to University Committees and Portfolio Heads

On advice from the USG, the Senior Vice-Principal may refer issues to University committees which have significant policy, resource or academic implications, or other portfolio heads for issues relevant to their portfolio.

The Senior Vice-Principal may establish further advisory groups to provide information and recommendations to the USG.

Membership

Vice-Principal and Head of University Services, Chair

Director Information Technology and Chief Information Officer

Vice-Principal and Chief Financial Officer

Vice-Principal (Human Resources)

University Librarian, Office of the Provost

Director, Student Management Services

Vice-Principal (Research)

Deputy Principal (University Planning)

Three representatives from faculties and graduate schools, appointed by the Chair for their expertise in University systems

Co-opted members as required

Terms of Reference

The University Systems Group advises the Senior Vice-Principal and Head of University Services on:

1. Those systems that are to be classified as University systems.
2. The effectiveness of University systems and actions that might be taken to improve their performance.
3. The coordination of activities being taken in relation to individual University systems.

4. Identification of priorities for the further development and improvement of University systems and the project and recurrent expenditure implications of those priorities.
5. Monitoring of the implementation of projects to extend or upgrade University systems.
6. Monitoring the effectiveness of communication strategies intended to improve understanding and use of enhanced capability associated with the upgrading of University systems.

Reporting

The Senior Vice-Principal refers operational matters unable to be resolved at the portfolio level to Senior Executive, and provides a summary of decisions for the information of Senior Executive.

Decisions taken by the Senior Vice-Principal, and other information of interest to the University community will be communicated to the relevant stakeholders via means appropriate to the audience.