

## MELBOURNE UNIVERSITY SPORT

### GOVERNANCE - THE BOARD

#### 1 Responsibilities

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

- approve the development of an operational plan for sport and physical recreation, in the context of the University's strategic plan and the student services plan, and monitor performance against the plans;
- approve the preparation of business plan and annual budget for Melbourne University Sport and monitor performance against plan and budget;

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

- make a recommendation on the appointment of the Director and provide advice on any particular terms that may be applicable to the appointment

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

- oversee the operations of Melbourne University Sport in a manner consistent with plans and budgets approved by the Board for that purpose;
- submit regular operational and financial reports to the Finance Committee of University Council;
- advise the vice-chancellor and Council on sport and physical recreation policy;
- advise on medium and long term planning for the development and maintenance of University sport and physical recreation programs and facilities;
- advise the Director on the implementation of policy matters concerning sport and physical recreation;
- monitor and advise on industry developments relevant to the provision of University sport and physical recreation;
- monitor, in collaboration with the Provost, the performance of the Director subject to the terms of his appointment, and receive reports from the Director at its meetings on the operation and management of Melbourne University Sport;
- advise on the promotion of a wide range of University sport and physical recreation activities within the University and, as appropriate, the external community;
- foster excellence in competitive activities through both organised sporting clubs and individual users; and
- monitor communications between the Director on the one hand, and The Melbourne University Sports Association, the residential colleges and any other stakeholders, on the other hand.
- The Board may from time to time establish working groups and sub-committees to carry out its responsibilities in relation to particular sports and physical recreation activities.

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

The Board normally meets four times a year

### **2 Membership Structure**

The Board is appointed by Council and comprised as follows

- 2.1** four external members (including the Chair), including members with specific expertise in the fields of sport and recreation; and
- 2.2** three internal members (one of whom must be a University of Melbourne student, and one of whom will be the Vice-Chancellor's nominee)

### **3 Members' Terms of Appointment**

Members are appointed for a three-year term and may be reappointed for one further term. Student members are appointed annually for up to three years.

### **4 Method of Appointment of Chair**

By Council

### **5 Attendance Rights of Executive Officer**

The Director and the Provost have rights of attendance.

## **MANAGEMENT – THE EXECUTIVE OFFICER**

### **1 Title**

Director of Sport and Physical Recreation

### **2 Manner of Appointment**

By management (but see Board's rights of recommendation under 1.2 above)

### **3 Scope of Responsibilities**

The executive officer is responsible for the day-to-day management of the body in accordance with the policies approved by the board.

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

As per final dot-point under 1.3 above

## **REPORTING OBLIGATIONS**

Council has directed the Board to report to it through the Vice-Chancellor, who has in turn with Council's approval directed the Provost to include such matters in the Provost's report to Council, as part of the responsibilities of the Provost.