CHARTER OF THE NOSSAL INSTITUTE FOR GLOBAL HEALTH
Made under Section 13(3) Council Regulation

1. Establishment
   (1) The Nossal Institute for Global Health (‘Institute’) is hereby established within the Faculty of Medicine, Dentistry and Health Sciences (‘the Faculty’).
   (2) The Institute and the Nossal Institute for Global Health Limited are located for administrative purposes in the Melbourne School of Population and Global Health (‘the School’) within the Faculty.
   (3) The Institute is named after Professor Emeritus Sir Gustav Nossal AC CBE FAA FRS, one of Australia’s most distinguished scientists and eminent alumnus of the University of Melbourne in recognition of the achievements and the continuing contribution to global health including:
      (a) major contributions in fundamental immunology;
      (b) leading the Walter and Eliza Hall Institute of Medical Research to its current eminence; and
      (c) playing key roles in the establishment and development of the World Health Organisation’s tropical diseases research program and work in vaccines and immunisation.

2. Purpose and Functions
   (1) The objective of the Institute is to bring together expertise in research, education, knowledge transfer, health development and practice in medicine, dentistry, health sciences and other related fields so as to improve global health.
   (2) The objective in (1) will be achieved by:
      (a) promoting co-ordination and support of appropriate undergraduate and postgraduate teaching, research and training activities;
      (b) encouragement and consideration of proposals for research projects, particularly joint and collaborative research projects across the Faculty and the University;
      (c) providing technical consulting services;
      (d) designing and implementing research projects in areas relating to global health; and
      (e) provision of advice to the Faculty on any matter which it considers appropriate relating to the global health and the overall objectives of the school.

3. Academic Structure
   The Institute has the following structure:
      (a) a head, who is also the Director; and
      (b) discipline-based units each with a head and academic staff.

4. Head
   (1) Council, on the advice of the Vice-Chancellor, must appoint a head of the Institute.
   (2) The Vice-Chancellor must, in preparation of the advice for the appointment of the head, consult with the Dean of the Faculty and the head of the School who shall receive advice from members of the Institute.
   (3) The head of the Institute has overall responsibility for the business of the Institute.
   (4) The head of the Institute is responsible to the University through the School for:
      (a) implementing University policies, local Faculty and Institute operating rules; and
      (b) ensuring that the Institute fully discharges its academic and administrative functions in accordance with the statutes, regulations, policies and procedures of the University.
   (5) The head must:
(a) establish the Institute leadership team in accordance with section 6 of this Charter; and
(b) keep the Institute leadership team informed on matters relating to management and governance functions.

(6) Subject to the statutes, regulations, policies and procedures of the University, the head may, after consultation with the head of the School, appoint academic staff of the Institute.

(7) The head must ensure the Institute has an appropriate administrative structure and staff, to support the head including a senior administrative officer who is responsible to the head for:

(a) preparation of budgets;
(b) control of finance,
(c) deployment and supervision of professional staff resources and:
(d) meeting equipment, teaching, training and research requirements.

5. Advisory Council
   The head of the Institute may establish an advisory council to provide strategic, high level policy and scientific advice and to promote the interests of the Institute.

6. Institute Leadership Team
   (1) The leadership team compromises:
(a) the head of the Institute;
(b) at least two members of academic staff who:
   (i) report to the head of the Institute; and
   (ii) lead a discipline-based area within the Institute;
(c) the senior administrative officer of the Institute; and
(d) other administrative officers of the Institute invited by the head provided that academic members comprise the majority of the team.

(2) In relation to the Institute, the leadership team is responsible for:
(a) setting strategy, business plans and local operating rules;
(b) ensuring management of risks;
(c) advising the head on required operational support for teaching and research activities; and
(d) advising the head on other matters as required.

(3) The Institute leadership team must meet at least four times per year.

7. Finances of the Institute
   Notwithstanding any other section of this charter, the Institute receives an annual budget separate to the Faculty and the School and the Director is accountable to the head of the School for management of the Institute’s finances.

8. Reporting
   The Institute reports, at least annually and upon request, to the Faculty via the School on the operations of the Institute.

9. Review
   On an annual basis, the head of the Institute must review this Charter in consultation with the head of the School, and request Council to approve any amendments.