

**Terms of Reference**  
**University Consultative Committee (UCC)**  
**March 2023 update**

**Objective**

The University Consultative Committee (UCC) is established by the Vice Chancellor and President. The UCC is a consultative and advisory forum for strategic discussion, information sharing and engagement. The UCC provides an opportunity for ACU's wider leadership group to have input into the development and execution of the university's strategy and direction.

The UCC will:

- Seek to further the mission and Catholic identity of ACU
- Foster knowledge of and engagement with the Catholic Intellectual Tradition,
- Discuss and provide advice on strategic initiatives of the university,
- Consider matters related to higher education including sector developments in research, research impact, learning and teaching, and industry engagement,
- Provide a collegial forum to share scholarship, innovation, and best practice relevant to ACU's activities
- Advise ACU's Senior Executive on mechanisms to improve the Student Experience.

**Chair**

The UCC is chaired by the Chair of Academic Board.

**Membership**

The membership of UCC as of 2023 is listed below. Where members are unable to attend due to leave, the acting staff member is required to attend as their nominee. Members are asked to advise the committee secretariat of any nominees prior to the meeting. Members may invite other ACU staff members to attend the meeting for presentations and agenda items and are asked to advise the committee secretariat prior to the meeting. Personnel external to ACU may be invited to the UCC with permission of the Chair.

- Chair Academic Board (Chair) and Institute Lead, Renewal of Registration
- Vice-Chancellor and President
- Provost
- Chief Operating Officer
- Vice President
- Deputy Vice-Chancellor, Research and Enterprise
- Deputy Vice-Chancellor, Ethics
- Deputy Provost
- Deputy Chief Operating Officer and Director Campus Leadership
- Chief Financial Officer
- Chief People Officer
- Chief of Staff
- Academic Registrar and Director, Student Administration, Student Administration
- Executive Dean, Faculty of Education and Arts
- Executive Dean, Faculty of Health Sciences
- Executive Dean, Faculty of Law and Business
- Executive Dean, Faculty of Theology and Philosophy
- Dean, Arts and Director of Institute of Humanities and Social Sciences
- Dean, Innovation and Industry Engagement
- Dean, Graduate Research
- Dean, Thomas Moore Law School
- Dean, La Salle Academy
- Pro Vice-Chancellor, Global and Education Pathways
- Pro Vice-Chancellor, Research Impact
- Prof Canon Law & Children's Rights & Director, Canon Law Centre
- Director, Advancement and Alumni
- Director, Centre for Education and Innovation

## OFFICE OF THE VICE-CHANCELLOR AND PRESIDENT



- Director, Centre for Liturgy & Prof of Liturgical Studies & Sacrament
- Director, Corporate Services
- Chief, Data & Insights Officer, Data Analytics & Strategic Insights
- Director, Dianoia Institute of Philosophy
- Director, Digital Education
- Director, First Peoples
- Director, Global Engagement
- Director, Governance and General Counsel, Office of General Counsel
- Director, Government, Policy and Strategy
- Director, Information Technology
- Director, Institute of Child Protection Studies
- Director, Institute for Learning Sciences and Teacher Education
- Director, Institute for Positive Psychology and Education
- Director, Institute for Religion and Critical Inquiry
- Director, Libraries
- Director, Marketing & External Relations
- Director, Mary Mackillop Institute for Health Research
- Director, Nursing Research Institute
- Director, Pathways
- Director, PM Glynn Institute
- Director, Portfolio Strategy and Operations (Office of the Deputy Vice-Chancellor, Ethics)
- Director, Portfolio, Strategy and Operations (Office of the Provost)
- Director, Properties and Facilities
- Director, Queensland Bioethics Centre
- Director, Research Services
- Director, Sport, Wellbeing and Residential Life
- Director, Student Support Services
- Director, Rome Campus
- Director, Western Civilisation Program
- Associate Professor & Reader / Director (Plunkett Centre for Ethics)
- Campus Dean, Ballarat
- Campus Dean, Blacktown
- Campus Dean, Brisbane
- Campus Dean, Canberra
- Campus Dean, Melbourne
- Campus Dean, North Sydney
- Campus Dean, Strathfield
- National Head, Peter Faber Business School
- National Head, School of Allied Health
- National Head, School of Behavioural and Health Sciences
- National Head, School of Education
- National Head, School of Nursing, Midwifery & Paramedicine
- National Head, School of Philosophy
- National Head, School of Theology
- Deputy Dean, Faculty of Health Sciences
- Deputy Dean, Faculty of Education and Arts
- Associate Dean, Learning Teaching and Governance, Faculty of Education and Arts
- Associate Dean, Learning and Teaching, Faculty of Theology and Philosophy
- Associate Dean, Learning, Teaching and Professional Experience, Faculty of Health Sciences
- Associate Dean, Learning Teaching and Accreditation, Faculty of Law and Business
- Associate Dean Research, Faculty of Education and Arts
- Associate Dean Research, Faculty of Health Sciences
- Associate Dean Research, Faculty of Law and Business
- Associate Dean Research, Faculty of Theology and Philosophy

### **Meeting Frequency**

The mode of UCC meetings (either virtual or in-person campus-based and conference-style gatherings) will be communicated to members at the commencement of each year.

### **Review**

A post-meeting survey will give members the opportunity to provide feedback on the operation of the UCC. The Terms of Reference of the UCC will be reviewed annually.

### **General**

- Agenda items are welcome from all members and must be endorsed by a member of the Senior Executive prior to submission to the Chair.
- The Vice-Chancellor and President approves the agenda for the UCC.
- In the absence of the Chair, a member of the Senior Executive may chair UCC meetings.
- Agenda items must be received by the due date with accompanying cover sheet with background information (a template will be provided).
- The format of UCC meetings will vary according to the mode of gathering.
- At the discretion of the Vice-Chancellor and President, a call for agenda items will be distributed to members one month prior to a UCC meeting.
- Additional meetings of the UCC may be convened either by the Vice-Chancellor and President or the Chair.
- The UCC is supported by a Secretariat Officer based in the Office of the Vice-Chancellor and President.
- Members are encouraged to communicate details of institutional initiatives discussed at UCC meetings to their work units.
- Members of the Senior Executive and Executive are encouraged to use the UCC email list to communicate important information to the wider leadership group.
- The UCC is not subject to a quorum requirement.
- The UCC is not a deliberative forum.
- Participation in UCC will be face to face on campus and via Teams across campuses, unless otherwise advised.