

## THE ROLE OF THE CHANCELLOR

A person who has a proven ability to interact at and negotiate with all levels of government in Australia and Singapore.

A person of integrity and probity.

## **DUTIES AND RESPONSIBILITIES**

### **WHAT DOES THE CHANCELLOR DO?**

The Chancellor's authority and responsibilities are derived from three sources.

- (a) The James Cook University Act 1997, establishes:  
the Council and the basis of delegations (sections 7 -11);

Below is a listing of the duties and roles the Chancellor is involved in - they are diverse, ranging from the formal, governance-

The Chancellor is currently the Chair or a member of the following Committees, Sub-Committees and Boards:

Strategy Committee	Chair
Remuneration and Human Resources Committee	Chair
Finance Committee	Member
Investment Sub-committee (of Finance Committee)	Chair
Audit and Compliance Committee	Member
Ceremonial and Honorary Degrees Committee	Member
Estate Board	Chair

It is the Chancellor's responsibility to ensure that the Committees of Council work effectively and that the membership of Committees makes best use of the skills, expertise and experience of the Council's membership and, if required, co-opted members.

**PRESIDING AT GRADUATION CEREMONIES**

Depending on the number and location of graduating students, the University conducts up to eight separate Graduation and Presentation Ceremonies each year. Each ceremony involves pre and post activity, in addition to the function itself. Some ceremonies involve travel to other cities, and at least twice per year to Singapore.

## **SUPERVISION OF THE VICE-CHANCELLOR**

While the Council appoints the Vice-Chancellor, the Chancellor is the person responsible for the supervision of and advice to the Vice-Chancellor. This requires the Chancellor to keep in touch with the general activity of the University and to develop an ongoing appreciation of the vision, leadership and performance of the Vice-Chancellor from a number of perspectives, both internal to the University and external in the wider community. This is

## **AUTHORISATION OF CIRCULARISED RESOLUTIONS AND COUNCIL CIRCULARS**

The Chancellor must authorise the distribution of any Circularised Resolution of Council or a Committee of which he or she is Chair. The Chancellor must also authorise the distribution of any Council Circular.

## **HOW MUCH TIME DOES THE CHANCELLOR SPEND ON UNIVERSITY RELATED ACTIVITIES?**

As the duties and responsibilities of Chancellor are significant, the incumbent must be able to make this work a priority, and devote the necessary time to it. Although there is considerable variation in the workload at different times in the year, it is estimated that the Chancellor needs to spend on average between 14 and 30 hours per week on University business.

## **SUPPORT OF THE CHANCELLOR'S ROLE**

The position attracts no remuneration or honorarium, although the following is available to the Chancellor

Section 40C of the Act goes on to state that a person cannot become, or continue as, the Chancellor if:

- they are disqualified from managing corporations under the Corporations Act, part 20.6; or
- subject to certain provisos contained in Sections 40C(2)(a) and (b), they are convicted of an indictable offence.

Section 40D gives Council power to remove the Chancellor from office for misconduct or failure to comply with the Chancellor's statutory duties.

The Chancellor will be an Australian citizen and a resident of north or far north Queensland, and is not be a currently serving politician.