

Statute 20: *The ECU South West Campus (Bunbury) Advisory Board*

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1. Purpose

The purpose of this Statute is to provide for the effective exercise of the functions of the ECU South West Campus (Bunbury) Advisory Board.

2. ECU South West Campus (Bunbury) Advisory Board Rules

The Council will make *ECU South West Campus (Bunbury) Advisory Board Rules* (“the Rules”) under this Statute which:

- a) will prescribe any matters that this Statute expressly requires be prescribed in the Rules; and
- b) subject to this Statute, may prescribe any other matters considered necessary or desirable by the Council for the effective functioning of the ECU South West Campus (Bunbury) Advisory Board.

3. Definitions

In this Statute any capitalised term that is defined in the *Edith Cowan University Act 1984 (WA)* has the meaning given to the term in the Act, otherwise the following definitions apply to terms used in this Statute and any Rule made pursuant to this Statute:

“**Advisory Board**” means the ECU South West Campus (Bunbury) Advisory Board constituted pursuant to section 20(1) of the Act.

“**Campus**” means the ECU South West Campus (Bunbury).

“**Head of Campus**” means the senior University Officer with management responsibility for the Campus, or alternative position as specified in the Rules.

“**Chairperson**” means the Chairperson of the Advisory Board.

“**Community Member**” means a person from the Region who is not a member of staff nor an enrolled student of the University. A Community Member may also be a member of the Council.

“**Member**” means a member of the Advisory Board.

“**Region**” means the South West region of Western Australia.

4. Functions and Duties of the Advisory Board

- 4.1. The Advisory Board will provide the Council with strategic advice in relation to the Campus, and to education matters relevant to the Region.
- 4.2. The Advisory Board will provide advice to the Council, the Vice-Chancellor, or the Head of Campus on any matters referred to it by the Council, the Vice-Chancellor or Head of Campus and advice on the following matters (as the Advisory Board considers appropriate):
 - a) building and strengthening industry partnerships to benefit the Region, students and the University’s research imperatives;
 - b) emerging trends, opportunities and developments including population, professional, economic and specific industry needs which may be relevant to course offerings in the Region;
 - c) increasing awareness and understanding of the University and its ability to contribute to the Region’s standing through the advancement of the Region’s education, training and research profile;
 - d) strategies to ensure that prospective students are aware that the University offers quality tertiary education within the Region, and to strengthen the University’s impact through opportunities within and outside of the Region;
 - e) potential sources of scholarships and industry funding for research and/or strategic projects;
 - f) enhancing community engagement and outreach activities of the Campus; and
 - g) advocating for the University in the broader community, with organisations and with industry to maximise the benefits to the Region of having a University located in the Region.
- 4.3. The Advisory Board as a whole and its members individually will have a general responsibility to facilitate the strengthening of the relationship between the University and the Region by:
 - a) advocating for the University in the broader community; and
 - b) bringing to the attention of the Council, the Vice-Chancellor or the Head of Campus (as the Advisory Board considers appropriate) expectations or concerns prevailing in the broader community regarding the University or the Campus.

5. Advisory Board Composition

- 5.1. The composition of the Advisory Board will be:
- a) a minimum of 5 and a maximum of 10 Community Members appointed by the Council:
 - i. who, in the opinion of the Council, possess skills and attributes that will assist the Advisory Board to undertake its functions and duties; and
 - ii. of whom one will be appointed by the Council to the position of Chairperson; and
 - iii. of whom one will be elected by the Advisory Board to the position of Deputy Chairperson;
 - b) the Vice-Chancellor, or nominee;
 - c) the Head of Campus;
 - d) one member of the academic staff whose principal employment location is the Campus;
 - e) one member of the professional staff whose principal employment location is the Campus; and
 - f) one student whose principal study location is the Campus.

6. Appointment of Members

- 6.1. Subject to section 6.2 all appointments to the Advisory Board will be made by resolution of the Council.
- 6.2. The Vice-Chancellor may appoint a nominee to membership category 5.1(b). Any appointment will be made in writing to the Chairperson.
- 6.3. Further provisions regarding the appointment of Members will be prescribed in the Rules.

7. Terms of Office

- 7.1. Subject to this Statute, a Member appointed in category 5.1(a), 5.1(d) or 5.1(e) will serve for a term not exceeding three years.
- 7.2. Subject to this Statute, a Member in category 5.1(b) or 5.1(c) will serve for the duration of the Member's appointment as Vice-Chancellor or Head of Campus respectively. A nominee in category 5.1(b) will serve for a period not exceeding three years as specified in the appointment advice prescribed in section 6.2.
- 7.3. Subject to this Statute, a Member in category 5.1(f) will serve for a term not exceeding one year.
- 7.4. A Member may be reappointed. Provisions regarding maximum consecutive years of service will be prescribed in the Rules.

8. Qualifications for Advisory Board Membership

- 8.1. Should any Member serving under category 5.1(a), 5.1(d), 5.1(e) or 5.1(f) fail to attend three consecutive meetings of the Advisory Board without prior approval from the Advisory Board for leave of absence, that person's membership will be terminated.
- 8.2. A person will not be qualified to become or remain a Member if that person:
- becomes permanently incapable of performing the duties of a Member;
 - is an undischarged bankrupt or has their affairs under liquidation by arrangement with creditors;
 - is convicted of an indictable offence;
 - is, or becomes, disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001 (Commonwealth); or
 - ceases to hold any qualification required pursuant to section 5.1 of this Statute for that person's Advisory Board membership.

9. Casual Vacancies

If a casual vacancy occurs in the office of a Member, the vacancy will be filled in the same way as if that Member's term of office had expired.

10. Reporting Arrangements

- 10.1. The Advisory Board reports directly to the Council.
- 10.2. The Chairperson will provide reports to the Council on Advisory Board activities as follows:
- on request by resolution of the Council;
 - as resolved by the Advisory Board;
 - at least twice per calendar year.
- 10.3. Subject to this Statute, additional reporting may be prescribed in the Rules.

11. Meetings

- 11.1. Subject to this Statute, the Advisory Board may regulate its proceedings in such manner as it sees fit. The Advisory Board may adopt standing orders for this purpose.
- 11.2. The Advisory Board will adopt procedures for handling conflicts of interest on the part of members of the Advisory Board. Such procedures will be informed by those in the Council Standing Orders and may be included in standing orders adopted by the Advisory Board.
- 11.3. At a meeting of the Advisory Board:
- not less than one half of the total number of Members for the time being forms a quorum; and
 - resolutions will not be passed in the absence of a quorum.

11.4. No act or thing done by the Advisory Board is invalidated, prejudiced or affected by reason of any vacancy in the membership of the Advisory Board or any failure to appoint or elect any Member, or any defect or irregularity in the appointment or election of any person purporting to be a Member so long as a quorum of the Advisory Board remains.

12. Committees

Subject to this Statute, the establishment and composition of Committees of the Advisory Board may be prescribed in the Rules.

13. Transitional

Any person holding a position as a Member immediately prior to the day that this Statute comes into effect will continue as a Member until:

- a) the expiry of the appointed or elected term; or
- b) the person ceases to be a Member for any other reason,

whichever occurs sooner.

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