

Rules pursuant to Statute 15:

*The Advisory Board of the Western Australian Academy of Performing Arts: Rules*

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**1. The WAAPA Advisory Board Rules**

- 1.1. These Rules are made pursuant to *University Statute No. 15 – The Advisory Board of the Western Australian Academy of Performing Arts*.
- 1.2. Any terms which are not defined in these Rules but are defined in *University Statute No. 15 – The Advisory Board of the Western Australian Academy of Performing Arts* will have the meaning given to them in *Statute 15*.

**2. Composition and Terms of Office**

- 2.1. The composition and terms of office of the WAAPA Advisory Board are as follows:

Membership category	Term of office
i. 6 Community Members appointed by Council: <ul style="list-style-type: none"> <li>a. who, in the opinion of Council, possess skills and attributes that will assist the WAAPA Advisory Board to prosecute its functions and duties; and</li> <li>b. of whom one shall be appointed by Council to the position of Chairperson of the WAAPA Advisory Board.</li> </ul>	Subject to rule 2.4, members appointed under this category shall hold office for a term not exceeding three years as specified in the notice of appointment.
ii. The Vice-Chancellor, or his or her nominee	A member appointed under this category shall hold office for the term of his or her office as Vice-Chancellor or as is specified in his or her notice of nomination as the case may be.
iii. The Executive Dean of the Academy	A member appointed under this category shall hold office for the term of his or her office as Executive Dean.
iv. A member of the staff of the Academy (other than the Executive Dean of the Academy) elected by the staff of the Academy	Subject to rule 2.5, a member elected under this category shall hold office for a term not exceeding three years.
v. An enrolled student in a course administered by the Academy elected by the enrolled students in courses administered by the Academy	Subject to rule 2.6, a member elected under this category shall hold office for a term not exceeding one year.

- 2.2. Appointment of members under membership category (i) is subject to the applicable Council nominations policy as amended from time to time. The nominations process shall include consultation with the WAAPA Advisory Board.
- 2.3. The WAAPA Advisory Board shall appoint a member from membership category (i) to be the Deputy Chairperson of the WAAPA Advisory Board for a term of office not exceeding three years, or for the term of his or her current appointment to the WAAPA Advisory Board, whichever is the lesser.

- 2.4. A WAAPA Advisory Board member appointed under membership category (i) may not serve on the WAAPA Advisory Board for more than 9 years (equivalent of three full terms) in any 12-year period.
- 2.5. A WAAPA Advisory Board member elected under membership category (iv) may not serve on the WAAPA Advisory Board for more than 9 years (equivalent of three full terms) in any 12-year period.
- 2.6. A WAAPA Advisory Board member elected under membership category (v) may not serve on the WAAPA Advisory Board for more than 3 years (equivalent of three full terms) in any 4-year period; and

### **3. Accredited Observers and other attendees**

- 3.1. The following position shall be an accredited observer on the WAAPA Advisory Board:
  - i. The Director, Development and Alumni Relations.
- 3.2. Other persons may be invited to attend meetings of the WAAPA Advisory Board as required (and approved by the Chairperson) to assist the WAAPA Advisory Board with its business.

### **4. Qualifications for WAAPA Advisory Board Membership**

- 4.1. Should any member of the WAAPA Advisory Board appointed under membership category 2.1(i) or elected under membership category 2.1(iv) or 2.1(v) fail to attend three consecutive meetings of the WAAPA Advisory Board without prior approval from the WAAPA Advisory Board for leave of absence, his or her WAAPA Advisory Board membership shall be terminated.
- 4.2. A person shall not be qualified to become or remain a WAAPA Advisory Board Member if he or she:
  - i. becomes permanently incapable of performing the duties of a WAAPA Advisory Board Member;
  - ii. is an undischarged bankrupt or has his or her affairs under liquidation by arrangement with creditors;
  - iii. is convicted of an indictable offence;
  - iv. is, or becomes, disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001 (Commonwealth);
  - v. ceases to hold any qualification required pursuant to Rule 2.1 for that person's WAAPA Advisory Board membership.

### **5. Resignation from the WAAPA Advisory Board**

- 5.1. The resignation of a member of the WAAPA Advisory Board:
  - i. appointed by Council under membership category 2.1(i) shall be submitted in writing to the Council Secretary and shall take effect on the day of its receipt; or
  - ii. elected under membership category 2.1(iv) or 2.1(v) shall be submitted in writing to the Chairperson of the Advisory Board and shall take effect on the day of its receipt.

### **6. Casual vacancies**

- 6.1. If a casual vacancy occurs in the office of a member, the vacancy shall be filled in the same way as if that member's term of office had expired.

### **7. Meetings**

- 7.1. Subject to these Rules, the WAAPA Advisory Board may regulate its proceedings in such manner as it sees fit. The WAAPA Advisory Board may adopt standing orders for this purpose.

- 7.2. The WAAPA Advisory Board shall adopt procedures for handling conflicts of interest on the part of members of the WAAPA Advisory Board. Such procedures shall be informed by those in the Council Standing Orders and may be included in standing orders adopted by the WAAPA Advisory Board.
- 7.3. At a meeting of the WAAPA Advisory Board:
- i. not less than one half of the total number of members for the time being forms a quorum;
  - ii. resolutions shall not be passed in the absence of a quorum.
- 7.4. No act or thing done by the WAAPA Advisory Board is invalidated, prejudiced or affected by reason of any vacancy in the membership of the WAAPA Advisory Board or any failure to appoint or elect any member of the WAAPA Advisory Board, 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 WAAPA Advisory Board remains.

## **8. Committees of the WAAPA Advisory Board**

- 8.1. The WAAPA Advisory Board from time to time may:
- i. appoint Committees either for general or specific purposes;
  - ii. require a Committee so appointed to advise the WAAPA Advisory Board in respect of any matter or class of matters;
  - iii. require a Committee so appointed to report to the WAAPA Advisory Board on its activities at such times and in such manner as the WAAPA Advisory Board directs.
- 8.2. The membership of a Committee appointed by the WAAPA Advisory Board shall, subject to this rule, be determined by the WAAPA Advisory Board. At least half of the members of a Committee appointed by the WAAPA Advisory Board, including the Chairperson, shall be members of the WAAPA Advisory Board.
- 8.3. The Executive Dean of the Academy shall be an ex-officio member of all Committees established by the WAAPA Advisory Board except when specifically excluded by resolution of the WAAPA Advisory Board.

## **9. Reporting**

- 9.1. The Chairperson of the WAAPA Advisory Board shall provide a summary report of each meeting to the ECU Foundation Board for information.

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These Rules are effective from 24 October 2017, after the publication in the *Government Gazette*, on 24 October 2017, of Amending Statute 1 of 2017 (*Statute No. 15 – Advisory Board of the Western Australian Academy of Performing Arts*).

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