



Academic Committee Steering



6. Committee Composition

6.1. The Steering Committee is composed of eight (8) members [~~6.1~~ ~~2025~~]:

- (a) Provost as Chair; ~~1b~~
- (b) Deputy Chair (Learning and Teaching), Academic Committee; ~~1b~~
- (c) Deputy Chair (Research), Academic Committee; ~~1b~~
- (d) Registrar, Student Life; ~~1b~~
- (e) Dean, Griffith Graduate Research School; ~~1b~~
- (f) Chair, Heads of School/Department Forum; ~~1b~~
- (g) One representative of the ex officio members on Academic Committee comprising 'Qualified Officers' (in accordance with the Vice-Chancellor sub-delegations for policy document approvals – refer Delegations Register, Schedule A (Part 3), Table B) and Deans; and
- (h) one representative of the elected academic staff members currently serving on Academic Committee.

6.2. The Chair of the Steering Committee shall be the Provost. The Deputy Chair shall ordinarily be the Deputy Chair (Learning and Teaching), Academic Committee.

7. Term of Appointment

7.1. The representative of the 'Qualified Officers' and Deans (~~6.1(g)~~ ~~1b~~) shall normally serve for two years up to 31 December of the relevant anniversary year and shall be eligible for re-appointment or re-election.

7.2. The representative of the elected academic staff members (~~6.1(h)~~ ~~1b~~) shall serve on the Committee for a period up to 31 December of the appointment year; and shall be eligible for re-appointment, subject to continuity of service on Academic Committee.

8. Operating Principles and Procedures

8.1. The Steering Committee will operate and meetings will be conducted in accordance with the Council Committees Procedure (~~6.1~~ ~~1b~~) except where the constitution states otherwise.

9. Obtaining Advice

9.1. The Steering Committee will have the power to seek advice from any member of the University community or external expert where particular expertise or insights are required and to direct enquiries to any element of the University.

10. Invitation To Attend

10.1. The Provost may invite Council members or University staff to attend the Steering Committee. Invited members will have right of audience but may not vote on any matters under discussion.



11. Secretariat Services

11.1 The Secretary, Academic Committee shall be the Secretary to the Steering Committee.

12. Meetings

12.1 The Steering Committee meets prior to each meeting of Academic Committee, and as may be additionally determined by the Provost.

13. Evaluation of Performance

13.1 The Steering Committee will evaluate its own performance annually under the coordination of the Provost. The outcome from this review will be reported to the Academic Committee.

14. Review of Constitution

14.1 The Steering Committee will review this constitution annually. Any proposed changes to the constitution will be recommended by the Committee to Academic Committee for approval.