
Council Membership Statute

1. Purpose

The purpose of this Statute is to ensure that the overall composition of Council reflects the knowledge, skills, experience and diversity necessary for the effective governance of the University and for that governance to adapt successfully to changes in the tertiary education environment.

2. Organisational Scope

This is a University-wide statute.

3. Definitions

For the purposes of this Statute, unless otherwise stated, the following definitions shall apply:

Council: Means the Council of Victoria University of Wellington.

Council Constitution: Means the Constitution of Council as published in the Gazette from time to time.

Victoria: Means Victoria University of Wellington.

4. Statute Content and Guidelines

4.1 *Composition of Council*

4.1.1 Under the Council Constitution, the Council comprises 12 members as follows:

- (a) 4 members appointed by the Minister, by written notice to the Council, under section 171 of the Education Act 1989; and
- (b) 8 members appointed by the Council by resolution, in accordance with this Statute, under section 171 of the Education Act 1989.

4.1.2 Once all appointments have been made, the overall composition of Council is intended to include:

- (a) at least 2 academic staff who are employed at Victoria at the time of their appointment;
- (b) at least 2 people who are students at Victoria at the time of their appointment;
- (c) at least 2 people who are Māori and have a recognised standing within the Māori community and among iwi networks;
- (d) at least 2 people who are graduates of Victoria; and
- (e) at least 5 women.

4.1.3 If, after any appointment of a Council member by the Council, the composition of Council does not reflect that intended in clause 4.1.2, the Council must, when the appointment is announced, publish an explanation of the reasons why it does not.

4.2 Appointment of members by Council

4.2.1 Council must, by resolution, appoint as a member of Council:

- (a) the Vice-Chancellor of Victoria University of Wellington; and
- (b) no more than 7 other persons in accordance with this Statute.

4.2.2 The Council must decide on the appointment of Council members under clause 4.2.1(b) in its own discretion, in accordance with the purpose of this Statute and guided by the intended composition of the Council in clause 4.1.2.

4.3 Recommendation of candidates

4.3.1 The Nominations Panel, a Committee of Council, will be responsible for identifying, and recommending to the Council, potential candidates for Council membership to be appointed, or reappointed (in the case of existing Council members), under clause 4.2.1(b).

4.3.2 In carrying out its function under 4.3.1, the Nominations Panel:

- (a) must give effect to the purpose of this Statute in clause 1 and must be guided by the intended composition of the Council specified in clause 4.1.2.
- (b) must evaluate the desired balance of knowledge, skills, experience and diversity on Council and publish them from time to time;
- (c) must call publicly for applications from interested persons (and determine the process and timeframe in which applications must be provided) and may also identify suitable candidates of its own initiative;
- (d) must ensure that potential candidates (other than those under clause 4.1.2(a) and (b)) are considered on merit and against objective criteria agreed by the Council;
- (e) must ensure that potential candidates for appointment or reappointment under clause 4.1.2(a) and (b) are recommended to Council following an election by secret ballot administered according to procedures determined by, and under the oversight of, the Nominations Panel that satisfies the following requirements:
 - i. a public call for potential candidates is made, consistent with clause 4.3.2(c);
 - ii. before any potential candidate may participate in an election, the Panel must determine that he or she meets the requirements of clause 4.1.2(a) or (b) and clause 4.3.2(g) and, if not, may decline his or her candidacy for good reason related to those requirements;
 - iii. before candidates are put forward for election, the Panel must formulate a brief statement, of the Panel's views of the particular knowledge, skills, experience and diversity required on Council at that time, consistent with the provisions of this Statute, which is made available to electors in the election;
 - iv. the electors for candidates under clause 4.1.2(a) are all permanent academic and general staff employed at Victoria;
 - v. the electors for candidates under clause 4.1.2(b) are all persons enrolled in a personal course of study at Victoria, and persons studying at the University under an exchange agreement with another institution; and

- vi. the Panel must recommend for appointment the potential candidate (or candidates if there is more than one vacancy) who receives the most votes.
- (f) must have regard to the importance of diversity of Council membership (including as provided in section 171B(1) of the Education Act); and
- (g) may only recommend to Council people who, in the Panel's opinion:
 - i. have knowledge, skills or experience relevant to University governance; and
 - ii. are likely to be able to fulfil their individual duties to the Council; and
 - iii. together with the other members of the Council, will be capable of undertaking its responsibilities, duties, and functions; and
 - iv. have an understanding of, and a commitment to, the role and purpose of universities and to the values of Victoria.

4.4 Term of office

- 4.4.1 In accordance with section 173(1) of the Education Act 1989, a member of Council may be appointed for any period of not more than 4 years, as is specified in the notice or resolution appointing that member.
- 4.4.2 As provided in the Constitution, no person may be appointed as a member of the Council on more than 3 occasions.
- 4.4.3 The Council's expectation is that student members of Council would serve for a term of 2 years, with one student being elected every year.
- 4.4.4 The Council's expectation is that no member of Council would be appointed on more than 2 occasions. If this expectation is not met with the appointment of any Council member, the Council must, when the appointment is announced, publish an explanation of the reasons why.
- 4.4.5 A Vice-Chancellor's appointment to the Council ends when he or she ceases to hold office as Vice-Chancellor.
- 4.4.6 In appointing the members comprising the first Council after this Statute comes into force, and in order to ensure an orderly rotation, the Council may (including on the recommendation of the Nominations Panel) appoint members for initial terms of less than 4 years.

5. Legislative Compliance

The University is required to manage its policy documentation within a legislative framework. The legislation directing this Statute is the [Education Act 1989](#).

6. References

[Treaty of Waitangi Statute](#)

7. Appendices

Appendix A – [Nomination Panel Terms of Reference](#)

8. Approval Agency

Council

9. Approval Dates

This Statute was approved on: 24 August 2015

This Statute takes effect on: 24 August 2015

This Statute will be reviewed by: 24 August 2018

10. Policy Sponsor

Vice-Chancellor

11. Contact Person

The following person may be approached on a routine basis in relation to this Statute:

Secretary to Council

Ext: 5196