

## **Nominations Panel**

### **Terms of Reference**

#### **1. Purpose**

The Nominations Panel, a Committee of the Council, makes recommendations to Council on its membership in accordance with the Council Membership Statute.

#### **2. Terms of Reference**

- 2.1. To identify and recommend to Council suitable candidates to fill Council vacancies as and when they arise.
- 2.2. To ensure that there is an appropriate mix of knowledge, skills, experience and diversity on Council so as to ensure the Council is capable of undertaking its responsibilities, duties and functions.
- 2.3. To consider any other matters referred to the Panel by Council.
- 2.4. To determine the procedures for, and have oversight of the operation of, elections of academic staff and students as potential candidates for Council membership.

#### **3. Constitution**

- 3.1. The Panel will comprise 8 members made up as follows:
  - (a) the Chancellor (or the Pro-Chancellor where the person holding office as Chancellor is being considered for recommendation);
  - (b) a senior member of the University's academic staff appointed by Council on the nomination of the Academic Board;
  - (c) a member of the University's general staff appointed by Council;
  - (d) the President of the Victoria University of Wellington Students' Association (or nominee);
  - (e) a person appointed by Council on the nomination of Te Aka Matua;
  - (f) the Vice-Chancellor; and
  - (g) up to 2 external members appointed by the Council.
- 3.2. The Panel will be chaired by the Chancellor.
- 3.3. At least two members of the Panel must be graduates of Victoria.
- 3.4. None of the members of the Nominations Panel, other than the Chancellor and Vice Chancellor, may be members of Council.

#### **4. Meetings**

The Panel will meet when convened by the Chair or as requested by the Council.