

## Finance and Resources Committee

La Trobe University  
Council  
FINANCE AND RESOURCES COMMITTEE

**Composition** (Minute ref. 282.2.1, 236.3.9, CEC min ref 288.2.3; Council Minute 335.3.2 of C01/73(M) - 3.12.01; C02/13, 27.2.02; CEC 15.5.02; CE02/70, 7.8.02; CEC Min. 260.3.37, 21.5.03; C03/74(M) – 2.12.03; CEC 18.2.04; CEC CE05/07-16.02.05, Minute 268.3.2; FRC06/183(M), Minute 77.8.2: 14.08.06; CEC05/02/07); Council Minute 384.7.2 of C08/85(M) – 6.10.08; C 04.05.09;

- A Five external members of Council (including Chair and Deputy Chair) with appropriate expertise in finance, business or commerce on the recommendation of the Chancellor in consultation with the Vice-Chancellor
- B Chancellor (*ex officio*)
- C Vice-Chancellor or Acting Vice-Chancellor (*ex officio*)
- D Chair of Academic Board (*ex officio*)
- E One professor of the University with expertise in finance, commerce or business appointed by Council on the recommendation of the Vice-Chancellor
- F One student member of Council

### Terms of Office

- A Members in Category A are appointed by the Council on the recommendation of the Chancellor in consultation with the Vice-Chancellor for a period of three years or until the expiry of their membership of Council (whichever is longer).
- E Appointed by the Council on the recommendation of the Vice-Chancellor for a three year term.

### In Attendance

Deputy Vice-Chancellor (Research)  
Executive Director (Finance and Resource Planning)  
Executive Director, Office of the Vice-Chancellor  
Executive Director, Infrastructure & Operations  
Director, Governance, Planning & Policy

### Membership

A	Hon A Sheehan (Chair)	1.1.07 - 31.12.09
A	Ms N Griffin (Acting Deputy and Alternate)	1.1.07 - 31.12.09
A	Mr R Guy	1.1.09 - 31.12.10
A	Mr G McMahan	1.1.09 - 31.12.11
A	Emeritus Prof. John McKenzie	1.1.09 - 31.12.11
B	Mrs Sylvia Walton ( <i>ex officio</i> )	
C	Professor P Johnson ( <i>ex officio</i> )	
D	Professor M Rimmer ( <i>ex officio</i> )	
E	Professor G Magee	5.5.08 - 31.12.10
F	Ms Charon Freebody	27.4.09 - 31.12.09

## **Terms of Reference**

1. To recommend to Council financial policies, including investment policies.
2. To recommend to Council procedures for implementing approved financial and investment policies and to report to Council on compliance with these.
3. The power to make policies in relation to matters falling within the terms of reference of this Committee subject to the requirement that the Chair refer policies which he or she considers have a significant financial or reputation risk to the University to Council for formal approval.
4. To receive reports and advice from its sub-committees:
  - i. Student Services Committee
  - ii. Students' Loan Fund Standing Committee;
  - iii. Investment Portfolio Sub Committee
5. To recommend to Council for approval budgets for all areas of the University including auxiliary bodies.
6. To recommend to Council proposals for financial commitments which are outside approved budgets and proposals for the commitment of unallocated funds.
7. To report to Council on the progressive performance of account areas against their approved budgets.
8. To make recommendations to Council on the physical planning and development of the buildings of the University (including new buildings), on major refurbishment of buildings, and on matters pertaining to traffic, transport and parking in the light of advice from its sub-committees and having due regard to financial considerations.
9. To recommend and update annually a capital management plan for the approval of Council.
10. To approve or, as appropriate, recommend to Council for approval all contracts relating to the physical planning and development of the University, subject to authorised delegations on the part of Council.
11. To approve appropriate levels of delegated financial authority for officers of the University on the recommendation of the Vice-Chancellor.

## **Quorum**

The Chair or the Deputy Chair and one other member under category A above; the Vice-Chancellor or, when appropriate, Acting Vice-Chancellor; and one other member.

**Reporting** - To report to Council after each meeting.

**Secretariat** - Loretta Gioffre, Governance, Planning & Policy Unit