

La Trobe University
 Council
RECOVERY & RESET COMMITTEE

Establishment

The Recovery & Reset Committee was established by Council in March 2020.

Membership

Composition	Member	Appointment status
A Chair	John Brumby	Ex-Officio
B Chair, Finance and Resources Committee	Bill Whitford	Ex-Officio
C Chair, Human Resources Planning Committee	Edwina Cornish	Ex-Officio
D Deputy Chancellor	Deb Radford	Ex-Officio
E Chair, Academic Board	Carol McKinstry	Ex-Officio
F Vice-Chancellor and President	Theo Farrell	Appointed
G Chief Operating Officer	Mark Smith	Appointed
H Chief Financial Officer	Jodie Banfield	Appointed
I Executive Director, Infrastructure and Operations	Gerard Blood	Appointed
J Executive Director, Human Resources	Regan Sterry	Appointed
K Executive Director, Service & Strategic Initiatives	Simon Stevens	Appointed

In Attendance

Not applicable

Term of Office

The Committee was established to operate for an initial three month term (ie until end July 2020), to be reviewed in mid July 2020. This review led to an extension of the Committee to December 2020. A further review in November 2020 extended the Committee to operate into 2021, with weekly meetings to recommence in early February 2021 and a further review planned in April 2021. In April 2021, it was agreed to continue the Committee with weekly meetings until the end of June 2021, with a further review point in late June. In June, the Committee decided to continue to operate on a weekly meeting cycle throughout July and August 2021, with a further review point at the end of August 2021. In August, the Committee determined to continue its weekly meeting cycle until the end of the year. Meetings will not occur if there is insufficient business or in the week of a planned Council meeting. In December the Committee determined to continue to meet into 2022 but would be changed to a fortnightly cycle. In 2023 it was agreed the committee would continue monthly with a review at the end of the year. In January 2024 it was agreed the committee would continue monthly or as required and be reviewed later in the year.

Role / Terms of reference
Purpose

The COVID-19 pandemic is having profound implications for higher education globally and for La Trobe University. This Committee will ensure appropriate corporate governance oversight of key strategic responses to the fast-

moving challenge presented by the crisis. Given the weekly meeting frequency, this Committee will operate based on verbal reports of the current situation and emerging issues, risks and strategic responses, and formal written reports (especially in relation to Terms of Reference 4, 5 and 6).

The Finance and Resources Committee; Human Resources Planning Committee and Estates Development and Infrastructure Committee Terms of Reference are unchanged and will continue to meet as usual to receive formal reports and to make decisions.

The [Decisions Reserved for Council](#)¹ remain unchanged.

Terms of Reference

1. To ensure Council oversight of the University's response to the significant downturn in revenue caused by the COVID-19 crisis;
2. To exercise decision making of Council on its behalf where needed in order to facilitate speedy decision making, and to act as a communication channel back to Council;
3. To advise senior management on appropriate financial and staffing-related strategies during this period;
4. To receive regular reports on financial and staffing strategies adopted by management, and on their effectiveness;
5. To monitor the impact of the crisis on University liquidity, cash flow and capital expenditure;
6. To oversee the development and implementation of a 'reset' strategy for the University in the light of a likely significant downturn in revenue for 2021 and 2022 and shift towards online education.

Reporting

The Committee will report to University Council through the Chancellor. Where substantive matters have been discussed a short written report will be circulated to full Council.

Quorum

At least three of the four ex officio members

Frequency of meetings

Monthly

List of any sub-committees

Not applicable

Secretariat

Amy Smith

Contact person and phone / email

Name: Amy Smith

Title: Executive Assistant

Tel: 03 9479 1579

Email: a.smith5@latrobe.edu.au

¹ https://intranet.latrobe.edu.au/data/assets/pdf_file/0018/131481/Decisions-Reserved-for-Council.pdf