

Appointment of Acting Vice-Chancellor Rule

Section 1 - Overview

- (1) The appointment of the Vice-Chancellor and Chief Executive Officer is a matter for the Council of the University.
- (2) From time to time the incumbent Vice-Chancellor and Chief Executive Officer may be unavailable for a short period of time, and an Acting Vice-Chancellor and Chief Executive Officer should be appointed. By this Rule the Council authorises a process for the Vice-Chancellor and Chief Executive Officer to appoint an Acting Vice-Chancellor and Chief Executive Officer, subject to the limitations stated in this Rule.

Section 2 - Scope

- (3) This Rule relates to the office of Vice-Chancellor and Chief Executive Officer and applies where there is an incumbent Vice-Chancellor and Chief Executive Officer who is unavailable for a short period of time. It does not apply where the office of Vice-Chancellor and Chief Executive Officer is vacant or where the Vice-Chancellor and Chief Executive Officer is unavailable for an extended period.

Section 3 - Rule

- (4) This Rule applies where the Vice-Chancellor and Chief Executive Officer determines that he/she is, or is likely to be, unavailable to perform the role of Vice-Chancellor and Chief Executive Officer for period not exceeding one month. This includes circumstances where the Vice-Chancellor and Chief Executive Officer is on leave or is travelling.
- (5) Where this Rule applies the Vice-Chancellor and Chief Executive Officer may decide to appoint a person as Acting Vice-Chancellor and Chief Executive Officer, subject to the following:
- a. the person appointed as Acting Vice-Chancellor and Chief Executive Officer must be a member of the Senior Executive of the University; and
 - b. the person may be appointed for a specified period of time not exceeding one month.
- (6) The Vice-Chancellor and Chief Executive Officer must confirm the appointment in writing (hardcopy or electronic).
- (7) The Vice-Chancellor and Chief Executive Officer may cancel the appointment at any time, notwithstanding that the appointee may have been appointed for a specified period.
- (8) A person appointed as Acting Vice-Chancellor and Chief Executive Officer under this Rule has all of the functions and powers of the Vice-Chancellor and Chief Executive Officer, subject to Rule 9. The Acting Vice-Chancellor and Chief Executive Officer holds these functions and powers jointly with the Vice-Chancellor and Chief Executive Officer.
- (9) The Vice-Chancellor and Chief Executive Officer retains the power to change, overrule or rescind any of the decisions or actions of the Acting Vice-Chancellor and Chief Executive Officer, and may do so during or after the period in which the appointee is Acting Vice-Chancellor and Chief Executive Officer.
- (10) The Vice-Chancellor and Chief Executive Officer must notify the Council and University Secretary of all such

appointments, and the University Secretary must keep a record of the appointments.

(11) The Council reserves the right to cancel any appointments made under this rule.

General

(12) This Rule takes effect as a Rule of Council pursuant to Section 25 of the UNE By-laws (By-Law).

(13) To the extent this Rule conflicts with the UNE Act (Act) or [By-law](#), the [Act](#) or [By-law](#) prevails to the extent of the conflict and this Rule must be read down accordingly.

(14) This Rule operates as a delegation by Council under Section 17 of the [Act](#).

Status and Details

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Glossary Terms and Definitions

"UNE Act" - Is the University of New England Act 1993 (NSW).

"UNE By-laws" - Means the University of New England By-law 2005 (NSW).

"Council" - Means the Council of the University of New England, being the governing body of the University.