**FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES**

**ADVISORY BOARD: TERMS OF REFERENCE**

## 1. DEFINITIONS

### 1.1 Advisory Board

The Advisory Board of the Faculty of Economic and Management Sciences.

### 1.2 Chairperson

The Vice-Principal responsible for the Faculty.

### 1.3 Dean

The Dean of the Faculty of Economic and Management Sciences.

### 1.4 Faculty

The Faculty of Economic and Management Sciences.

### 1.5 Faculty Board

The Faculty Board of the Faculty of Economic and Management Sciences.

### 1.6 Participating Departments

The nine Academic Departments within the Faculty:

- Department of Accounting
- Department of Auditing
- Department of Business Management, including the Division of Communication Management
- Department of Economics
- Department of Financial Management
- Department of Human Resources Management
- Department of Marketing Management, the division of Tourism Management
- Department of Taxation
- School for Public Management and Administration

### 1.7 University

The University of Pretoria

## 2. MANDATE

The Advisory Board advises the Faculty on issues regarding the educational, research and community service programmes of participating departments. This advice is aimed at the strategic positioning of the Faculty and at ensuring that the academic standards of the Faculty and participating Departments meet the quality and relevancy expectations of the private and public sector.

## 3. COMPOSITION OF THE ADVISORY BOARD

**3.1** The Advisory Board consists of at least ten nominated members, active in the public and private sector, and the ex officio members indicated below from the University. These nominations will be made by the Faculty and will be approved by the Vice-Principal.

**3.2** The ex officio members of the Advisory Board are:

3.2.1 Vice-Principal

3.2.2 Dean

3.2.3 Heads of the nine Academic Departments in the Faculty

**3.3** The Vice-Principal serves ex officio as chairman of the Advisory Board.

**3.4** The Faculty Manager acts as secretary of the Advisory Board.

**3.5** Nominated members are appointed for a period of three (3) years; an outgoing member may be re-nominated.

## 4. MEETINGS OF THE ADVISORY BOARD

The Advisory Board meets at least twice a year. The Chairman may schedule interim meetings on request of any member of the Board. A quorum will consist of at least three (3) nominated members, the Vice-Principal, the Dean or their duly appointed representatives. At meetings every member has one vote. Decisions are taken by an ordinary majority of the members present. In case of a tie, the chairman will have a casting vote.

## 5. FUNCTIONS OF THE ADVISORY BOARD

The Advisory Board considers and gives advice on:

- The strategic plans and present initiatives of the Faculty.
- The performance of the Faculty.
- Any other matter on which the Faculty wishes to gain advice.

## 6. THE DISSOLUTION OF THE ADVISORY BOARD

The Advisory Board can be dissolved in the event of:

- Restructuring or closure of the Faculty
- A decision by the Faculty Board and/or Executive Management of Senate.
- A majority decision of the Advisory Board.