

INSTITUTIONAL RULES FOR CONVOCATION GOVERNANCE STRUCTURES

CHARTER OF THE MEMBERS' COMMITTEE

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1. COMPOSITION

The Members' Committee will consist of the following:

- (a) The Chairperson of Council (ex officio) or his or her duly authorised representative;
- (b) the Vice-Chancellor and Principal (ex officio) or his or her duly authorised representative;
and
- (c) the President of the Convocation (ex officio) or his or her duly authorised representative.

2. ROLE OF THE MEMBERS' COMMITTEE

2.1 The Members' Committee will be constituted whenever vacancies arise on –

- (a) the Convocation Advisory Board; and
- (b) in the category of Council members elected/appointed by the Convocation (with the exception of the President of the Convocation).

2.2 In the case of vacancies on the Convocation Advisory Board, the results of the voting by the Convocation on the appointability of duly nominated candidates as well as their full CVs, will be submitted to the Members' Committee for consideration and appointment.

The Members' Committee will consider the outcome of the voting process in appointing the members of the Convocation Advisory Board from amongst the nominees, having due regard to considerations of diversity of race, gender and expertise.

2.3 In the case of vacancies in the category of Council members elected/appointed by the Convocation, the President of the Convocation will submit the list of duly nominated candidates, accompanied by the results of the voting on their appointability by the Convocation as well as their full CVs, to the Members' Committee.

The Members' Committee will consider the outcome of the voting process in making a recommendation to Council regarding the appointment of Convocation members to Council from amongst the candidates, having due regard to considerations of diversity of race, gender as well as suitable expertise and experience.

- 2.4 It should be noted that given the consideration of diversity of race, gender and expertise, the persons who are appointed by the Members' Committee in accordance with paragraph 2.2 and recommended for appointment to Council in accordance with paragraph 2.3 may not necessarily be the candidates who obtained the highest number of votes.

3. ADMINISTRATIVE SUPPORT

Administrative support, including secretariat services, will be provided by the Office of the Registrar.

4. REVIEW OF THE CHARTER

These rules shall be reviewed every 4 (four) years or otherwise whenever deemed necessary during the intervening period.

5. DOCUMENT METADATA

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