

Replaces (please remove) Section 3.4.1 Issued 12/06

3.4.1 SENIOR LEADERSHIP FORUM

ROLE

The Senior Leadership Forum provides an effective and timely forum for information sharing up, down and across the organisation.

FUNCTIONS

The Senior Leadership Forum shall:

- (i) provide opportunities for discussion and information sharing by the senior leadership team on issues relating to management, governance, business improvement and institutional performance;
- (ii) facilitate a coordinated, integrated and collaborative approach to institutional planning, management and operations;
- (iii) advise the Vice-Chancellor, Senior Executive and Vice-Chancellor's Committee on policy, strategy and operational priorities;
- (iv) provide members of the senior leadership team with the opportunity to highlight and discuss issues of importance; and
- (v) respond to agenda items referred by the Vice-Chancellor, Senior Executive or Vice-Chancellor's Committee.

MEMBERSHIP

The membership of the Senior Leadership Forum shall be:

1. Vice-Chancellor (Convenor)
 2. Deputy-Vice-Chancellor (Global Learning)
 3. Deputy Vice-Chancellor (Scholarship)
 4. Chief Operating Officer
 5. Pro Vice-Chancellor (Learning and Teaching)
 6. Pro Vice-Chancellor (Student Management)
 7. Deans of Faculties/Pro Vice-Chancellors
 8. Provost, USQ Fraser Coast
 9. Director, USQ Springfield
 10. Executive Director, Division of Academic Information Services
 11. Chief Technology Officer
 12. Chief Financial Officer
 13. Group Manager, Facilities
 14. Executive Director, Human Resources
 15. Group Manager, Sustainable Business Management and Improvement
 16. Chief Marketing Officer
 17. Director, Learning and Teaching Support Unit
 18. Director, Open Access College
 19. Director, Office of Research and Higher Degrees
 20. Director, Centre for Australian Indigenous Knowledges
 21. Director, Office of External Engagement
 22. Director, Corporate Communications
 23. Director, Global Recruitment and Admissions
 24. Manager, USQ Business Link
 25. Secretary to Council/University Lawyer
 26. Chair, Academic Board
 27. Senior Executive Officer (Academic Project Portfolio)
 28. Senior Executive Officer (Office of the Deputy Vice-Chancellor, Scholarship)
- + Senior managers from Student Management – TBA

FREQUENCY OF MEETINGS

The Senior Leadership Forum shall convene every eight weeks for a duration of 3 hours.

SECRETARY TO THE SENIOR LEADERSHIP FORUM

The Secretary to the Vice-Chancellor's Committee shall also serve as Secretary to the Senior Leadership Forum with responsibility for drafting the Agenda and recording the outcomes and actions from each meeting.

Warning – Uncontrolled when printed. The current version of this document is kept on the USQ website

WORKING PARTIES AND CO-OPTION

The Senior Leadership Forum may co-opt other persons to provide advice and assistance in respect of specific issues being considered.

SENIOR LEADERSHIP FORUM MEMBERSHIP**VICE-CHANCELLOR**

Convener

Professor W Lovegrove

DEPUTY VICE-CHANCELLOR (GLOBAL LEARNING)

Professor P Candy

DEPUTY VICE-CHANCELLOR (SCHOLARSHIP)

Professor G Baker

CHIEF OPERATING OFFICER

Mr B Lillis

PRO VICE-CHANCELLOR (LEARNING AND TEACHING)

Professor L Hunt

PRO VICE-CHANCELLOR (STUDENT MANAGEMENT)

Professor J Verbyla

DEANS OF FACULTIES/Pro Vice-Chancellors

Arts: Professor P Goodall (Pro Vice-Chancellor Social Justice and Equity)

Business: Professor A Layton, Pro Vice-Chancellor (Institutional Partnerships)

Education: Professor N Temmerman, Pro Vice-Chancellor (Academic Quality)

Engineering and Surveying: Professor F Bullen, (Pro Vice-Chancellor, Research)

Sciences: Associate Professor G Daggard (Acting)

PROVOST, USQ FRASER COAST

Professor K Stott

DIRECTOR, USQ SPRINGFIELD

Mr D Fraser

EXECUTIVE DIRECTOR, DIVISION OF ACADEMIC INFORMATION SERVICES

Professor A Smith

CHIEF TECHNOLOGY OFFICER

Mr B Kissell

CHIEF FINANCIAL OFFICER

Mr B Mottram

GROUP MANAGER, FACILITIES

Mr D Povey

EXECUTIVE DIRECTOR, HUMAN RESOURCES

Mr J Pearson

GROUP MANAGER, SUSTAINABLE BUSINESS MANAGEMENT & IMPROVEMENT

Mr S Ivey

CHIEF MARKETING OFFICER

Mr I Olton

DIRECTOR, LEARNING AND TEACHING SUPPORT UNIT

Dr M Sankey (Acting)

DIRECTOR, OPEN ACCESS COLLEGE

Mr D Bull

DIRECTOR, OFFICE OF RESEARCH AND HIGHER DEGREES

Dr R Yi

DIRECTOR, CENTRE FOR AUSTRALIAN INDIGENOUS KNOWLEDGES

Mr J Williams-Mozley

DIRECTOR, OFFICE OF EXTERNAL RELATIONS

Mr G Brady

DIRECTOR, CORPORATE COMMUNICATIONS

Dr A Burke

DIRECTOR, GLOBAL RECRUITMENT AND ADMISSIONS

Ms G Rolan

SECRETARY TO COUNCIL

Ms P Steele

CHAIR, ACADEMIC BOARD

Mr M Toleman

SENIOR EXECUTIVE OFFICER (ACADEMIC PROGRAM PORTFOLIO)

Ms S Nitschke

SENIOR EXECUTIVE OFFICER (OFFICE OF THE DEPUTY VICE-CHANCELLOR (SCHOLARSHIP))

Ms P Arthur

SECRETARY

Mr S Tickell - Extension 2391