THE UNIVERSITY OF HUDDERSFIELD

CHAIR OF UNIVERSITY COUNCIL

ROLE DESCRIPTION

Main objective

To lead the University Council and enable it to work in an effective and efficient manner in accordance with its terms of reference and the University’s Instrument and Articles of Government.

Duties and responsibilities

- To ensure that Members work together effectively and observe Nolan’s seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

- To provide leadership to the Council in determining the effective and efficient use of resources, ensuring the solvency of the University and its subsidiaries and safeguarding their assets.

- To enable the Council to provide firm strategic direction to the University, setting overall policy, defining goals and setting targets and evaluating performance against key performance indicators.

- To have a constructive and challenging working relationship with the Vice Chancellor.

- To ensure that the Council discusses issues it needs to discuss and dispatches its responsibilities in a business-like way ensuring decisions taken are implemented.

- To ensure that Committees play a central role in the proper conduct of Council business and report back as necessary.

- To Chair or attend ad hoc Committees and working groups.

- To use independent judgement and ensure that Council business is not influenced by any relationship internal or external which could interfere with impartial decision-making and the principles of public life.

- To act fairly and impartially maintaining confidentiality.

- To ensure that the performance of the Council, its Committees and Members are evaluated each year and that the development needs of Members are identified and addressed to enhance effectiveness.

- To appraise annually the performance of the Vice Chancellor and University Secretary.

- To monitor the performance of the Council and its Committees and evaluate the performance of Members.

- To ensure that agendas are set and meetings are held according to the Council’s terms of reference.

- To resolve any conflict within the Council liaising with Members and officers of the University to ensure the best interests of the University are paramount.

- To be able to devote time to attend Council and Committee meetings on a regular basis and undertake training and induction sessions.

- To sign the annual accounts on behalf of the University Council.

- To represent the Council and the University from time to time at award ceremonies, conferences, functions and meetings, and act as spokesperson when required.