

Australian Studies Institute Advisory Board

Terms of Reference

Background

The Australian Studies Institute (henceforth, the Institute) was established as part of the ANU commitment to an 'Australia and the World' program. This program recommitments the University to one of the key foundational roles identified for Australia's national university to study the great challenges confronting Australia and the globe from an Australian perspective. The mission of the Institute is to

- promote the study of Australia and transnational and comparative research involving Australia;
- establish ANU as the prime gateway to scholarship on Australia, providing a national and international hub for excellence and a catalyst for innovative and interdisciplinary research, teaching and public policy engagement;
- place ANU at the centre of a global network of Australian Studies Centres and connect us directly to individual researchers working on Australia;
- provide a conduit for research on Australia being undertaken at ANU to be brought to new audiences both nationally and globally;
- develop research collaborations, educational partnerships and networks with other universities and constituencies at home and abroad;
- provide the basis of a cogent case for philanthropic support;
- promote the exchange of knowledge, staff, students and resources between our institution and other institutions working in the area of Australian related studies in Australia and across the globe;
- facilitate public activities including lectures, conferences and seminars designed to attract diverse audiences from within the academy, alumni, government, semi-government and the private sector;
- encourage and produce the next generation of scholars working on Australian related studies.

Function

The primary function of the Advisory Board (henceforth, the Board) will be to discuss and provide guidance to ensure the mission of the Institute is being met and supporting the ANU commitment to 'Australia and the World'.

The Board will not provide ongoing day-to-day management or administrative oversight related to the Institute's activities.

The Board will provide strategic advice regarding new initiatives, as well as aide in supporting the development of new opportunities and funding sources.

Frequency of meetings

The Board will meet at least quarterly unless otherwise determined by the Chair. Meetings of the Board shall be convened by the Chair. The Board will also deal with business via email.

At a meeting of the Board, 50% of the members constitute a quorum, or if that number is not a whole number, then the next whole number greater than the first-mentioned number.

Membership

The Board will be chaired by the Pro Vice-Chancellor (International Strategy). The convener will be the Director of the Institute. In the case that the Chair is unable to attend a meeting of the Board, the convener will be the standing Chair of the Board. The membership of the Board will be as follows

Appointed

- One academic representative from each college, as nominated by the relevant Dean
- One or more internal representatives, as recommended by the Board and approved by the Chair
- One representative from ANU Advancement as nominated by the Vice-President (Advancement)
- One or more external representatives with interest and relevant expertise, as determined by the Chair

Length of Membership

Appointed members will serve a term of two years from the date of their appointment.

Members may be reappointed for up to one additional term in succession. An offer to extend the membership of the Board by two years will be at the discretion of the Chair and relevant Dean.

Board members may nominate an alternate to attend in their place should they be unable to attend a meeting of the Board.

Board Support

Secretariat support for the Board will be provided by the Institute.