



## CHARTER FOR SENATE EXECUTIVE COMMITTEE

### 1. NAME

The name of the committee is the Senate Executive Committee, hereafter referred to as SENEX.

### 2. STATUS

SENEX is the executive committee of Senate, as stipulated in the Statute, and reports to Senate.

### 3. MISSION AND GOALS

SENEX assists Senate in executing its functions as contemplated in section 21 of the Standard Institutional Statute in accordance with the vision, mission and core values of the University, the principles of corporate governance and within the legal and management framework of the University, focusing on all the strategic goals and subsequent Key Performance Areas and Indicators, with specific reference to excellence in teaching and learning.

### 4. COMPOSITION

- 4.1 Vice-Chancellor (Chairperson);
- 4.2 Pro Vice-Chancellor (Deputy Chairperson);
- 4.3 Deputy Vice-Chancellors;
- 4.4 Executive Deans;
- 4.5 Four Senate members elected by Senate;
- 4.6 Executive Director: Human Resources;
- 4.7 Executive Director: Research and Innovation;
- 4.8 Executive Director: Academic Development and Support;
- 4.9 Registrar.

## **5. FUNCTIONS**

SENEX functions in accordance with the authority delegated to it by Senate. The specific functions of SENEX are to:

- 5.1 take decisions on behalf of Senate that, by virtue of their urgency, cannot be delayed;
- 5.2 consider amendments to existing subsidised academic programmes for recommendation to Senate;
- 5.3 consider new academic programmes (both subsidised and non-subsidised) for approval or recommendation to Senate in accordance with the delegation of authority in this regard;
- 5.4 consider amendments to institutional and faculty rules and regulations related to the academic core business of the University for recommendation to Senate;
- 5.5 consider academic policies and guidelines for recommendation to Senate in accordance with the delegation of authority in this regard;
- 5.6 ratify the appointment of academic and research employees;
- 5.7 ratify the promotion of a junior lecturer to lecturer;
- 5.8 consider possible promotions of academic and research employees to senior lecturer, associate professor and full professor;
- 5.9 deliberate on any matter that, in the opinion of the Chairperson (after consultation with the Deputy Chairperson and the Registrar) should serve at SENEX for consideration prior to serving at Senate;
- 5.10 monitor the functionality of Senate Committees on behalf of Senate, in such manner as it deems fit;
- 5.11 generate policy and other proposal documents on matters of an academic nature, for consideration by Senate;
- 5.12 create subcommittees of SENEX as it deems fit.

## **6. SCOPE OF AUTHORITY**

Senate delegates the scope of authority to SENEX as it deems fit.

## **7. MEETING PROCEDURE AND REPORTING**

- 7.1 SENEX meets at least quarterly (meeting dates set in advance and contained in the University's Year Programme).
- 7.2 The SENEX secretariat administers meetings in accordance with the Rules in this regard.
- 7.3 The Chairperson of SENEX may call an extraordinary or emergency meeting in accordance with the Rules.
- 7.4 The Chairperson may invite persons who are not members to attend meetings, on the condition that they may participate in discussions but may not vote.
- 7.5 Members of SENEX diligently execute their duty of care and fiduciary duty during deliberations and decision-making.
- 7.6 Decision-making is primarily based on the principle of consensus and/or sufficient consensus.
- 7.7 If consensus cannot be reached, a principle/motion is put to the vote and it is carried if a simple majority vote of those present at the meeting has been obtained.

- 7.8 The chairperson has, on any matter, a deliberative vote and, in the event of an equality of votes, also a casting vote.
- 7.9 Central Committee Administration provides the secretariat who administers meetings in accordance with the Rules.
- 7.10 The minutes of each meeting are considered at the next meeting.
- 7.11 A quarterly report is submitted to Senate for noting, ratification or consideration of matters.

## **8. LIFESPAN AND DISSOLUTION OF SENEX**

The term of office of members of SENEX is as follows:

- 8.1 The members of the Management Executive Committee, the Registrar: Academic, the Executive Director: Human Resources, Executive Director: Research and Innovation, and the Executive Deans serve by virtue of their office.
- 8.2 Elected members of Senate serve for a term of three years.
- 8.3 In the event of a successor being elected or appointed (due to resignation or vacation of office of an elected or appointed member), the successor holds office for the unexpired term of office of the predecessor.
- 8.4 SENEX is a statutory committee and may not be dissolved.

Approved by Senate 25 October 2006

Amendments approved by Senate on 17 July 2008