

Academic Delegations Ordinance

Version 12 - Approved 2 May 2025

1) Preamble

- 1.1 The powers and functions of University Council are established by the *University of Tasmania Act 1992*.
- 1.2 Under the Act, amongst other things, Council may:
 - a) delegate powers and functions to the Vice-Chancellor and other University staff and committees to enable the efficient and effective operation of the University in pursuit of its strategic and operational objectives
 - b) make ordinances prescribing or regulating matters.
- 1.3 The Act establishes the functions of Academic Senate to advise Council on all academic matters relating to the University.
- 1.4 Council has delegated to Academic Senate under the *Academic Senate Ordinance*, the following functions to be exercised in accordance with the principles, plans and policies approved by Council:
 - a) approval of awards
 - b) determination of the qualifications to be required of candidates before they may be admitted to an award.
- 1.5 Under the *University Council Ordinance*, the Vice-Chancellor is accountable for managing the operation of the University, including managing the delivery of research, teaching and learning, to achieve strategic and operational objectives.
- 1.6 Council has delegated to University staff under the *General Delegations Ordinance* the power to, on behalf of the University:
 - a) expend, receive and borrow funds
 - b) enter contracts
 - c) employ and remunerate staff and terminate employment
 - d) to accept institutional residual risk.

2) Purpose

- 2.1. This ordinance prescribes how academic delegations are assigned to University positions and committees.

3) Commencement and review

- 3.1. This ordinance takes effect on 2 May 2025 and will be reviewed periodically.

4) Academic Delegations

- 4.1. An academic delegation is an assignment of authority to a University position or committee to make a decision about an academic function.

- 4.2. Academic delegations are assigned by means of University governance instruments (ordinances, policies and procedures) that have been made and approved in accordance with the University's framework for administering those instruments.
- 4.3. Academic delegations will be assigned to enable decision making at the closest level possible to those implementing the decision.
- 4.4. The University will maintain and make publicly available a current *Directory of Academic Delegations* that will document each academic delegation assigned for the following academic functions:
 - a) the student lifecycle
 - b) the curriculum lifecycle
 - c) academic capability.
- 4.5. Where the exercise of an academic delegation will give rise to institutional risk for the University, the delegate must also have an appropriate Residual Risk Acceptance Delegation assigned in accordance with the *General Delegations Ordinance*.

5) Delegation Principles

5.1. The following principles apply when exercising an academic delegation:

- a) *The think principle (assess, question and seek advice)*
In exercising an academic delegation, which includes determining who is the appropriate delegate, University staff and committees must apply discretion and professional judgement to the matter, informed by consultation and advice as the situation requires.
- b) *The one-up principle*
Irrespective of the delegation held, if a decision is outside the delegate's residual risk acceptance delegation or there is a conflict of interest, the delegate must escalate the decision appropriately.
- c) *The authorisation principle*
Where appropriate to support organisational efficiency, a delegate may authorise, in writing, a University staff member to exercise a delegation on their behalf, retaining accountability for the exercise of that delegation.

Approved by Council on 2 May 2025

[Version history](#)