

# **LYCEUM CAMPUS PRESIDENT'S ADVISORY COMMITTEE**

## **1. Purpose of the Committee**

It is a key advisory committee to the President on all matters relating to the management of the Campus, and on the setting of strategic direction and the development of policies. It provides a forum to facilitate a regular exchange of strategic information to those in the governance sector and those in the operational groups.

## **2. Functions of the Committee**

It provides advice to the President on all matters such as :

### **2.1 Governance, legislation, Codes and Best Practices**

- i. Consider and recommend /approve changes to the organizational structures of the Campus, and any resulting staff reductions or staff additions;
- ii. In regard to the legislation and policies consider the :
  - Relevance and implementation of campus policies and plans in existence;
  - Modification, of existing policies and strategies; and
  - The development of new ordinances, By-laws, regulation, policies, Codes of practices and international higher education link programmes etc. considered desirable.

### **2.2 Council and Standing Committees of the Council**

- i. Make recommendations to the Council on the appointment of members of Council;
- ii. Make recommendations to the Council on the appointment of Chairpersons, members and to the standing committees of the council to determine their functions; and

- iii. Receive reports on the work of and respond to matters referred to by the Standing Committees of the Council.

## **2.3 Strategic Plan**

- i. Endorse the campus strategic plan to submit to council;
- ii. Endorse campus annual plan to submit to council;
- iii. Monitor the institutional performance in all areas of its operation against the strategic plans; and
- iv. Academic and infrastructure planning and development of the Campus.

## **2.4 Dealing with certain matters on behalf of the Council**

- i. Determine significant matters relating to campus management policy, procedures relating to:
  - Research and innovation ;
  - External engagement;
  - Global engagement; and
  - Professional service.
- ii. Advise the president in regard to matters which the council consider need to be dealt with before the next scheduled meeting of the council

## **3. Ethical practices**

1. Exercise objectivity and integrity in the discharge of their duties and responsibilities.
2. Act in a proper and prudent manner in the use of information acquired in the course of their duties and responsibilities, particularly in regard to the maintenance of confidentiality and privacy of information.
3. Ensure that they do not place themselves in situations which could lead to, or be perceived to give rise to a conflict of interest.
4. Disclose to the committee any matter which would compromise, or be seen to compromise the performance of their duties on the committee or give rise to a perception of a conflict of interest.

#### **4. Committee membership**

President (Chair)  
Deputy President  
CEO  
Deans of Faculties  
Registrar  
Finance Manager  
Deputy Registrar (Secretary to the Committee)

#### **5. Quorum**

The Chair and majority of the total membership.

#### **6. Mode of operation**

The Committee shall meet once in two months on pre-determined meeting dates.

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Category	Administration & Management
Type	Regulation
Approved By	President
Effective Date	25/07/2022
Last Approved Revision	
Sponsor	Registrar
Responsible Officer	Deputy Registrar