

THE UNIVERSITY OF HUDDERSFIELD
COMMITTEE CHAIR
ROLE DESCRIPTION

Main objectives

To lead the Committee 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.

To have a specialist knowledge of the work of the Committee.

Duties and responsibilities

- To provide leadership to the Committee, ensuring Members work together effectively and observe Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- To ensure that the Committee reports to the University Council and makes recommendations as appropriate according to the Committee's terms of reference.
- To ensure the Committee discusses issues it needs to discuss and dispatches its responsibilities in a business-like way ensuring decisions taken are implemented.
- To use independent judgement and ensure that Committee 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 agendas are set and meetings are held according to the Committee's terms of reference.
- To ensure that Members receive appropriate training and induction to enable the Committee to operate as a team.
- To resolve any conflict within the Committee liaising with Members and officers of the University to ensure that the best interests of the University are paramount.
- To be able to devote time to attend Council and Committee meetings on a regular basis.
- To attend training and induction sessions.
- To Chair or attend ad hoc University Committees and working groups.
- To represent the Council and the University from time to time at conferences, functions and meetings.