

Schedule of Operational Sub-Delegations made by the Vice-Chancellor

Effective Date: 22 September 2017



These operational sub-delegations are made in accordance with the Matters Reserved by Council and the delegations provided to the Vice-Chancellor by the University Council. These operational sub-delegations are to be exercised in line with approved budgets and undertaken in line with UON policies and processes.

The sub-delegations are divided into 6 categories, being:

[Delegation 1: Operations](#)

[Delegation 2: People and Workforce](#)

[Delegation 3: Governance and Legal](#)

[Delegation 4: Philanthropy and Alumni](#)

[Delegation 5: Student Administration](#)

[Delegation 6: Research](#)

1. Operations

	Authority	Limit	Delegate	Conditions
1.1 Procurement plans				
1.1.1	Approve or vary a procurement plan for engagement of a professional consultant or independent contractor.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required where the procurement plan >\$5,000,000 or where risk is considered extreme. This delegation is subject to the Guidelines for Commercial Activities (if applicable).
		≤ \$2,000,000	COO, CFO	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$1,000,000	ADSP	<ul style="list-style-type: none"> Conditions as per the VC.
1.1.2	Approve or vary a procurement plan for goods or services.	Unlimited	VC	<ul style="list-style-type: none"> This delegation is subject to the development of a business case prior to approval, where the procurement plan relates to capital items. This delegation is subject to the Guidelines for Commercial Activities (if applicable).
		≤ \$2,000,000	COO, CFO	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$1,000,000	ADSP	<ul style="list-style-type: none"> Conditions as per the VC.
1.2 Contracts and funding commitments for operational or capital expenditure				
1.2.1	Approve a contract or funding commitment for operating or capital expenditure (excluding IT related expenditure).	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matters R41: Council approval is required for contracts or expenditure >\$5,000,000. This delegation is subject to the Guidelines for Commercial Activities (if applicable).
		≤ \$2,000,000	COO, CFO DVC	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$500,000	DIFS PVC DC	<ul style="list-style-type: none"> Conditions as per the VC.

	Authority	Limit	Delegate	Conditions
			DDIFS	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$250,000	DIR, GC, AR, HOS UL	<ul style="list-style-type: none"> Conditions as per the VC. This delegation is restricted to operating expenditure only. UL delegation is restricted to operating expenditure for library items only.
		≤ \$50,000	DD, AD DHF	<ul style="list-style-type: none"> Conditions as per the VC. This delegation is restricted to operating expenditure only.
		≤ \$5,000	EO	<ul style="list-style-type: none"> Conditions as per the VC. This delegation is restricted to Fraedom and Tech One expenditure only.
		≤ \$5,000	HEW8 and above	<ul style="list-style-type: none"> Conditions as per the VC. This delegation is subject to the appointment of the employee by the CFO to act as an Authoriser in Fraedom and/or Tech One. This delegation is restricted to Fraedom and Tech One expenditure only.
1.2.2	Approve a contract or funding commitment for IT capital and operating expenditure, and expenditure relating to IT services.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required for contracts or expenditure > \$5,000,000.
		≤ \$2,000,000	COO, CFO DVC	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$1,000,000	CIO	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$250,000	ADIT	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$100,000	DIR PVC DC	<ul style="list-style-type: none"> Conditions as per the VC.

	Authority	Limit	Delegate	Conditions
1.2.3	Execute (sign) a contract after it has been approved in accordance with Delegation 1.2.1 or 1.2.2.	No limit specified	VC COO, CFO DVC, PVC	<ul style="list-style-type: none"> No conditions.
		≤ \$2,000,000	CIO, GC, DIR AR, HOS	<ul style="list-style-type: none"> No conditions.
		≤ \$500,000	DD, AD DHF, UL	<ul style="list-style-type: none"> No conditions.
1.2.4	Terminate a contract after commencement	≤ \$5,000,000	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$200,000	COO, CFO SDVC, DVC PVC	<ul style="list-style-type: none"> This delegation is subject to GC review and recommendation by Executive Committee.
1.3 Contracts and funding commitments for research expenditure				
1.3.1	Approve a contract or funding commitment for research expenditure.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required for contracts or expenditure >\$5,000,000. This delegation is subject to any grant funding terms and conditions. This delegation does not apply to any real property transaction, including a lease or licence.
		≤ \$2,000,000	SDVCRI	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$1,000,000	PVCRI	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ 500,000	PVC	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ 150,000	HOS	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ 20,000	CI	<ul style="list-style-type: none"> Conditions as per the VC. This delegation is restricted to Tech One expenditure only.

	Authority	Limit	Delegate	Conditions
1.3.2	Execute (sign) a contract after it has been approved in accordance with Delegation 1.3.1.	No limit specified	VC SDVCRI, PVCRI	<ul style="list-style-type: none"> No conditions.
		≤ \$2,000,000	PVC, HOS	<ul style="list-style-type: none"> No conditions.
1.3.3	Approve or waive a research related overhead charge.	No limit specified	VC SDVCRI, PVCRI, PVCIEI	<ul style="list-style-type: none"> No conditions.
1.4 Purchase cards				
1.4.1	Approve or revoke the issue of a purchase card or travel companion card.	No limit specified	COO, CFO, DDCFO	<ul style="list-style-type: none"> No conditions.
1.4.2	Approve a purchase on a purchase card (excludes travel and entertainment).	Within budget	VC	<ul style="list-style-type: none"> No conditions
		≤ \$20,000	COO, CFO SDVC, DVC, PVC, DC	<ul style="list-style-type: none"> No conditions.
		≤ \$5,000	CIO, DIR, GC, DD, AD AR, DOGR, DHF, HOS, EO	<ul style="list-style-type: none"> This delegation is subject to the limit on the purchase card.
		≤ \$5,000	HEW8 positions and above	<ul style="list-style-type: none"> This delegation is subject to the limit on the purchase card. This delegation is subject to the appointment of the employee by the CFO to act as an Authoriser in Fraedom and/or Tech One. This delegation is restricted to Fraedom and Tech One expenditure only.

1.5 Travel and entertainment				
1.5.1	Approve domestic business travel related expenditure.	Within budget	VC COO, CFO, CIO, GC, DIR DD, AD SDVC, DVC, PVC, DC, AR, UL, DOGR, DHF, HOS	<ul style="list-style-type: none"> No conditions.
1.5.2	Approve international business travel related expenditure.	Within budget	VC COO, CFO SDVC, DVC, PVC, DC	<ul style="list-style-type: none"> No conditions.
1.5.3	Approve entertainment for staff, visitors, and/or guests of UON.	Within budget	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$10,000	COO, CFO, CIO, GC, DIR, SDVC, DVC, PVC, DC, AR, HOS	<ul style="list-style-type: none"> The delegated limit applies per event.
1.6 Payments				
1.6.1	Approve the payment of payroll amounts including superannuation and PAYG withholding.	No limit specified	COO, CFO, DDCFO	<ul style="list-style-type: none"> No conditions.
1.6.2	Approve the payment of taxes including FBT and payroll tax.	No limit specified	COO, CFO, DDCFO	<ul style="list-style-type: none"> No conditions.
1.6.3	Establish, revoke and cancel a petty cash account and custodian.	No limit specified	COO, CFO, DDCFO	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the relevant DIR or HOS.
1.6.4	Approve a limit change to a petty cash account.	No limit specified	COO, CFO, DDCFO	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the relevant DIR or HOS.

1.7 Investment, banking and regulation				
1.7.1	Approve the investment of funds.	In accordance with investment policy	VC	<ul style="list-style-type: none"> Council Reserved Matter R43: This delegation does not apply to the engagement of an approved funds manager or to disestablishing common investment funds.
		In accordance with investment policy	COO, CFO, DDCFO	<ul style="list-style-type: none"> Conditions as per the VC. This delegation is subject to approval from two authorisers.
1.7.2	Approve any matter relating to a UON bank account or credit facility.	No limits specified	VC COO, CFO, DDCFO	<ul style="list-style-type: none"> This delegation includes the appointment of officers with signing authority.
1.7.3	Act as UON's nominated agent for taxation purposes.	No limit specified	CFO, DDCFO	<ul style="list-style-type: none"> No conditions.
1.7.4	Act as UON's agent for ACNC purposes.	No limit specified	VC CFO, DDCFO	<ul style="list-style-type: none"> No conditions.
1.8 Write-offs and adjustments of assets				
1.8.1	Approve the write-off, sale or trade-in of an asset.	≤ \$1,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R42: Council approval is required if the financial effect of the write off, sale or trade in of assets >\$1,000,000. The delegated limit represents the greater of the book value or the net realisable value of the asset.
		≤ \$500,000	COO, CFO	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$50,000	DDCFO	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$30,000	ADSP	<ul style="list-style-type: none"> Conditions as per the VC.
1.9 Insurance				
1.9.1	Approve the settlement of a claim made by UON under an insurance policy.	≤ \$1,000,000	VC	<ul style="list-style-type: none"> This delegation does not apply to a claim made in respect of professional liability, malpractice protection, clinical trials protection, public and products liability protection, cyber protection, environmental liability, directors and officers liability, employment practices liability, or statutory liability- see Delegation 1.9.3. This delegation is subject to consultation with the GC.

		≤ \$500,000	COO, CFO	<ul style="list-style-type: none"> • Conditions as per the VC.
		≤ \$250,000	DDCFO	<ul style="list-style-type: none"> • Conditions as per the VC.
		≤ \$100,000	DAS	<ul style="list-style-type: none"> • Conditions as per the VC.
1.9.2	Approve a policy or commitment for insurance outside the annual insurance renewal program.	Within Council approved budget	VC	<ul style="list-style-type: none"> • This delegation applies to one-off event cover, endorsements to existing cover to reflect a change in material risk, and additional cover to respond to the changing needs of UON's operations.
		≤ \$100,000	COO, DAS	<ul style="list-style-type: none"> • Conditions as per the VC. • This delegation is subject to consultation with the VC.
1.9.3	Approve the settlement of a liability claim made by UON under an insurance policy.	As per the relevant insurance policy limit	VC COO, GC	<ul style="list-style-type: none"> • This delegation applies to a claim made in respect of professional liability, malpractice protection, clinical trials protection, public and products liability protection, cyber protection, environmental liability, directors and officers liability, employment practices liability, or statutory liability. • This delegation is subject to the GC obtaining instructions from the VC (unless there is a conflict of interest, in which case the COO). • This delegation applies to the US only in respect of D&O claims concerning members of the University Council.
		≤ \$50,000	SLC	<ul style="list-style-type: none"> • Conditions as per the VC and GC.
1.10 Commercial activities				
1.10.1	Approve a commercial activity.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> • Council Reserved Matter R46: Council approval is required if the commercial activity >\$5,000,000 over its lifetime, or when the risk is determined to be extreme. • This delegation is subject to the Guidelines for Commercial Activities.
		< \$1,000,000	COO, CFO, SDVC, DVC	<ul style="list-style-type: none"> • Conditions as per the VC. • For high risk activities requires any two to approve
		<\$250,000	PVC	<ul style="list-style-type: none"> • Conditions as per the VC • Risk is assessed as low

1.11 Purchase and disposal of land				
1.11.1	Execute a document for the approved purchase or sale of land, a building or a facility.	No limit specified	VC COO, CFO, DIFS	<ul style="list-style-type: none"> Council Reserved Matter R57: Approval of Council is required for the proposed purchase or sale of land, buildings or facilities.
1.12 Leases, licenses and tenancies				
1.12.1	Approve a real property lease, licence or tenancy arrangement.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R58: Approval of Council is required for leases, licences and tenancy arrangements where rental receipts or payments over the total period > \$5,000,000 or where the term >10 years. This delegation is limited to leases, licences and tenancy arrangements < 10 years (including options). The delegated limit applies to rental receipts and payments, and is calculated by multiplying the first year's annual rental amount by the number of years of the term (including options). This delegation is subject to the Guidelines for Commercial Activities (if applicable).
		≤ \$2,000,000	COO	<ul style="list-style-type: none"> Conditions as per VC.
		≤ \$1,000,000	DIFS	<ul style="list-style-type: none"> Conditions as per VC.
1.12.2	Execute a real property lease, licence or tenancy arrangement approved under Delegation 1.12.1.	No limit specified	VC COO, CFO, DIFS, DDIFS	<ul style="list-style-type: none"> No conditions.
1.13 Property dealings				
1.13.1	Execute a document required for development of land in accordance with an approved construction project or program.	No limit specified	VC COO, DIFS	<ul style="list-style-type: none"> This delegation does not apply to the acquisition of a new UON campus or operating location, for which Council approval is required (Council Reserved Matter R56). This delegation includes the authority to provide landowner's consent on behalf of UON.
1.13.2	Execute a document to register dealings related to land owned or controlled by UON.	No limit specified	VC COO, DIFS	<ul style="list-style-type: none"> This delegation includes easements, caveats and registration of leases.

1.13.3	Provide owner's consent in relation to strata property owned by UON.	No limit specified	VC COO, DIFS	<ul style="list-style-type: none"> No conditions.
1.13.4	Approve the demolition of a UON building.	No limit specified	VC COO, DIFS	<ul style="list-style-type: none"> Council Reserved Matter R42: Approval of Council is required for the write-off of assets where the financial effect >\$1,000,000.
1.14 Campus management				
1.14.1	Issue or cancel a parking permit on a UON campus or premises.	No limit specified	COO, DIFS	<ul style="list-style-type: none"> No conditions.
1.14.2	Appoint a person authorised to issue an infringement notice for traffic and parking offences on a UON campus or premises.	No limit specified	DIFS	<ul style="list-style-type: none"> No conditions.
1.14.3	Impose a restriction on a person's access to a UON campus, premises or facility.	No limit specified	VC COO, DIFS, DDIFS DC SDVC, DVC, UL	<ul style="list-style-type: none"> This delegation is limited to the UL in respect of UON libraries. This delegation is limited to the DDIFS in respect of student accommodation. This delegation is limited to the DC in respect of Central Coast or Sydney campuses.
1.15 UON sponsorship				
1.15.1	Approve expenditure to sponsor an event or third party.	Within budget	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$50,000	DVCIA	<ul style="list-style-type: none"> This delegation is subject to consultation with the DMC.

2. People and workforce

	Authority	Limit	Delegate	Conditions
2.1	Workplace instruments and employment contracts			
2.1.1	Approve an enterprise agreement relating to UON employees.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
2.1.2	Approve an individual contract of employment for an employee not covered by an enterprise agreement.	No limit specified	VC COO, CFO, CIO, DIR, GC SDVC, DVC, PVC, DC, AR, UL, HOS	<ul style="list-style-type: none"> Council Reserved Matter R18: This delegation is subject to any principles and guidelines determined by the Council for the establishment and disestablishment of senior executive positions, including the general provision for remuneration and conditions of employment. This delegation only applies if the contract of employment is in accordance with the standard employment terms and conditions prepared by HRS. This delegation is subject to the appointment also being approved in accordance with Delegation 2.2.1 and 2.2.2.
		No limit specified	VC DPWS	<ul style="list-style-type: none"> Council Reserved Matter R18: This delegation is subject to any principles and guidelines determined by the Council for the establishment and disestablishment of senior executive positions including the general provision for remuneration and conditions of employment. This delegation applies if the contract of employment is other than in accordance with the standard employment terms and conditions prepared by HRS. This delegation is subject to the appointment also being approved in accordance with Delegation 2.2.1 and 2.2.2.
2.1.3	Approve an individual flexibility arrangement.	No limit specified	VC DPWS	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the relevant DIR, HOS or PVC.
2.1.4	Approve a proposal for implementation of organisational change.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
2.1.5	Execute a novated lease.	No limit specified	HR Manager	<ul style="list-style-type: none"> Applies to novated lease for staff leases only.

	Authority	Limit	Delegate	Conditions
2.2 Recruitment and appointment				
2.2.1	Approve the recruitment and appointment of a continuing or fixed term employee.	No limit specified	VC	<ul style="list-style-type: none"> Council Reserved Matter R18: This delegation is subject to any principles and guidelines determined by Council for the establishment and disestablishment of senior executive positions, including the general provision for remuneration and conditions of employment. This delegation applies to positions at or above Professor/HEW 10+ classification under the enterprise agreements and to senior positions not covered by an enterprise agreement. This delegation applies to positions either within or outside an approved Unit or School profile/grant.
		No limit specified	VC, COO SDVC, DVC, PVC	<ul style="list-style-type: none"> This delegation is limited to positions up to and including Associate Professor/HEW 10 classification under the enterprise agreements. This delegation applies only to positions within an approved Unit or School profile/grant.
		No limit specified	CFO, CIO, DIR, GC DD, AD, DC AR, UL, DOGR, DHF, HOS	<ul style="list-style-type: none"> This delegation is limited to the recruitment and appointment of a staff member for a fixed term of 12 months or less, and to positions up to and including Associate Professor/HEW 10 classification under the enterprise agreements. This delegation applies only to positions within an approved Unit or School profile/grant.
2.2.2	Approve the appointment of a casual employee.	No limit specified	VC	<ul style="list-style-type: none"> This delegation applies to positions either within or outside an approved Unit or School profile/grant.
		No limit specified	COO, CFO, CIO, DIR, GC DD, AD SDVC, DVC, PVC, DC, AR, UL, DOGR, DHF, HOS	<ul style="list-style-type: none"> This delegation applies only to positions within an approved Unit or School profile/grant.
2.2.3	Approve the appointment of a Deputy Head of Faculty.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
2.2.4	Approve use of the title "Dean".	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
2.2.5	Approve the appointment of a Deputy Head of School or Assistant Dean.	No limit specified	PVC	<ul style="list-style-type: none"> No conditions.
2.2.6	Approve the engagement of agency hire staff.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$500,000	COO SDVC, DVC, PVC	<ul style="list-style-type: none"> This delegation applies only to positions within an approved Unit or School profile/grant.
		≤ \$250,000	CFO, CIO, DIR, GC DD, AD, DC AR, UL, DOGR, DHF, HOS	<ul style="list-style-type: none"> This delegation applies only to positions within an approved Unit or School profile/grant.
2.2.7	Approve an honorary or conjoint appointment.	No limit specified	VC	<ul style="list-style-type: none"> This delegation applies to positions at the level of Professor or Associate Professor.
		No limit specified	SDVC, DVC, PVC	<ul style="list-style-type: none"> This delegation is limited to positions at a level below Associate Professor.
2.2.8	Approve an agreement to host a visiting scholar or professional staff member.	No limit specified	VC COO SDVC, DVC, PVC, DC	<ul style="list-style-type: none"> This delegation is subject to the costs associated with any hosting arrangement being within the approved Unit or School budget.
2.2.9	Approve the conversion of a fixed term or contingent contract of employment to a continuing contract of employment.	No limit specified	VC	<ul style="list-style-type: none"> This delegation applies to positions at or above Professor/HEW 10+ classification under the enterprise agreements and to senior positions not covered by an enterprise agreement.
		No limit specified	VC COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> This delegation is limited to positions up to and including Associate Professor/HEW 10 classification under the enterprise agreements.
2.2.10	Approve conversion of a casual contract of employment to a fixed	No limit specified	VC	<ul style="list-style-type: none"> This delegation applies to positions at or above Professor/HEW 10+ classification under the enterprise agreements and to senior positions not covered by an enterprise agreement.

	Authority	Limit	Delegate	Conditions
	term, contingent or continuing contact of employment.	No limit specified	COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> This delegation is limited to positions up to and including Associate Professor/HEW 10 classification under the enterprise agreements.
2.2.11	Approve the appointment of an employee who will be primarily based outside Australia.	No limit specified	VC DPWS	<ul style="list-style-type: none"> No conditions.
2.2.12	Approve direct appointment without a competitive process for a casual or fixed term employee, where the duration of total employment is expected to be less than 12 months.	No limit specified	VC COO, CFO, CIO, DIR, GC DD, AD SDVC, DVC, PVC, DC, DOGR, AR, UL, DHF, HOS	<ul style="list-style-type: none"> This delegation includes any extensions to an existing contract of employment.
2.2.13	Approve direct appointment without a competitive process for a research employee.	No limit specified	SDVC, DVC, PVC	<ul style="list-style-type: none"> This delegation includes any extensions to an existing contract of employment. This delegation is subject to the costs of appointment being sourced from non-operating funds, the funds being available within the research grant and the appointment being on a fixed term or contingent basis of ≤3 years.
2.2.14	Approve direct appointment without a competitive process for all other appointments where exceptions do not exist in the relevant procedures.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
2.2.15	Appoint an employee to temporarily act in a different position.	No limit specified	VC COO, CFO, CIO, DIR, GC DD, AD SDVC, DVC, PVC, DC, AR, UL, DHF, HOS	<ul style="list-style-type: none"> This delegation applies where the employee in the substantive role will be absent for a period of 6 weeks or more. For periods less than 6 weeks, the employee who will be absent can appoint another employee to act in the position. A delegate cannot exercise this delegation in relation to the appointment of an employee at the same or more senior level.
2.3 Classification, promotion and remuneration				
2.3.1	Approve the classification of a position description.	No limit specified	DPWS, ADHR	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
2.3.2	Approve the promotion of an academic staff member or a teaching staff member to a higher classification under an enterprise agreement.	No limit specified	VC DVCA	<ul style="list-style-type: none"> No conditions.
2.3.3	Approve the reclassification of a professional staff member under an enterprise agreement.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation is subject to prior consultation with the DPWS.
2.3.4	Approve accelerated incremental progression within HEW level/ Academic classification.	No limit specified	VC, SDVC, DVC, COO, PVC, DC, CFO, CIO, DIR, AR, UL, GC	<ul style="list-style-type: none"> This delegation is subject to prior consultation with the DPWS.
2.3.5	Approve the payment of a higher duties allowance or relieving allowance to an employee.	No limit specified	VC COO, CFO, CIO, DIR, GC DD, AD SDVC, DVC, PVC, DC, AR, UL,	<ul style="list-style-type: none"> A delegate (other than the VC) cannot exercise this delegation in relation to approval for an employee who reports directly to the delegate, or who is at the same or more senior level to the delegate. This delegation is subject to the following condition: <ul style="list-style-type: none"> (a) If the engagement is less than 4 weeks, the maximum allowance is 50% of the difference between the staff member's current salary and the level of the role in which the staff member is acting/relieving (the 'salary gap'); (b) If the engagement is more than 4 weeks but equal to or less than 26 weeks, the maximum allowance is 80% of the salary gap; and (c) If the engagement is more than 26 weeks, a maximum allowance of 100% of the salary gap is permitted.
			VC COO, DPWS SDVC, DVC, PVC, DC	<ul style="list-style-type: none"> This delegation is subject to prior consultation with the DPWS. This delegation can be exercised where it is proposed that there be an exception to the delegation conditions above.
2.3.6	Approve the payment of any other discretionary allowance or loading to an employee.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation includes a market loading. A delegate (other than the VC) cannot exercise this delegation in relation to approval for an employee who reports directly to the delegate, or who is at the same or more senior level to the delegate.

	Authority	Limit	Delegate	Conditions
2.3.7	Approve remuneration for a role at HEW 10+ or a role not covered by an enterprise agreement.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> Council Reserved Matter R18: This delegation is subject to any principles and guidelines determined by the Council for the establishment and disestablishment of senior executive positions, including the general provision for remuneration and conditions of employment. A delegate (other than the VC) cannot exercise this delegation in relation to approval for an employee who reports directly to the delegate, or who is at the same or more senior level to the delegate. This delegation is subject to prior consultation with the DPWS.
2.4 Leave				
2.4.1	Direct an employee to take annual or long service leave.	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, DC, AR, UL, HOS	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of the enterprise agreements and/or the employee's individual contract of employment.
2.4.2	Approve a purchased leave scheme for an employee.	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, DC, AR, UL, HOS	<ul style="list-style-type: none"> No conditions.
2.4.3	Approve an application by an employee for leave without pay.	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, DC, AR, UL, HOS	<ul style="list-style-type: none"> No conditions. Delegations for leave without pay of up to two weeks refer to HR Information for Staff and Supervisors – Leave Without Pay.
2.4.4	Approve an application by an employee for study leave, examination leave and/or reimbursement of study fees.	No limit specified	VC COO, CFO, CIO, GC, DIR, SDVC, DVC, PVC, DC, AR, UL, HOS	<ul style="list-style-type: none"> No conditions.
2.4.5	Approve the annual close down dates and arrangements.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
2.5 Outside work				
2.5.1	Approve an employee to engage in outside work.	No limit specified	VC COO, CFO, CIO, GC, DIR, SDVC, DVC, PVC, DC, AR, UL, HOS	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of the employee's individual contract of employment. A delegate cannot exercise this delegation in relation to approval for an employee at the same or more senior level as the delegate.
2.5.2	Approve an employee's appointment to a board of an organisation that is not a controlled entity as a representative of UON.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
2.6 Disciplinary action and separation from employment				
2.6.1	Approve disciplinary action in respect of an employee.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of the employee's individual contract of employment.
2.6.2	Approve the suspension of an employee's employment.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of the employee's individual contract of employment.
2.6.3	Approve the termination of an employee's employment during a probation period.	No limit specified	VC COO, DPWS DVC	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of the employee's individual contract of employment.
2.6.3	Approve the termination of an employee's employment for unsatisfactory performance or misconduct.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation includes abandonment of employment. This delegation is subject to the terms and conditions of an employee's individual contract of employment.
2.6.4	Approve the termination of an employee's employment for incapacity.	No limit specified	VC	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of an employee's individual contract of employment.

	Authority	Limit	Delegate	Conditions
2.6.5	Approve the offer of a pre-retirement or post-retirement contract.	No limit specified	VC COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> No conditions.
2.6.6	Approve the offer of redundancy or redeployment.	No limit specified	VC COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> This delegation is subject to the terms and conditions of the employee's individual contract of employment.
2.6.7	Approve an offer of another form of voluntary separation or retirement arrangement.	No limit specified	VC COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> No conditions.
2.6.8	Vary or waive a resignation notice period requirement for a staff member.	No limit specified	VC COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> No conditions.
2.7 Engagement of consultants and independent contractors				
2.7.1	Approve the engagement of a consultant or independent contractor.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matters R41: Council approval is required for contracts or expenditure >\$5,000,000. This delegation is subject to approval in accordance with Delegation 1.1.1. This delegation does not apply to the engagement of external lawyers. This delegation is subject to the provision of a written contract under which the consultant or the independent contractor is responsible for work health and safety, taxation, insurance and remuneration of any worker. This delegation is subject to prior consultation with the DPWS and CFO where the consultant or independent contractor is engaged through a vehicle other than a corporate entity (eg partnership, sole trader). This delegation is subject to the Guidelines for Commercial Activities (if applicable).
		≤ \$2,000,000	COO, CFO	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$1,000,000	SDVC, DVC	<ul style="list-style-type: none"> Conditions as per the VC.

	Authority	Limit	Delegate	Conditions
		≤ \$500,000	CIO, DIFS PVC	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$100,000	GC, DIR, DC AR, UL, HOS DDIFS	<ul style="list-style-type: none"> Conditions as per the VC.
2.8 Workplace health and safety				
2.8.1	Approve an employee being required to undertake an independent medical examination.	No limit specified	VC DPWS	<ul style="list-style-type: none"> This delegation excludes pre-employment medical examinations and routine health surveillance.
2.8.2	Approve a return to work arrangement as part of a rehabilitation plan following a workers compensation claim.	No limit specified	VC COO, DPWS SDVC, DVC	<ul style="list-style-type: none"> This delegation only applies where the employee is to return to a position other than his or her existing role. Where the employee is to return to his or her existing role, approval is to be obtained from the employee's supervisor (in consultation with a Health and Safety Advisor).
2.8.3	Report a notifiable incident to the workplace health and safety regulator.	No limit specified	ADHS	<ul style="list-style-type: none"> This delegation is subject to the ADHS advising the VC of the notification.
2.8.4	Appoint a Local Safety Contact Person.	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, DC, AR, UL, HOS, CI	<ul style="list-style-type: none"> No conditions.

3. Governance and Legal

	Authority	Limit	Delegate	Conditions
3.1 Agreements, deeds and memoranda				
3.1.1	Approve and/or execute a memorandum of understanding or letter of intent	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, AR, UL	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the VC or DVCIA prior to the approval or execution of an international MOU. This delegation is subject to the Guidelines for Commercial Activities (if applicable).
3.1.2	Approve and/or execute a confidentiality agreement, confidentiality deed or non-disclosure agreement.	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, AR, UL	<ul style="list-style-type: none"> No conditions.
3.1.3	Approve and/or execute a student exchange agreement or a study abroad agreement.	No limit specified	VC DVCIA, DIEP	<ul style="list-style-type: none"> No conditions.
3.1.4	Approve and/or execute an agreement for the appointment of an agent for international student recruitment.	No limit specified	VC DVCIA, DIEP	<ul style="list-style-type: none"> No conditions.
3.1.5	Approve and/or execute an institutional agreement for a joint higher degree or a dual award research program.	No limit specified	VC SDVCRI	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the DOGR.
3.1.6	Approve and/or execute an individual student agreement for a joint higher degree or a dual award research program.	No limit specified	VC SDVCRI, PVCRI, DOGR	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
3.1.7	Approve a funding agreement in favour of UON which is not related to research.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required for contracts >\$5,000,000.
		≤ \$2,000,000	COO, CFO SDVC, DVC, DVCIA	<ul style="list-style-type: none"> This delegation is limited to DVCIA to international funding agreements.
		≤ \$250,000	CIO, DIR, DD, AD PVC, DHF, HOS	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the DVCIA prior to approval or execution of an international funding agreement not related to research.
3.1.8	Execute (sign) a funding agreement after it has been approved in accordance with Delegation 3.1.7.	No limit specified	VC COO, CFO, DIR, DD, AD DVC, PVC, DHF, HOS	<ul style="list-style-type: none"> No conditions.
3.1.9	Approve and/or execute a deed or agreement not otherwise specified in this Schedule.	As per the limits set out in Delegation 1.2.1.	VC COO, CFO SDVC, DVC, PVC,	<ul style="list-style-type: none"> Council Reserved Matters R41: Council approval is required for contracts or expenditure >\$5,000,000. This delegation is subject to the recommendation of the DVCIA prior to approval or execution of international deeds or agreements. This delegation is subject to the Guidelines for Commercial Activities (if applicable).
3.1.10	Execute a document under seal.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation is subject to a document executed under seal being reported to the Council. This delegation is subject to the US witnessing the application of the UON Seal.
3.1.11	Approve an amendment to a UON template legal agreement.	No limit specified	GC, SLC	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
3.2 Legal proceedings and external lawyers				
3.2.1	Act as UON's nominated agent to accept service of a court process.	No limit specified	VC GC	<ul style="list-style-type: none"> No conditions.
3.2.2	Approve the engagement of external lawyers.	≤ \$500,000	VC GC	<ul style="list-style-type: none"> Council Reserved Matter R74: Council approval is required if the engagement of external lawyers >\$500,000.
		≤ 50,000	SLC	<ul style="list-style-type: none"> This delegation is subject to the costs of the engagement being within an approved legal or project budget, or otherwise recoverable under a UON insurance policy.
3.2.3	Approve the commencement of legal proceedings on behalf of UON.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
		No limit specified	COO, GC, SLC	<ul style="list-style-type: none"> This delegation is subject to the GC or SLC obtaining instructions from the VC. This delegation is limited to the GC or SLC obtaining instructions from the COO only where the GC or SLC determines there is a conflict of interest in obtaining instructions from the VC.
3.2.4	Approve settlement of legal claims or legal proceedings to which UON is a party.	≤ \$1,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R74: Council approval is required to settle litigation involving an amount > \$1,000,000 or being otherwise material to the interests of UON.
		≤ \$500,000	COO, GC	<ul style="list-style-type: none"> This delegation is subject to the GC or SLC obtaining instructions from the VC. This delegation is limited to the GC or SLC obtaining instructions from the COO only where the GC or SLC determines there is a conflict of interest in obtaining instructions from the VC. This delegation does not include claims subject to an insurance claim.
3.2.5	Approve the release of documents and information in response to a subpoena or notice to produce issued by a court or tribunal.	No limit specified	GC, SLC	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
3.2.6	Approve the release of documents in response to a request by an external lawyer.	No limit specified	GC, SLC	<ul style="list-style-type: none"> No conditions.
3.3 Marketing and brand management				
3.3.1	Approve the use of a UON corporate symbol by third parties (including associated entities).	No limit specified	VC COO, DMC SDVC, DVC	<ul style="list-style-type: none"> No conditions.
3.3.2	Approve a marketing campaign, including and advertising campaign, and market research.	Within budget	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$500,000	SDVC, DVC DVCIA DMC	<ul style="list-style-type: none"> No conditions.
		≤ 100,000	DA PVC	<ul style="list-style-type: none"> This delegation is subject to consultation with the DMC.
3.3.3	Approve display of a third party's logo or branding on a University digital publishing channel.	No limit specified.	VC DMC	<ul style="list-style-type: none"> This delegation does not apply to academic staff research profiles on the University's website.
3.3.4	Approve the creation of UON web domain names or sub-domains.	No limit specified.	VC DMC	<ul style="list-style-type: none"> No conditions.
3.3.5	Approve establishment of UON digital publishing channels or domain names on infrastructure not owned by UON.	No limit specified.	VC DMC, CIO	<ul style="list-style-type: none"> No conditions.
3.3.6	Approve the name of a Chair.	No limit specified.	VC	<ul style="list-style-type: none"> No conditions.
3.3.7	Approve the name of an academic position other than a Chair, where external funding support is provided.	No limit specified.	VC	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
3.3.8	Approve an application for registration or deregistration of a company, incorporated association, trademark, design, business name, or domain name.	No limit specified	VC COO, CIO, DMC, GC, SLC	<ul style="list-style-type: none"> Council Reserved Matter R73: Approval of Council is required in relation to the registration of a company or incorporated association. This delegation is limited to the CIO to domain names only. This delegation applies in respect of any re-registration.
3.3.9	Approve the issue of public statements on behalf of UON.	No limit specified.	VC	<ul style="list-style-type: none"> This delegation is subject to consultation with DMC.
3.3.10	Approve UON corporate promotional materials, including use of UON's logo.	No limit specified.	VC DMC	<ul style="list-style-type: none"> An exercise of this delegation by the VC is subject to consultation with the DMC.
3.3.11	Approve UON promotional materials relating to research, including use of UON's logo.	No limit specified.	SDVCRI DMC	<ul style="list-style-type: none"> An exercise of this delegation by the SDVCRI is subject to consultation with the DMC.
3.3.12	Approve UON promotional materials relating to student recruitment (domestic and international), including use of UON's logo.	No limit specified.	DVCA, SDVCRI DVCIA DMC	<ul style="list-style-type: none"> An exercise of this delegation by the DVCA, SDVCRI or DVCIA is subject to consultation with the DMC. This delegation is limited to the DVCA to domestic student recruitment only. This delegation is limited to the SDVCRI to higher degree by research student recruitment only. This delegation is limited to the VCIA to international student recruitment only.
3.3.13	Approve UON promotional materials relating to community engagement and alumni, including use of UON's logo.	No limit specified.	DVCIA DMC	<ul style="list-style-type: none"> An exercise of this delegation by the DVCIA is subject to consultation with the DMC.
3.4 Information management				
3.4.1	Approve access to a UON computing or communications facility, including an email account.	No limit specified	VC COO, CIO SDVC, DVC	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
3.4.2	Act as a UON spokesperson within an area of expertise.	No limit specified	VC COO, CFO, CIO, GC, DIR, DD, AD SDVC, DVC, PVC, DC, AR, UL, DHF, HOS	<ul style="list-style-type: none"> This delegation is subject to prior consultation with DMC.
3.4.3	Make a determination on access, in response to an application under the Government Information (Public Access) Act 2009 (NSW).	No limit specified	VC DAS	<ul style="list-style-type: none"> This delegation is subject to obtaining advice from the GC or SLC in relation to the release of any documents or information subject to legal professional privilege.
3.4.4	Waive the fee in respect of an application under the Government Information (Public Access) Act 2009 (NSW).	≤ \$1,000	VC DAS	<ul style="list-style-type: none"> No conditions.
3.4.5	Receive and act upon a public interest disclosure.	No limit specified	VC COO, CFO, DPWS, DAS SDVC, DVC, PVC	<ul style="list-style-type: none"> No conditions. Any information regarding public interest disclosures is to be provided to DAS for reporting and record keeping.
3.4.6	Approve the disposal of an official UON record.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
3.4.7	Approve the disposal of research data and primary materials.	No limit specified	SDVCRI HOS	<ul style="list-style-type: none"> No conditions.
3.5 Urgent business and critical incidents				
3.5.1	Approve urgent business which must be conducted between scheduled meetings of the Council.	No limit specified	VC <i>and</i> either Chancellor <i>or</i> Deputy Chancellor	<ul style="list-style-type: none"> This delegation is subject to the business being ratified at the next meeting of Council.
3.5.2	Declare a Critical Incident.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> This delegation may also be exercised by an authorised person in accordance with the roster approved by the VC over the University Christmas closedown period.

	Authority	Limit	Delegate	Conditions
3.5.3	Appoint a Critical Incident Director.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> No conditions.
3.5.4	Declare when a Critical Incident moves from a critical phase to a recovery phase.	No limit specified	CID	<ul style="list-style-type: none"> No conditions.
3.5.5	Approve expenditure in response to a Critical Incident.	No limit specified	VC COO SDVC, DVC	<ul style="list-style-type: none"> Council Resolutions C03:18; C11:037 and C11:110: Costs incurred > \$100,000 must be reported to the Council Risk Committee.
		≤ \$100,000	CID	<ul style="list-style-type: none"> No conditions.
3.6 Policy				
3.6.1	Approve an amendment to a VC Rule or delegation.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
3.6.2	Approve a policy relating to corporate governance, risk or compliance.	No limit specified	VC	<ul style="list-style-type: none"> Council Reserved Matter R76: This delegation is subject to policies made by the Council regarding governing risk oversight and management. Council Reserved Matter R79: This delegation is subject to the Council's determination of an appropriate governance reporting schedule for controlled entities, including monitoring governance structures and membership of the boards. This delegation is subject to the recommendation of EC.
			DAS	<ul style="list-style-type: none"> This delegation is limited to approving supporting procedures and minor or administrative amendments to policies.
3.6.3	Approve a policy relating to workplace health and safety.	No limit specified	VC	<ul style="list-style-type: none"> Council Reserved Matter R69: This delegation is subject to the policy principles determine by the Council, consistent with legal requirements and community expectations. This delegation is subject to the recommendation of EC.

	Authority	Limit	Delegate	Conditions
			DPWS	<ul style="list-style-type: none"> This delegation is limited to approving supporting procedures and minor or administrative amendments to policies.
3.6.4	Approve a policy relating to human resources.	No limit specified	VC DPWS	<ul style="list-style-type: none"> Council Reserved Matter R18: This delegation is subject to the principles and guidelines determined by the Council for the establishment and disestablishment of senior executive positions, including the general provisions for remuneration and conditions of employment. Council Reserved Matter R69: This delegation is subject to the policy principles determine by the Council, consistent with legal requirements and community expectations. This delegation is subject to the recommendation of EC. This delegation includes approving supporting procedures and minor or administrative amendments to policies.
3.6.5	Approve a policy relating to financial management or administration.	No limit specified	VC COO, CFO	<ul style="list-style-type: none"> Council Reserved Matter R69: This delegation is subject to the policy principles determine by the Council, consistent with legal requirements and community expectations. This delegation is subject to the policies being consistent with Council Reserved Matters. This delegation includes investment, procurement, and expenditure. This delegation is subject to the recommendation of EC. This delegation includes approving supporting procedures and minor or administrative amendments to policies.
3.6.6	Approve a policy relating to information technology use, access or security.	No limit specified	VC COO, CIO	<ul style="list-style-type: none"> Council Reserved Matter R69: This delegation is subject to the policy principles determine by the Council, consistent with legal requirements and community expectations. This delegation is subject to the recommendation of EC. This delegation includes approving supporting procedures and minor or administrative amendments to policies.

	Authority	Limit	Delegate	Conditions
3.6.7	Approve a policy relating to student administration or student services.	No limit specified	VC DVCA, PVCLT AR	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.8	Approve a policy relating to student conduct.	No limit specified	VC DVCA COO, DIFS	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.9	Approve a policy relating to teaching and learning.	No limit specified	VC DVCA, PVCLT	<ul style="list-style-type: none"> This delegation is subject to any policy approved by the Academic Senate, in accordance with the Academic Senate delegations. Conditions as per Delegation 3.6.6.
3.6.10	Approve a policy relating to research conduct or activities.	No limit specified	VC SDVCRI, PVCRI, PVCIEI DIRS	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.11	Approve a policy relating to UON sites or facilities.	No limit specified	VC COO, DIFS, UL	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6. This delegation is limited to the UL in relation to library facilities.
3.6.12	Approve a policy relating to philanthropy or alumni.	No limit specified	VC DVCIA DA	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.13	Approve a policy relating to information management..	No limit specified	VC	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.14	Approve a policy relating to marketing or external communication.	No limit specified	VC DMC	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.15	Approve a policy in relation to the management or commercialisation of intellectual property.	No limit specified	VC SDVCRI	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.6.16	Approve a policy in relation to international students.	No limit specified	VC DVCA	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6

	Authority	Limit	Delegate	Conditions
			DVCA DIEP	
3.6.17	Approve a policy in relation to indigenous affairs.	No limit specified	VC DVCA PVCIER	<ul style="list-style-type: none"> Conditions as per Delegation 3.6.6.
3.7 Planning				
3.7.1	Approve a Faculty or Division strategic plan.	No limit specified	VC	<ul style="list-style-type: none"> This delegation is subject to the plan being in alignment with the strategic plan approved by the Council.
3.7.2	Approve a Faculty or Division corporate plan.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
3.7.3	Approve a Unit or School corporate plan.	No limit specified	VC COO, CFO, CIO, GC, DIR SDVC, DVC, PVC, DC	<ul style="list-style-type: none"> This delegation is subject to the plan being in alignment with the strategic plan approved by the VC.
3.8 Complaints management				
3.8.1	Investigate and determine the outcome of a complaint in the first instance.	No limit specified	UCO, DAS	<ul style="list-style-type: none"> No conditions.
3.8.2	Appoint an investigative panel or an investigation officer to investigate a complaint.	No limit specified	UCO, DAS	<ul style="list-style-type: none"> This delegation is subject to prior consultation with the relevant DVC.
3.8.3	Determine the outcome of a complaint following an investigation by an investigative panel or investigation officer.	No limit specified	UCO, DAS	<ul style="list-style-type: none"> No conditions.
3.8.4	Determine an appeal in relation to a determination made about a complaint.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.

4. Philanthropy and Alumni

	Authority	Limits	Delegate	Conditions
4.1 Donations and bequests				
4.1.1	Approve acceptance of a donation or bequest to UON.	Unlimited	VC	<ul style="list-style-type: none"> • Council Reserved Matters R57: This delegation is subject to Council approval in relation to land. • Council Reserved Matter R73: Council approval is required to establish a trust. • This delegation applies to the establishment of a Chair. • This delegation applies to funding towards capital and building projects. • This delegation includes a donation to a Council approved trust or endowment fund. • This delegation includes agreeing to conditions (excluding naming rights) imposed in respect of the donation or bequest. • This delegation includes the establishment of terms for the management of the donation or bequest.
		≤ \$2,000,000	DVCIA, DA	<ul style="list-style-type: none"> • Conditions as per the VC, other than this delegation does not apply to the establishment of a Chair or funding towards building or capital projects.
4.1.2	Approve expenditure of donation or bequest funds.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> • This delegation is subject to any conditions imposed in respect of the donation or bequest. • This delegation is subject to the terms of the trust deed (if applicable).
		≤ \$500,000	COO, CFO, DDCFO SDVC, DVC, PVC	<ul style="list-style-type: none"> • Conditions as per the VC.
4.1.3	Approve acceptance of a non-financial donation or bequest which is subject to a condition that it be maintained in perpetuity.	No limit specified	VC	<ul style="list-style-type: none"> • This delegation includes the establishment of terms for the management of the donation or bequest.

	Authority	Limits	Delegate	Conditions
4.1.4	Approve acceptance of a non-financial donation or bequest which is not subject to a condition that it be maintained in perpetuity.	No limit specified	VC COO SDVC, DVC, PVC UL, AC	<ul style="list-style-type: none"> This delegation is limited to the UL in relation to donations for the benefit of the Library and its users. This delegation is limited to the AC in relation to donations by the way of artworks.
4.2 Sponsorship				
4.2.1	Approve acceptance of sponsorship from a third party (other than sponsorship of a Chair).	Unlimited	VC	<ul style="list-style-type: none"> Council Reserved Matter R62: Council approval is required for naming rights including buildings, facilities and academic positions.
		≤ \$1,000,000	DVCIA	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$250,000	DA	<ul style="list-style-type: none"> Conditions as per the VC.
4.2.2	Approve acceptance of sponsorship from a third party for a Chair.	Unlimited	VC	<ul style="list-style-type: none"> No conditions.
4.3 Fundraising				
4.3.1	Approve a UON fundraising campaign.	> \$3,000,000	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$3,000,000	VCIA	<ul style="list-style-type: none"> This delegation is subject to consultation with the DMC.
		≤ \$1,000,000	DA	<ul style="list-style-type: none"> This delegation is subject to consultation with the DMC.
4.3.2	Approve a fundraising activity undertaken on behalf of UON, including by a controlled entity, centre or foundation.	> \$3,000,000	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$3,000,000	DVCIA	<ul style="list-style-type: none"> This delegation is subject to consultation with the DMC.
		≤ \$1,000,000	DA	<ul style="list-style-type: none"> This delegation is subject to consultation with the DMC.

	Authority	Limits	Delegate	Conditions
4.4	Alumni			
4.4.1	Approve the establishment of an alumni association that is not an incorporated entity.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
4.4.2	Approve expenditure for an alumni-related event.	Within budget	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$100,000	DA	<ul style="list-style-type: none"> No conditions.
4.4.3	Determine the recipients of annual alumni awards.	No limit specified.	VC	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the Alumni Awards Selection Committee.

5. Student Administration

	Authority	Limit	Delegate	Conditions
5.1	Admission			
5.1.1	Make an offer of admission.	No limit specified	DVCA, DELFS	<ul style="list-style-type: none"> This delegation applies to enabling programs.
		No limit specified	DVCA, AR	<ul style="list-style-type: none"> This delegation applies to domestic undergraduate and postgraduate coursework program applicants.
		No limit specified	DVCA, PVCS, AR	<ul style="list-style-type: none"> This delegation applies to undergraduate UON Singapore applicants.
		No limit specified	DVCA, DVCIA	<ul style="list-style-type: none"> This delegation applies to undergraduate international applicants.
		No limit specified	DVCA, PVC	<ul style="list-style-type: none"> This delegation applies to undergraduate honours program applicants.
		No limit specified	SDVCRI, PVC, DOGR, ADRT	<ul style="list-style-type: none"> This delegation applies to higher degree by research program applicants.
5.1.2	Waive the English language proficiency requirement for admission.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework programs.
		No limit specified	SDVCRI	<ul style="list-style-type: none"> This delegation applies to higher degree by research program applicants.
5.1.3	Waive an academic requirement for admission.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework programs.
		No limit specified	SDVCRI	<ul style="list-style-type: none"> This delegation applies to higher degree by research programs.
5.1.4	Waive an additional requirement for admission.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework programs.
5.1.5	Determine additional admission criteria into a higher degree by research program.	No limit specified	SDVCRI, ADRT	<ul style="list-style-type: none"> This delegation is subject to the admission criteria described in the relevant Award and Program Schedule.

	Authority	Limit	Delegate	Conditions
5.1.6	Determine the number of applicants who may be admitted into a program.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework students. This delegation includes determining the manner of selection of applicants to be admitted into a program.
		No limit specified	SDVCRI	<ul style="list-style-type: none"> This delegation applies to higher degree by research program applicants. This delegation includes determining the manner of selection of applicants to be admitted into a program.
5.1.7	Withdraw an offer of admission.	No limit specified	DVCA, AR	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework applicants.
		No limit specified	SDVCRI, DOGR	<ul style="list-style-type: none"> This delegation applies to higher degree by research program applicants.
		No limit specified	DVCIA, DIEP	<ul style="list-style-type: none"> This delegation applies to international applicants.
5.1.8	Approve the admission of an applicant under the age of 16 years into a program.	No limit specified	VC	<ul style="list-style-type: none"> No conditions.
5.1.9	Approve an application to defer admission for up to 12 months.	No limit specified	AR	<ul style="list-style-type: none"> This delegation applies to domestic applicants and UON Singapore applicants.
		No limit specified	ADRT	<ul style="list-style-type: none"> This delegation applies to higher degree by research program applicants.
		No limit specified	DVCIA, DIEP	<ul style="list-style-type: none"> This delegation applies to international applicants.
5.1.10	Approve the re-admission of a student who has been absent without leave.	No limit specified	AR	<ul style="list-style-type: none"> This delegation applies to domestic applicants and UON Singapore applicants.
		No limit specified	DOGR	<ul style="list-style-type: none"> This delegation applies to higher degree by research program applicants.
5.1.11	Approve the conditional admission of an applicant into a higher degree by research program.	No limit specified	ARDT	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
5.1.12	Terminate the conditional admission of an applicant into a higher research degree program.	No limit specified	DOGR	<ul style="list-style-type: none"> No conditions.
5.1.13	Approve the transfer of a student from one UON program to another UON program.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to students admitted into an enabling, undergraduate or postgraduate coursework program. This delegation is subject to consultation with the PVC of the Faculty offering the program.
		No limit specified	SDVCRI, DOGR	<ul style="list-style-type: none"> This delegation applies to students admitted into a higher degree by research program. This delegation is subject to the transfer being recommended by the ADRT and to programs at the same AQF level. This delegation is subject to consultation with the PVC of the Faculty offering the program.
		No limit specified	DVCA PVCS	<ul style="list-style-type: none"> This delegation applies to UON Singapore students. This delegation is subject to consultation with the PVC of the Faculty offering the program.
5.1.14	Approve the transfer of a higher degree by research student from a Master Degree (Research) program to a Doctor of Philosophy program.	No limit specified	ADRT	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the student's supervisor and HOS.
5.1.15	Approve the transfer of a higher degree by research student from a Doctor of Philosophy program to a Master Degree (Research) program	No limit specified	ADRT	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the student's supervisor and HOS.
5.1.16	Approve the transfer of a student from another university into a UON program.	No limit specified	DVCA, AR	<ul style="list-style-type: none"> This delegation applies to students admitted into an undergraduate or postgraduate coursework program.
		No limit specified	SDVCRI, DOGR	<ul style="list-style-type: none"> This delegation applies to students admitted into a higher degree by research program.

	Authority	Limit	Delegate	Conditions
5.1.17	Approve an internal transfer of a student from one higher research degree program to another within the same AQF level.	No limit specified	DOGR	<ul style="list-style-type: none"> This delegation is subject to the advice of the ADRT.
5.1.18	Determine to refuse admission to a higher degree by research applicant when appropriate supervision and resources are not available.	No limit specified	ADRT	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the HOS.
5.2 Enrolment				
5.2.1	Approve and amend the academic calendar for each year.	No limit specified	DVCA	<ul style="list-style-type: none"> No conditions.
5.2.2	Determine teaching periods and dates for teaching periods within the academic year.	No limit specified	DVCA	<ul style="list-style-type: none"> No conditions.
5.2.3	Determine the census dates for each semester.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation is subject to the provisions of the Higher Education Support Act 2003 (Cth).
5.2.4	Impose a limit on the number of students who may be enrolled into a course.	No limit specified	HOS	<ul style="list-style-type: none"> This delegation includes determining the manner of selection of students to be enrolled into a course.
5.2.5	Impose a limit on the number of students who may be enrolled in a program at a particular location or delivered by a particular mode of study.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework students. This delegation includes determining the manner of selection of students to be enrolled into a program.
		No limit specified	SDVCRI	<ul style="list-style-type: none"> This delegation applies to higher degree by research program students. This delegation includes determining the manner of selection of students to be enrolled into a program.

	Authority	Limit	Delegate	Conditions
5.2.6	Impose a limit on the number of students who may be enrolled as full time or part time students.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to enabling, undergraduate or postgraduate coursework students. This delegation includes determining the manner of selection of students to be enrolled into a program.
			SDVCRI	<ul style="list-style-type: none"> This delegation applies to higher degree by research program students. This delegation includes determining the manner of selection of students to be enrolled into a program.
5.2.7	Approve a student's enrolment in a postgraduate course (AQF Level 9 or above) as part of an undergraduate program.	No limit specified	PAS	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the relevant HOS and CC.
5.2.8	Approve a student's enrolment in a course where the student has previously twice failed the same course.	No limit specified	PVC	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the relevant HOS and CC.
5.2.9	Approve a student's enrolment in a course without having satisfied the conditions for enrolment in that course.	No limit specified	HOS	<ul style="list-style-type: none"> No conditions.
5.2.10	Approve a student's enrolment in courses exceeding the maximum full time load imposed for a program or term.	No limit specified	PVC	<ul style="list-style-type: none"> No conditions.
5.2.11	Approve a student's enrolment in a course after the second week of term but before the census date.	No limit specified.	CC	<ul style="list-style-type: none"> This delegation is subject to the student demonstrating exceptional circumstances in a written application to the CC.
5.2.12	Approve a student's enrolment in a course after the census date.	No limit specified	PVC	<ul style="list-style-type: none"> This delegation is subject to the student having been impacted by an administrative error or documenting adverse circumstances affecting the student's ability to enrol.

	Authority	Limit	Delegate	Conditions
5.2.13	Approve a student's enrolment into a non-award or cross institutional course.	No limit specified	AR	<ul style="list-style-type: none"> This delegation is subject to the PVC of the relevant Faculty determining that the course may be made available for non-award enrolment.
5.2.14	Approve a student's withdrawal from a coursework requisite of a higher degree by research program.	No limit specified	PVC	<ul style="list-style-type: none"> This delegation is subject to prior consultation with the HOS.
5.2.15	Approve a higher degree by research student's application to enrol off-campus.	No limit specified	ARDT	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the student's supervisor.
5.2.16	Approve an extension for a student enrolled in a higher degree by research program.	No limit specified	DOGR	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the student's supervisor.
5.2.17	Approve a student's application for concurrent enrolment.	No limit specified	PVC	<ul style="list-style-type: none"> No conditions.
5.2.18	Approve cross-institutional credit towards a student's program.	No limit specified	HOS	<ul style="list-style-type: none"> No conditions.
5.2.19	Impose a condition on a student's enrolment.	No limit specified	VC SDVC, DVC DOGR FPAC	<ul style="list-style-type: none"> No conditions.
5.3 Student leave				
5.3.1	Approve a domestic student's application for a leave of absence.	No limit specified	AR	<ul style="list-style-type: none"> No conditions.
		No limit specified	DOGR, ADRT	<ul style="list-style-type: none"> This delegation is limited to ADRT to approving leave for a period of up to one academic year in circumstances where the student has already completed one year of full time or part time equivalent candidature. This delegation is limited to DOGR to approving leave where the student has not completed one year of full time or part time equivalent candidature and the

	Authority	Limit	Delegate	Conditions
				student makes an application in writing that demonstrates exceptional circumstances.
5.3.2	Approve a domestic student's application for a second consecutive leave of absence.	No limit specified	PVC	<ul style="list-style-type: none"> This delegation applies to a student enrolled in an undergraduate or postgraduate coursework program. This delegation is limited to a period of up to one academic year.
		No limit specified	DOGR	<ul style="list-style-type: none"> This delegation applies to a student enrolled in higher degree by research program. This delegation is limited to a period of up to one academic year.
5.3.3	Approve an international student's application for a leave of absence.	No limit specified	AR	<ul style="list-style-type: none"> This delegation applies to a student enrolled in an undergraduate or postgraduate coursework program. This delegation is subject to prior consultation with DIEP. This delegation is subject to the student making an application in writing that demonstrates exceptional circumstances.
		No limit specified	DOGR	<ul style="list-style-type: none"> This delegation applies to a student enrolled in higher degree by research program. This delegation is subject to prior consultation with DIEP. This delegation is subject to the student making an application in writing that demonstrates exceptional circumstances.
5.3.4	Determine and impose a period of enforced leave for a student.	No limit specified	VC DVCA	<ul style="list-style-type: none"> This delegation includes applying restrictions on a student's enrolment, suspension from a program, exclusion from a program or Faculty, exclusion from any UON campus or location, and exclusion from UON.
5.4 Student fees, charges and loans				
5.4.1	Approve or alter tuition fees.	No limit specified	VC	<ul style="list-style-type: none"> Council Reserved Matter R50: This delegation is subject to any principles approved by the Council for setting tuition fees for onshore domestic and international students. This delegation includes non-award courses.

	Authority	Limit	Delegate	Conditions
5.4.2	Determine the annual Student Services and Amenities Fee.	No limit specified	VC	<ul style="list-style-type: none"> This delegation is subject to the provisions of the Higher Education Support Act 2003 (Cth).
5.4.3	Determine the annual Student Contribution Amounts.	No limit specified	VC	<ul style="list-style-type: none"> This delegation is subject to the provisions of the Higher Education Support Act 2003 (Cth).
5.4.4	Determine tuition cancellation fees.	No limit specified	DVCA DVCIA	<ul style="list-style-type: none"> This delegation is limited to the DVCA to domestic students and students enrolled through UON Singapore. This delegation is limited to the DVCIA to international students.
5.4.5	Approve the deferral, waiver, reduction, refund or implementation of a repayment plan, for a miscellaneous fee relating to student services.	≤ \$50,000	VC COO, CFO, DDCFO SDVC, DVC, DVCIA, AR	<ul style="list-style-type: none"> No conditions.
		≤ \$20,000	DIFS	<ul style="list-style-type: none"> This delegation is limited to fees or charges relating to student accommodation.
5.4.6	Approve the deferral, waiver, reduction, refund or implementation of a repayment plan, for a tuition fee.	≤ \$50,000	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$20,000	COO, CFO, DDCFO SDVC, DVC, PVC, AR	<ul style="list-style-type: none"> This delegation is limited to a HOS in relation to the waiver of a tuition fee other than for a higher degree research student. This delegation is limited to the AR in relation to a refund of a tuition fee.
5.4.7	Approve the deferral, waiver, reduction, refund or implementation of a repayment plan, for an international student's deposit prior to enrolment.	≤ \$20,000	DIEP	<ul style="list-style-type: none"> This delegation does not apply to deposits for student accommodation.
5.4.8	Approve the deferral, waiver, reduction, refund or implementation of a repayment plan, for library fees or fines.	≤ \$50,000	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$20,000	DVCA	<ul style="list-style-type: none"> No conditions.
		≤ \$2,000	UL	<ul style="list-style-type: none"> No conditions.
5.4.9	Approve the due date for a student fee or charge.	No limit specified.	AR	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
5.4.10	Approve the provision of a loan to a student.	≤ \$20,000	VC CFO AR	<ul style="list-style-type: none"> Council Reserved Matter R53: Council Finance Committee approval is required if the amount of the loan >20,000. This delegation is subject to the student meeting approved criteria for student loans.
5.4.9	Scholarships, awards and prizes			
5.4.10	Approve a scholarship for a fee-paying student (other than for a higher degree by research student).	≤ \$50,000	VC DVCA, DVCIA, PVC, HOS	<ul style="list-style-type: none"> This delegation applies for the duration of the scholarship; annual re-approval of an existing scholarship is not required.
5.5.2	Approve a scholarship for a fee-paying higher degree by research student.	≤ \$50,000	VC SDVCRI, DVCIA, PVCRI DOGR	<ul style="list-style-type: none"> This delegation applies for the duration of the scholarship; annual re-approval of an existing scholarship is not required.
5.5.3	Approve the award of the University Medal.	No limit specified.	DVCA	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the Medals Committee.
5.6	Student accommodation			
5.6.1	Approve the terms of a student residential agreement.	No limit specified	DIFS	<ul style="list-style-type: none"> No conditions.
5.6.3	Accept an application for student accommodation.	No limit specified	DDIFS	<ul style="list-style-type: none"> No conditions.
5.6.4	Approve the allocation of student accommodation.	No limit specified	DDIFS	<ul style="list-style-type: none"> No conditions.
5.6.6	Approve the suspension or exclusion of a student from access to student accommodation.	No limit specified	VC DVC	<ul style="list-style-type: none"> No conditions.
5.6.7	Determine the imposition of a penalty upon a student in relation to	No limit specified	VC DVCA MRL	<ul style="list-style-type: none"> This delegation is limited to the MRL in accordance with the provisions of the Student Conduct Rule.

	Authority	Limit	Delegate	Conditions
	non-academic misconduct in student accommodation.			
5.6.8	Approve the termination of a student residential agreement.	No limit specified	DVCA	<ul style="list-style-type: none"> No conditions.
5.6.9	Approve the deferral, waiver, reduction, refund or implementation of a repayment plan for rent, fees or charges for student accommodation.	≤ \$50,000	VC COO, CFO	<ul style="list-style-type: none"> Council Reserved Matter R52: Council Finance Committee approval is required for amounts >\$50,000.
		≤ \$20,000	DIFS, DDIFS	<ul style="list-style-type: none"> No conditions.
5.7 Assessment				
5.7.1	Determine the timetable for teaching and examinations.	No limit specified.	AR	<ul style="list-style-type: none"> No conditions.
5.7.2	Approve an application for adverse circumstances affecting an assessment.	No limit specified.	DVCA CC	<ul style="list-style-type: none"> This delegation applies to the DVCA in circumstances where the adverse circumstance affects the cohort of students.
5.7.3	Determine a student's request for a review of a mark achieved in an assessment item.	No limit specified.	CC	<ul style="list-style-type: none"> No conditions.
5.7.4	Confirm the final results for a course.	No limit specified.	HOS	<ul style="list-style-type: none"> No conditions.
5.7.5	Determine a student's request for a review of a final result in a course.	No limit specified.	CC	<ul style="list-style-type: none"> No conditions.
5.8 Student placements				
5.8.1	Approve a student placement.	No limit specified	HOS, CC	<ul style="list-style-type: none"> No conditions.
5.8.2	Approve a student's withdrawal from a placement.	No limit specified	HOS	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
5.8.3	Suspend or terminate a student's placement.	No limit specified	DVCA	<ul style="list-style-type: none"> This delegation applies to circumstances other than those described in the Student Conduct Rule.
			HOS, CC	<ul style="list-style-type: none"> This delegation applies to all circumstances other than those described in the Student Conduct Rule.
5.9 Student discipline				
5.9.1	Determine the imposition of a penalty upon a student in relation to academic misconduct.	No limit specified	VC DVCA SACO	<ul style="list-style-type: none"> This delegation is limited to SACOs in accordance with the provisions of the Student Conduct Rule.
5.9.2	Determine the imposition of a penalty upon a higher degree by research student in relation to research misconduct.	No limit specified	VC SDVCRI DOGR, ADRT	<ul style="list-style-type: none"> This delegation is limited to the DOGR and ADRT in accordance with the provisions of the Student Conduct Rule.
5.9.3	Determine the imposition of a penalty upon a student in relation to non-academic misconduct.	No limit specified	VC DVCA	<ul style="list-style-type: none"> No conditions.
5.9.4	Approve the suspension of a student's rights and privileges for a specified period of time (suspension).	No limit specified	VC SDVCRI, DVC	<ul style="list-style-type: none"> No conditions.
5.9.5	Approve the exclusion of a student for a specified period of time.	No limit specified	VC SDVCRI, DVC	<ul style="list-style-type: none"> No conditions.
5.9.6	Approve the termination of a student's enrolment from UON (expulsion).	No limit specified	VC SDVCRI, DVC DOGR	<ul style="list-style-type: none"> This delegation is limited to the DOGR and ADRT in accordance with the provisions of the Rules Governing Research Higher Degrees.
5.9.7	Approve the imposition of a fine for overdue library items.	≤ \$1,000	UL	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
5.9.8	Approve a mandatory notification or complaint to AHPRHA regarding a student.	No limit specified	VC DVCA	<ul style="list-style-type: none"> This delegation is subject to the recommendation of the relevant PVC.
5.10 Appeals and reviews				
5.10.1	Determine an appeal in relation to an application for adverse circumstances affecting an assessment.	No limit specified.	AR	<ul style="list-style-type: none"> No conditions.
5.10.2	Determine an appeal in relation to an amendment or termination of a student's placement, practicum of internship.	No limit specified.	PVC	<ul style="list-style-type: none"> No conditions.
5.10.3	Determine an appeal in relation to a review of a final result for a course.	No limit specified.	PAC, PAS	<ul style="list-style-type: none"> No conditions.
5.10.4	Determine an appeal in relation to a decision on the waiving or English language proficiency requirements in relation to a higher degree by research enrolment.	No limit specified.	PAS	<ul style="list-style-type: none"> No conditions.
5.10.5	Determine an appeal in relation to a decision on the waiving or academic or additional admission requirements.	No limit specified.	VC	<ul style="list-style-type: none"> No conditions.
		No limit specified.	PAS	<ul style="list-style-type: none"> This delegation is limited to a higher degree by research enrolment.
5.10.6	Determine the course of action where grounds for review of a student's admission or enrolment has been identified.	No limit specified.	DVCA, AR	<ul style="list-style-type: none"> The grounds for review are specified in the Rule Governing Admission and Enrolment. This delegation applies to a student admitted or enrolled into an enabling, undergraduate or postgraduate coursework program.
		No limit specified.	RTSC	<ul style="list-style-type: none"> The grounds for review are specified in the Rule Governing Admission and Enrolment.

	Authority	Limit	Delegate	Conditions
				<ul style="list-style-type: none"> This delegation applies to a student admitted or enrolled into higher degree by research program.
5.10.7	Determine an appeal of a decision by the DOGR to terminate the candidature of a higher degree by research student.	No limit specified.	SDVCRI	<ul style="list-style-type: none"> No conditions.

6. Research

	Authority	Limit	Delegate	Conditions
6.1 Research agreements				
6.1.1	Approve a research agreement with a non-commercial or publicly funded partner.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required for contracts >\$5,000,000. This delegation includes contract research agreements, research grant agreements, consultancy agreements, collaborative research agreements and graduate research contracts. Where the research agreement requires changes to the terms and conditions of an employee's employment with UON (such as a secondment), this delegation is subject to consultation with the DPWS.
		≤ \$2,000,000	SDVCRI	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$1,000,000	PVCRI	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$100,000	DRIS	<ul style="list-style-type: none"> Conditions as per the VC.
		No limit specified	DRIS	<ul style="list-style-type: none"> This delegation is limited to ARC and NHMRC agreements.
6.1.2	Approve a research agreement with a commercial or industry partner.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required for contracts >\$5,000,000. This delegation includes contract research agreements, research grant agreements, consultancy agreements, collaborative research agreements and graduate research contracts. Where the research agreement requires changes to the terms and conditions of an employee's employment with UON (such as a secondment), this delegation is subject to consultation with the DPWS.
		≤ \$2,000,000	SDVCRI	<ul style="list-style-type: none"> Conditions as per the VC.
		≤ \$500,000	PVCIEI DNIER, DRIS	<ul style="list-style-type: none"> Conditions as per the VC.

	Authority	Limit	Delegate	Conditions
6.1.3	Execute a research agreement approved under Delegation 6.1.1 or 6.1.2.	Unlimited	VC SDVCRI, PVCRI, PVCIEI, DNIER, DRIS	<ul style="list-style-type: none"> No conditions.
6.1.4	Approve and/or execute a research training or scholarship agreement.	No limit specified	PVCRI, DOGR	<ul style="list-style-type: none"> No conditions.
6.1.5	Approve and/or execute a confidentiality agreement between UON and a student undertaking research.	No limit specified	SDVCRI, PVCRI	<ul style="list-style-type: none"> No conditions.
6.2 Research grants				
6.2.1	Approve the submission of an external research grant proposal.	No limit specified	SDVCRI, PVCRI, DRIS	<ul style="list-style-type: none"> This delegation includes applications for a NHMRC or ARC grant.
6.2.2	Approve the submission of an external research or training scholarship proposal.	No limit specified	SDVCRI, PVCRI, DRIS	<ul style="list-style-type: none"> No conditions.
6.2.3	Approve the award of an internal research grant.	No limit specified	SDVCRI, PVCRI, DRIS, PVC	<ul style="list-style-type: none"> No conditions.
6.2.4	Approve the refund of unexpended grant funds to UON or an external funding body.	No limit specified	DRIS	<ul style="list-style-type: none"> No conditions.
6.3 Intellectual property				
6.3.1	Approve an application for registration, maintenance or prosecution of a patent in favour of UON.	≤ \$2,000,000	SDVCRI, PVCRI, PVCIEI, DNIER	<ul style="list-style-type: none"> No conditions.

	Authority	Limit	Delegate	Conditions
6.3.2	Approve an agreement granting any right in research-related intellectual property.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> Council Reserved Matter R41: Council approval is required for contracts >\$5,000,000. This delegation includes deeds of assignment, materials or data transfer agreements, confidentiality agreements and intellectual property license agreements. This delegation is subject to the Guidelines for Commercial Activities (if applicable).
		≤ \$2,000,000	SDVCRI	<ul style="list-style-type: none"> Conditions are per VC.
		≤ \$1,000,000	PVCRI, PVCIEI DNIER	<ul style="list-style-type: none"> Conditions are per VC.
		Unlimited	DRIS	<ul style="list-style-type: none"> This delegation is limited to grant applications that require the licensing or assignment of research-related intellectual property as a condition of submission.
6.3.3	Approve distribution of revenue earned from the commercialisation of intellectual property research.	≤ \$5,000,000	VC	<ul style="list-style-type: none"> No conditions.
		≤ \$1,000,000	SDVCRI	<ul style="list-style-type: none"> No conditions.
6.3.4	Engage a patent or trademark attorney.	No limit specified	VC SDVCRI PVCRI, PVCIEI DNIER, GC, SLC	<ul style="list-style-type: none"> No conditions.
6.4 Ethics and regulation				
6.4.1	Approve, suspend or withdraw approval for a research project involving human participants and which involves collaboration with researchers from another institution/s.	No limit specified	HREC	<ul style="list-style-type: none"> This delegation includes imposing conditions on approval.
6.4.2	Approve, suspend or withdraw approval for a research project	No limit specified	ACEC	<ul style="list-style-type: none"> This delegation includes imposing conditions on approval.

	Authority	Limit	Delegate	Conditions
	involving the use of S8 and S4 drugs on animals.			
6.4.3	Approve an application for a permit, licence or other government authorisation or approval that relates to a research agreement or other research activity.	No limit specified	SDVCRI, PVCRI DRIS	<ul style="list-style-type: none"> This delegation includes any change to a condition of an authorisation or approval. This delegation includes agreements affected by Australian government sanctions.
6.4.4	Determine the outcome of an investigation into a breach of the Australian Code for the Responsible Conduct of Research by an employee or an honorary appointment.	No limit specified.	SDVCRI	<ul style="list-style-type: none"> No conditions.
6.4.5	Determine the outcome of an investigation into allegations of research misconduct by an employee or an honorary appointment.	No limit specified.	SDVCRI	<ul style="list-style-type: none"> No conditions.

Abbreviations

ACEC	Animal Care and Ethics Committee
ACNC	Australian Charities and Not for Profit Commission
AC	Art Curator
AD	Associate Director
ADHR	Associate Director, Human Resource Services
ADHS	Associate Director, Health and Safety
ADIT	Associate Director, Information Technology
ADRT	Assistant Dean (Research Training)
ADSP	Associate Director, Strategic Procurement
AR	Academic Registrar
CFO	Chief Financial Officer
CC	Course Co-ordinator
CI	Chief Investigator
CID	Critical Incident Director
CIO	Chief Information Officer
COO	Chief Operating Officer
DC	Dean of Campus
DD	Deputy Director
DDCFO	Deputy Director, Corporate Finance and Operations
DDIFS	Deputy Director, Infrastructure and Facilities Services
DELFSC	Director, English Language and Foundation Studies Centre
DIEP	Director, International Enrolments and Partnerships
DHF	Deputy Head of Faculty
DIR	Director
DA	Director, Advancement
DAS	Director, Assurance Services
DIFS	Director, Infrastructure and Facilities Services
DMC	Director, Marketing and Communications
DNIER	Director, Newcastle Institute for Energy and Resources
DPWS	Director, People and Workforce Strategy
DRIS	Director, Research and Innovation
DOGR	Dean of Graduate Research
DVC	Deputy Vice-Chancellor
DVCA	Deputy Vice-Chancellor Academic

DVCIA	Deputy Vice-Chancellor International and Advancement
EC	Executive Committee
EO	Executive Officer
GC	General Counsel
HECS	Higher Education Contribution Scheme
HREC	Human Research Ethics Committee
HOS	Head of School
MRL	Manager, Residential Life
MRB	Manager, Remuneration and Benefits
FPAC	Faculty Progress and Appeals Committee
PAS	President of Academic Senate
PVC	Pro Vice-Chancellor
PVCIEI	Pro Vice-Chancellor, Industry Engagement and Innovation
PVICIER	Pro Vice-Chancellor Indigenous Education and Research
PVCRI	Pro Vice-Chancellor Research and Innovation
PVCLT	Pro Vice-Chancellor Learning and Teaching
PVCS	Pro Vice-Chancellor (Singapore)
RTSC	Research Training Sub-Committee
SACO	Student Academic Conduct Officer
SDVCRI	Senior Deputy Vice-Chancellor Research and Innovation
SLC	Senior Legal Counsel
UCO	University Complaints Officer
UL	University Librarian
VC	Vice-Chancellor