# SCHOLARSHIPS COMMITTEE

**Membership**
- Chair (appointed by the Chair of Academic Board)
- One member of academic staff nominated by the Dean of each Faculty
- Academic Registrar (or nominee)
- Director, University Relations (or nominee)
- Director, International Education (or nominee)
- Manager, Equity and Disability
- Manager, Research Services
- National Manager, Fundraising

**Date of establishment:** 25 February 2008

**Meeting frequency:** At least twice per year

**Responsible Officer:** Pro-Vice-Chancellor (Academic Affairs)

**Executive Officer:** Member of staff nominated by the Academic Registrar

**Terms of Reference:**
- to develop, monitor, review and submit recommendations to the Academic Board on policy matters and rules relating to the establishment and administration of coursework scholarships, bursaries, prizes and other awards;
- to develop and recommend to Academic Board approval of rules for the award of individual coursework scholarships, bursaries and awards, including eligibility and selection criteria and the composition of selection committees;
- to monitor the conditions for the award of coursework scholarships and ensure that all awards accord with University principles of equity and open competition;
- to provide advice to the Faculties and the Dean of Students as required on prizes, and other awards;
- to consider and report on any matter referred to the Committee by the Academic Board.

**Review(s):** The Committee reviews its procedures as it deems necessary and recommends accordingly to Academic Board.