

UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA



UFS
UV

UNIVERSITY OF THE FREE STATE

REMIT

Document name	Remit of the University Management Committee (UMC)
Co-ordinating Rectorate member	Registrar
Approved by	Council
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Remit of the University Management Committee (UMC)

1. COMPOSITION

Rector and Vice-Chancellor (Chairperson)

Vice-Rectors

Registrar

Deans of Faculties

Dean: School of Open Learning

Dean: Student Affairs

Qwaqwa Campus Principal

Heads of department:

- Library and Information Services
- Finance
- Human Resources
- Research Development
- Information and Communication Technology Services
- Centre for Teaching and Learning – both Directors
- Student Academic Services
- University Estates
- Internationalisation
- Communication and Brand Management
- Institutional Advancement
- Student Marketing
- Institute for Reconciliation and Social Justice
- Director: Community Engagement
- DIRAP
- Postgraduate School

President: Central Students' Representative Council

SRC President: Qwaqwa Campus

In advisory capacity:

UVPERSU representative

NEHAWU representative

Deputy Registrar

2. MEETINGS

- a) At least half of the members of the UMC plus one constitutes a quorum. In the case of an uneven number of members, the number greater than 50% of the membership constitutes a quorum.
- b) The UMC holds an ordinary meeting six times per year, or according to need.
- c) The way in which the minutes of the meetings are kept and the procedure during meetings correspond, *mutatis mutandis*, with those of the Senate.

3. POWERS AND DUTIES OF THE UMC

3.1 Powers and duties delegated to the UMC by the Council

The UMC, in co-operation with the Senate and Council, is responsible for the strategic management of the UFS with regard to its focus areas, key success factors, academic support services and portfolios.

3.1.1 For finalising

- a) Creation and filling of posts, and promotion of all permanent and full-time support services staff members whose level of remuneration is equal to that of a professor, associate professor or senior lecturer.
- b) The finalising of all matters which cannot be finalised within certain management lines by means of specific approved policy and procedures and which fall outside the mandate of the Executive Committee of the Senate and the Senate.
- c) The establishment or termination of support services departments.

3.1.2 For recommendation to the Senate and Council

- a) Recommendations to the Council regarding the appointment of persons to support service posts with a remuneration level equal to or higher than that of a senior professor.
- b) Should the policy stipulations also affect academic staff, relevant macro institutional policy matters/policies are referred to the Council via the Senate to obtain clarity and for decision making, otherwise the policy recommendations are submitted directly to Council for decision making.