

ASSOCIATION OF COMMONWEALTH UNIVERSITIES

Role description and responsibilities of the Vice-Chair of Council

The Chair of the Association shall be the chair of all General Meetings and Council Meetings; in his/her absence the Vice-Chair shall preside. In such instances, the Vice-Chair shall:

- a) Ensure that the business is enacted in accordance with the Association's Charter and Statutes and with its Code of Governance.
- b) Ensure that the business is carried out efficiently, effectively, and in accordance with the Code of Governance.
- c) Ensure that the Council exercises collective responsibility, that is to say, that decisions are taken corporately by all members acting as a body. The Vice-Chair will encourage all members to work together effectively, contributing their skills and expertise as appropriate, and will seek to build consensus among them.
- d) At all times act fairly and impartially in the interests of the Association as a whole, using independent judgment and maintaining confidentiality as appropriate.

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