**XXX Committee**

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| **Establishment** |  |
| *When:* |  |
| *By what authority:* |  |
| *For what period:* |  |
| **Role/Terms of Reference** |  |
| *Nature:* |  |
| *Terms of Reference:* |  |
| *Reporting line:* |  |
| *Quorum:* | The quorum for all Committees is half of the full membership plus one unless stated otherwise. |
| *Procedures prescribed/determined itself:* |  |
| *Frequency of meetings:* |  |
| *List of any sub-committees:* |  |
| **Membership** |  |
| *Any categories prescribed:* |  |
| *Gender balance and Diversity* | To be considered before members are appointed or re-appointed. |
| *Term of Office:* |  |
| *Attendance* |  |
|  | The Chancellor and Vice-Chancellor and president are ex-officio members of all Committees of Council and the Vice-Chancellor and President is an ex-officio member of all Committees of the University. |
| **Contact person and phone/email** |  |
| **RMO File Number** |  |