

# NEWMAN UNIVERSITY

## REMUNERATION COMMITTEE – TERMS OF REFERENCE

### 21. Remuneration Committee

#### 21.1. Membership

The Committee comprises the following individuals:

Chair of the Council

Chair of the Finance and General Purposes Committee

Chair of the Audit Committee

The Chair of the Committee will be one of the above members, other than the Chair of Council, and the Committee Chair will be appointed by Council.

The following staff members will ordinarily be in attendance:

Vice-Chancellor (only in attendance for discussions about staff they manage)

Director of Human Resources

The Council may also wish to co-opt an external member if additional expertise is considered necessary.

#### 21.2. The quorum for meetings of the Sub-committee is two members, including the Committee Chair.

#### 21.3. The Terms of Reference of the Sub-committee are:

- i. To review annually the salary and major conditions of service of senior staff appointed by the Council including the Vice-Chancellor and to recommend any increase or bonus consequent upon such a review;
- ii. To make a judgement on the level of performance of each member of senior staff for whom they are responsible;
- iii. To decide on an appropriate level of remuneration and reward for each of those senior staff, taking into account performance, impact on the University, the Strategic Plan, the broader market context, and appropriate financial parameters;
- iv. To set or agree performance targets for the following year for senior staff, in line with the University's Strategic Plan;
- v. To monitor senior staff's progress against these targets;
- vi. To provide an annual report to Council and an annual statement for publication, based on the structure outlined by the CUC Remuneration Code, November 2021.
- vii. To meet no fewer than four times each year