

## University of Suffolk

### Statement of Primary Responsibilities of the Board of the University of Suffolk

1. To approve the mission and strategic vision of the University of Suffolk, long-term academic and business plans and key performance indicators, and to ensure that these meet the interests of stakeholders.
2. To delegate authority to the head of the University, as Vice Chancellor, for the academic, corporate, financial, estate and personnel management of the University of Suffolk. And to establish and keep under regular review the policies, procedures and limits within such management functions as shall be undertaken by and under his/her authority.
3. To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, and procedures for handling internal grievances and for managing conflicts of interest.
4. To ensure that processes are in place to monitor and evaluate the performance and effectiveness of the University against the plans and approved key performance indicators, which should be – where possible and appropriate – benchmarked against other comparable institutions.
5. To establish processes to monitor and evaluate the performance and effectiveness of the Board itself.
6. To conduct its business in accordance with best practice in higher education corporate governance and with the principles of public life drawn up by the Committee on Standards in Public Life.
7. To safeguard the good name and values of the University of Suffolk.
8. To appoint the head of the University as Vice Chancellor, and to put in place suitable arrangements for monitoring his/her performance.
9. To appoint a secretary to the governing body and to ensure that, if the person appointed has managerial responsibilities in the University, there is an appropriate separation in the lines of accountability.
10. To be the employing authority for all staff of the University of Suffolk and to approve the human resources strategy.
11. To be the principal financial and business authority of the University of Suffolk, to ensure that proper books of account are kept, to approve the annual budget and financial statements, and to have overall responsibility for the University of Suffolk's assets, property and estate.
12. To be the University of Suffolk's legal authority and, as such, to ensure that systems are in place for meeting all the institution's legal obligations,

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including those arising from contracts and other legal commitments made in the University's name.

13. To make such provision as it thinks fit for the general welfare of students, in consultation with Senate.
14. To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.
15. To ensure that the University of Suffolk's articles of association are followed at all times and that appropriate advice is available to enable this to happen.