



## Bond University Women's Network Steering Committee Terms of Reference

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### **Mission**

The Bond University Women's Network (BUWN) seeks to be an inclusive network of women and those who value and respect women, from the Bond community. We aim to empower the women of the Bond community to connect and make a difference, instilling a sense of compassion, care and community as respected and valued members of the University. BUWN endeavours to achieve this by supporting and assisting Bond women with their own development, as well as providing a forum to promote all causes for the betterment of women and families. Most importantly, we celebrate women for all that they are and all that they do.

### **Membership of the Steering Committee**

BUWN activities are coordinated by a Steering Committee including corporate and appointed members.

#### **Corporate**

- Vice-Chancellor's Representative (Liaison with VC and UMC)
- Pathways and Partnership Representative (Budget and Women's Strategy)

#### **Appointed**

- Two Academic Staff members
- Two General Staff members
- Two Students (Preferably a postgraduate and an undergraduate student) representing Bond University Young Women's Network
- Two Alumni members

The Committee is able to co-opt others as required.

## **Term**

When a vacancy arises BUWN will ask for expressions of interest. Where there is more than one nominee, committee members will vote on the appointment. Each member will be appointed for a period of two years.

## **Working Groups**

Will be formed on a project basis and will consist of members drawn from the Bond University Community. Makeup of the working groups will be determined by the nature of the project at hand

## **Procedures**

Membership	Members to be recorded and maintained
Terms of Reference	To be reviewed regularly
BUWN Report	Reports to be tabled at UMC every twelve months
Business Plan	An annual action plan is to be prepared detailing network activities
Finance	An annual revenue and expenditure statement will be prepared in accordance with the Bond University policies and procedures.