

NORTHERN TERRITORY OF AUSTRALIA

**BATCHELOR INSTITUTE OF INDIGENOUS TERTIARY EDUCATION
(POWERS AND FUNCTIONS OF DIRECTOR, DEPUTY DIRECTOR AND
REGISTRAR) BY-LAWS**

As in force at 7 November 2001

Table of provisions

1	Citation	1
2	Powers of Director	1
3	Functions of Director	2
4	Powers and functions of Deputy Director	3
5	Registrar of the Institute	3

ENDNOTES

NORTHERN TERRITORY OF AUSTRALIA

This reprint shows the By-laws as in force at 7 November 2001. Any amendments that commence after that date are not included.

BATCHELOR INSTITUTE OF INDIGENOUS TERTIARY EDUCATION (POWERS AND FUNCTIONS OF DIRECTOR, DEPUTY DIRECTOR AND REGISTRAR) BY-LAWS

By-laws under the *Batchelor Institute of Indigenous Tertiary Education Act*

1 Citation

These By-laws may be cited as the *Batchelor Institute of Indigenous Tertiary Education (Powers and Functions of Director, Deputy Director and Registrar) By-laws*.

2 Powers of Director

- (1) The Director has the powers that are necessary to carry out his or her functions under the Act.
- (2) The Director has the power:
 - (a) to commit the funds of the Institute;
 - (b) to exercise the powers of the Council (not including the powers to make By-laws or rules) in the name of the Council:
 - (i) in routine matters; or
 - (ii) in matters that require immediate action; and
 - (c) to make rules, not inconsistent with a Council rule or resolution, for the purpose of exercising the powers or performing the functions of the Director.
- (3) If the Director:
 - (a) commits the funds of the Institute:
 - (i) for a purpose that is not provided for; or
 - (ii) in excess of the amount that is provided,
in the budget of the Institute;
 - (b) exercises the powers of the Council in the Council's name on

a matter that requires immediate action; or

- (c) makes rules for the purpose exercising the powers or performing the functions of the Director,

the Director must report to the Council on the matter.

- (4) The Director is an ex officio member of:
 - (a) every committee; and
 - (b) every committee, board or faculty of the Institute, except a committee established to appoint a person to the office of Director.
- (5) The Director may:
 - (a) exercise the right of membership of a committee referred to in clause (4);
 - (b) preside at any meeting of a committee referred to in clause (4)(a) at which there is no person appointed by the Council to preside at the meeting;
 - (c) preside at any meeting of a committee referred to in clause (4)(b); and
 - (d) appoint a person to represent him or her on a committee.
- (6) The Director may establish committees (known as "Director's Advisory Committees") with membership and terms of reference that the Director considers necessary for the day-to-day management of the Institute.

3 Functions of Director

The Director is responsible for:

- (a) the performance by the Institute of all obligations of the Institute imposed by or under an Act;
- (b) the implementation of Council policy;
- (c) the administration of the By-laws, rules and codes of conduct;
- (d) the management of the academic, administrative, financial and other business activities of the Institute;
- (e) general supervision of the welfare, conduct and discipline of students;

-
- (f) general supervision of all staff;
 - (g) acting as spokesperson for the Council and representing the Institute in external forums;
 - (h) providing leadership to the Institute; and
 - (i) promoting the interests and furthering the development of the Institute.

4 Powers and functions of Deputy Director

- (1) The Deputy Director is responsible to the Director.
- (2) The Deputy Director:
 - (a) assists the Director in promoting the interests and furthering the development of the Institute; and
 - (b) represents the Director as an ex officio member of the committees and boards of the Institute or Council as required by the Director.
- (3) The Deputy Director exercises the powers and performs the functions of the Director as required by the Director.

5 Registrar of the Institute

- (1) The Council may determine that there is an office of Registrar of the Institute.
- (2) Subject to clause (1), the Director may appoint a person to the office of Registrar of the Institute.
- (3) The Registrar of the Institute holds office on the terms and conditions that are determined by the Council.
- (4) The Registrar of the Institute has the powers and duties that are determined by the Director.

ENDNOTES

1 KEY

Key to abbreviations

amd = amended
app = appendix
bl = by-law
ch = Chapter
cl = clause
div = Division
exp = expires/expired
f = forms
Gaz = Gazette
hdg = heading
ins = inserted
lt = long title
nc = not commenced

od = order
om = omitted
pt = Part
r = regulation/rule
rem = remainder
renum = renumbered
rep = repealed
s = section
sch = Schedule
sdiv = Subdivision
SL = Subordinate Legislation
sub = substituted

2 LIST OF LEGISLATION

Batchelor Institute of Indigenous Tertiary Education (Powers and Functions of Director, Deputy Director and Registrar) By-laws

Notified	7 November 2001
Commenced	7 November 2001