

Governance

The University maintains effective corporate governance practices to serve the diverse needs of its stakeholders and ensure due diligence and accountability in its activities.

General

The University is governed by a Senate of 35 members (see page 12) representing University and community interests. Senate is led by the Chancellor and Deputy Chancellor, elected from its ranks.

The *University of Queensland Act 1998* grants Senate wide powers to

- appoint the University's staff,
- manage and control the University's affairs and property, and
- manage and control finances so as to promote the University's interests.

Senate may delegate power to a Senator, University staff member, or committee including one or more Senators. Senate can nominate members and the chair of any committee, and determine a quorum. Senate may not delegate its power to make University Statutes or Rules, adopt the University's Annual Budget, or approve spending of bequests, donations or special grants.

The Vice-Chancellor is our Chief Executive Officer and responsible to the Senate for the overall direction of strategic planning, finance and external affairs.

The Vice-Chancellor is supported by an Executive comprising a

- Deputy Vice-Chancellor (from 2002, Senior Deputy Vice-Chancellor),
- Deputy Vice-Chancellor (International and Development),
- Pro-Vice-Chancellor (from 2002, Deputy Vice-Chancellor) (Academic),
- Pro-Vice-Chancellor (from 2002, Deputy Vice-Chancellor) (Research),
- Secretary and Registrar, and
- President, Academic Board.

Ethical standards

Our Code of Conduct www.uq.edu.au/hupp/contents/view.asp?s1=1, launched in 1997, remains unchanged. We disseminate its principles through

- the University Staff Development Program,
- monthly Orientation Programs for new general staff, and
- half-yearly Vice-Chancellor's Symposiums for new academic staff.

We maintain high ethical standards for research and teaching involving animals and humans.

The University Animal Experimentation Ethics Committee and its sub-committees determine animal welfare policy and procedures. All relevant activities must have Animal Ethics Clearance from our Animal Ethics Committee, administered by our Animal Welfare Office.

The Human Experimental Ethical Review Committee (a registered Human Research Ethics Committee) and its sub-committees determine the University's policy on research and teaching involving human subjects or human-related materials. These policies are based on the National Statement on Ethical Conduct in Research Involving Humans (1999) and are administered by our Ethics Office.

Our Institute for Molecular Bioscience (see pages 29, 30, 32, 40, 49, 50) and the Faculty of Social and Behavioural Sciences appointed a director of public policy and ethics this year, to conduct research into and offer comment on ethical and policy issues raised by bioscience research and biotechnology.

Whistleblowers

We received no complaints this year under the *Whistleblowers Act*.

Internal audit

Internal Audit Office staff completed 65 audits of faculties, schools, centres, IT systems and University-wide areas. Complex reviews included:

- UQ Ipswich IT application;
- engagement and use of consultants;
- use of corporate credit cards;
- Aurion Payroll System;
- University Health Service;
- Library IT application;
- Personnel Services – self-insurance system;
- Business Services – traffic and parking;
- Property and Facilities – grounds maintenance;
- Centre for Magnetic Resonance;
- Information Technology Services – firewall security; and
- Printery

Our Information Systems Audit Manager also helped implement Internet payment facilities in several areas.

To extend our coverage and encourage good practice within organisational units, we developed a self-assessment questionnaire approach to be used for selected University-wide functions. We had a 100 percent return rate for questionnaires assessing software copyright compliance (University-wide organisational units) and compliance with University policies and procedures (Faculties of Arts, Health Sciences, and Biological and Chemical Sciences).

Freedom of information

Twenty-four people (13 staff, two students and nine members of the public) accessed University documents under the *Queensland Freedom of Information Act 1992*. Most staff and students sought personal information and external applicants generally sought non-personal information about our activities.

We also gave access to many documents (usually personal to the applicant) as part of routine administrative processes not subject to the formal FOI process.