1 PURPOSE
This document sets out the general framework under which Moore Theological College policies are developed, approved and reviewed.

2 BACKGROUND
External regulations and general principles of good academic governance of MTC require the development and implementation of a comprehensive set policies and procedures, for both academic and administrative aspects of the College. Most Australian academic institutions provide public access to their policies.

Policies set out the principles governing the operations of the college and are subject to or derived from relevant legislation covering academic institutions, diocesan ordinances, and the strategic direction of the college set by the Governing Board. Policy (principles) must be separated from the related procedures or processes (implementation).

Authority to approve policies resides with the Governing Board, as it does in most academic institutions. Approval is generally on the basis of recommendation from the Principal, in turn acting on the advice of relevant committees such as Academic Board or other individuals.

Procedures are subject to more regular amendment and, being derived from policy, their authorisation is delegated to the Principal, acting on advice. The implementation of policy and procedures is delegated to senior academic or administrative staff, with authority to act set out in the associated Register of Delegations.

On the recommendation of the Academic Board, the Governing Board has set joint goals for 2013 / 2014 to:

i. review both the structure of MTC’s policy framework and the process for developing and approving policies and procedures and, subsequently,
ii. undertake a general review of all MTC academic policies and associated procedures.

This may be subsequently extended to operational policies and procedures.
3 Scope
This document relates to all formal Policy– academic, administrative and financial – subject to authorisation by the Governing Board.

4 Definitions
Governning Board The Governing Board of Moore Theological College as set out in the MTC Ordinance.
Academic Board The Academic Board of Moore Theological College as set out in the MTC Ordinance and the subsidiary Provisions Relating to the Academic Board approved by the Governing Board as amended.
Policy A document identified as a “Policy” of MTC, setting out the principles guiding the operations of MTC and which is subject to legislation, the MTC Ordinance, the MTC strategic plan and other resolutions of the Governing Board, authorised by the Governing Board
Procedure A document identified as a “Procedure” of MTC setting out the processes for implementation of MTC policy and which is subordinate to the relevant policy or legislation, authorised by the Principal.
Register of Delegations The Governing Board-approved document setting out authorities for individuals or formal committees to act under delegation from the Governing Board.

5 Policy Statement
Policies set out the principles and standards that control or guide the actions and decision-making of individuals and committees within MTC. Policies form a core part of MTC institutional governance.

MTC policies are subject to the College’s strategic plans, the diocesan ordinance and government legislation. The implementation of the policies is further defined by the MTC Register of Delegations.

All policies are to be developed under the approved MTC Policy Development Procedures. All MTC policies require authorisation by the Governing Board, on recommendation of the Principal acting on advice of relevant committees and/or responsible officers.

6 Legal & Policy Framework
This is the overarching policy on which other specific policies are to be developed.

7 Implementation
A review of all academic and administrative policy at MTC will be undertaken during 2013-2014 with a view to reconstruction of all policies, separation of associated procedures and development of a Register of Delegations.
8  REVIEW & HISTORY

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9  ACKNOWLEDGEMENTS

UNSW, 2013.