POLICY FRAMEWORK

Policy Link	Nil
Responsible Officer(s)	Chair of the Governing Board Secretary to the Governing Board
Superseded Documents	Nil
Associated Documents	Moore Theological College Ordinance 1984 (amended 2009, 2011). Provisions Relating to the Structure, Operations, Membership and Delegations by the Governing Board to the Academic Board 2011 (amended 2013). MTC Policy Development Procedures (in draft) Moore Theological College Register of Delegations (in draft).
Review Date	December 2016

Version	Endorsed by	Date	Authorised by	Approval Date	Effective Date
1.0	Academic Board	August 2013	Governing Board	February 2014	February 2014

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

Governing 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. Polices 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

Version	Authorised by	Approval Date	Effective Date	Sections modified
1.0	Governing Board	18 Feb 2014	18 Feb 2014	New policy

9   ACKNOWLEDGEMENTS

UNSW, 2013.
   (a) Policy Development Process.
       http://www.gs.unsw.edu.au/policy/creators/process/index.html
   (b) Policy Hierarchy. http://www.gs.unsw.edu.au/policy/framework/hierarchy.html
   (c) Council Delegations of Authority. http://www.gs.unsw.edu.au/registerofdelegations/
       register.pdf