



THE UNIVERSITY OF MELBOURNE ARCHIVES

NAME OF COLLECTION	University Of Melbourne Council. Finance Committee
ACCESSION NO	2003.0092 & 2005.0044
CATEGORY	University, official
ACTIVITY	University committee
DATE RANGE	1976-1978 & 1979-1980
SIZE OF COLLECTION	19 vols
HISTORICAL NOTE	<p>Members of the first Finance Committee were elected at the Council meeting of 3 May 1853, though the first recorded meeting was not until 19 May 1854. The Committee was established to devise systems for and monitor the financial affairs of the University. Its general functions were to advise Council of the organisation of the University's financial and business affairs and to be responsible for the assessment of the University's income and for recommending to Council the sums to be provided for each of the main operating funds. All building and grounds-related expenditure was referred to the Finance Committee by the Building Committee. In its earliest form, the Committee was chaired by the Chancellor and Vice-Chancellor accordingly. Its members were elected by Council in accordance with Colonial Orders. Today the Finance Committee is one of four senior committees of Council. It advises Council on the overall organisation of the University's financial and business affairs, and, within delegated authority, acts on behalf of Council on those matters.</p>
DATE OF TRANSFER	24 Dec 2003 and 29 Jul 2005
ACCESS CONDITIONS	Access: Restricted
DESCRIPTION	<p>UM441. Minutes of the Finance Committee 1979-1980; includes agenda papers, reports and associated documentation; UM441. Minutes of the Finance Committee 1976-1978; includes agenda papers, reports and associated documentation. Between 1939 and 1965 the minutes of the Finance Committee are bound alongside the minutes of Council.</p>

UNIVERSITY OF MELBOURNE RECORDS MANAGEMENT PROGRAM SERIES DETAIL REPORT



Series Number: UM 441
Creating Agency: University Council - Finance Committee
Series Title: Committees of Council - Finance Committee - Minutes and Papers
Date Range: 1853 -
Descriptive Note: Agency Description/ Administrative History

The first members of the Finance Committee were elected at the Council Meeting on the 3rd of May 1853. The first recorded meeting of the Finance Committee was held on the 19th of May 1854. The committee was established to devise systems for and monitor the financial affairs of the University. Its general functions were to advise Council of the organization of the University's financial and business affairs and to be responsible for the assessment of the University's income and for recommending to Council the sums to be provided for each of the main operating funds.

All building and grounds-related expenditure was referred to the Finance Committee by the Building Committee. In its earliest form, the committee was chaired by the Chancellor and Vice-Chancellor accordingly. Its members were elected by Council in accordance with Colonial Orders.

Today, the Finance Committee is one of four senior committees of Council. It advises Council on the overall organisation of the University's financial and business affairs and, within delegated authority, acts on behalf of Council on those matters.

Its current membership includes:

Chairperson and two Vice-Chairpersons (all three to be external members of Council with financial expertise); the Vice-Chancellor; the President of the Academic Board; the Registrar; the Presidents (or nominees) of MUSUI and UMPA and two external members with financial or business expertise, appointed by the Council. Committees which report to the Finance Committee include: Planning and Budget Committee; Audit Committee; Building and Estates Committee and Investment Committee. The Minutes record committee proceedings, membership, confirmation of previous minutes, reports from other committees and reading of correspondence.

Subjects include:

Audits; Tenders for equipment and services; Account-keeping methods; Cash accounts; Loans; Banking; Insurance; Funding reserves; Deficits; Funds; Donations; Investments; Renewal of Mortgages; Cost of equipment, stationery, furnishings, books; Salary adjustments and reclassification; Quotes for building proposals; Union revenues; Inscribed stocks; Examination of accounts; Annual and Quarterly figures; Trusts; Share investments; Student loan fund; Staff sundries; Supplementation of non-salary allocations to Budget Divisions; General Fund Statement; Estates; Bequests; Melbourne Theatre Company; Auditor-General's Report; Royalties from patents; Staff superannuation; Staff Housing; Taxation payments and issues; Architectural reports on state of buildings and potential safety hazards (19th Century minutes); Strathfieldsaye Estate; Grants; Delegation of financial authority; Community Relations Allowances; Amenities and services fees; Aboriginal education; Receipts of Miscellaneous income; Strategic Planning and University assets.

Format: Leather-bound volumes Arrangement: Chronological
Last Amendment Date: Tuesday, 7 December 2004
Archives Note: Pre-1979 Minutes transferred to University Archives.

UNIVERSITY OF MELBOURNE RECORDS MANAGEMENT PROGRAM SERIES DETAIL REPORT



Related Series

Archive Transfer Ref: 81, 98

Inventory

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