

Executive Leadership Remuneration Procedure

Purpose and Scope

Provides the procedure and responsibilities for determining and reviewing remuneration for the Vice Chancellor and designated Executive Leadership roles.

This procedure applies to the following roles:

- Vice Chancellor
- Deputy Vice Chancellors
- Chief Experience Officer
- Chief People Officer
- Chief Financial Officer

These roles are not covered by the Murdoch University Enterprise Agreement 2023.

Overarching Policy

Executive Leadership Remuneration Policy

Procedure

1. Sector Benchmarking
 - 1.1. Benchmarking will draw on Australian university data, broader public sector and for-purpose comparators, and other appropriate market comparators, including international comparators where relevant to the role. Independent external advice may be obtained where required.
 - 1.2. Remuneration decisions will be informed by a structured job evaluation methodology, or equivalent documented assessment framework, to ensure consistency, internal relativity and evidence-based assessment of role scope, complexity and contribution. Broader workforce remuneration movements, including relevant enterprise agreement outcomes, are considered as one contextual factor only. Such movements alone do not create an entitlement to adjustment.

2. Market Positioning
 - 2.1. Where remuneration is proposed to exceed the 50th percentile (median), a documented business case outlining strategic or exceptional circumstances is required.
3. Remuneration Components
 - 3.1. Remuneration for these roles may include the components as detailed in the overarching Policy.
4. Annual Review
 - 4.1. All roles under this procedure will undergo an annual remuneration review, aligned with the anniversary of the most recent adjustment unless otherwise determined by the University. Each review will include:
 - 4.1.1. Consideration of performance outcomes.
 - 4.1.2. updated market benchmarking
 - 4.1.3. A gender pay gap assessment
 - 4.2. Confirmation that Annual Career Development Conversations (ACDC) have been completed.
 - 4.2.1. The Vice Chancellor will have clear annual performance objectives endorsed by the governing body or its delegated committee.
 - 4.2.2. Executive Leadership roles will have documented performance objectives aligned to University strategy and role accountabilities.
 - 4.2.3. Performance against these objectives will inform annual remuneration review decisions.
5. Governance
 - 5.1. Remuneration decisions must have regard to the University's financial sustainability, public purpose, reputation and capacity to meet its academic, research, student and community obligations over the long term.
 - 5.2. This procedure will be reviewed every three years or earlier if there are changes to governance requirements, sector benchmarks, or University policy.
6. Transparency
 - 6.1. The University will disclose executive remuneration in accordance with applicable legislation, public reporting requirements and relevant sector standards.

Responsibilities

Role	Responsibility
Senate	<ul style="list-style-type: none"> Receives annual reporting from Chancellor's and Nominations Committee on remuneration decisions for Vice Chancellor and Executive Leadership roles.
The Chancellor and Nominations Committee	<ul style="list-style-type: none"> Sets the terms and conditions of employment, including remuneration, for all roles covered by this procedure. Makes decisions based on performance, market data, Enterprise Agreement increases, strategic needs, and principles of equity, sustainability, and affordability. Approves the annual review of the remuneration of the Vice Chancellor and Executive Leadership roles. Determines whether to apply a salary increase, and if so, the amount and effective date of such increase. Any increase will be applied at the discretion of the Committee, considering the performance of the incumbent and the financial context of the University Provides annual reporting to the Senate on remuneration decisions for transparency and accountability.
Vice Chancellor	<ul style="list-style-type: none"> Recommends remuneration for Executive Leadership roles to the Chancellor and Nominations Committee.
Chief People Office	<ul style="list-style-type: none"> Ensures confirmation of ACDC completion prior to papers being submitted to the Committee. Prepares and submits the remuneration review paper for the Vice Chancellor to the Chancellor and Nominations Committee. Supports the Vice Chancellor with the remuneration review papers for the Executive Leadership roles.
University Secretary	<ul style="list-style-type: none"> Commissions sector benchmarking reports.

Governance

Approval Authority	Senate
Owner	University Secretary
Legislation mandating compliance	<p><i>Fair Work Act 2009 (Cth)</i></p> <p><i>Workplace Gender Equality Act 2012 (Cth)</i></p>
Category	Primarily a function of Senate

Related University Legislation and Policy Documents	<i>Conflict of Interest Policy</i> <i>Executive Leadership Remuneration Policy</i>
Date effective	12/05/2026
Review date	12/05/2029

Revision History

Approved/Amended	Date Approved	Resolution No. (if applicable)
Approved	12/05/2026	S/16/2026
Recommended	01/05/2026	CNC/03/2026

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