

SCHEDULES

The University of Reading

The First Schedule is reproduced in full in the 2007–2008 Calendar and earlier versions.

Note: Amendments allowed by the Privy Council on 27 May 1953, on 10 July 1957, on 14 September 1960, on 3 August 1962, on 22 April 1966, on 7 June 1968, on 20 May 1969, on 28 July 1970, on 20 July 1973, on 27 August 1974, on 23 September 1976, on 19 July 1977, on 16 August 1978, on 10 July 1979, on 31 July 1981, on 6 August 1982, on 30 October 1985, on 27 August 1986, on 13 July 1987, on 11 October 1989, on 28 January 1992, on 9 February 1993, 17 December 1998, 19 October 1999, 12 July 2000, 16 July 2002, 11 August 2003, 13 October 2004, 13 January 2005, 14 December 2006, 4 April 2007, 6 September 2007, 12 December 2007 and 11 June 2008, are embodied in the Statutes that follow.

THE SECOND SCHEDULE

Statutes

I Preliminary

(1) In these Statutes:

‘University’ means the University of Reading.

‘Charter’ means the Charter of the University.

‘Court’ means the Court of the University.

‘Council’ means the Council of the University.

‘Senate’ means the Senate of the University.

‘Faculty’ means a Faculty of the University.

‘Convocation’ means the Convocation of the University.

‘Chancellor’ ‘President of the Council’ ‘Vice-Presidents of the Council’ ‘Vice-Chancellor’ ‘Deputy Vice-Chancellor’ ‘Pro-Vice-Chancellors’ and ‘Deans of the Faculties’ mean respectively the Chancellor President of the Council Vice-

Presidents of the Council Vice-Chancellor Deputy Vice-Chancellor Pro-Vice-

Chancellors and Deans of the Faculties of the University.

‘Statutes’ means the Statutes of the University.

‘Ordinance’ means Ordinance made pursuant to the Charter or Statutes.

‘Regulation’ means Regulation made pursuant to the Charter or Statutes.

‘Professor’ means Professor appointed to an established Professorship in the University but does not include except where otherwise provided Emeritus Professor or Honorary Professor or Professor (Part-time) or Visiting Professor or persons accorded the personal title of Professor (other than a person accorded this title before 8 March 1967).

‘Reader’ means Reader appointed to be such in the University.

‘Lecturer’ means Lecturer appointed to be such in the University.

‘Fellow’ means Fellow of the University.

‘Librarian’ means Librarian of the University.

Save in respect of Statute XXXIII ‘Academic Staff’ means the Vice-Chancellor the Deans of the Faculties the Professors (including Emeritus and Honorary Professors) Readers and Lecturers the Wardens of the Halls of Residence and Hostels recognised by the University and the Librarian the Fellows and any such others as shall be from time to time prescribed in Regulations made by the Council. Such Regulations as aforesaid shall be specified to be for the purposes of this Statute and shall be distinct from any Regulations made under Clause 3 of Statute XXXIII.

‘Graduate’ means Graduate of the University.

‘Associate’ means Associate of the University.

‘Student of the University’ means person who has been registered as a student of the University during the current academic year and is following a course of study in the University.

‘Undergraduates’ means Matriculated students of the University and students of the University following a course for a Diploma of the University or one of such other courses in the University as may be approved by Ordinance for the purpose of qualifying the students following them for the status of Undergraduates.

‘Financial year’ means the yearly period for which the accounts and financial affairs of the University are for the time being made up arranged and calculated.

‘Auditor’ means Auditor of the University Accounts.

(2) Words importing the masculine shall include the feminine and unless the context otherwise requires words in the singular shall include the plural and words in the plural shall include the singular.

(3) These Statutes shall be interpreted in such manner as not to conflict with the Charter.

(4) Words defined in the Charter or the Statutes shall have the same meaning in the Ordinances and the Regulations unless the context be repugnant thereto.

II The Members of the University

(1) The following persons shall be Members of the University:

The Officers of the University, viz:

The Chancellor

The President of the Council

The Vice Presidents of the Council

The Vice-Chancellor

The Deputy Vice-Chancellor

The Pro-Vice-Chancellors

The Deans of the Faculties

The Members of the Court

The Members of the Council

The Members of the Academic Staff

The Members of Convocation

The Graduates

The Associates

The Students of the University

(2) Membership of the University shall continue so long as one at least of the qualifications above enumerated shall continue to be possessed by the individual member.

III The Chancellor

(1) The Chancellor shall be appointed by the Council to hold office for a period of five years.

(2) The Chancellor may resign by writing addressed to the Council.

IV The President of the Council and the Vice-Presidents of the Council

(1) The Successors to the first President of the Council and the Successors to the first Vice-President of the Council shall be elected by the Council from among the members of the Council.

(2) The President of the Council and the Vice-Presidents of the Council shall respectively hold office for three years and shall be re-eligible.

(3) The said officers may respectively resign by writing addressed to the Council.

V The Vice-Chancellor

(1) Upon the occurrence of a vacancy in the office of Vice-Chancellor a Committee shall be formed consisting of the President of the Council three members of the Council appointed by the Council and three members of the Senate appointed by the Senate. The retiring Vice-Chancellor shall not be a member of such Committee. The Committee shall make such recommendations to the Council in respect of the appointment of a successor as the Committee shall think fit. The Council shall communicate the recommendations of the Committee to the Senate and after receiving the views of the Senate shall appoint to the vacant office.

(2) The Vice-Chancellor shall hold office for such period as shall be determined by Statute or Ordinance.

(3) The Vice-Chancellor may resign by writing addressed to the Council.

(4) The Vice-Chancellor shall be the principal disciplinary officer of the University.

(5) The Vice-Chancellor shall have the power of refusing to admit any person as a student of the University without assigning any reason but such person shall be at liberty to appeal to the Council.

(6) The Vice-Chancellor shall have a general responsibility to the Council for maintaining and promoting the efficiency and good order of the University.

VI The Treasurer

Rescinded by permission of the Privy Council as from 10 May, 2011.

VII The Deputy Vice-Chancellor and the Pro-Vice-Chancellors

The Deputy Vice-Chancellor and the Pro-Vice-Chancellors shall be appointed by the Council after consultation with the Senate. The appointment shall be made from among those who are members of the Senate or who have been Dean of a Faculty or who hold the title of Professor. Each shall hold office for four years and be eligible for reappointment.

VIII The Registrar and the Tutorial Secretary

Rescinded by permission of the Privy Council as from 13 October, 2004.

IX The Curators of the University Library and the Librarian

The Council shall have power to appoint after report from the Senate Curators of the University Library and (subject to Statute XXXIII) a Librarian of the University upon such terms and conditions as the Council shall deem fit.

X The Auditor

(1) The Council shall from time to time appoint an Auditor or Auditors. Every such Auditor shall be a Public Accountant in the active practice of his or her profession but no person shall be appointed Auditor who is or any one of whose Partners is a Member of the Council or Academic Staff.

(2) Every Auditor shall hold office for such a period as may be determined by the Council not exceeding two years. He shall be eligible for reappointment.

(3) The Auditor or Auditors shall receive such remuneration as may be determined by the Council.

(4) The Auditor or Auditors shall give certificates upon all such matters as the Regulations may prescribe.

(5) An Auditor may resign by writing addressed to the Council.

(6) Acceptance of office by an Auditor shall be deemed to carry with it an undertaking by the Auditor to the Council that every certificate given by him or passing of accounts by him implies that he has satisfied himself by full and careful investigation (made by himself or agents for whom he undertakes to be responsible) by every reasonable means within his power or reach and after the exercise of due professional skill that the statements in the certificates are true and accurate and that any accounts certified or passed are complete true and accurate.

XI The Court

Rescinded by permission of the Privy Council as from 4 April, 2007.

XII Meetings of the Court

Rescinded by permission of the Privy Council as from 4 April, 2007.

XIII Powers of the Court

Rescinded by permission of the Privy Council as from 4 April, 2007.

XIV The Council

(1) The Council shall consist of the following persons:

Class 1. The Vice-Chancellor

The Deputy Vice-Chancellor

The Pro-Vice-Chancellors.

Class 2. Fifteen persons not being employees or registered students of the University to be appointed by the Council.

Class 3. The Deans of the Faculties.

Class 4. One member of the Senate not being a registered student of the University to be appointed by the Senate.

Class 5. One member of the Academic Staff of the University elected from among their own number in such manner and under such conditions as are prescribed by the Council for the election of members of the Academic Staff to the Senate under Statute XVI.

Class 6. One member of the staff of the University not being a member of the Academic Staff elected in such a manner as the Council shall from time to time determine.

Class 7. One member of Convocation not being an employee or registered student of the University to be appointed as provided in Ordinances.

Class 8. Two officers of the Students' Union and two alternates as determined from time to time by the Council after consultation with the Students' Union.

(2) The Vice-Chancellor

The Deputy Vice-Chancellor

The Pro-Vice-Chancellors

The Deans of the Faculties

shall be members of the Council for the time during which they hold their respective offices.

(3) Persons included in Classes 2 4 5 6 and 7 shall be members of the Council for three years from their respective dates of appointment.

(4) All casual vacancies shall be filled by the body which appointed the representative whose place has become vacant. Any person appointed to fill the casual vacancy shall be appointed only for the remainder of the period for which the person whose place has become vacant was appointed.

(5) All appointed members of the Council shall be eligible for reappointment.

(6) Any appointed member of the Council may resign by writing addressed to the Secretary to the Council.

(7) No person shall be capable of being a member of the Council in more than one capacity.

(8) Student members of the University shall be required to withdraw from a meeting when it is declared by the Chairman of the meeting that the meeting is about to discuss a reserved area of business and shall not return to the meeting until the discussion on the reserved area of business is concluded.

Minutes and other records which relate to the discussion of reserved areas of business shall not at any time be made available to student members. Reserved

areas of business include matters affecting the appointment promotion and personal affairs of individual members of the staff of the University and matters affecting the admission and academic assessment of individual students. Subject to the above the Chairman may decide in any case of doubt whether a matter is a reserved area of business or not and his decision shall be final.

XV Powers of the Council

Subject to the Charter and the Statutes and any Ordinances and Regulations made in pursuance thereof the Council shall in addition to all other powers vested in them have the following powers:

- (1) To appoint the Vice-Chancellor after consultation with the Senate.
- (2) To appoint the Deputy Vice-Chancellor and the Pro-Vice-Chancellors after consultation with the Senate.
- (3) To elect their own President and Vice-Presidents who shall act at meetings of the Council as Chairman and Vice-Chairmen respectively.
- (4) To elect and appoint after report from the Senate and in accordance with a procedure prescribed by Ordinance the Professors and Readers of the University.
- (5) To elect and appoint after report from the Senate all academic officers of the University other than Professors and Readers and to elect and appoint the Wardens of Colleges Halls of Residence and Hostels owned and controlled by the University.
- (6) To elect and appoint after report from the Senate the Curators of the University Library and the Librarian.
- (7) To elect and appoint a secretary to the Council and other officials of the University.
- (8) To confer after report from the Senate and subject to conditions prescribed by Ordinance the title of Emeritus Professor or Honorary Professor.
- (9) To appoint on the recommendation of the Senate the External Examiners of the University.
- (10) To draft Statutes as and when they see fit provided that no Statute shall be submitted without giving the Senate the opportunity of reporting thereon.
- (11) To make Ordinances for any matters in respect of which Ordinances are or may be authorised to be made provided that any Ordinances relating to courses of study degrees or diplomas and affiliation of Colleges or recognition of Teachers or any similar academic matters shall not be made without giving the Senate the opportunity of reporting thereon.
- (12) To make Regulations for any purposes for which Regulations are or may be authorised to be made.
- (13) To institute after report from the Senate Professorships Readerships Lectureships other teaching offices Fellowships Scholarships and Exhibitions.
- (14) To abolish or hold in abeyance after report from the Senate any Professorship Readership or other academic office in the University.
- (15) To review the instruction and teaching of the University.
- (16) To promote research within the University and to require reports from time to time on such research.

(17) To review refer back control amend or disallow any act of the Senate and give directions to the Senate provided that any act of the Senate which is amended by the Council shall be referred again to the Senate for consideration and report before being carried into effect and provided that no new degree or diploma be established in the University without the concurrence of the Senate.

(18) To propose to the Senate the names of recipients of honorary degrees and to approve or disapprove the names of persons proposed by the Senate as recipients of such degrees. No person shall be admitted by the University to an honorary degree whose name has not been approved for that purpose both by the Council and by the Senate.

(19) To govern manage and regulate the finances accounts investments property business and all affairs whatsoever of the University and for that purpose to appoint Bankers and any other officers or agents whom it may deem expedient to appoint.

(20) To invest any moneys belonging to the University including any unapplied income in such stocks funds fully paid shares or securities as the Council shall from time to time think fit whether authorised by the general law for the investment of trust moneys or not and whether within the United Kingdom of Great Britain and Northern Ireland or not or in the purchase of freehold or leasehold hereditaments in the United Kingdom including rents with the like power of varying such investments from time to time provided that the Council may in its discretion retain as long as it shall think fit any investment given or bequeathed to the University although not coming within the description of investments authorised as aforesaid.

(21) To borrow money on behalf of the University and for the purpose (if the Council think fit) to mortgage all or any part of the property of the University whether real or personal or give such other security whether upon such real or personal property or otherwise as the Council think fit.

(22) To sell buy exchange lease and accept leases of real and personal property on behalf of the University.

(23) To enter into vary carry out and cancel contracts on behalf of the University. Any contract entered into on behalf of the University may be made in any manner authorised by law for the making of contracts by or on behalf of the Companies incorporated under the Companies Consolidation Act 1908.

(24) To provide land buildings furniture equipment apparatus and other means needed for the work and welfare of the University.

(25) To entertain adjudicate upon and if thought fit redress any grievances of the Officers of the University the Professors Readers Lecturers Teachers Fellows and other members of the Academic Staff the Graduates and students of the University and the University servants who may for any reason feel aggrieved.

(26) To select a Seal Arms and a Mace for the University and have the sole custody and use of the Seal.

(27) To exercise all such powers as are or may be conferred on the Council by the Charter Statutes and Ordinances and to carry the Charter Statutes Ordinances and Regulations into effect.

(28) To delegate powers in accordance with Statute XXVIII and with procedures prescribed by Ordinance save that

- (a) the ultimate accountability of the Council and its corporate responsibility for actions taken under delegated powers may not itself be delegated.
- (b) the Council may not delegate its powers to reach a decision under Clause 10 (2) of Statute XXXIII.

XVI The Senate

The Senate shall consist of:

- (1) The Vice-Chancellor.
- (2) The Deputy Vice-Chancellor and the Pro-Vice-Chancellors.
- (3) The Deans of the Faculties.
- (4) The Faculty Directors of Research.
- (5) The Faculty Directors of Teaching and Learning.
- (6) The Heads of the Schools.

(7) One person other than the Head of School elected by and from amongst the members of the Academic and Academic-related Staff in that School. Each member so elected shall hold office for three years and shall be re-eligible*.

(8) Twelve Professors elected by and from amongst the Professors including those appointed to an established Professorship those accorded the personal title of Professor and those in Research and Analogous Grade IV who have been accorded the title of Professor. Each member so elected shall hold office for three years and shall be re-eligible*.

(9) Twelve members of the Academic and Academic-related Staff not being Professors elected by and from amongst the members of the Academic and Academic-related Staff excluding Professors. For the purposes of this clause Professor is as defined in Clause (8) above. Each member so elected shall hold office for three years and shall be re-eligible*.

(10) Five Officers of the Students' Union as determined from time to time by the Senate after consultation with the Students' Union.

(11) One member elected by and from amongst the registered students of each Faculty. Each member so elected shall hold office for one year and shall be re-eligible.

(12) Not more than five members co-opted by the Senate for such period not exceeding three years as the Senate shall on each occasion of co-option determine.

(13) The Director of Academic Services shall be Secretary of the Senate.

(14) The Director of Facilities Management, the Director of Finance and Corporate Services, the Director of Information Services and the Director of Student Services shall have a right of attendance at meetings of the Senate.

Student members of the Senate shall be required to withdraw from the meeting when it is declared by the Chair of the meeting that the meeting is about to discuss a reserved area of business and shall not return to the meeting until the discussion on the reserved area of business is concluded.

* They shall be elected in such a manner under such conditions and according to such Regulations as shall be prescribed and made from time to time by the Council after receiving the recommendations of the Senate thereon.

Minutes and other records which relate to the discussion of reserved areas of business shall not at any time be made available to student members.

Reserved areas of business include matters affecting the appointment promotion and personal affairs of individual members of the staff of the University and matters affecting the admission and academic assessment of individual students. Subject to the above the Chair may decide in any case of doubt whether a matter is a reserved area of business or not and his decision shall be final.

XVII Powers of the Senate

Subject to the Statutes and Ordinances the Senate shall have the following powers:

(1) To direct and generally to regulate subject to the control of the Council the instruction and education within the University and the Examinations held by the University.

(2) To appoint Internal Examiners after report from the Boards of the Faculties or the Committees for the Schools of the University concerned.

(3) To recommend External Examiners for appointment by the Council after report from the Boards of the Faculties of the University concerned.

(4) To report to the Council after report from the Boards of the Faculties of the University concerned on all Ordinances and Regulations relating to courses of study or to degrees diplomas or other academic distinctions or honours.

(5) To report to the Council on Statutes or Ordinances or proposed changes of Statutes or Ordinances referred to them by the Council.

(6) To report to the Council on any academic matter.

(7) To report on any matter referred to them by the Council.

(8) To discuss any matter whatsoever relating to the University.

(9) To make recommendations to the Council in accordance with a procedure prescribed by Ordinance as to the election of Professors and Readers of the University.

(10) To make recommendations to the Council as to the appointment of members of the Academic Staff other than Professors and Readers and as to the reappointment of members of the Academic Staff other than Professors and Readers.

(11) To formulate modify or revise schemes for the organisation of Faculties and to assign to such Faculties their respective subjects and to formulate modify or revise schemes for the organisation of Schools and also to report to the Council as to the expediency of establishing at any time Faculties or Schools of the University or of abolishing or subdividing any such Faculties or Schools.

(12) To fix subject to any conditions made by the founders which are accepted by the Council and after report from the Faculty or School of the University concerned the times mode and conditions of competition for Fellowships Scholarships Exhibitions and Prizes and to examine for and award the same or to delegate to the Faculty or School concerned power to examine for and award the same.

(13) To regulate subject to the Ordinances the admission of persons to courses of study in the University.

(14) To make Regulations subject to the approval of the Council for the discipline of the students of the University.

(15) To promote research within the University and to require reports from time to time on such research.

(16) To suspend or remove Examiners for negligence or misconduct during their term of office and in the case of the death illness or resignation of an Examiner or in the case of his suspension or removal to appoint a substitute who shall have authority to act during the Examination then in progress or next ensuing. The Senate may make a Regulation delegating all or any of such powers of suspension removal and appointment of a substitute to the Vice-Chancellor.

(17) To propose to the Council the names of recipients of honorary degrees and to approve or disapprove the names of persons proposed by the Council as recipients of such degrees. No person shall be admitted by the University to an honorary degree whose name has not been approved for that purpose both by the Council and by the Senate.

(18) To do such other acts and things as the Council shall authorise.

XVIII The Faculties

The composition of the Board of each Faculty shall be as prescribed by Ordinance.

XIX Powers of the Boards of the Faculties

The powers of the Board of the Faculties shall be as prescribed by Ordinance.

XX The Deans of the Faculties

(1) The Dean of each Faculty shall be elected by the Board of that Faculty from among the Professors Readers Senior Lecturers and Lecturers of the University.

(2) The Dean of each Faculty shall hold office for four years and shall be re-eligible.

(3) A Dean may resign his office by writing addressed to the Council.

(4) The Dean shall be the convener and chairman of the Board of his Faculty shall prepare business for it and shall undertake such other duties as may be prescribed by Ordinance or determined by the Council.

XXI The Schools

There shall be Schools of the University constituted as prescribed by Ordinance.

XXII Powers of the Committees for the Schools of the University

Rescinded by permission of the Privy Council as from 7 June, 1968.

XXIII Acts during Vacancies

No act or resolution of the Council the Senate the Board of any Faculty or the Committee for any School of the University shall be invalid by reason only of any vacancy in the body doing or passing it or by reason of any want of qualification

by or invalidity in the election or appointment of any de facto member of the body whether present or absent.

XXIV Convocation

Rescinded by permission of the Privy Council as from 13 October, 2004.

XXV Powers of Convocation

Rescinded by permission of the Privy Council as from 13 October, 2004.

XXVI Congregations

Congregations of the whole University for the conferring of Degrees or other purposes shall be held in a manner to be prescribed by Ordinances and shall be presided over by the Chancellor or in his absence by the Vice-Chancellor or in the latter's absence by the Deputy Vice-Chancellor or by a Pro-Vice-Chancellor.

XXVII Students' Union and Representative Council

(1) There shall be a Union of the students of the University and there shall be a Representative Council of the Union.

(2) Ordinances shall prescribe and regulate the constitution functions and privileges of the said Union and Representative Council and all other matters relating thereto which may be thought proper to be so prescribed and regulated.

XXVIII Committees

(1) The Council Senate Boards of the Faculties Convocation and Students' Representative Council may respectively appoint such and so many standing and special Committees as may seem to them fit for the purpose of dealing with any subjects or matters delegated to such Committees and any such Committees may (if thought advisable) include persons who are not members of the bodies appointing them. The powers and duties of such Committees shall be such as the bodies appointing them from time to time direct and may be revoked altered or enlarged as to the appointing bodies shall seem meet. Provided that nothing in this Clause shall enable the Council to delegate its powers contrary to Statute XV (28).

(2) The Council may make regulations for the proceedings of all Committees appointed as aforesaid but subject thereto every Committee may regulate its own procedure times and places of meeting.

(3) Except where otherwise provided by the Statutes and save that in any particular instance the body or bodies appointing the Committees mentioned hereafter shall have discretion to specify to the contrary:

- (a) The President of the Council and the Vice-Chancellor shall be members *ex officio* of every Committee of the Council.
- (b) The President of the Council and the Vice-Chancellor shall be members *ex officio* of every joint Committee of the Council and Senate.
- (c) The Vice-Chancellor shall be a member *ex officio* of all Committees of the Senate and Boards of the Faculties.

- (d) The Deans of the Faculties shall be members *ex officio* of all Committees of the Boards of their respective Faculties.

XXIX Ordinances

Ordinances may subject to the Charter and Statutes deal with the following matters:

- (1) The finances investments and accounts of the University.
- (2) The payment and amount of fees to be exacted within the University or in relation to the enjoyment of privileges therefrom.
- (3) The duties and powers of the Senate the Boards of the Faculties and the Committees for the Schools of the University.
- (4) The duties and powers of other Committees.
- (5) The Degrees Diplomas Associateships Certificates and Distinctions (honorary *ad eundem* and substantive) to be awarded by the University the qualifications for the same inclusive of examinations and the means and steps to be taken relative to the granting and obtaining of the same.
- (6) The withdrawal of Degrees Diplomas Associateships Certificates and Distinctions.
- (7) The terms and mode of appointment tenure of and removal from office duties emoluments allowances salaries and superannuation allowances of the Officers of the University its Professors Readers Lecturers Teachers Librarian and permanent servants.
- (8) The tenure of office and terms and manner of appointment and the duties of the Examiners and Examining Boards.
- (9) The provisions and tenure of Fellowships Scholarships Exhibitions Prizes rewards and pecuniary and other aids.
- (10) The discipline to be enforced in regard to the Graduates and Undergraduates of the University.
- (11) The removal from Membership of the University of Graduates and Undergraduates.
- (12) The inspection and examination of Colleges Schools and other Institutions and the Scholars and Students therein and the grant of Certificates.
- (13) The extension of University teaching in the County Borough of Reading and the adjacent Counties and Districts.
- (14) The conditions of affiliation and recognition of Colleges and Institutions and of their admission to any of the privileges of the University the recognition of Teachers of or for the University and the termination or the modification of the terms of such affiliation or recognition.
- (15) The control and management of the University Library Museums and Collections.
- (16) The control and management of the University gardens and other grounds belonging to or occupied by the University.
- (17) The provision maintenance and supervision of Colleges Halls Hostels and Houses for the residence of students of the University.

(18) The status position rights and privileges of past and present Students and Associates of University College Reading.

(19) All such other subjects as are required or authorised by the Charter or Statutes to be prescribed by means of Ordinances.

XXX University Examinations

(1) The Examiners of the University shall be:

(a) The Professors of the University including those holding the personal title of Professor or of Professor (Part-time).

(b) The Readers and Lecturers in independent charge of subjects.

(c) Such of the other Readers Lecturers and Teachers of the University as the Council may from time to time appoint.

(d) Such External Examiners not being Professors Readers Lecturers or Teachers of the University as the Council may from time to time appoint.

(2) All matters respecting the subjects time and mode of the examinations and respecting the Degrees and Distinctions to be conferred by the University shall be provided for by Ordinances. Provided always that all Final Examinations in the Degree courses of the University shall be conducted jointly by External Examiners and by Examiners being Professors (including those holding the personal title of Professor or of Professor (Part-time)) Readers Lecturers or Teachers of the University.

XXXI Period of Study before Graduation

(1) The period of study necessary to qualify any student of the University for Graduation shall be not less than three years all of which shall be subsequent to the date at which the student passes the Matriculation Examination or an examination recognised as qualifying for matriculation.

(2) The University may under conditions prescribed by Ordinances accept attendance at courses of study in University College Reading or in Colleges or other Institutions affiliated to the University in place of the whole or part of the attendance at courses of study in the University necessary to qualify a student for graduation.

(3) The University may under conditions prescribed by Ordinances accept attendance at courses of study in other Universities or places of learning in place of part of the attendance at courses of study in the University necessary to qualify a student for graduation.

XXXII Removal and Retirement of Officers and Members

(1) The Chancellor may be removed from office for good cause by the Visitor at the instance of the Council.

(2) The President of the Council or the Vice-Presidents of the Council may be removed for good cause by the Visitor at the instance of the Council.

(3) Any member of the Court or of the Council (other than ex officio members or members to whom Statute XXXIII applies) may be removed from such membership for good cause by the Visitor at the instance of the Council.

(4) 'Good cause' in this Statute means:

- (a) conviction for such an offence which may be deemed by the Council to be such as to render the person convicted unfit for the execution of the office;
- or
- (b) conduct of an immoral, scandalous or disgraceful nature incompatible with the duties of the office; or
- (c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office whether such failure results from physical or mental incapacity or otherwise.

(5) The Vice-Chancellor and all Professors (including Visiting Professors Professors (Part-time) and those accorded the personal title of Professor) Readers Senior Lecturers Lecturers Teachers and other officers of the University shall vacate their office on the 30th day of September following the date on which they attain the age of 65 years unless a case for working beyond this date is agreed in accordance with the relevant University procedure. This Clause however shall not affect the Chancellor the President or Vice-Presidents of the Council or any Emeritus or Honorary Professor.

XXXIII Academic Staff

PART I CONSTRUCTION, APPLICATION AND INTERPRETATION

Construction

1. This Statute and any Ordinance or Regulation made under this Statute shall be construed in every case to give effect to the following guiding principles that is to say:
 - (a) to ensure that academic staff have freedom within the law to question and test received wisdom and to put forward new ideas and controversial or unpopular opinions without placing themselves in jeopardy of losing their jobs or privileges;
 - (b) to enable the University to provide education promote learning and engage in research efficiently and economically; and
 - (c) to apply the principles of justice and fairness.

Reasonableness of decisions

2. No provision in Part II or Part III shall enable the body or person having the duty to reach a decision under the relevant Part to dismiss any member of the academic staff unless the reason for his dismissal may in the circumstances (including the size and administrative resources of the University) reasonably be treated as a sufficient reason for dismissing him.

Application

3. (1) This Statute shall apply:
 - (a) to Professors Readers Senior Lecturers and Lecturers;
 - (b) to the Librarian;
 - (c) to such other persons as shall from time to time be prescribed in Regulations made by the Council for the purposes of this Statute; and
 - (d) to the Vice-Chancellor to the extent and in the manner set out in the Annex to this Statute.

- (2) In this Statute any reference to ‘academic staff’ is a reference to persons to whom this Statute applies.

Interpretation

Meaning of ‘dismissal’

4. In this Statute ‘dismiss’ and ‘dismissal’ mean dismissal of a member of the academic staff and:

- (a) include remove or as the case may be, removal from office; and
- (b) in relation to employment under a contract shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978.

Meaning of ‘good cause’

5. (1) For the purposes of this Statute ‘good cause’ in relation to the dismissal or removal from office or place of a member of the academic staff being in any case a reason which is related to conduct or to capability or qualifications for performing work of the kind which the member of the academic staff concerned was appointed or employed to do means:

- (a) conviction for an offence which may be deemed by a Tribunal appointed under Part III to be such as to render the person convicted unfit for the execution of the duties of the office or employment as a member of the academic staff; or
- (b) conduct of an immoral scandalous or disgraceful nature incompatible with the duties of the office or employment; or
- (c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office; or
- (d) physical or mental incapacity established under Part IV.

(2) In this Clause:

- (a) ‘capability’ in relation to such a member means capability assessed by reference to skill aptitude health or any other physical or mental quality; and
- (b) ‘qualifications’ in relation to such a member, means any degree diploma or other academic technical or professional qualification relevant to the office or position held by that member.

Meaning of ‘redundancy’

6. For the purposes of this Statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to:

- (a) the fact that the University has ceased or intends to cease to carry on the activity for the purposes of which the member of the academic staff concerned was appointed or employed by the University or has ceased, or intends to cease to carry on that activity in the place in which the member concerned worked; or
- (b) the fact that the requirements of that activity for members of the academic staff to carry out work of a particular kind or for members of

the academic staff to carry out work of a particular kind in that place have ceased or diminished or are expected to cease or diminish.

Incidental, supplementary and transitional matters

7. (1) In any case of conflict the provisions of this Statute shall prevail over those of any other Statute and over those of the Ordinances and Regulations and the provisions of any Ordinance made under this Statute shall prevail over those of any other Ordinance:
Provided that Part III of and the Annex to this Statute shall not apply in relation to anything done or omitted to be done before the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988.
- (2) Nothing in any appointment made or contract entered into, shall be construed as over-riding or excluding any provision made by this Statute concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause:
Provided that nothing in this sub-clause shall prevent waivers made under section 142 of the Employment Protection (Consolidation) Act 1978 from having effect.
- (3) Nothing in any other Statute or in any Ordinance or Regulation made thereunder shall authorise or require any officer of the University to sit as a member of any Committee Tribunal or body appointed under this Statute or to be present when any such Committee Tribunal or body is meeting to arrive at its decision or for the purpose of discussing any point of procedure.
- (4) References to numbered Parts Clauses and sub-clauses are references to Parts Clauses and sub-clauses so numbered in this Statute.

PART II REDUNDANCY

Purpose of Part II

8. This Part enables the Council as the appropriate body to dismiss any member of the academic staff by reason of redundancy.

Exclusion from Part II of persons appointed or promoted before 20 November 1987

9. (1) Nothing in this Part shall prejudice alter or affect any rights powers or duties of the University or apply in relation to a person unless:
- (a) his appointment is made or his contract of employment is entered into, on or after 20 November 1987; or
 - (b) he is promoted on or after that date.
- (2) For the purposes of this clause in relation to a person a reference to an appointment made or a contract entered into on or after 20 November 1987 or to promotion on or after that date shall be construed in accordance with subsections (3) to (6) of section 204 of the Education Reform Act 1988.

The Appropriate Body

10. (1) The Council shall be the appropriate body for the purposes of this Part.

- (2) This Clause applies where the appropriate body has decided that it is desirable that there should be a reduction in the academic staff:
- (a) of the University as a whole; or
 - (b) of any faculty school department or other similar area of the University by way of redundancy.
11. (1) Where the appropriate body has reached a decision under Clause 10(2) it shall appoint a Restructuring Committee to be constituted in accordance with sub-clause (3) of this Clause to give effect to its decision by such date as it may specify and for that purpose
- (a) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and
 - (b) to report their recommendations to the appropriate body.
- (2) The appropriate body shall either approve any selection recommendation made under sub-clause (1) or shall remit it to the Restructuring Committee for further consideration in accordance with its further directions.
- (3) A Restructuring Committee appointed by the appropriate body shall comprise the following save that no individual who has been identified as being at risk of redundancy may serve and the membership will be varied accordingly by substitution with an office holder of equivalent standing:
- (a) a Chairman; and
 - (b) one member of the Council not one being a person employed by the University; and
 - (c) one member of the academic staff nominated by the Senate; and
 - (d) either the Deputy Vice-Chancellor or a Pro-Vice-Chancellor; and
 - (e) the relevant Dean or Head of Directorate; and
 - (f) the relevant Head of School or equivalent office holder; and
 - (g) the Director of Personnel (or nominee).

Notices of intended dismissal

12. (1) Where the appropriate body has approved a selection recommendation made under Clause 11(1) it may authorise an officer of the University as its delegate to dismiss any member of the academic staff so selected.
- (2) Each member of the academic staff selected shall be given separate notice of the selection approved by the appropriate body.
- (3) Each separate notice shall sufficiently identify the circumstances which have satisfied the appropriate body that the intended dismissal is reasonable and in particular shall include:
- (a) a summary of the action taken by the appropriate body under this Part;
 - (b) an account of the selection processes used by the Restructuring Committee;
 - (c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part V (Appeals); and
 - (d) a statement as to when the intended dismissal is to take effect.

PART III DISCIPLINE, DISMISSAL AND REMOVAL FROM OFFICE

Disciplinary Procedures

13. (1) Minor faults shall be dealt with informally.

(2) Where the matter is more serious but falls short of constituting possible good cause for dismissal the following procedure shall be used.

Stage 1 – Oral Warning

If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal oral warning. The member will be advised of the reason for the warning that it is the first stage of the disciplinary procedure and of the right of appeal under this Clause. A brief note of the oral warning will be kept but it will be spent after 12 months subject to satisfactory conduct and performance.

Stage 2 – Written Warning

If the offence is a serious one or if a further offence occurs a written warning will be given to the member of the academic staff by the Head of Department. This will give details of the complaint the improvement required and the timescale. It will warn that a complaint may be made to the Secretary to the Council seeking the institution of charges to be heard by a Tribunal appointed under Clause 16 if there is no satisfactory improvement and will advise of the right of appeal under this Clause. A copy of this written warning will be kept by the Head of Department but it will be disregarded for disciplinary purposes after 2 years subject to satisfactory conduct and performance.

Stage 3 – Appeals

A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Secretary to the Council within two weeks. The Deputy Vice-Chancellor or a Pro-Vice-Chancellor shall hear all such appeals and his decision shall be final.

Preliminary examination of serious disciplinary matters

14. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in Clause 13 or in any other case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office a complaint seeking the institution of charges to be heard by a Tribunal appointed under Clause 16 may be made to a Pro-Vice-Chancellor who shall bring it to the attention of the Vice-Chancellor.

(2) To enable the Vice-Chancellor to deal fairly with any complaint brought to his attention under sub-clause (1) he shall institute such investigations or enquiries (if any) as appear to him to be necessary.

(3) If it appears to the Vice-Chancellor that a complaint brought to his attention under sub-clause (1) relates to conduct or performance which does not meet acceptable standards but for which no written warning has been given under Clause 13 or which relates to a particular alleged infringement of rules regulations or byelaws for which a standard penalty is normally imposed in the University or within the faculty

- school department or other relevant area or is trivial or invalid he may dismiss it summarily or decide not to proceed further under this Part.
- (4) If the Vice-Chancellor does not dispose of a complaint under sub-clause (3) he shall treat the complaint as disclosing a sufficient reason for proceeding further under this Part and, if he sees fit, he may suspend the member on full pay pending a final decision.
 - (5) Where the Vice-Chancellor proceeds further under this Part he shall write to the member of the academic staff concerned inviting comment in writing.
 - (6) As soon as may be following receipt of the comments (if any) the Vice-Chancellor shall consider the matter in the light of all the material then available and may:
 - (a) dismiss it himself; or
 - (b) refer it for consideration under Clause 13; or
 - (c) deal with it informally himself if it appears to the Vice-Chancellor appropriate to do so and if the member of the academic staff agrees in writing that the matter should be dealt with in that way; or
 - (d) direct a Pro-Vice-Chancellor (hereafter referred to as 'the Pro-Vice-Chancellor') to prefer a charge or charges to be considered by a Tribunal to be appointed under Clause 16.
 - (7) If no comment is received within 28 days the Vice-Chancellor may proceed as aforesaid as if the member concerned had denied the substance and validity of the alleged case in its entirety.

Institution of Charges

15. (1) In any case where the Vice-Chancellor has directed that a charge or charges be preferred under Clause 14(6) (d) he shall request the Council to appoint a Tribunal under Clause 16 to hear the charge or charges and to determine whether the conduct or performance of the member of the academic staff concerned constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to the member's appointment or employment.
- (2) The Pro-Vice-Chancellor shall formulate or arrange for the formulation of the charge or charges and shall present or arrange for the presentation of the charge or charges before the Tribunal.
- (3) Where the Council has been requested to appoint a Tribunal under Clause 16 the Secretary to the Council or if he is unable to act another officer appointed by the Vice-Chancellor shall take charge of the proceedings.
- (4) It shall be the duty of the officer in charge of the proceedings
 - (a) to forward the charge or charges to the Tribunal and to the member of the academic staff concerned together with the other documents therein specified and
 - (b) to make any necessary administrative arrangements for the summoning of witnesses the production of documents and generally for the proper presentation of the case before the Tribunal.

The Tribunal

16. A Tribunal appointed by the Council shall comprise:

- (a) a Chairman; and
- (b) one member of the Council not being a person employed by the University; and
- (c) one member of the academic staff nominated by the Senate.

Provisions concerning Tribunal procedure

17. (1) The procedure to be followed in respect of the preparation, hearing and determination of charges by a Tribunal shall be that set out in Ordinances made under this Clause.

(2) Without prejudice to the generality of the foregoing such Ordinances shall ensure:

- (a) that the member of the academic staff concerned is entitled to be represented by another person whether such person be legally qualified or not in connection with and at any hearing of charges by a Tribunal;
- (b) that a charge shall not be determined without an oral hearing at which the member of the academic staff concerned and any person appointed by him to represent him are entitled to be present;
- (c) that the member of the academic staff and any person representing the staff member may call witnesses and may question witnesses upon the evidence on which the case against him is based; and
- (d) that full and sufficient provision is made:
 - (i) for postponements, adjournments, dismissal of the charge or charges for want of prosecution remission of the charge or charges to the Vice-Chancellor for further consideration and for the correction of accidental errors; and
 - (ii) for appropriate time limits for each stage (including the hearing) to the intent that any charge thereunder shall be heard and determined by a Tribunal as expeditiously as reasonably practicable.

Notification of Tribunal decisions

18. (1) A Tribunal shall send its decision on any charge referred to it (together with its findings of fact and the reasons for its decision regarding that charge and its recommendations if any as to the appropriate penalty) to the Vice-Chancellor and to each party to the proceedings.

(2) A Tribunal shall draw attention to the period of time within which any appeal should be made by ensuring that a copy of Part V (Appeals) accompanies each copy of its decision sent to a party to the proceedings under this Clause.

Powers of the appropriate officer where charges are upheld by Tribunal

19. (1) Where the charge or charges are upheld and the Tribunal finds good cause and recommends dismissal or removal from office but in no other case the

appropriate officer shall decide whether or not to dismiss the member of the academic staff concerned.

- (2) In any case where the charge or charges are upheld, other than where the appropriate officer has decided under sub-clause(1) to dismiss the member of the academic staff concerned the action available to the appropriate officer (not comprising a greater penalty than that recommended by the Tribunal) may be:
- (a) to discuss the issues raised with the member concerned; or
 - (b) to advise the member concerned about his future conduct; or
 - (c) to warn the member concerned; or
 - (d) to suspend the member concerned for such period as the appropriate officer shall think fair and reasonable not to exceed 3 months after the Tribunal's decision; or
 - (e) any combination of any of the above or such further or other action under the member's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case.

Appropriate Officers

20. (1) The Vice-Chancellor shall be the appropriate officer to exercise the powers conferred by Clause 19 and any reference to the appropriate officer includes a reference to a delegate of that officer.
- (2) Any action taken by the appropriate officer shall be confirmed in writing.

PART IV: REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS

21. (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.
- (2) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.
- (3) In this Part references to the appropriate officer are references to the Vice-Chancellor or an officer acting as his delegate to perform the relevant act.
- (4) References to the member of the academic staff include in cases where the nature of the alleged disability so requires a responsible relative or friend in addition to (or instead of) that member.
22. (1) Where it appears that the removal of a member of the academic staff on medical grounds would be justified, the appropriate officer:
- (a) shall inform the member accordingly; and
 - (b) shall notify the member in writing that it is proposed to make an application to the member's doctor for a medical report and shall seek the member's consent in writing in accordance with the requirements of the Access to Medical Reports Act 1988.
- (2) If the member shares that view the University shall meet the reasonable costs of any medical opinion required.
- (3) If the member does not share that view the appropriate officer shall refer the case in confidence with any supporting medical and other evidence (including any medical evidence submitted by the member) to a Board comprising one person nominated by the Council; one person nominated by

the member concerned or, in default of the latter nomination by the Senate; and a medically qualified chairman jointly agreed by the Council and the member or in default of agreement to be nominated by the President of the Royal College of Physicians.

- (4) The Board may require the member concerned to undergo medical examination at the University's expense.

Termination of Employment

23. If the Board determines that the member shall be required to retire on medical grounds the appropriate officer shall direct the Secretary to the Council or his delegate to terminate the employment of the member concerned on those medical grounds.

PART V: APPEALS

Purpose of Part V

24. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.

Application and interpretation of Part V

25. (1) This Part applies:

- (a) to appeals against the decisions of the Council as the appropriate body (or of a delegate of that body) to dismiss in the exercise of its powers under Part II;
- (b) to appeals arising in any proceedings or out of any decision reached under Part III other than appeals under Clause 13 (Appeals against disciplinary warnings);
- (c) to appeals against dismissal otherwise than in pursuance of Part II or Part III;
- (d) to appeals against discipline otherwise than in pursuance of Part III; and
- (e) to appeals against decisions reached under Part IV

and 'appeal' and 'appellant' shall be construed accordingly.

(2) No appeal shall however lie against:

- (a) a decision of the appropriate body under Clause 10(2);
- (b) the findings of fact of a Tribunal under Clause 18(1) save where with the consent of the person or persons hearing the appeal fresh evidence is called on behalf of the appellant at that hearing;
- (c) any finding by a Board set up under Clause 22(3).

(3) In this Part references to 'the person appointed' are references to the person appointed by the Council under Clause 28 to hear and determine the relevant appeal.

(4) The parties to an appeal shall be the appellant and the Secretary to the Council and any other person added as a party at the direction of the person appointed.

Institution of Appeals

26. A member of the academic staff shall institute an appeal by serving on the Secretary to the Council within the time allowed under Clause 27 notice in writing setting out the grounds of the appeal.

Time for appealing and notices of appeal

27. (1) A notice of appeal shall be served within 28 days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period if any as the person appointed may determine under sub-clause (3).
- (2) The Secretary to the Council shall bring any notice of appeal received (and the date when it was served) to the attention of the Council and shall inform the appellant that he has done so.
- (3) Where the notice of appeal was served on the Secretary to the Council outside the 28 day period the person appointed under Clause 28 shall not permit the appeal to proceed unless he considers that justice and fairness so require in the circumstances of the case.

Persons appointed to hear and determine appeals

28. (1) Where an appeal is instituted under this Part the Council shall appoint a person described in sub-clause (2) to hear and determine that appeal.
- (2) The persons described in this sub-clause are persons not employed by the University holding or having held judicial office or being barristers or solicitors of at least ten years' standing.
- (3) The person appointed shall sit alone unless he considers that justice and fairness will best be served by sitting with two other persons.
- (4) The other persons who may sit with the person appointed shall be:
- (a) one member of the Council not being a person employed by the University; and
- (b) one member of the academic staff nominated by the Senate.

Provisions concerning appeal procedures and powers

29. (1) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in Ordinances made under this Clause.
- (2) Without prejudice to the generality of the foregoing such Ordinances shall ensure:
- (a) that an appellant is entitled to be represented by another person whether such person be legally qualified or not, in connection with and at any hearing of his appeal;
- (b) that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed by him to represent him are entitled to be present and with the consent of the person or persons hearing the appeal to call witnesses;
- (c) that full and sufficient provision is made for postponements,

- adjournments, dismissal of the appeal for want of prosecution and for the correction of accidental errors; and
- (d) that the person appointed may set appropriate time limits for each stage (including the hearing itself) to the intent that any appeal shall be heard and determined as expeditiously as reasonably practicable.
- (3) The person or persons hearing the appeal may allow or dismiss an appeal in whole or in part and without prejudice to the foregoing may:
- (a) remit an appeal from a decision under Part II to the Council as the appropriate body (or any issue arising in the course of such an appeal) for further consideration as the person or persons hearing the appeal may direct; or
 - (b) remit an appeal arising under Part III for re-hearing by a differently constituted Tribunal to be appointed under that Part; or
 - (c) remit an appeal from a decision of the appropriate officer under Part IV for further consideration as the person or persons hearing the appeal may direct; or
 - (d) substitute any lesser alternative penalty that would have been open to the appropriate officer following the finding by the Tribunal which heard and pronounced upon the original charge or charges.

Notification of decisions

30. The person appointed shall send the reasoned decision including any decision reached in exercise of his powers under Clause 29(3) (a) (b) or (c) on any appeal together with any findings of fact different from those come to by the Council as the appropriate body under Part II or by the Tribunal under Part III as the case may be to the Vice-Chancellor and to the parties to the appeal.

PART VI: GRIEVANCE PROCEDURES

Purpose of Part VI

31. The aim of this Part is to settle or redress individual grievances promptly fairly and so far as may be within the faculty school department or other relevant area by methods acceptable to all parties.

Application

32. The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate:

- (a) to matters affecting themselves as individuals; or
- (b) to matters affecting their personal dealings or relationships with other staff of the University not being matters for which express provision is made elsewhere in this Statute.

Exclusions and Informal Procedures

33. (1) If other remedies within the faculty school department or other relevant area have been exhausted the member of the academic staff may raise the matter with the Head of the faculty school department or other relevant area.

- (2) If the member of the academic staff is dissatisfied with the result of an approach under sub-clause (1) or if the grievance directly concerns the Head of the faculty, school, department or other relevant area the member may apply in writing to the Vice-Chancellor for redress of the grievance.
- (3) If it appears to the Vice-Chancellor that the matter has been finally determined under Part III IV or V or that the grievance is trivial or invalid, he may dismiss it summarily or take no action upon it. If it so appears to the Vice-Chancellor he shall inform the member and the Grievance Committee accordingly.
- (4) If the Vice-Chancellor is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of):
 - (a) a complaint under Part III;
 - (b) a determination under Part IV; or
 - (c) an appeal under Part V
 he shall defer action upon it under this Part until the relevant complaint, determination or appeal has been heard or the time for instituting it has passed and he shall notify the member and the Grievance Committee accordingly.
- (5) If the Vice-Chancellor does not reject the complaint under sub-clause (3) or if he does not defer action upon it under sub-clause (4) he shall decide whether it would be appropriate having regard to the interests of justice and fairness for him to seek to dispose of it informally. If he so decides he shall notify the member and proceed accordingly.

Grievance Committee Procedure

34. If the grievance has not been disposed of informally under Clause 33(5) the Vice-Chancellor shall refer the matter to the Grievance Committee for consideration.
35. The Grievance Committee to be appointed by the Council shall comprise:
 - (a) a Chairman; and
 - (b) one member of the Council not being a person employed by the University; and
 - (c) one member of the academic staff nominated by the Senate.

Procedure in connection with determinations and right to representation

36. The procedure in connection with the consideration and determination of grievances shall be determined in Ordinances in such a way as to ensure that the aggrieved person and any person against whom the grievance lies shall have the right to be heard at a hearing and to be accompanied by a friend or representative.

Notification of decisions

37. The Committee shall inform the Council whether the grievance is or is not well-found and if it is well-found the Committee shall make such proposals for the redress of the grievance as it sees fit.

ANNEX (See Clause 3(1) (d))

Provisions as to the Vice-Chancellor

1. The Council may request its President to remove the Vice-Chancellor from office for good cause in accordance with the procedure described in this Annex.
 - (1) A complaint seeking the removal from office of the Vice-Chancellor for good cause may be made by not less than three members of the Council to the President of the Council.
 - (2) If it appears to the President of the Council on the material before him that the complaint raises a prima facie case and that this could if proved constitute good cause for dismissal or removal from office he shall request the Council to appoint a Tribunal to hear and determine the matter.
 - (3) If it appears to the President of the Council that a complaint made to him under sub-clause (1) does not raise a prima facie case or is trivial or invalid he may recommend to the Council that no further action be taken upon it.
 - (4) When the Council has appointed a Tribunal under sub-clause (2) it shall instruct a solicitor or other suitable person to formulate a charge or charges and to present or arrange for the presentation of the charges before the Tribunal.
 - (5) A Tribunal appointed by the Council shall comprise:
 - (a) an independent Chairman; and
 - (b) one member of the Council, not being a person employed by the University; and
 - (c) one member of the academic staff.
 - (6) Subject to the principles of justice and fairness the Tribunal may determine its own procedure.
 - (7) The Tribunal shall send its reasoned decision on any charge referred to it together with its findings of fact regarding the charge and its recommendations if any as to the appropriate penalty to the President of the Council and to the Vice-Chancellor drawing attention to the period of time within which any appeal should be made.
 - (8) Persons appointed to hear such an appeal shall be persons independent of the University holding or having held judicial office or being barristers or solicitors of at least 10 years' standing and the person so appointed shall, subject to the principles of justice and fairness determine the procedure to be adopted in hearing the appeal.
 - (9) A person appointed shall send the reasoned decision on the appeal together with any findings of fact different from those come to by the Tribunal and his recommendations if any as to the appropriate penalty to the Vice-Chancellor and to the President of the Council.
 - (10) Where a charge or charges have been upheld by the Tribunal and not dismissed on appeal the President of the Council shall decide whether or not to dismiss the Vice-Chancellor.
2. Where a complaint is to be referred to a Tribunal under this Statute the President of the Council may suspend the Vice-Chancellor from his duties and

may exclude the Vice-Chancellor from the precincts of the University or any part thereof without loss of salary.

3. 'Good cause' in this Annex has the same meaning as in Clause 5 of this Statute.

4. For the purpose of the removal of the Vice-Chancellor for incapacity on medical grounds Part IV of this Statute shall have effect subject to the following modifications:

- (a) for references to a member of the academic staff there shall be substituted references to the Vice-Chancellor;
- (b) for any reference to the office of Vice-Chancellor there shall be substituted a reference to the office of President of the Council;
- (c) for Clause 23 there shall be substituted: '23. If the Board determines that the Vice-Chancellor should be required to retire on medical grounds it shall ask the President of the Council as the appropriate officer to decide whether or not to terminate the appointment of the Vice-Chancellor on those medical grounds.'