

## REGULATION 3

### PROFESSORS AND READERS

1. Nothing in this Regulation shall prevent two or more Colleges acting jointly in respect of Professors or Readers if, in their opinion, it is appropriate to do so.
2. A College may establish University of London Chairs and Readerships tenable at that College and may disestablish, rename or otherwise modify Chairs and Readerships, subject to the terms of any relevant Trust Deeds.
3. In accordance with the procedures set out in this Regulation:
  - 3.1 A College may appoint a person as a Professor or Reader of the University who is, or will become on a specified date, an employee of the College.
  - 3.2 A College may confer the title of Professor or Reader of the University on an employee of the College who is a member of its academic staff.
  - 3.3 A College may confer the title of Professor or Reader of the University on a consultant in the National Health Service who is not employed by the College but who meets the additional criteria set out in Section A of the Annex to this Regulation.
  - 3.4 A College may confer the title of Professor or Reader of the University on an employee of a research council or similar organisation who meets the additional criteria set out in Section B of the Annex to this Regulation. The Vice-Chancellor may, on receipt of an application from a College, extend this to other organisations where he judges this to be appropriate.
4. Professors and Readers of the University, designated under paragraph 3.1 and 3.2 above, shall normally be full-time employees, except where in the opinion of the College the personal or other circumstances of the Professor or Reader are such as to justify less than full-time employment.

### CRITERIA FOR PROFESSORS AND READERS

5. The following criteria shall apply to all appointments and conferral of titles:

#### **Professors**

In appointing a person as a Professor or conferring the title of Professor regard shall be had to the person's national/international standing in the relevant subject or profession as established by outstanding contributions to its advancement through publications, creative work or other appropriate forms of scholarship or performance, and through teaching and administration.

#### **Readers**

In appointing a person as a Reader or conferring the title of Reader regard shall be had to the person's standing and promise in the relevant subject or profession as established by important contributions to its advancement through publications, creative work or other appropriate forms of scholarship or performance, and through teaching. Other contributions to the work of the College, the University, learned societies and other relevant bodies may also be taken into account.

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### COLLEGE PROCEDURES FOR APPOINTING AND PROMOTING PROFESSORS AND READERS

6. A College shall provide the Vice-Chancellor with the procedures it agrees in accordance with this Regulation. A copy of these procedures shall be available to any other College of the University.
7. The Collegiate Council may, in response to a report by the Vice-Chancellor, review the procedures submitted in accordance with paragraph 6 above.
8. A College shall establish procedures for appointing and promoting persons as University of London Professors and Readers. These shall include the following minimum requirements, provided that minor modifications to these may be permitted if, in the opinion of the Vice-Chancellor, the particular circumstances of the College justify a departure from the normal requirements and the underlying principles are not compromised:

#### **In respect of appointments of Professor/Reader following competitive application and interview**

- 8.1 Appointments shall be made by a College committee constituted to include the following<sup>1</sup>:
  - 8.1.1 the Head of College or his/her designated representative as Chairman;
  - 8.1.2 academic members from the College knowledgeable in the discipline concerned;
  - 8.1.3 at least one member (e.g. College Dean) with experience of similar appointments in other fields;
  - 8.1.4 at least two persons external to the College expert in the discipline concerned of whom one shall, wherever the College deems it practicable and appropriate, be from another College or Central Academic Body of the University. Such persons shall be of appropriate seniority and familiar with the criteria for professorships and readerships of research-based universities in the UK.

Candidates will name at least two referees whose opinions shall be taken up and be available to the College committee.

#### **In respect of internal promotions to Professor and Reader**

- 8.2 Colleges shall make provision for:
  - 8.2.1 an annual review of staff eligible for consideration for promotion to Professor/Reader;
  - 8.2.2 members of staff to request consideration of their cases for promotion;
  - 8.2.3 candidates to name at least two referees whose opinions shall be taken up;

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<sup>1</sup> In respect of appointments where the person appointed will also have honorary consultant status in the National Health Service, the members of the College committee shall include appropriate National Health Service representation.

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- 8.2.4 opinions on the case for promotion to be sought prior to the award of the title of Professor or Reader of the University from at least three other persons expert in the discipline or subject area concerned who are external to the College, of whom one shall, wherever the College deems it practicable and appropriate, be from another College or Central Academic Body of the University. Such persons shall be selected by the College authorities after appropriate consultation with persons other than the candidate and shall be of appropriate seniority and familiar with the criteria for professorships and readerships of research-based universities in the UK;
- 8.2.5 a decision to confer the title of Professor or Reader of the University to be taken by a College committee, comprising such members as the College shall deem appropriate, which shall have taken fully into account the opinions of the referees and the opinions of the experts external to the College submitted in connection with the case.

#### **In respect of appointment of Professors/Readers not involving competitive application and interview or internal promotion**

- 8.3 The provisions set out in respect of appointments following competitive application and interview at 8.1 above or those set out at 8.2.3 - 8.2.5 of the internal promotions procedure above.
9. A College shall maintain records of its appointments and promotion procedures and of the external opinions taken.

#### ***Professorial Titles for Heads of Colleges***

10. A College may prescribe a procedure under which the College may confer the title of Professor of the University on the Head of the College. The procedure shall normally require that the Head of College:
- 10.1 has previously held a professorial title at a university;
- 10.2 satisfies the criteria for Professors laid down in this Regulation; and
- 10.3 plans to continue his/her academic work and has the necessary facilities for research.

#### ***Emeritus Titles***

11. A College may confer the title of Emeritus Professor or Emeritus Reader of the University upon a retiring Professor or Reader of the University respectively.
12. A College may establish a procedure for the withdrawal of an Emeritus title for any reason which appears to it to be sufficient.

#### ***Visiting Professors and Visiting Readers and Honorary Professors and Honorary Readers***

13. A College may prescribe schemes in accordance with which it may confer the title of Visiting Professor and Visiting Reader and Honorary Professor and Honorary Reader for a defined but renewable period on persons who are judged by the College to be of appropriate distinction and whose connection with the College is appropriate to the Visiting or Honorary title. These titles shall be College titles and a person awarded such title shall not by virtue of the title become a member of the University under Statute 4.

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### PROCEDURES FOR APPOINTING AND PROMOTING PROFESSORS AND READERS IN CENTRAL ACADEMIC BODIES

14. The Collegiate Council shall determine in accordance with its functions, and in accordance with the principles inherent in the foregoing paragraphs, appropriate procedures in respect of the appointment and promotion of Professors and Readers employed, or to be employed, by the University in the Central Academic Bodies.

#### ***Visiting Professors and Visiting Readers and Honorary Professors and Honorary Readers***

15. The Collegiate Council may, on the recommendation of the Vice-Chancellor, confer the title of Visiting Professor and Visiting Reader and Honorary Professor and Honorary Reader for a defined but renewable period on persons who are judged by the Collegiate Council to be of appropriate distinction and whose connection with a University Central Academic Body is appropriate to the Visiting or Honorary title.

### REGISTERS

16. A College shall provide to the Vice-Chancellor, on request, lists of those persons whom it has designated as Professors and Readers of the University in accordance with the provisions of this Regulation and in accordance with instructions given.

3 October 2008

## **REGULATION 3 ANNEX 1**

### **ADDITIONAL CRITERIA FOR PROFESSOR AND READER TITLES**

#### **SECTION A: ADDITIONAL CRITERIA FOR PROFESSOR AND READER TITLES FOR CONSULTANTS WITHIN THE NATIONAL HEALTH SERVICE**

The person concerned must:

1. be a consultant or hold equivalent status in the National Health Service, effectively in full-time practice;
2. be undertaking for the College as a regular commitment a substantial amount of teaching for degrees, diplomas and/or certificates of the University;
3. be substantially involved in research and have access to adequate facilities and related staff to ensure the maintenance of research interests; and
4. have equivalent status and rights and privileges within the College as members of the academic staff employed at the College.

#### **SECTION B: ADDITIONAL CRITERIA FOR PROFESSOR AND READER TITLES FOR EMPLOYEES OF RESEARCH COUNCILS AND SIMILAR ORGANISATIONS**

The person concerned must:

1. effectively be a full-time employee of a research council or similar organisation;
2. be undertaking for the College as a regular commitment a substantial amount of teaching for degrees, diplomas and/or certificates of the University;
3. be substantially involved in research and have access to adequate facilities and related staff to ensure the maintenance of research interests; and
4. have equivalent status and rights and privileges within the College as members of the academic staff employed at the College.

1 August 2008