

## ORDINANCE 9

### COLLEGES OF THE UNIVERSITY

1. The Statutes define a College as an Institution holding the status of a College of the University.

2. The Statutes provide that:

#### Statute 16

16.1 Each College is a self-governing incorporated body with its own legal identity separate from that of the University and the other Colleges.

16.2 Each College shall be entitled to award degrees of the University, and (provided it has power to do so) may award its own degrees subject to any protocols that the Board of Trustees may establish.

16.3 The Board of Trustees, having received any recommendations from the Collegiate Council, may:

16.3.1 admit as a College any educational, academic or research institution;

16.3.2 withdraw from a College the status of College, having considered any representations by that College;

16.3.3 at the request of a College withdraw from it the status of College.

16.4 An institution from which the status of College has been withdrawn by the Board of Trustees without that institution's consent may appeal against that decision to the Visitor.

16.5 The Colleges are listed in Appendix 1. On the admission or withdrawal of a College to or from the University, the list shall automatically be amended to reflect the change.

### UNDERTAKINGS OF COLLEGES OF THE UNIVERSITY

3. Each College shall abide by the Statutes, Ordinances and Regulations of the University of London.

4. A College shall confer the title of Professor or Reader of the University of London only in accordance with the Regulations approved by the Collegiate Council.

5. Colleges shall be required to supply to the Board of Trustees any information the Board of Trustees shall reasonably require to enable it to perform its duties. The Board of Trustees may prescribe the manner, form and time of its provision.

6. Colleges shall inform the Board of Trustees of any substantial change in their circumstances, such as a merger, or prospective or actual insolvency.

7. Colleges shall pay an annual subscription to the University for services listed in Ordinance 10.

### *Colleges Exercising Their Own Degree Awarding Powers*

8. A College which holds, or acquires, the power to award its own degrees shall inform the Collegiate Council accordingly.

9. A College with the power to award its own degrees shall be entitled to use that power and to remain as a College, subject to the agreement of the Collegiate Council and the Board of Trustees. Any College wishing to award its own degrees must comply

## **ORDINANCE 9**

with this Ordinance, with any agreed protocols, and with the requirement for such Colleges to submit annually a report containing the information specified below:

- 9.1 a list of the programmes of study offered for each of the degrees it awards;
- 9.2 a list of the general areas of research available for specialist doctorates and degrees of MPhil, PhD and MD(Res);
- 9.3 a summary of College procedures for consideration of the reports of External Examiners and for taking action on them;
- 9.4 a summary of College procedures for consideration of the Joint Reports of Examiners of candidates for Specialist Doctorates and the degrees of MPhil, PhD, MPhilStud and MD(Res) and for taking action on them;
- 9.5 the College procedures relating to the quality assurance and/or regulation of a particular activity, which will be determined annually by the Collegiate Council/Academic Quality Advisory Committee/Research Degrees Committee;
- 9.6 reports and communications received during the year from the Quality Assurance Agency following its reviews and the College's response to these; and these shall be available to any other College of the University; and
- 9.7 information on any changes it has made during the year to its internal ordinances and regulations (or equivalent instruments of governance) in the areas covered by Regulation 1, University of London Awards.

### **CHANGE OF CIRCUMSTANCES**

10. In view of any substantial change, or on any other matter, the Board of Trustees may from time to time seek written assurances on such other matters as the Board of Trustees considers necessary and may prescribe reasonable conditions on which a College continues to hold College status.

### **ADMISSION OF AN INSTITUTION AS A COLLEGE OF THE UNIVERSITY**

#### ***Conditions for Admission as a College of the University***

11. The Collegiate Council will formulate the strategic policy, criteria and process for admission of institutions as Colleges of the University for the consideration of the Board of Trustees.
12. The Board of Trustees will approve the strategic policy, criteria and process for admission of institutions as Colleges of the University.
13. The Board of Trustees, on receipt of a request from an institution for admission as a College, will ask the Collegiate Council to consider the application.
14. The Board of Trustees may specify additional matters on which it must be satisfied, and shall consider any comments by the Collegiate Council on these matters, before admitting an institution as a College.
15. The Collegiate Council will consider applications from institutions to become Colleges of the University against the approved strategic policy and criteria, and against any additional matters specified by the Board of Trustees, and make recommendations to the Board of Trustees on their admission or otherwise.

## **ORDINANCE 9**

16. The Board of Trustees will consider the recommendations of the Collegiate Council and may admit as a College, an educational, academic or research institution provided that, in the opinion of the Board of Trustees, its admission is consistent with the agreed strategic policy and criteria for admission of institutions.
17. An institution shall be admitted as a College if two-thirds of the members present and voting at a meeting of the Board of Trustees vote in favour.
18. Before admission as a College, the governing body of an institution shall give to the Board of Trustees a written assurance that the institution shall abide by the undertakings set out above.

### **Costs**

19. An institution applying to be admitted as a College shall undertake to meet all reasonable costs incurred by the University in considering its application. Colleges undertake to meet all reasonable costs incurred by the University as a consequence of withdrawal of College status. The costs, if any, in either case shall be those assessed and approved by the Board of Trustees or the Vice-Chancellor on its behalf.

### **WITHDRAWAL OF THE STATUS OF COLLEGE AT THE COLLEGE'S REQUEST**

20. Statute 16.3.3 provides that the Board of Trustees, at the request of a College, and having sought the recommendations of the Collegiate Council, may withdraw from it the status of College.
21. On receipt of the request the Board of Trustees will ask the Collegiate Council to consider the withdrawal. The Collegiate Council must satisfy itself that appropriate arrangements have been made in respect of the completion of their studies for any students registered for a degree or other award of the University at the College at the time when it would cease to be a College.
22. The Collegiate Council will make a recommendation to the Board of Trustees on the withdrawal of the College.

### **WITHDRAWAL OF THE STATUS OF COLLEGE BY THE BOARD OF TRUSTEES**

23. Statute 16.3.2 provides that the Board of Trustees, having received any recommendations from the Collegiate Council, may withdraw from a College the status of College, having considered any representations by that College.
24. If issues arise in respect of a College failing either to abide by the terms of its admission, or to abide by the terms on which College status is held, or to remain qualified for College status, the Vice-Chancellor shall make a report to the Board of Trustees.
25. The Board of Trustees may decide to initiate proceedings for consideration of the withdrawal of College status from the College.
26. The Board of Trustees shall put the information on which the opinion to initiate proceedings was based to the College, not less than two calendar months before the meeting of the Collegiate Council at which withdrawal of College status will be considered.

## **ORDINANCE 9**

27. If the College wishes to make representations, they must be received by the Vice-Chancellor not less than 10 clear working days before the meeting of the Collegiate Council.
28. The Board of Trustees will put to the Collegiate Council the information on which its opinion was based as it was presented to the College together with any representations by the College, and request its recommendations.
29. At any stage, should new information be introduced, the College must be notified and given two months to submit representations to the Vice-Chancellor.
30. The Board of Trustees, having received any recommendations from the Collegiate Council, may withdraw from a College the status of College, having considered any representations by that College, provided that two-thirds of members present and voting at a meeting of the Board of Trustees vote in favour.
31. If, in accordance with the Statutes, the Board of Trustees withdraws from the College the status of College without the institution's consent, the institution may appeal against the decision to the Visitor provided that any appeal is lodged at the Privy Council Office not more than one calendar month after the meeting of the Board of Trustees.
32. The Collegiate Council may make appropriate arrangements in respect of the completion of their studies for any students registered for a degree or other award of the University at the institution at the time when it ceases to be a College.

26 February 2010