



**UNIVERSITY
OF LONDON**

Appointment of the Chancellor, Vice-Chancellor & Deputy Vice-Chancellor

Ordinance 6

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1. The Chancellor

The University's Statutes provide that there shall be a Chancellor of the University, appointed by the Board of Trustees, who shall be the Head of the University.

2. Appointment of the Chancellor

2.1 The Chancellor shall be appointed by the Board of Trustees on such terms and conditions as shall be determined by the Board of Trustees in consultation with the Collegiate Council.

2.2 In the event of resignation, the Chancellor shall notify the Board of Trustees in writing giving nine months' notice.

2.3 During any vacancy in the office or in the absence of the Chancellor, the Chancellor's duties (as set out in paragraph 4 below) shall be performed by the Vice-Chancellor.

2.4 On any vacancy in the office of Chancellor, or on the Chancellor giving notice of resignation, the Board of Trustees shall establish a joint appointments committee of the Board of Trustees and the Collegiate Council to consider the appointment of the Chancellor and make recommendations to the Board of Trustees. The terms of reference of the Joint Appointments Committee are set out in Section 8.

3. Remuneration

The office of Chancellor is not currently remunerated, but the Chancellor can reclaim all expenses incurred in the course of University business, in line with University policy, via the Secretary to the Board of Trustees.

4. Duties of the Chancellor

The duties of the Chancellor are largely ceremonial and will be determined by the Board of Trustees. They will include, but are not limited to, the conferral of honorary degrees in accordance with Ordinance 7.

5. Removal of the Chancellor from Office

5.1 The Chancellor may be removed from office for good cause by the Board of Trustees but may not be removed unless he/she has been given a reasonable opportunity of being heard by the Board of Trustees.

5.2 Good cause means one or more of the following:

- conviction for an offence which may be deemed by the Board of Trustees to be such as to render the person convicted unfit for the execution of the duties of the office; or
- conduct which the Board of Trustees deems to be incompatible with the duties of the office; or
- 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.

6. The Vice-Chancellor

6.1 The University's Statutes provide that there shall be a Vice-Chancellor of the University who shall assume the role of principal officer of the University.

6.2 The Vice-Chancellor shall be responsible to the Board of Trustees for the organisation and conduct of the business of the University.

6.3 The Vice-Chancellor's duties may be delegated, with the agreement of the Board of Trustees.

7. Appointment of the Vice-Chancellor

7.1 The Vice-Chancellor shall be appointed by the Board of Trustees for a period of office of up to five years and on such terms and conditions as shall be determined by the Board of Trustees. The Board of Trustees may reappoint the Vice-Chancellor.

7.2 Upon the occurrence of a vacancy or expected vacancy in the office of Vice-Chancellor, or on the Vice-Chancellor giving notice of resignation, the Board of Trustees will establish a joint committee of the Board of Trustees and the Collegiate Council to consider and make a recommendation to the Board of Trustees on the appointment and period of office of the Vice-Chancellor. The terms of reference of the Joint Appointments Committee are set out at Section 8.

7.3 If the Vice-Chancellor has indicated willingness to serve for a further period, the Joint Appointments Committee may decide, without considering other candidates, to recommend to the Board the reappointment of the Vice-Chancellor for a defined period. If the Vice-Chancellor does not wish to serve for a further term, or if the Joint Appointments Committee at that stage does not wish to recommend the reappointment of the Vice-Chancellor, the post shall be advertised.

7.4 Upon the occurrence of a vacancy and prior to any appointment being made the Board of Trustees will make such temporary arrangements as it judges appropriate.

8. The Joint Appointments Committee

8.1 The Terms of Reference of the Joint Appointments Committee for the Chancellor and Vice-Chancellor will be as follows:

- To determine and carry out a process to bring forward a recommendation to the Board of Trustees on the appointment of the Chancellor and Vice-Chancellor;
- To make a recommendation to the Board of Trustees on the appointment and period of office of the Chancellor and Vice-Chancellor;
- To advise the Board of Trustees on the terms and conditions on which the Chancellor and Vice-Chancellor shall serve;
- To determine, on behalf of the Board of Trustees, following consultation with the Remuneration Committee, the salary, emoluments, allowances and other financial benefits payable to the Vice-Chancellor.

8.2 The Constitution of the Joint Appointments Committee shall be:

- The Chair of the Board of Trustees (Chair)
- Two independent members of the Board of Trustees appointed by the Board of Trustees
- Two members of the Collegiate Council appointed by the Collegiate Council.

8.3 Where the Joint Appointments Committee meets to consider the appointment of the Vice-Chancellor, neither the Vice-Chancellor nor any candidate for the office of Vice-

Chancellor shall be a member of the Joint Appointments Committee or shall act as Secretary to the Joint Appointments Committee.

8.4 Mode of Operation for the Joint Appointments Committee

- The quorum for meetings of the Joint Appointments Committee will be three members of whom at least one shall be a member of the Collegiate Council.
- All decisions shall be presented as decisions of the Joint Appointments Committee without reference to any division of opinion.
- The Secretary of the Board of Trustees shall normally be Secretary of the Joint Appointments Committee. If the Secretary is unable to act, another member of staff of the University shall be nominated to act as Secretary.

9 Role and Duties of the Vice-Chancellor

9.1 The role of Vice-Chancellor is as follows:

- To be the principal officer of the University and to be responsible to the Board of Trustees for the organisation and conduct of the business of the University;
- To be the accountable officer for the University with responsibilities as defined in the regulatory framework of the Office for Students;
- To be a member of and chair the Collegiate Council and lead discussions to determine the strategic direction of the University;
- To promote and advance the objects of the University;
- To take, whilst respecting the independence of individual Federation Members, a proactive role in facilitating and encouraging co-operation and collaboration in academic, research and other activities between Federation Members, the University and with groupings outside the University.

9.2 Duties of the Vice-Chancellor. Without prejudice to the requirements of the Statutes and to the terms and conditions of the appointment of the Vice-Chancellor, the Vice-Chancellor will be responsible to the Board of Trustees and where appropriate to the Collegiate Council for:

- the appointment, appraisal, grading, assignment, discipline, suspension and dismissal and other terms and conditions of staff employed by the University who are not the responsibility of the Remuneration Committee;
- ensuring that the academic activities of the University support the strategic plan of the University;

- the preparation of annual estimates of income and expenditure, in line with the strategic plans of the University;
- the management of resources within approved estimates; and
- in accordance with Ordinances and Regulations, student academic affairs, student discipline and student issues generally.

10. The appointment of the Deputy Vice-Chancellor

10.1 The Board of Trustees, after consultation with the Vice-Chancellor, shall appoint a Deputy Vice-Chancellor.

10.2 The Deputy Vice-Chancellor will hold office upon such terms and conditions and for such period as the Board shall determine. The Remuneration Committee shall determine the honorarium to be paid to the Deputy Vice-Chancellor in respect of his/her duties.

10.3 The Deputy Vice-Chancellor shall normally be a current or recent Head of Federation Member.

11. The role and duties of the Deputy Vice-Chancellor

11.1 The role and duties of the Deputy Vice-Chancellor will be determined by the Vice-Chancellor.

11.2 In the absence of the Vice-Chancellor by reason of illness or otherwise, the Deputy Vice-Chancellor shall carry out the responsibilities and exercise all the powers delegated to the Vice-Chancellor.

11.3 In the absence of the Vice-Chancellor for any significant period, the Remuneration Committee will determine any additional remuneration to be paid to the Deputy Vice-Chancellor.