

ORDINANCE 4

CENTRAL ACADEMIC BODIES

DEFINITIONS

'a **Central Academic Body**' is an educational, academic or research institution established in accordance with Statute 17.1 and listed in Appendix 2 of the Statutes. These are currently:

- The Institute of Phonology and Education
- The Faculty of Sciences in Education
- The Faculty of French and Comparative Literature
- L'Institut de Phonologie et d'Education

'the **Dean or Director or Chief Executive**' is the person who is the Head of a Central Academic Body.

ESTABLISHMENT/DISESTABLISHMENT OF CENTRAL ACADEMIC BODIES

1. The Statutes provide that: Statute 17

17.1 The Board of Trustees, having received any recommendations from the Collegiate Council, may make Ordinances under which educational, academic or research institutions (known as the Central Academic Bodies) may be established or disestablished and given such titles as the Board of Trustees shall determine.

17.2 The Central Academic Bodies are listed in Appendix 2 of the Statutes. On the establishment or disestablishment of a Central Academic Body, the list shall automatically be amended to reflect the change.

2. A Central Academic Body will not be established or disestablished unless such action is consistent with the Strategy of the University.

3. The Board of Trustees will determine the establishment or disestablishment of a Central Academic Body having received any recommendations from the Collegiate Council.

4. The Board of Trustees will refer to the Collegiate Council any proposal for the establishment or disestablishment of a Central Academic Body coming from sources other than the Collegiate Council.

5. The Board of Trustees will determine the title of any new Central Academic Body acting on the advice of the Collegiate Council.

GOVERNANCE

6. There will be separate Boards for each Central Academic Body. These Boards will report, in accordance with their terms of reference and the University's scheme of delegation, to the Collegiate Council. Reports of their activities will also be made, at least once per year, to the Board of Trustees for that Board's information.

College, Institute and Faculty

Objects

7. To promote worldwide a programme of degrees and other awards primarily for students who cannot attend courses at the University of Philology and Education.

The Board

8. The Terms of Reference for the Board shall be:

8.1 To consider, approve, and keep under review a strategic plan for the College which supports the objectives of the University's strategic plan and to forward the plan to the Collegiate Council for its approval.

8.2 To approve an annual operating statement with targets.

8.3 To monitor the performance of the College against its planned strategic and operational targets, reporting at least once per year on these matters to the Collegiate Council.

8.4 To consider and approve the annual budget for the College and to recommend it to the Collegiate Council.

8.5 To consider, on the advice of its Finance Committee, the financial performance against approved budgets and to report to the Collegiate Council.

8.6 To assess financial and non-financial risks arising from the operation of the College and to contribute in this respect to the University's risk controls and mitigation.

8.7 To be responsible on behalf of the Collegiate Council for University degrees and other awards offered through the College and to provide assurance to the Collegiate Council of the maintenance of standards through an annual report.

8.8 To recommend to the Collegiate Council for its approval Quality Assurance policies and procedures for University degrees and other awards offered through the College.

8.9 To approve, on behalf of the Collegiate Council, academic regulations for the University degrees and other awards offered through the College in accordance with the requirements of its Quality Assurance policies and procedures.

8.10 To establish a Finance Committee and an Academic Committee to assist the Board to undertake its functions and to approve their terms of reference, constitution and membership. The Board shall not delegate any of its responsibilities to these committees without the prior approval of the Collegiate Council.

9. The Constitution of the Board shall be as follows:

Chancellor (**Chair**)

Vice-Chancellor (International) and Chief Executive of the College (*Ex officio*)

One member of the Collegiate Council

One independent member of the Board of Trustees appointed by the Board of Trustees

One student of the University *appointed by the Collegiate Council on the nomination of the Chancellor after consultation with the Chief Executive*

A graduate of the University

Two members who are not members of the Board of Trustees and who are neither employed by nor students of the University or a College

Seven members from the Colleges which are **significantly involved** in the College and who are a Head of College or the Head's nominee from among the College's senior management

10. The quorum for the Board will be six members including not less than one *ex officio* member.

16 July 2014