

## ORDINANCE 11

### 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:

- University of London Worldwide
- The School of Advanced Study
- The University of London Institute in Paris

**'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. The Central Academic Bodies' Boards will each consider an annual report from their area of activity and will provide assurance to the Board of Trustees that the Central Academic Body's arrangements for the management of academic quality assurance and enhancement of the student experience are robust and appropriate, that they have effectively maintained the academic standard of awards, and that they are actively planning for continuous enhancement.

## UNIVERSITY OF LONDON WORLDWIDE

### **Objects**

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

### **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 University of London Worldwide 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 University of London Worldwide 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 University of London Worldwide 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 University of London Worldwide 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 of London degrees and other awards offered through University of London Worldwide 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 of London degrees and other awards offered through University of London Worldwide.
  - 8.9 To approve, on behalf of the Collegiate Council, academic regulations for the University of London degrees and other awards offered through University of London Worldwide 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:

Vice-Chancellor (**Chair**) (*Ex officio*)

Pro Vice-Chancellor (International) and Chief Executive of University of London Worldwide (*Ex officio*)

Dean of Undergraduate Laws and Chair of the Undergraduate Laws Senior Strategic Governance Group (*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 University of London Worldwide

*Appointed by the Collegiate Council on the nomination of the Vice-Chancellor after consultation with the Chief Executive*

A graduate of University of London Worldwide

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 University of London Worldwide and who are a Head of College or the Head's nominee from among the College's senior management (normally a Vice-Principal or equivalent)

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

## **SCHOOL OF ADVANCED STUDY**

### ***Objects***

11. The object of the School is to serve national and international interests, in addition to those of the University of London, in the promotion and facilitation of research and advanced study in the humanities and social sciences.

The School comprises the following Institutes:

- Institute of Advanced Legal Studies
- Institute of Historical Research
- Institute of Classical Studies
- Institute of Commonwealth Studies
- Institute of English Studies
- Institute of Latin American Studies
- Institute of Modern Languages Research
- Institute of Philosophy
- The Warburg Institute

### ***The Board***

12. The Terms of Reference for the Board shall be:
- 12.1 To consider, recommend to the Collegiate Council, and keep under review a strategic plan for the School, taking into account the views of the School's Strategic Advisory Group.
- 12.2 To receive reports from the Strategic Advisory Group.

- 12.3 To review annual operating plans.
  - 12.4 To report annually to the Collegiate Council on the performance of the School against its targets. A report of the School's activities will also be made to the Board of Trustees for its information.
  - 12.5 Following scrutiny of the annual budget by Planning and Resources Group (PRG), to receive the annual budget for the School and to endorse it for transmission to the Collegiate Council.
  - 12.6 To keep under review the process by which the School allocates its Special Funding across its Institutes and libraries.
  - 12.7 To assess financial and non-financial risks arising from the operation of the School and to contribute in this respect to the University's risk controls and mitigation.
  - 12.8 To consider and approve the School's annual review and report.
  - 12.9 To oversee the operation of responsibilities delegated to the SAS Academic Quality and Standards Committee for the quality and standards of the award of degrees, including scrutiny of External Examiners' reports; for the approval of policies and procedures that meet the requirements of the Quality Assurance Agency and the University; to approve academic regulations; and to report annually on these matters to the Collegiate Council.
  - 12.10 To establish committees or working groups 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 or working groups without the prior approval of the Collegiate Council.
  - 12.11 To consider and make recommendations to the Board of Trustees, following consultation with the Collegiate Council, upon proposals for changes in the configuration of existing Institutes, the admission to the School of new Institutes, and the winding up of existing Institutes or the transfer of all or any part of Institute activities to any body outside the School.
13. The Constitution of the Board shall be:
- Vice-Chancellor (**Chair**) (*ex officio*)
  - Pro Vice-Chancellor (Research), Dean and Chief Executive of the School (*ex officio*)
  - Deputy Dean (*ex officio*)
  - Pro Dean of Libraries (*ex officio*)
  - Senate House Librarian (*ex officio*)
  - One member of the Collegiate Council
  - One independent member of the Board of Trustees appointed by the Board of Trustees

One student member of the SAS Student Representatives' Committee, nominated annually by and from the student members of the SAS Student Representatives' Committee

*Appointed by the Collegiate Council on the nomination of the Vice-Chancellor*  
Two external members with expertise relevant to the work of the School

The Board may co-opt up to two external members with appropriate specialist expertise relevant to the work of the School

*In attendance*

The Deputy Chief Executive and Director of Operations of the School of Advanced Study

Other persons whose knowledge and experience can contribute to the work of the Board

The quorum for the Board will be four members, including at least one *ex officio* member.

## **UNIVERSITY OF LONDON INSTITUTE IN PARIS**

### ***Objects***

14. The principal object of the University of London Institute in Paris (hereinafter referred to as the Institute) is to provide a university-level centre of excellence for the study of French language, history and culture, international relations, business and law in a unique setting in the heart of Paris.

### ***The Board***

15. The Terms of Reference for the Board shall be:
  - 15.1 To consider, approve and keep under review a strategic plan for the Institute which supports the objectives of the University's strategic plan and to forward the plan to the Collegiate Council for its approval.
  - 15.2 To approve an annual operating statement with targets.
  - 15.3 To monitor the performance of the Institute against its planned strategic and operational targets, reporting at least once per year on these matters to the Collegiate Council.
  - 15.4 To keep under review the operation of the arrangements with Queen Mary University of London reporting at least once per year to the Collegiate Council.
  - 15.5 To consider and approve the annual budget for the Institute and to recommend it to the Collegiate Council.
  - 15.6 To consider the financial performance against approved budgets and to report to the Collegiate Council.
  - 15.7 To assess financial and non-financial risks arising from the operation of the Institute and to contribute in this respect to the University's risk controls and mitigation.

- 15.8 To approve an annual report from the Institute.
- 15.9 To receive and approve the annual accounts from the Institute Students' Union for onward transmission to the Board of Trustees.
- 15.10 To establish committees or working groups to assist the Board to undertake its functions and to approve their terms of reference, constitution and membership. The Board will not delegate any of its responsibilities to these committees or working groups without the prior approval of the Collegiate Council.
16. The Constitution of the Board shall be:
- Vice-Chancellor (**Chair**) (*Ex officio*)
- Chief Executive Officer of the Institute (*Ex officio*)
- Institute Director of French Studies (*Ex officio*)
- Pro Vice-Chancellor (International) and Chief Executive of University of London Worldwide (*Ex officio*)
- Pro Vice-Chancellor (Research) and Dean and Chief Executive of SAS (*Ex officio*)
- One member of the Collegiate Council
- One independent member of the Board of Trustees appointed by the Board of Trustees
- One person appointed by Queen Mary University of London
- Appointed by the Collegiate Council on the nomination of the CEO*
- A member of the main body of academic and administrative staff of ULIP
- Appointed by the Collegiate Council on the nomination of the Vice-Chancellor in consultation with the CEO*
- Two members from academic institutions in the UK
- One student registered with the University and studying at the Institute
17. The quorum for the Board will be five members including at least one *ex officio* member and at least one member external to the central University.

20 April 2018