

REGULATION 3

PROFESSORS AND READERS

1. Member Institutions have the right to appoint their own staff to Chairs and Readerships of the *University of London*. Where they wish to exercise this right, this Regulation applies. The Regulation does not apply to Member Institution appointments to Chairs and Readerships of their own institution.
2. Nothing in this Regulation shall prevent two or more Member Institutions acting jointly in respect of Professors or Readers if, in their opinion, it is appropriate to do so.
3. A Member Institution may establish University of London Chairs and Readerships tenable at that Member Institution and may disestablish, rename or otherwise modify Chairs and Readerships, subject to the terms of any relevant Trust Deeds.
4. In accordance with the procedures set out in this Regulation:
 - 4.1 A Member Institution 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 Member Institution.
 - 4.2 A Member Institution may confer the title of Professor or Reader of the University on an employee of the Member Institution who is a member of its academic staff.
 - 4.3 A Member Institution 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 Member Institution but who meets the additional criteria set out in Section A of the Annex to this Regulation.
 - 4.4 A Member Institution 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 Member Institution, extend this to other organisations where he judges this to be appropriate.

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 Member Institution, the University, learned societies and other relevant bodies may also be taken into account.

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MEMBER INSTITUTION PROCEDURES FOR APPOINTING AND PROMOTING PROFESSORS AND READERS OF THE UNIVERSITY OF LONDON

6. A Member Institution 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 Member Institution 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 Member Institution 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 Member Institution 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 Member Institution committee constituted to include the following¹:
 - 8.1.1 the Head of Member Institution or his/her designated representative as Chairman;
 - 8.1.2 academic members from the Member Institution knowledgeable in the discipline concerned;
 - 8.1.3 at least one member (e.g. Member Institution Dean) with experience of similar appointments in other fields;
 - 8.1.4 at least two persons external to the Member Institution expert in the discipline concerned of whom one shall, wherever the Member Institution deems it practicable and appropriate, be from another Member Institution 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 Member Institution committee.

In respect of internal promotions to Professor and Reader

- 8.2 Member Institutions 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;

¹ In respect of appointments where the person appointed will also have honorary consultant status in the National Health Service, the members of the Member Institution committee shall include appropriate National Health Service representation.

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- 8.2.3 candidates to name at least two referees whose opinions shall be taken up;
- 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 Member Institution, of whom one shall, wherever the Member Institution deems it practicable and appropriate, be from another Member Institution or Central Academic Body of the University. Such persons shall be selected by the Member Institution 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 Member Institution committee, comprising such members as the Member Institution shall deem appropriate, which shall have taken fully into account the opinions of the referees and the opinions of the experts external to the Member Institution 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 paragraph 8.1 above or those set out at paragraphs 8.2.3 - 8.2.5 of the internal promotions procedure above may apply.
- 9. A Member Institution shall maintain records of its appointments and promotion procedures and of the external opinions taken.

Professorial Titles for Heads of Member Institutions

- 10. A Member Institution may prescribe a procedure under which the Member Institution may confer the title of Professor of the University on the Head of the Member Institution. The procedure shall normally require that the Head of Member Institution:
 - 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 Member Institution 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 Member Institution may establish a procedure for the withdrawal of an Emeritus title for any reason which appears to it to be sufficient.

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Visiting Professors and Visiting Readers and Honorary Professors and Honorary Readers

13. A Member Institution 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 Member Institution to be of appropriate distinction and whose connection with the Member Institution is appropriate to the Visiting or Honorary title. These titles shall be Member Institution titles and a person awarded such title shall not by virtue of the title become a member of the University under Statute 4.

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 Member Institution 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.

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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 Member Institution 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 Member Institution as members of the academic staff employed at the Member Institution.

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 Member Institution 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 Member Institution as members of the academic staff employed at the Member Institution.

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