

PROFESSORIAL APPOINTMENTS COMMITTEE

Type: Standing Committee of the Academic Board

Life cycle: Annual

Meetings: At least twice a year

Reports to: Academic Board

Membership

As approved by the Academic Board:

Vice-Chancellor (in the Chair)

Deputy Vice-Chancellor (Vice Chair)

One member nominated by and from the Board of Governors

One Professor nominated by the Vice-Chancellor

One member of the Academic Board (normally a Dean) nominated by the Vice-Chancellor

At least one external assessor appointed by the Vice-Chancellor

Additional members may be co-opted by the Chair if appropriate for the appointment(s) under consideration.

Terms of reference

The Professorial Appointments Committee advises the Academic Board on the policy and procedures on professorial appointments.

It is responsible for:

- carrying out an initial assessment of applications for professorial appointments referred to it by Heads of School and/or Deans
- establishing an interview panel with authority to appoint
- reporting appointments to the Academic Board

Business is conducted according to the *Rules and Procedures for Meetings of the Academic Board and its Committees* except that to be quorate the Chair or Vice-Chair must be present over and above the standard requirement of at least half the membership. All the work of the Committee is conducted on a strictly confidential basis and the minutes are not published.