

## REGULATION 15: TITLES FOR ACADEMIC APPOINTMENTS

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### 1. Introduction

The following are the titles which are authorised for use in the University for academic appointments and the circumstances in which each may be awarded.

### 2. Definition of 'Faculty'

The following are the definitions of the groups of faculty relevant to this paper, as laid down in *The Organisation of the University* document for the current year, for organisational and governance purposes:

- (1) Teaching faculty are those people holding full-time or part-time salaried appointments, permanent or temporary, including those holding joint appointments with another organisation, as Lecturer, Lecteur/Lectrice (and similar titles for other languages, e.g. Lektor/Lektorin), Senior Lecturer, Reader or Professor.
- (2) Research faculty are those holding full-time or part-time salaried appointments, including those holding joint appointments with another organisation, as Research Officer, (Research) Fellow, Senior (Research) Fellow, or Research Professor on salary scales analogous to those of teaching faculty.
- (3) The academic faculty comprise the teaching faculty and research faculty.
- (4) Visiting faculty are those who have been awarded titles as visitors to the University.

### 3. Titles of Teaching Faculty

Professor, Reader, Senior Lecturer, Lecturer, Lecteur/Lectrice and similar titles for other languages (e.g. Lektor/Lektorin).

### 4. Titles of Research Faculty

- (1) Research Professor [grade 10], in respect of either an established post of which the duties are primarily research or an externally funded personal research professorship (e.g. Royal Society).
- (2) If not appointed to a research centre or unit: Senior Research Fellow [grade 9] (previously known as Research Fellow III or Senior Research Fellow or Senior Fellow), Research Fellow B [grade 8] (previously known as Research Fellow II or Fellow), Research Fellow A [grade 7] (previously known as Research Fellow I or Research Officer).
- (3) If appointed to a research centre or unit: Senior Research Fellow [grade 9] (previously known as Research Fellow III or Senior Research Fellow or Senior Fellow), Research Fellow B [grade 8] (previously known as Research Fellow II or Fellow), Research Fellow A [grade 7] (previously known as Research Fellow I or Research Officer).

In the case of appointments from specially donated funds, the title of the post may be specified in the agreement with the donor.

## **5. Titles of Visiting Faculty**

Eligible: The title “Visiting” may precede the titles of Teaching or Research Faculty and may be awarded to visiting faculty who currently work for another Higher Education Institution but who are (a) based at the University for a time-limited period or (b) who are not based at the University but who have regular contact with, and make a contribution to, the University. The title may be awarded at a level equivalent to the academic’s current post held with their employing institution. There should be a mutual benefit in the award of titles to Visiting faculty. The individual awarded the title cannot be in receipt of a salary or fee from the University.

For a visiting title in BSMS that is awarded to a clinically qualified academic, the addition of “Clinical” will be added to the title, e.g. “Visiting Clinical Lecturer”.

Visiting titles are awarded for up to three years except in the case of BSMS titles which are awarded for up to five years.

Appointed by: The relevant Head of School.

## **6. Titles of Honorary Faculty**

Eligible: The title “Honorary” may precede the title of Teaching or Research Faculty and may be awarded to individuals who do not work for an HEI and who are not normally classified as an academic in their current employment, e.g. individuals from industry. In all cases, the individuals will be leaders in their chosen field and should have an association with the University, e.g. sitting on a School board. There should be a mutual benefit in the award of titles to Honorary faculty. The individual awarded the title cannot be in receipt of a salary or fee from the University.

For an honorary title in BSMS that is awarded to a clinically qualified individual, the addition of “Clinical” will be added to the title, e.g. “Honorary Clinical Senior Lecturer”.

Honorary titles are awarded for up to three years except in the case of BSMS titles which are awarded for up to five years.

Appointed by: The relevant Head of School (or the Director of the Institute of Development Studies).

## **7. Titles for Teaching Faculty Working in Centres and Units**

Teaching faculty who are actively participating in the work of a University centre or unit may have the title of Associate Fellow conferred on them by the centre or unit.

## **8. Emeritus Professors and Readers**

Eligible: The title of Emeritus Professor or Emeritus Reader will apply to Professors and Readers, respectively, employed by the University on their retirement from the University. The title of Emeritus Professor or Emeritus Reader will be awarded automatically on retirement subject to confirmation that the employee will be retiring (as opposed to taking a post at another Higher Education Institution). By way of exception, where it is considered to be in the University’s interest to award the

relevant title to an established Professor or Reader who leaves the University to take up a post at another institution, prior to retirement, the title may be granted at the University's discretion. The title will be awarded indefinitely and subject to paragraph 11.

Awarded by: The title of Emeritus Professor or Emeritus Reader is awarded automatically on retirement.

#### **9. Miscellaneous Academic Titles (not 'faculty')**

Teacher Research Associate, for school teachers collaborating in research projects of the Department of Education, in relation to their own schools.

#### **10. Award of Titles**

For a salaried post, including joint appointments with another organisation, the authority to approve a title rests with the Head of School (or the Director of the Institute of Development Studies).

#### **11. Duration and Renewal of Titles**

Titles which do not have a time limit determined by a contract of employment with the University, nor by another appointment, nor are for the stated period of a visit, are for a maximum (but renewable) period of three years (with the exception of Emeritus titles, which are awarded for life). This period is stated in the letter announcing the award of the title. Towards the end of the period, consideration is given to whether the person's association with the University has been sufficiently active to justify renewing the title.

The standards of behaviour - for example in relation to equalities matters - required of individuals who hold a title awarded by the University and the process by which Academic Promotions, Advancements and Titles Committee may remove a title where the University has reasonable cause to do so are set out in the *Code of Practice on Visiting and Honorary Titles*.

The authority for renewing titles is the same as for the original awards.

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