REGULATION 7: OFFICERS OF THE UNIVERSITY

1 The Chancellor

(a) The Chancellor shall preside over meetings of its Court. In the absence of the Chancellor, the Chair of Council shall preside except for the conferment of degrees.

(b) The Chancellor shall be appointed by Council on the recommendation of a specially constituted Appointments Committee comprising Nominations Committee and two members elected by and from Court.

(c) The Chancellor shall hold office for five years in the first instance and may be re-appointed on one further occasion as set out in Paragraph 1(b) up to a maximum of ten years.

(d) The Chancellor may resign by writing addressed to the Secretary of the Court.

(e) The Chancellor shall confer degrees at a Congregation held for that purpose. The Chancellor may also confer Degrees in absentia.

2 The Pro-Chancellor

The Chairman of the Council for the time being shall be ex officio the Pro-Chancellor during his or her tenure of office as Chairman of the Council. In the absence of the Chancellor or during a vacancy in that office all the functions of the Chancellor (except the conferring of Degrees) shall be performed by the Pro-Chancellor.

3 The Vice-Chancellor

(a) The Vice-Chancellor shall be the chief Academic and Administrative Officer of the University and shall preside over meetings of Senate and who shall, in the absence of the Chancellor or during a vacancy in that office, confer Degrees.

(b) The Vice-Chancellor shall be appointed by Council, after consultation with Senate, at a meeting specially called for the purpose and shall hold office for such period and on such conditions as may be determined by Council.

(c) During a vacancy in the office of Vice-Chancellor, Council may appoint an Acting Vice-Chancellor who shall exercise and perform such of the functions of the Vice-Chancellor and shall have such of his or her powers, privileges and duties as Council may specify.

(d) The Vice-Chancellor shall, subject to such policy and other rules as may be framed by Council, exercise management supervision of the University and shall be generally responsible for maintaining and promoting the efficiency and good order of the University.
(e) The Vice-Chancellor may refuse to admit any person as a student of the University without assigning any reason, and may suspend any person from any class or classes, and may exclude any person from any part of the University or its precincts; provided that this power shall not extend to a member of the staff and may be delegated by the Vice-Chancellor as they may think fit and that in the case of a student any such suspension or exclusion shall be reported to Council and Senate at their next meetings. Any student suspended or excluded shall be entitled to appeal as set out in the Procedures for the suspension and exclusion of students by the Vice-Chancellor at Annex 1 to this regulation.

4 The Pro-Vice-Chancellors

(a) There shall be such number of Pro-Vice-Chancellors with such responsibilities as shall be determined by Council. One of these Pro-Vice-Chancellors shall be appointed as Deputy Vice-Chancellor.

(b) The Pro-Vice-Chancellors (including the Deputy Vice-Chancellor), who shall be members of the academic staff, shall be appointed by Council on the recommendation of the Vice-Chancellor (who shall before making any recommendation consult with Senate) and shall hold office for a period to be determined by Council on the recommendation of the Vice-Chancellor, not exceeding five years in the first instance and shall be eligible for re-appointment.

(c) A Pro-Vice-Chancellor may resign in writing addressed to the Secretary of Council.

(d) Any delegation to the Vice-Chancellor or by Council to a Pro-Vice-Chancellor pursuant to Regulation 7.2 shall be to the Deputy Vice-Chancellor who may nevertheless authorise any other Pro-Vice-Chancellor to exercise any function or duty so delegated to them on their behalf.

5 Registrar and Secretary

(a) Council shall appoint a Registrar and Secretary who shall:

(i) be the Secretary of the Court, Council, Senate and of any committees of these bodies and shall keep minutes of their proceedings; and

(ii) under the direction of the Vice-Chancellor, be responsible to Council and, where appropriate, to Senate for whatever matters may be assigned by Regulation.

6 Removal of certain Officers

(a) The Chancellor may be removed from office for good cause by the Council.

(b) For the purposes of this Regulation “good cause” means:

(i) conviction for an offence which may be deemed by the Council to be such as to render the person convicted unfit for the execution of the duties of the office; or
(ii) conduct of an immoral, scandalous or disgraceful nature incompatible with the duties of the office; or

(iii) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office whether such failure results from physical or mental incapacity or otherwise.

Updated and approved by Council on 30 April 2015
Annex 1 (Regulation 7)

Procedures for the Suspension and Exclusion of Students by the Vice-Chancellor

Delegation
1. Under the authority of Regulation 7.3 (e), the Vice-Chancellor may refuse to admit any person as a student of the University without assigning any reason, and may suspend any person from any class or classes, and may exclude any person from any part of the University or its precincts; provided that these powers shall not extend to a member of the staff and may be delegated by the Vice-Chancellor as he or she may think fit and that in the case of a student any such suspension or exclusion shall be reported to the Council and the Senate at their next meeting. In his or her absence the Vice-Chancellor may delegate the powers to the Deputy Vice-Chancellor or one of the Pro-Vice-Chancellors. Where these powers are delegated, the Vice-Chancellor shall receive a full written report of any decision to suspend and/or exclude a student and shall be kept informed of the progress of the suspension and/or exclusion.

Definitions
2. The following definitions apply:

2.1 a suspended student is prohibited from participating in the academic activities of the University and their registration on their course of studies is suspended.

2.2 an excluded student is prohibited from entering University premises.

2.3 suspension and exclusion may both be qualified, such as (in the case of suspension) permission may be granted to take an examination or (in the case of exclusion) permission may be granted to enter campus to use the sports facilities.

Power
3. The Vice-Chancellor may suspend and/or exclude a student who is the subject of a criminal or disciplinary investigation arising from an allegation that he or she has committed a serious offence. Serious offences include, but are not limited to:

3.1 where criminal charges are pending or where the student is the subject of a police investigation;

3.2 where the student represents a threat to the safety or well being of students, staff or visitors to the University;

3.3 where the student represents a potential hazard to sustaining the University’s policies on Health and Safety;

3.4 where the student is liable to bring the University into disrepute.

4. The Vice-Chancellor has the further right to require that the student have no contact with a named person or persons.

Procedure
5. Decisions to suspend and/or exclude shall normally be taken following discussions between: the Vice-Chancellor, the available Pro-Vice-Chancellors (bearing in mind
the need to reserve one Pro-Vice-Chancellor as a reviewer for any potential appeal),
the Registrar & Secretary, the Head of the student’s School, and relevant senior
Professional Services staff. Suspensions and/or exclusions may occur with
immediate effect where necessary. The reasons for and the specific length and
terms of suspension and/or exclusion will be notified to the student in writing,
normally within 7 working days.

The duration and terms of review of a suspension and/or exclusion will be
considered and notified as clearly as possible to the student, including
clarification of how it is envisaged that this period may be brought to a
conclusion, any related ‘milestone’ events known at the outset, and (where
applicable) proposed arrangements for interim review. For instance, the
suspension and/or exclusion might be for a period pending the outcome of: a
police/CPS decision to prosecute; a court case; an internal
disciplinary process; or a professionally qualified assessment of a
student’s mental/behavioural state (this list is not exhaustive). The expected
timing of such events may not be known with accuracy at the outset, hence
the provisions for interim review set out in paragraph 8 below. Likewise, if the
situation at the outset is unclear in terms of what exact circumstances would lead
to a conclusion, clarity of interim review arrangements assumes particular
importance.

The student will normally be reminded of the support and representational services
of the Students’ Union (subject to any issues relating to physical visits to the
Students’ Unions caused by an exclusion order, and also to the duty of care not to
place any Students’ Union staff or sabbatical officers at risk).

6. Having been suspended and/or excluded, the student shall have the right to submit
an appeal under the procedures set out under the Student Disciplinary regulation 2.

7. The suspension and/or exclusion shall be reported to the next meetings of Senate
and Council.

Ongoing Review

8. Where the duration of a suspension and/or exclusion has been linked to a specific
event (see paragraph 5 above) and this event is expected to be within 30 working
days, there should not normally be a need for an interim review stage. However, for
longer suspensions there should be a review at 30 working days, and every 30
working days thereafter, as necessary. The University will initiate these interim
reviews, via arrangements made by the Registrar & Secretary. Where a conclusion
to the period of suspension and/or exclusion awaits the outcome of a process, the
status of that process will be assessed. Where this is an external process, the
University will ask the student for an update. Such a review will not involve a hearing
or oral representations, but the student shall be entitled to submit written
representations. The review will be considered by the Vice-Chancellor who may
consult further, as the situation warrants, with those mentioned in paragraph 5. The
review may conclude: (a) that the student should remain suspended and/or excluded,
pending specified circumstances; or (b) that circumstances have moved on such that
the current period of suspension and/or exclusion should end. The University
continues to reserve all its normal procedural options under Statute sand Regulations
at this point. The student will be informed in writing, normally within 7 working days,
of the outcome of the review. The student may submit an appeal which will be
considered under the appeals arrangements set out in Regulation 2 relating to
Student Discipline. Should the Student Disciplinary Appeals Board be required to
review an appeal, it will normally do so by correspondence.