

Ordinance 9

Chancellor and Pro-Chancellor

Approving Body:	Council
Date of Approval:	24 April, 2020
Policy Owner:	University Secretary
Policy Officer:	Head of Governance and Compliance
Policy Status:	New
Version:	1.0
Review date:	April 2023

Ordinance 9

Chancellor and Pro-Chancellor: Roles and Appointment

Chancellor and Pro-Chancellor(s)

1. Roles and Appointment

- i. The Chancellor shall be a lay officer appointed by the Council and shall hold office for a period of five years or until their previous death or resignation.
- ii. The Pro-Chancellor shall be a lay officer appointed by the Council and shall hold office for a period of five years or until their previous death or resignation.
- iii. The Chancellor shall confer Degrees and present other awards and distinctions of the University. In the absence of the Chancellor, and during any vacancy, the Vice-Chancellor, or in consultation with the Vice-Chancellor the Pro-Chancellor shall exercise this function.
- iv. When a vacancy occurs in the office of Chancellor or Pro-Chancellor, the Council shall appoint a selection committee to consider the appointment. The vacancy shall be advertised externally.
- v. The selection committee for the Chancellor shall comprise:
 - a. The Chair of Council
 - b. Three members of the Nominations and Governance Committee
- vi. The selection committee for a Pro-Chancellor shall comprise:
 - a. The Chair of Council;
 - b. Three members of the Nominations and Governance Committee.
- vii. The Chair of Council shall chair meetings of the selection committee unless they wish to be considered for the vacancy, in which case they shall recuse themselves from the selection committee and the Chancellor, or longest serving Pro-Chancellor present shall chair.
- viii. The Secretary to the Council shall act as Secretary to the selection committee
- ix. The selection committee shall undertake appropriate consultation and make a recommendation to the Council.

2. Eligibility for Reappointment

- i. The Chancellor shall be eligible for reappointment for one further term of up to five years and may only serve two terms in total.
- ii. A Pro-Chancellor shall be eligible for reappointment for one further term of up to five years and may only serve two terms in total.

- iii. The Nominations & Governance Committee shall consider a re-appointment to a second term in office and make a recommendation to Council. Anyone under consideration for re-appointment will be excluded from the committee.

3. The functions of the Chancellor and Pro-Chancellor

The Chancellor shall, in an honorary capacity, perform such functions as may be determined by the Council which shall include:

- i. Undertaking an ambassadorial role for the University to be agreed by the Chair and Vice-Chancellor.
- ii. Presiding at Degree Congregations of the University.

The Pro-Chancellor(s) of the University shall, in an honorary capacity, perform such functions as may be determined by Council and additionally exercise:

- i. Such functions as delegated by the Chancellor; and
- ii. Chairing meetings of the University Court; and
- iii. Acting as Deputy Chair of the Council in the absence of the Chair; and
- iv. Chairing the Remuneration Committee; and
- v. All the functions of the Chancellor in the absence of the Chancellor or during a vacancy in that office.

4. Resignation / Removal from Office

- i. The Chancellor or a Pro-Chancellor may resign by giving notice in writing to the Secretary to the Council.
- ii. If the majority from among the Chancellor, the Pro-Chancellor(s) (excluding the individual concerned), the Chair of Council and the Vice-Chancellor believe that in their opinion the person should be removed for:
 - a) Substantially during the preceding twelve months been unable to perform their office; or
 - b) Substantially failing and neglecting to perform their office; or
 - c) Behaving in a manner unbecoming of the Chancellor / Pro-Chancellor; or
 - d) Any other good cause defined in Ordinance 6, paragraph 1.4.

Then, a Panel consisting of three independent members of the Council, chaired by the Chair of Council must be established to consider the case and make a recommendation to the Council on whether to uphold it or dismiss it. The Chair shall be removed from office if a resolution to do so is passed by a majority of all Council members.