UNIVERSITY OF BRISTOL

THE CHARTER, ACTS, STATUTES, ORDINANCES AND REGULATIONS OF THE UNIVERSITY OF BRISTOL

2018-19
UNIVERSITY OF BRISTOL STATUTES

Statute 1

Preliminary

The Statutes shall be interpreted so as not to conflict with the Charter. Words defined in the Charter or the Statutes shall have the same meaning in the Ordinances and the Regulations unless the context clearly indicates otherwise.

Words in the singular shall include the plural, and words in the plural shall include the singular.

Statute 2

Members of the University

The following are Members of the University:

The Chancellor and Pro-Chancellors
The Treasurer
The University staff
The University students
The Trustees
The Members of Court
The Members of the Alumni Association
The Honorary Fellows
The Emeritus and Honorary Professors
The Emeritus Deans

Statute 3

The Chancellor

Role
1. The Chancellor shall be the President of Court and the Alumni Association and shall have the power to confer degrees.
Election
2. The Chancellor shall be elected by Court on the nomination of the Board of Trustees and shall hold office for a maximum period of ten years, unless Court by special resolution determines otherwise. A special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of Court and passed by a majority of those present and voting.

Resignation
3. The Chancellor may resign at any time by a letter sent to Court through the Secretary.

Statute 4

The Pro-Chancellors

Role
1. The Pro-Chancellors may, in the absence of the Chancellor or during a vacancy in the office of Chancellor, exercise the functions of the Chancellor, save for the conferring of degrees and the appointment of members of Court, and they may preside at meetings of Court.

Election
2. The Pro-Chancellors shall be elected by Court on the nomination of the Board of Trustees. The Pro-Chancellors shall hold office for three year terms, subject to a maximum of two such terms, unless Court by special resolution determines otherwise. A special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of Court and passed by a majority of those present and voting.

Resignation
3. A Pro-Chancellor may resign at any time by a letter sent to Court through the Secretary.

Statute 5

The Vice-Chancellor

Role
1. The Vice-Chancellor shall be the Chief Officer of the University and the Chair of Senate.

Appointment
2. The Vice-Chancellor shall be appointed by the Board of Trustees after consultation with Senate, and shall hold office for such period
and on such conditions as the Board of Trustees shall determine, subject to the provisions of Statutes and Ordinances.

Resignation
3. The Vice-Chancellor may resign by a letter sent to the Board of Trustees through the Secretary.

Statute 6

The Pro Vice-Chancellors

Role
1. A Pro Vice-Chancellor may exercise any of the functions of the Vice-Chancellor either at the request of the Vice-Chancellor, or in his or her absence, or during a vacancy in the office of Vice-Chancellor, and shall discharge such other responsibilities as may be conferred by ordinance.

Appointment
2. The Pro Vice-Chancellors shall be appointed by the Board of Trustees after consultation with Senate. The Pro Vice-Chancellors shall hold office for such period and on such conditions as the Board of Trustees shall determine, subject to the provisions of Statutes and Ordinances.

Statute 7

The Deans of the Faculties

1. Role
The dean of each faculty shall play a leading role in the formulation and implementation of University academic strategy and policy and shall be responsible for leading and managing the faculty. The dean shall be a member of all committees of the faculty. In the absence of the dean or during a vacancy in the office, a deputy dean or a senior member of staff chosen by the faculty board shall exercise the functions of the dean. There may be one or more deputy deans, who may exercise any of the functions of the dean either at the request of the dean or in the absence of the dean or during a vacancy in the office of the dean.

2. Appointment
The dean of each faculty shall be appointed in consultation with the faculty, as prescribed by ordinance. Deputy Deans shall be appointed from time to time by the dean, with the consent of the faculty board, from among the staff of the faculty. All the deputy deans in a faculty shall vacate office on the appointment of a new dean but shall be eligible for reappointment.
Statute 8

The Treasurer

Role
1. The Treasurer shall be the Chair of the Audit Committee of the Board of Trustees. The Treasurer shall not be a member of the University’s staff, neither shall the Treasurer have any executive authority other than that exercised within the context of membership of the Board of Trustees.

The Treasurer shall be appointed annually by the Board of Trustees, subject to a maximum period in office of ten years, unless the Board of Trustees by special resolution (as defined in Statute 17) determines otherwise.

Vacancy
3. If for any reason the office of Treasurer becomes vacant, the Board of Trustees shall forthwith appoint a Treasurer for the remainder of the unexpired term.

Resignation
4. The Treasurer may resign at any time by a letter sent to the Board of Trustees through the Secretary.

Statute 9

The University Officers

The Board of Trustees shall appoint the following officers of the University for such period and on such conditions as it shall determine, subject to the Statutes and Ordinances:

The Registrar
The Secretary
The Finance Director
The Librarian
Such other officers as the Board of Trustees may by Ordinance determine.

Statute 10

External Auditors
Appointment
1. The Board of Trustees shall annually appoint external auditors for a period of one year. The auditors shall be eligible for reappointment. The auditors shall not be members of the Board of Trustees or Court.

Vacancy
2. Should the auditors resign or be removed from office by the Board of Trustees during the year, the Board of Trustees shall appoint auditors for the remainder of the unexpired term.

Statute 11

Membership of Court

Members
The members of Court shall be as follows:

Category I – University
The Chancellor, the Pro-Chancellors, the Vice-Chancellor, the Pro-Vice-Chancellors, the Treasurer, the Chair of the Board of Trustees and the Chair of the Alumni Association
The Honorary Fellows
The Trustees
The members of Senate
The Emeritus Professors
The Emeritus Deans
The Registrar, the Secretary, the Librarian and up to ten holders of such other offices as the Vice-Chancellor shall from time to time specify

For renewable three year terms: Fifteen elected members of the support staff, the method of election to be determined by Ordinance
For renewable four year terms: One hundred graduates of the University elected by the Alumni Association

Category II – Benefactors
a) As members for life:
Individual donors to University funds nominated by the Board of Trustees
b) As members for five years:
The representatives of each of such corporate donors to University funds as the Board of Trustees may nominate
Category III – City of Bristol
a) The Master of the Society of Merchant Venturers of the City of Bristol and ten persons appointed by the Society for an initial term of up to three years with renewable three-year terms thereafter
b) The Chief Executive of the Bristol Chamber of Commerce and Initiative and ten persons appointed by the Bristol Chamber of Commerce and Initiative for an initial term of up to three years with renewable three-year terms thereafter
c) The President of the Bristol Trades Union Council and ten persons appointed by the Bristol Trades Union Council for an initial term of up to three years with renewable three-year terms thereafter
d) One person appointed by the Bristol Area Members Committee of the Co-operative Group for an initial term of up to three years with renewable three-year terms thereafter
e) Eight representatives of the voluntary sector in Bristol nominated by such body or bodies as from time to time shall be approved by Court for this purpose

Category IV – Local Authorities
Elected members or officers of local authorities in Bristol and the surrounding area appointed by the relevant local authority as follows:
Bristol City Council: Fifteen persons
Bath and North East Somerset Council, North Somerset Council, South Gloucestershire Council, Gloucestershire County Council, Somerset County Council and Wiltshire County Council: Three persons each

Category V – Special Appointments
To be appointed for an initial term of up to three years with renewable three-year terms thereafter:
a) Three persons appointed by the President of the Privy Council
b) Three persons appointed by the Chancellor of the University

Category VI – Institutions
To be appointed for an initial term of up to three years with renewable three-year terms thereafter:
a) One person appointed by each of such universities and colleges, up to a maximum of twenty, as Court on the recommendation of the Board of Trustees may from time to time determine
b) One person appointed by each of such learned bodies and national and international organisations, up to a maximum of forty-five, as Court on the recommendation of the Board of Trustees may from time to time determine
c) One person appointed by such of the institutions affiliated to or associated with the University, as listed in its Ordinances, as Court on the recommendation of the Board of Trustees may from time to time determine
d) One person appointed by each of such National Health Service bodies as Court on the recommendation of the Board of Trustees may from time to time determine

Category VII – House of Commons and European Parliament
The Members of Parliament elected for the parliamentary constituencies lying wholly or substantially within the City and County of Bristol,
the Districts of Bath and North East Somerset, North Somerset and South Gloucestershire and the Counties of Gloucestershire, Somerset and Wiltshire
The Members of the European Parliament elected for the South West region

Category VIII – Holders of local offices
Such holders of local offices as Court on the recommendation of the Board of Trustees may from time to time determine, subject to a limit of sixty, which may include:
Lord Lieutenants of Bristol and adjoining counties; Lord Mayors and Mayors of local cities and towns; head teachers of local schools and principals of local colleges; local judges; the president, chief executive, head or leader or other officers of learned societies, religious organisations, charities, museums, libraries, professional bodies, and other organisations involved in the arts, the law, education, health and social services, trade and industry

Vacancies
Vacancies arising among the appointed members shall be filled as soon as possible by the appointing authority for the remainder of the unexpired term.

Resignation
Any member of Court may resign by a letter sent to Court through the Secretary.

Statute 12

Meetings of Court

1. Place and Time

All meetings of Court shall be held in Bristol.

2. Annual Meeting

The Annual Meeting of Court shall normally be held in November or December. The Board of Trustees shall determine the date and place. The Board of Trustees shall present a report of its proceedings during the preceding academic year, including a report on changes to the Charter, Statutes and Ordinances, and an audited statement of accounts for the preceding financial year. A copy of the report and statement shall be sent to every member of Court at least seven days before the meeting.
3. Special Meetings

The Chancellor may call a meeting of Court at any time and shall call a meeting to be held within eight weeks of the receipt by him or her of a written request to do so from the Board of Trustees or from no fewer than twenty-five members of Court. The Chancellor shall determine the date and place of any meeting so called.

4. Notice

The Secretary shall send notice of every meeting of Court not less than thirty five days before the day fixed for such meeting. Any member of Court wishing to bring forward any business at a meeting shall give the Secretary written notice of it not less than twenty days before the day appointed for the meeting provided that such business shall not be included on the agenda unless no fewer than 9 other members of Court have indicated their support either by signing the notice or writing to the Secretary indicating their support for the business to be discussed. This shall not apply to business brought forward by the Board of Trustees. Not less than seven days before any meeting of Court the Secretary shall send every member of Court a statement of all business, and no business shall be considered at the meeting except that included in the statement. For the purposes of this Statute, any notice or written communication to the Secretary may be given by email.

5. Quorum

The quorum of Court shall be forty-five. If there is not a quorum present at a meeting, the Chancellor shall adjourn the meeting to a time later the same day. If there is still no quorum present, the meeting may be adjourned to another day as the Chancellor thinks fit.

6. Procedure

The procedure at meetings of Court shall be in accordance with standing orders of Court.

Statute 13

Powers of Court

Court shall have the following powers:

1. Comment and Advice

At each Annual Meeting of Court, Court shall receive a report from the Board of Trustees of its proceedings during the preceding
academic year, including a report on changes to the Charter, Statutes and Ordinances, and an audited statement of accounts for the preceding financial year. Court may comment on the affairs of the University, may advise the Board of Trustees on any matter relating to the University, and may invite the Board of Trustees to review a decision. The Board of Trustees shall take into consideration any views expressed by Court. Court may require the Board of Trustees to send to the Chancellor, within three months, a written response to a point raised at a meeting of Court for circulation to members of Court.

2. Appointment of Officers

Court shall appoint the Chancellor and the Pro-Chancellors on the nomination of the Board of Trustees.

3. The Board of Trustees Membership and Periods of Office

In accordance with Statute, Court shall elect fifteen Trustees in Class I from names put forward by the Nominations Committee of Court. Court shall have power to approve extensions to prescribed terms of office for the Chancellor and Pro-Chancellors, and to approve extensions to prescribed maximum periods of membership for Trustees.

4. Removal for Good Cause

Court may remove members of Court or the Board of Trustees, other than those who are members by virtue of their office or members of the academic staff, for good cause, as determined by Statute.

Statute 14

Nominations Committee of Court

Members
1. The members of the Nominations Committee of Court shall be:

   Class I - Chair
   For renewable three year terms, subject to a maximum of three such terms:
   A Pro-Chancellor, who shall act as Chair, nominated by the Chancellor.

   Class II - Ex Officio
   The Chair of the Board of Trustees
   The Chair of the Alumni Association.
The Vice-Chancellor (or his/her nominee)

Class III - Trustees
For renewable three year terms, subject to a maximum of three such terms:
Three Trustees, elected by the Board of Trustees from among its lay Trustees as determined by Ordinance.

Class IV - Members of Court
For renewable three year terms, subject to a maximum of three such terms:
Two members of Court elected by Court, as determined by Ordinance.

Members in Class IV must be members of Court, but may not be Trustees. If they become Trustees they must resign from the Nominations Committee of Court.

Right to attend
2. The University Secretary may attend meetings of the Nominations Committee of Court, but may not vote on any issue.

Selection of Trustees
3. The Nominations Committee of Court shall put to Court each year at its Annual Meeting names for election to membership of the Board of Trustees in Class I in Statute 15 for a three year term. The Committee shall search for suitable candidates and shall give careful consideration to all names recommended to it. The Committee shall have regard to the need to find Trustees with a balance of skills and experience and shall ensure compliance with the University’s Equal Opportunities Policy.

Court shall consider separately each name put to it by its Nominations Committee, and shall either accept or reject it. If Court rejects any of the names, the Nominations Committee shall choose a replacement for consideration by Court at its next Annual Meeting, to serve for the remainder of the three year term. In the interim the vacancy shall be filled by the Board of Trustees on the nomination of Court’s Nominations Committee. The Board of Trustees may not appoint the rejected candidate.

Statute 15

Membership of the Board of Trustees

1. Trustees

The Trustees shall be as follows:
Class I – Lay Trustees

The Treasurer

For renewable three-year terms, subject to a maximum of three such terms unless Court by special resolution determines otherwise, where a special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of Court and passed by a majority of those present and voting:

Up to fifteen persons elected by Court, on the nomination of the Nominations Committee of Court

One member of the Alumni Association, appointed as determined by Ordinance (the Alumni Association Trustee).

Lay Trustees in Class I may not be members of the University’s staff.

Class II – University Staff

The Vice-Chancellor

A Pro Vice-Chancellor, nominated by the Vice-Chancellor

For renewable three-year terms, subject to a maximum of three such terms:

Three members of academic staff, appointed as determined by Ordinance (each an Academic Trustee)

Two members of the support staff, appointed as determined by Ordinance (each a Support Staff Trustee).

For the avoidance of doubt, the term of office of any Trustee in Class II shall end immediately if the appointed individual ceases to be a member of support staff or academic staff as appropriate.

Class III – Students

For renewable one-year terms, subject to a maximum of three such terms:

Two students or Sabbatical Officers, appointed as determined by Ordinance (each a Student Trustee).
2. Right to attend

The Chancellor, Pro-Chancellors, and Chair of the Alumni Association, if not Trustees, and the Registrar and Finance Director, shall have the right to receive papers and attend meetings, but shall not have the right to vote on any issue.

3. Vacancies

All vacancies arising among the appointed or elected members shall be filled as soon as possible by the appointing or electing authority for the remainder of the unexpired term.

Vacancies arising among the lay Trustees elected by Court shall be filled at the discretion of the Board of Trustees, on the nomination of Court’s Nominations Committee, and confirmed at the next Annual Meeting of Court.

4. Resignation

Any Trustee may resign by a letter sent to the Board of Trustees through the Secretary.

Statute 16

Meetings of the Board of Trustees

Frequency
1. The Board of Trustees shall meet at least five times in every University academic year. The Chair may call a meeting at any time, and shall call a meeting to be held within three weeks of the receipt of a written request to do so from no fewer than ten Trustees.

Chair and Vice-Chair
2. The Board of Trustees shall appoint a Chair and Vice-Chair from among its lay Trustees as determined by Ordinance. The detailed arrangements for the election of Chair and Vice-Chair are set out in Ordinance 3 and may in future be altered by the Board of Trustees by Special Resolution.

Procedure
3. The procedure at meetings of the Board of Trustees shall be determined by Ordinance.

Quorum
4. The quorum of the Board of Trustees shall be ten. If there is not a quorum present at a meeting, the Chair shall adjourn the meeting to a
time later the same day. If there is still no quorum present, the meeting may be adjourned to another day as the Chair thinks fit. If there are at least ten members present but without a lay majority, a majority of the lay Trustees present may decide to defer business to the next meeting of the Board of Trustees, but business may be so deferred only once.

**Reserved business**
5. The Chair may require student Trustees to withdraw when matters are discussed relating to individual members of staff or individual students of the University and may withhold from student members papers relating to such matters.

**Statute 17**

**Powers of the Board of Trustees**

The Board of Trustees shall be the governing body of the University, and shall have the following powers:

1. **General**

   The Board of Trustees shall exercise all powers conferred on it by the Charter, Statutes and Ordinances, and shall put the Charter, Statutes, Ordinances and Regulations into effect. The Board of Trustees shall set the policy of the University, in consultation with Senate on matters of academic policy, and shall ensure that the Vice-Chancellor and the University officers act to further that policy.

2. **Charter**

   The Board of Trustees may alter, amend or add to the Charter by a special resolution, passed at one meeting of the Board of Trustees and confirmed at a subsequent meeting held no less than one calendar month nor more than three calendar months after the former, provided that the resolution is passed at each meeting by a majority of not less than three-quarters of the members of the Board of Trustees present and voting. Any such changes made by the Board of Trustees shall not take effect unless and until they are allowed by the Queen in Council.

3. **Statutes and Ordinances**

   The Board of Trustees may by special resolution make, amend, add to or repeal Statutes and Ordinances and shall report them to Court at Court’s Annual Meeting. A special resolution for this purpose is a resolution considered as a separate agenda item following a written report from the Secretary and either (i) passed by a two-thirds majority of those present and voting or (ii) passed by a simple majority of those present and voting and ratified at the next ordinary meeting. In matters relating to courses of study, degrees, certificates, diplomas and other academic awards or distinctions, affiliation of colleges and recognition of teachers, Ordinances shall be made by the Board of
Trustees only with the consent of Senate. Statutes, and any amendments, additions or repeals, made by the Board of Trustees in accordance with the above procedure shall not take effect unless and until they are allowed by the Privy Council.

4. Regulations

The Board of Trustees may, subject to the Charter, Statutes and Ordinances, make Regulations to govern its affairs and those of the University.

5. Lay Officers

The Board of Trustees shall nominate the Chancellor and the Pro-Chancellors for appointment by Court. The Board of Trustees shall appoint the Treasurer in accordance with Statute 8.

6. Appointment of University Officers

The Board of Trustees shall appoint the Vice-Chancellor and Pro-Vice-Chancellors after consultation with Senate. The Board of Trustees shall appoint such other officers of the University as it thinks fit, in accordance with Statutes and Ordinances.

7. Academic Posts

The Board of Trustees may institute or abolish professorships, readerships, lectureships and other academic posts, after consultation with Senate.

8. Academic Appointments

The Board of Trustees shall appoint the professors of the University after report from Senate. The Board of Trustees may either delegate to Senate the appointment of academic staff of the University other than professors, or may appoint them after report from Senate.

9. Honorary Degrees and Fellowships

The Board of Trustees may award honorary degrees on the recommendation of Senate, and may recommend to Court the award of honorary fellowships.
10. Contracts and Employment
The Board of Trustees may enter into, vary and cancel contracts on behalf of the University, including contracts of employment subject to the provisions of the Statute relating to academic staff. The Board of Trustees shall determine the terms and conditions on which employment is offered.

11. Academic Review
The Board of Trustees shall review and promote the teaching and research of the University.

12. Senate
The Board of Trustees shall supervise and give directions to Senate, and may refer back, amend or disallow any act of Senate, subject to the rights of the Senate concerning academic Ordinances and to be consulted on all academic matters.

13. Finances
The Board of Trustees shall manage all the University’s financial and other affairs, and may appoint bankers and other agents as it thinks fit.

14. Investments
The Board of Trustees shall make investments on behalf of the University as it thinks fit, subject to the Charter, Statutes and Ordinances.

15. Property
The Board of Trustees shall provide premises, furniture, apparatus and equipment needed for the work of the University. The Board of Trustees may sell, buy, exchange, lease and accept leases of real and personal property on behalf of the University.

16. Borrowing
The Board of Trustees may borrow money on behalf of the University and for the purpose may mortgage all or any part of the property of the University, whether real or personal, or give such other security upon such property as it thinks fit. The Board of Trustees shall set borrowing limits and report them each year to the Annual Meeting of Court.
17. Seal, Arms and Mace

The Board of Trustees shall have the sole custody and use of the University seal, arms and mace.

18. Grievances

The Board of Trustees shall investigate and if appropriate redress any grievance brought by officers, staff or students of the University. The Board of Trustees may, at its discretion, appoint a committee to deal with a grievance.

Statute 18

Statute 18 (formerly, ‘Nominations Committee of Council’) was repealed on 28 June 2011. The procedure for appointment of members of Council committees is now set out in paragraph 11 of Ordinance 3.

Statute 19

Membership of Senate

1. Members

The members of Senate shall be as follows:

Class 1 – Ex officio

The Vice-Chancellor, the Pro Vice-Chancellors, the Deans, the Registrar, the Librarian, two Sabbatical Officers nominated by the University of Bristol Students’ Union.

Class 2 – Heads of school

The heads of the academic school or their nominees for any given academic year

Class 3 – Academic and other professional post-holders

Such holders of posts of academic and other professional responsibility, as shall with the consent of Senate be provided by Ordinance so as to ensure fair representation of all the faculties
Class 4 – Academic Staff

Such members of the academic staff, elected by such staff in each faculty from among their number, as shall with the consent of Senate be provided by Ordinance so as to ensure fair representation of all the faculties, for renewable three-year terms.

Class 5 – Students

Such undergraduate and postgraduate students, elected or temporarily nominated as provided for in Standing Orders of Senate, as shall with the consent of Senate be provided by Ordinance.

2. Vacancies

All vacancies arising among the elected members shall be filled as soon as possible for the remainder of the unexpired term.

Statute 20

Meetings of Senate

Frequency
1. Senate shall meet at least once each term. The Vice-Chancellor may call a meeting at any time, and shall call a meeting on receipt of a written request to do so from no fewer than twenty members of Senate, within such period as shall be prescribed by standing orders of Senate.

Chair
2. The Vice-Chancellor shall preside at meetings of Senate. In the Vice-Chancellor’s absence, a Pro Vice-Chancellor may act as chair.

Procedure
3. The procedure at meetings of Senate shall be in accordance with standing orders made by Senate.

Reserved business
4. The Chair may require student members of Senate to withdraw when matters are discussed relating to individual members of staff or individual students of the University and may direct that papers relating to such matters shall be withheld from student members.
Statute 21

Powers of Senate

Senate shall have the following powers:

Education and Research and Enterprise

1. Senate shall be responsible to the Board of Trustees for education and examinations within the University, and shall promote and encourage research and enterprise. No new degree or other academic award or distinction shall be adopted by the University without Senate’s agreement.

Examiners

2. Senate shall appoint the internal and external examiners after report from the Boards of Faculty concerned, or may delegate this power to the appropriate Faculty Board. Senate may remove any examiner for negligence or misconduct and may appoint a substitute for the remainder of the examinations.

Academic ordinances and regulations

3. Senate shall report to the Board of Trustees, after report from the Boards of Faculties concerned, on proposed changes to Ordinances and Regulations. Ordinances relating to courses of study, degrees, certificates, diplomas and other academic awards or distinctions, affiliation of colleges and recognition of teachers may be made by the Board of Trustees only with the consent of Senate.

Faculties

4. Senate shall supervise and give directions to the Faculties, may refer back, amend or disallow any act of a Faculty, and shall assign to the Faculties their respective subjects and report to the Board of Trustees on the organisation of schools.

Academic posts

5. Senate may make recommendations to the Board of Trustees as to the institution or abolition of professorships, readerships, lectureships and other academic posts or offices, and as to the abolition of faculties and schools.
Academic appointments

6. Senate may make recommendations to the Board of Trustees as to the appointment or removal from office of the Vice-Chancellor, Pro-Vice-Chancellors, professors and other members of the teaching and research staff of the University.

Honorary appointments

7. Senate may provide for the appointment of honorary professors, emeritus professors and emeritus deans in accordance with policies approved by Senate from time to time.

Honorary fellowships and degrees

8. Senate shall recommend to the Board of Trustees the award of honorary fellowships and degrees.

Fellowships, scholarships and prizes

9. Senate shall award fellowships, scholarships and prizes, subject to conditions made by the founders and accepted by the Board of Trustees.

Admission of students

10. Senate shall regulate the admission of students to the University, subject to the Charter, Statutes, Ordinances and Regulations.

Student discipline

11. Senate shall make regulations to provide for the discipline of students of the University. Subject to the regulations, Senate may suspend or expel any student.

Referral and delegation

12. Senate shall report back on any matter referred to it by the Board of Trustees.

Opinion and advice

13. Senate may discuss and declare an opinion on any matter whatsoever relating to the University and the Board of Trustees shall take
into consideration any observations expressed by Senate.

Statute 22

Faculties

Faculties
1. Schools shall be allocated to Faculties as determined by Senate.

Faculty Boards
2. Each Faculty shall have a Faculty Board as determined by Ordinance.

Responsibilities of Faculty Boards
3. Faculty Boards are responsible to Senate for the academic activities carried out in the Faculty, including the education and assessment of students and the promotion and encouragement of research, and for such other matters as Senate may require.

Committees
4. Faculty Boards may establish committees to advise them on any matter, for such periods as they think fit, with such membership as they may approve. Faculties may establish committees jointly with another faculty or faculties.

Faculty Assemblies
5. Each Faculty shall have a Faculty Assembly as determined by Ordinance.

Remit of Faculty Assemblies
6. The remit of the Faculty Assembly is to discuss issues which merit consideration by the Faculty as a whole.

Statute 23

Membership of the Alumni Association

Members
1. The members of the Alumni Association shall be as follows:
   The Chancellor
   The Honorary Fellows
   The Graduates and Honorary Graduates of the University, together with all former students of the University who hold an academic award
of the University that required at least nine months full-time study or an equivalent period of part-time study

The Associate Members

**Associate Membership**
Categories of associate membership may be made by standing order.

**Register**
The Registrar shall keep a register containing the names of all members of the Alumni Association, which shall be conclusive as to the entitlement of any person to vote in an election relating to the Alumni Association.

**Statute 24**

**Annual Alumni Forum**

**Frequency**
1. The Alumni Forum shall be held at least once a year.

**Chair**
2. The Chancellor if present shall preside at the Alumni Forum. The Alumni Association shall elect a Chair who will preside in the absence of the Chancellor, and will be Chair of the Standing Committee of the Alumni Association.

The Secretary shall send notice of the meeting to all members of the Alumni Association.

**Procedure**
3. Procedural matters relating to the Alumni Forum shall be prescribed by the Chancellor.

**Reports**
4. At each Alumni Forum the Vice-Chancellor or nominee will report on the affairs of the University and the Alumni Association will receive an account of meetings of Court.

**Statute 25**

**Powers of the Alumni Association**
The Alumni Association shall have the following powers:
Court
1. The Alumni Association shall appoint by election one hundred members of Court.

Advice
2. The Alumni Association may comment upon the development and policy of the University, through the Alumni Representatives on Court and the annual Alumni Forum, and will otherwise contribute to building an engaged and supportive alumni community appropriate to a world class university.

Statute 26

Congregations

Congregations of the whole University for the conferring of degrees or other purposes shall be held in a manner to be prescribed by Ordinances and shall be presided over by the Chancellor or in his or her absence by the Vice-Chancellor.

Statute 27

University of Bristol Union

Structure
1. There shall be a Union of students in the University, whose constitution and functions shall be prescribed by Ordinance. The Board of Trustees shall contribute annually to the Union such funds as it thinks fit.

Responsibility of the Board of Trustees
2. The Board of Trustees shall take such steps as are reasonably practicable to ensure that the Union operates in a fair and democratic manner and is accountable for its finances. The Union shall each year submit to the Board of Trustees its audited accounts.

Statute 28

Examiners for Academic Awards

For all academic awards of the University there shall be at least two examiners. At least one must be external and independent and normally at least one must be a member of the academic staff of the University or otherwise eligible as having academic status.

Statute 29
Committees

Power to appoint committees
1. The Board of Trustees, Court, Senate, boards of Faculties, Alumni Association and the University of Bristol Union may appoint committees to deal with any matter, and such committees may include persons who are not members of the bodies appointing them. The Board of Trustees shall establish an Audit Committee, Nominations Committee, Staff Committee and Remuneration Committee.

Powers and duties
2. The powers and duties of such committees shall be such as the bodies appointing them direct, save that the Board of Trustees may not delegate its power to decide that it is desirable that there should be a reduction in the number of academic staff by way of redundancy.

Regulations
3. The Board of Trustees may make regulations governing the proceedings of committees, but subject to these every committee may regulate its own meetings and procedure.

Membership
4. The Chair of the Board of Trustees and the Vice-Chancellor shall be members of every committee of the Board of Trustees and Court and of their joint committees, save as otherwise provided by Statute or Ordinance. The Vice-Chancellor shall be a member of all committees of Senate and Faculties. The Deans shall be members of all committees of their Faculties.

Statute 30

Advisory Boards

The Board of Trustees
1. The Board of Trustees may appoint advisory boards on such terms as it thinks fit, subject to the Charter and Statutes and after consultation with Senate. Such boards may include members unconnected with the University. The Board of Trustees may refer to them for advice and report on any matter, and such advice and report shall be duly considered by bodies in the University as the Board of Trustees directs.

Senate
2. Senate at the instance of any faculty may approve the appointment of an advisory board, under conditions to be determined by Ordinance. Such boards will be subject to review by the Faculty. They may undertake matters delegated to them with regard to organisation, administration, or instruction in any subjects in the Faculty. Senate shall appoint the members on the nomination of the Faculty. Such boards shall include the examiners in the subjects concerned and may include members unconnected with the University.
Statute 31

Removal of Officers, Auditors and Members

Officers
1. The Chancellor and Pro Chancellors may be removed for good cause by the Visitor at the instance of Court. The Treasurer, Chair of the Board of Trustees and Vice-Chair of the Board of Trustees may be removed for good cause by the Visitor at the instance of the Board of Trustees.

Auditors
2. The external auditors may be removed for good cause by the Board of Trustees.

Members of the Board of Trustees and Court
3. Any member of the Board of Trustees or Court, other than those who are members by virtue of their office or members of the academic staff, may be removed for good cause by Court.

Good cause
4. ‘Good Cause’ in this Statute means one or more of the following:
   - conviction for an offence rendering the person convicted unfit for the execution of the duties of the office;
   - improper conduct, incompatible with the duties of the office;
   - conduct constituting persistent refusal, neglect or inability, including mental or physical inability, to perform the duties or comply with the conditions of office.

Statute 32 - Academic Staff: Dismissal, Discipline, Grievance Procedures and related matters

1. Application and Scope
1.1 This Statute relates to the conduct and discipline, performance, dismissal, suspension and grievances of employees and shall apply to all employees of the University except the Vice-Chancellor

1.2 This Statute shall be construed to give effect to the following guiding principles:
1.2.1 to ensure that members of academic staff at the University have freedom within the law to question and test received wisdom and to put forward new ideas and controversial or unpopular opinions without placing themselves in jeopardy of losing their jobs or privileges;
1.2.2 to enable the University to provide education, promote learning and engage in research efficiently and economically;
1.2.3 to apply the principles of justice and fairness and seek to advance the principles of equality and diversity.
1.3 In the case of conflict the provisions of this Statute shall prevail over those of any other Statute or of any Ordinance or procedure made under or to give effect to this Statute.
1.4 Nothing in any contract of employment entered into shall override or exclude the provisions of this Statute.

2. Procedures
2.1 The Board of Trustees shall by Ordinance prescribe the procedures for dismissing employees on the grounds of conduct, capability (performance and ill health), redundancy, illegality and some other substantial reason as defined by the Employments Rights Act 1996 as amended, extended or re-enacted from time to time.
2.2 Such Ordinances shall provide for:
   (i) the right of employees to be accompanied at any formal meetings held under the Ordinances by a work colleague or trade union representative;
   (ii) the University to have the power to suspend any employee to investigate alleged misconduct or for any other good or urgent reason;
   (iii) appropriate penalties, which shall include warnings and dismissal;
   (iv) the right of appeal against a notice of dismissal given to an employee;
   (v) any dismissal made under such Ordinance to remain in force pending the outcome of any appeal;
   (vi) employees to receive a reasoned decision in writing in respect of any formal action taken under the Ordinances.

2.3 The Board of Trustees shall ensure that there is a grievance procedure in place to consider complaints raised by employees concerning their employment, which relate to themselves as individuals or their personal dealings or relationships with other employees at the University. The grievance procedure will not apply:
   (i) in respect of the outcome of any matter dealt with under this Statute;
   (ii) where the Board of Trustees has prescribed or the University has in place other procedures.

2.4 The Board of Trustees shall be the body responsible for monitoring the effectiveness of the Ordinances and procedures prescribed by it under this Statute.

Statute 33
Validity of Acts of Court, the Board of Trustees and Senate

No act or resolution of the Board of Trustees, Court or Senate shall be invalid by reason only of a vacancy among its members, or lack of qualification or invalidity in the election or appointment of a member.

Statute 34

Contracts

The University may make the following binding contracts:

(a) Any contract which if made between private persons would be by law required to be in writing and under seal, provided the contract is in writing and signed by two persons acting under the express or implied authority of the Board of Trustees under the University Seal.

(b) Any contract which if made between private persons would be by law required to be in writing and signed by the parties, provided it is in writing and signed by a person acting under the express or implied authority of the Board of Trustees.

(c) Any contract which if made between private persons would by law be valid even if made only verbally, provided it is made in writing or verbally on behalf of the University by any person acting under the express or implied authority of the Board of Trustees.