SCHEDULE

STATUTES

OF THE UNIVERSITY OF KENT

I. OF THE MEANING OF THE TERMS USED IN THESE STATUTES

(i) In these Statutes:

"University" means the University of Kent
"Charter" means the Charter of the University
"Court" means the Court of the University
"Council" means the Council of the University
"Senate" means the Senate of the University
"Faculty" means Faculty of the University
"Ordinances" means Ordinances of the University made pursuant to the Charter or these Statutes
"Regulations" means Regulations of the University made pursuant to the Charter, these Statutes, or the Ordinances

(ii) The Council may by resolution from time to time define other terms used in the Charter these Statutes and Ordinances and Regulations provided always that such definitions shall not conflict with the Charter and these Statutes.

(iii) Words importing the masculine shall include the feminine and, unless the context otherwise requires, words in the singular shall include the plural and words in the plural shall include the singular.

II. OF THE MEMBERS OF THE UNIVERSITY

1. The following persons shall be Members of the University:

The following Officers of the University, viz: the Chancellor, the Chair of the Council, the Vice-Chancellor, the Pro-Vice-Chancellors, the Chair of the Finance and Resources Committee, the Deans of the Faculties, the Professors of the University, the Masters of the Colleges of the University and the Secretary of the Council.
The Members of the Court
The Members of the Council
The Members of the Senate
The Members of the Academic Staff
The Director of Information Services
The Emeritus Professors
Such other members of the Staff and Officers of the University as shall under Ordinances or Regulations made by the Council be granted the status of members.
The Graduates of the University
The Students of the University

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2. Membership of the University shall continue as long as one at least of the qualifications above enumerated shall continue to be possessed by the individual member.

3. The Council on the recommendation of the Senate shall have power to declare such other persons Members of the University as it shall deem fit.

III. OF THE VISITOR

1. The Visitor shall be the person who shall be for the time being Lord Archbishop of Canterbury.

2. It shall be the duty of the Visitor to hear and determine appeals made in accordance with the provisions of Statute XXIII.

3. It shall also be the duty of the Visitor to adjudicate upon any matter concerning the University which shall have been referred to him by a resolution passed by a simple majority of the members of the Court present and voting. On matters so referred the decision of the Visitor shall be final and binding.

IV. OF THE CHANCELLOR

1. The Chancellor shall be appointed by the Court on the nomination of the Council after consultation with the Senate. The appointment shall be made at a meeting of the Court specially called for the purpose and held as soon as conveniently possible after the occurrence of a vacancy. Not less than four weeks' notice of the date of such meeting shall be given by the Secretary of the Council to each member of the Court.

2. The Chancellor shall hold office for up to seven years from the date of appointment.

3. The Chancellor may resign by writing addressed to the Secretary of the Court.

V. OF THE CHAIR OF THE COUNCIL

1. The Chair of the Council shall be appointed by the Council and shall hold office for a period of up to three years from the date of appointment or until earlier resignation, or removal in accordance with Statute XXIII and, unless so removed, shall be eligible for reappointment under such conditions as may be prescribed by Ordinance.

2. The Chair of the Council shall be a member of the Council and chair its meetings.

3. The Chair of the Council may resign by writing addressed to the Secretary of the Council.

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VI. OF THE VICE-CHANCELLOR

1. The Vice-Chancellor shall hold office for such period as may be determined at the time of his appointment or until retirement or until his resignation, or removal in accordance with Statute XXIV.

2. The Vice-Chancellor shall be appointed by the Council after consultation with the Senate and after considering a report from a Joint Committee of the Council and the Senate. The membership of the Joint Committee shall be prescribed by Ordinance.

3. The Vice-Chancellor shall be Chair of the Senate ex officio.

4. The Vice-Chancellor shall have a general responsibility to the Council for maintaining and promoting the efficiency and good order of the University.

5. The Vice-Chancellor may refuse to admit any person as a student without assigning any reason, and may suspend any Student from any class or classes, and may exclude any Student from any part of the University or its precincts. He shall report any such suspension or exclusion to the Senate at its next meeting.

6. The Vice-Chancellor may resign by writing addressed to the Secretary of the Council.

VII. not in use.

VIII. not in use.

IX. OF THE DEPUTY VICE-CHANCELLOR(S) AND THE PRO-VICE-CHANCELLORS

1. The number of Pro-Vice-Chancellors shall be determined by the Council on the recommendation of the Vice-Chancellor.

2. The Council shall from time to time, on the recommendation of the Vice-Chancellor, appoint one or more of the Pro-Vice-Chancellors to be Deputy Vice-Chancellor(s).

3. The Deputy Vice-Chancellor(s) and the Pro-Vice-Chancellors may resign their respective posts by writing addressed to the Vice-Chancellor.

X. not in use.

XI. OF THE DEANS

1. A Dean shall be appointed in each Faculty of the University.

2. The Dean of each Faculty shall hold office for such period and upon such conditions as to re-appointment or otherwise as shall from time to time be prescribed by Ordinance.
3. The Dean of each Faculty shall be a member of all Committees of that Faculty *ex officio*, and shall present candidates for Degrees (except Honorary Degrees) in the subjects of that Faculty.

4. The Dean of a Faculty may resign by writing addressed to the Vice-Chancellor.

**XII. OF THE SECRETARY OF THE COUNCIL AND THE COURT**

The Council shall, on the recommendation of the Chair of the Council and the Vice-Chancellor, appoint a Secretary of the Council and the Court.

**XIII. not in use**

**XIV. OF THE AUDITOR OR AUDITORS**

1. The Council shall from time to time appoint an Auditor or Auditors. Every such Auditor shall be a member of a body of accountants established in the United Kingdom and for the time being recognised for the purposes of paragraph (a) of sub-section (1) of section 161 of the Companies Act 1948, by the Board of Trade. Every such Auditor shall be in the active practice of his profession, and no person shall be appointed Auditor who is or any one of whose partners is a Member of the Court, Council or staff of the University.

2. The Auditor or Auditors shall hold office for one year, shall be eligible for re-appointment and shall receive such remuneration as may be determined by the Council.

3. The Auditor or Auditors shall have a right of access at all reasonable times to the books, records, accounts and vouchers of the University, and shall be entitled to require from officers of the University such information and explanations as may be necessary for the purposes of his or their duties.

4. If the office of the Auditor or Auditors shall become vacant by reason of his or their death or resignation or any good cause before the expiration of his or their period of office, the Council shall forthwith appoint an Auditor or Auditors in his or their place for the remainder of such period.

5. The Auditor or Auditors shall make a report to the Council at least once in each year, and an Auditor may resign by writing addressed to the Secretary of the Council.

6. The acceptance of office by an Auditor shall be deemed to carry with it an undertaking by the Auditor to the University that every certificate given by him or passing of accounts by him implies that he has satisfied himself by full and careful investigation (made by himself or agents for whom he undertakes to be responsible) by every reasonable means within his power or reach and after the exercise of due professional skill that the statements in the certificate are true and accurate, and that any accounts certified or

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XV. OF OTHER OFFICERS

The Council shall appoint such other Officers as it may deem necessary with such duties, at such remuneration and (subject to Statute XXIV) upon such terms and conditions as the Council shall deem fit provided that no Academic Officer shall be appointed except on the recommendation of the Senate.

XVI. OF THE COURT

1. The Court shall consist of the following persons, namely:

(i) Ex officio Members

(a) The Chancellor
(b) The Chair of the Council
(c) The Vice-Chancellor
(d) The Chair of the Finance and Resources Committee
(e) The Pro-Vice-Chancellors
(f) The Deans of the Faculties
(g) The Professors of the University
(h) The Masters of the Colleges
(i) The Secretary and Registrar
(j) The Director of Information Services and Librarian
(k) Those persons who are or have been Members of the Council of the University.
(l) The Emeritus Professors
(m) Persons holding the title of Honorary Professor.
(n) The President of the Students' Union.
(o) Her Majesty's Lieutenant of and in The County of Kent.
(p) Members of the Commons House of Parliament for the Constituencies which shall be for the time being within the former boundaries of The County of Kent as they were on the first day of January, 1965.
(q) The High Sheriff of The County of Kent
(r) The Lord Warden of the Cinque Ports
(s) The Chairman of the Kent County Council
(t) The Lord Mayor of The City of Canterbury
(u) The Dean of the Cathedral and Metropolitical Church of Christ at Canterbury
(v) The Sheriff of The City of Canterbury
(w) The Chief Executive of the Kent County Council
(x) The Chief Executive of The City of Canterbury
(y) The Director of Educational Services of The County of Kent
(z) The Director of the East Kent Educational Area
(α) The Provost of Imperial College at Wye
(β) The Principal of Canterbury Christ Church University College

(ii) Appointed Members

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(a) The persons who were appointed by the Lords of Her Majesty's Most Honourable Privy Council to be members of the Academic Advisory Committee.

(b) Three other persons appointed by the Lords of Her Majesty's Most Honourable Privy Council.

(iii) Representative Members

(a) Twelve representatives from among their number chosen by the non-professorial teaching staff of the University.

(b) Representatives appointed by the convocation of the University; the number of such representatives to be calculated so as to provide one representative for every seven hundred and fifty Members of Convocation.

(c) One representative appointed by the Student Members of each of the Colleges of the University.

(d) One person appointed by the Hebdomadal Council of the University of Oxford.

(e) One person appointed by the Council of the Senate of the University of Cambridge.

(f) Two persons appointed by the Senate of the University of London.

(g) One person appointed by the Senate of the University of Sussex.

(h) One person appointed by each of the following:

   (1) The Lord Archbishop of Canterbury
   (2) The Lord Bishop of Rochester
   (3) The Roman Catholic Archbishop of Southwark
   (4) The President of the Baptist Union
   (5) The President of the Methodist Conference
   (6) The Moderator of the United Reformed Church
   (7) The Chief Rabbi

(i) Nineteen persons to be appointed respectively by the Council of The County of Kent, by the Council of The City of Canterbury. The number of representatives within this total to be appointed by each of the authorities mentioned shall be determined from time to time by the Court on the recommendation of the Council.

(j) Four persons appointed by the Kent Association of District Councils.
(k) Three persons appointed by the Kent Association of Parish Councils.

(l) One person appointed by the Council of the Borough of Bromley.

(m) One person appointed by the Council of the Borough of Bexley.

(n) Such Heads of Schools in The County of Kent not exceeding six in all, as may be appointed by the Court on the nomination of the Council provided that not more than one shall be the Head of an Independent School.

(o) The Heads of such Universities and Colleges of Higher and Further Education in South London and the County of Kent as the Court on the recommendation of the Council may from time to time determine, but so that the total of such persons shall not exceed eight.

(p) One representative of each of such learned or professional societies or bodies as the Court on the recommendation of the Council may from time to time determine, but so that the total of such representatives shall not exceed twelve.

(q) One representative of each of such Chambers of Commerce, Trades and Labour Councils, Trade Unions, Societies, Clubs, Associations and other similar organisations in The County of Kent of whom three shall be prominent in the industrial and commercial life of The County of Kent as the Court on the recommendation of the Council may from time to time determine, but so that the total of such representatives shall not exceed twelve.

(iv) Other persons

(a) Such other persons, not exceeding twelve in all, as may be co-opted by the Court.

(b) Such other persons, not exceeding twelve in all, as may be appointed by the Council.

2. (i) Members of the Court ex officio (other than members of the academic staff to whom Statute XXIV applies) shall continue in membership as long as they occupy the positions in respect of which they became members or until removed in accordance with Statute XXIII.

(ii) The members of the Court referred to in Clause (ii) of Paragraph 1 of this Statute shall hold office for such period as the Lords of Her
Majesty's most Honourable Privy Council may determine, provided that the persons who on 9th June 1971 when the Academic Advisory Committee was dissolved were then members of the Court by nature of their membership of the Academic Advisory Committee shall continue to hold office during their respective lives or until their resignations.

(iii) The members of the Court referred to in Sub-Clauses (a) to (q) inclusive of Clause (iii) of Paragraph 1 of this Statute (other than members of the academic staff to whom Statute XXIV applies) shall hold office for a period of three years commencing on the first day of August in the year in which they are appointed, and unless removed in accordance with Statute XXIII, shall be eligible for re-appointment, provided that such members who, in terms of Clause (iii) of Paragraph 1, are required to hold a particular qualification or appointment shall be members of the Court only so long as they hold that qualification or appointment.

(iv) Persons co-opted or appointed to the Court in terms of Clause (iv) of Paragraph 1 of this Statute shall hold office for such period as may be determined by the Court or the Council, as the case may be.

(v) Casual vacancies among the Representative Members shall be filled as soon as conveniently possible by the body which appointed the member whose place has become vacant and the person appointed to fill the vacancy shall be a member for the unexpired portion of the period of office of his predecessor.

(vi) Except as may be otherwise provided in Paragraph 1 of this Statute, a person who is appointed by a body or to represent a body on the Court need not be a member of the body which appointed him or which he represents.

(vii) Any member of the Court may resign by writing addressed to the Secretary of the Council.

3. (i) An Annual General Meeting of the Court shall be held once in every academic year within fifteen months of the preceding meeting at such day and hour as shall be determined by the Council, and at such yearly meeting a Report of the proceedings of the Council and of the University, together with an audited Statement of the Accounts, shall be presented by the Council. Any vacancies in the membership of the Court appointed by the Court shall be filled at such meeting.

(ii) A copy of the Report and of the Statement of Accounts referred to in the last preceding Clause shall be sent to every member of the Court at least seven days before the date of the Annual General Meeting.
Meeting, and shall be open to inspection at the office of the University during the year following such Annual General Meeting at such reasonable hours and upon such conditions as the Council shall determine.

(iii) Notice of the date, time and place of the Annual General Meeting of the Court shall be sent by the Secretary of the Council to each member of the Court not less than twenty-eight days before the date of the meeting, and an agenda paper shall be circulated at least seven days previous to any meeting of the Court.

(iv) Members intending to bring forward any business (other than the business referred to in Clause (i) of this Paragraph) at the Annual General Meeting or to propose any person or persons for appointment as a member of the Court, shall give notice in writing to such business or of the name of the person or persons so proposed to the Secretary of the Council at least fourteen days before the day appointed for such meeting, and all such business and the names of the persons so proposed shall be included in the agenda paper to be sent by the Secretary of the Council to each member of the Court.

(v) A Special Meeting of the Court may be convened at any time by the Council on the written request of not less than thirty members of the Court. At least fourteen days' notice of any Special Meeting stating generally the nature of the business to be transacted shall be sent by the Secretary of the Council to each member of the Court, and no such meeting shall be competent to transact any other business than that mentioned in the notice or directly arising therefrom.

(vi) Twenty-five members of the Court shall constitute a quorum. In the absence of a quorum, no business shall be transacted other than the adjournment of the meeting. At the adjourned meeting, the business for which the original meeting was called may be completed in the absence of a quorum. The manner of summoning the adjourned meeting, and the period of notice to be given, shall be prescribed in the Standing Orders.

4. The powers of the Court shall be:

(i) To appoint the Chancellor in accordance with the provisions of the Charter and these Statutes.

(ii) To receive from the Council an annual Report on the working of the University and the audited Annual Statement of the Accounts of the University.

(iii) To deal with items placed on the agenda in accordance with Clauses (iv) and (v) of Paragraph 3 of this Statute.
(iv) To refer any matter to the Council for consideration in accordance with the Charter and these Statutes.

XVII. OF THE COUNCIL

1. The Council shall consist of the following persons, namely:

(i) Ex officio members

(a) The Chancellor
(b) The Chair of the Council
(c) The Vice-Chancellor
(d) The Chair of the Finance and Resources Committee
(e) The Deputy Vice-Chancellor
(f) The President of the University of Kent Students' Union

(ii) Appointed members: fourteen persons external to the University.

(iii) Elected Staff and Student representatives

(a) Two persons elected from among their number by the academic staff of the University.
(b) One person elected from among their number by staff on administrative, library and computing grades.
(c) One person elected from among their number to represent other non-academic staff.
(d) One student elected from among their number by the students of the University.

2. The members of the Council referred to in Clause (i) of Paragraph 1 of this Statute (other than members of the academic staff to whom Statute XXIV applies) shall hold office so long as they continue to occupy the respective positions named unless removed in accordance with Statute XXIII.

(ii) The members of the Council referred to in Sub-Clauses (ii), (iii)(a), (iii)(b) and (iii)(c) of Paragraph 1 of this Statute (other than members of the academic staff to whom Statute XXIV applies) shall hold office for a period of three years commencing on the first day of August in the year in which they take up such office and, unless removed in accordance with Statute XXIII, shall be eligible for reappointment under such conditions as may be prescribed by Ordinance.

(iii) The student member of the Council referred to in Sub-Clause (iii)(d) of Paragraph 1 of this Statute shall hold office for a period of one year commencing on the first day of August in the year in which the member takes up such office and, unless removed in accordance with Statute XXIII, shall be eligible for reappointment under such conditions as may be prescribed by Ordinance.

(iv) A casual vacancy among the members of the Council referred to in
Paragraph 1 of this Statute shall be filled as soon as conveniently possible, following the relevant procedure for such appointment, and the person appointed to fill the vacancy shall be a member for the unexpired portion of the predecessor's period in office.

(v) Any member of the Council may resign at any time by writing addressed to the Secretary of the Council.

3. Subject to the provisions of the Charter and these Statutes, the Council shall in addition to all other powers vested in it by the Charter and these Statutes, have the following powers:

(i)(a) To nominate to the Court the Chancellor for appointment by the Court except that no person shall be so nominated until the Council has consulted the Senate.

(i)(b) To appoint the Chair of the Council and the Chair of the Finance and Resources Committee.

(ii) To appoint the Vice-Chancellor in accordance with Statute VI.

(iii) To institute on the recommendation of the Senate Professorships, Readerships, Lectureships, and other teaching offices within the University.

(iv) To appoint all other Officers, Teachers, and administrative and subordinate staff in accordance with the provisions of the Charter and these Statutes.

(v) To make provision for research within the University, and with this object to enter into such arrangements with other institutions or with public bodies as may be thought desirable.

(vi) To appoint external examiners on the recommendation of the Senate.

(vii) To confer, on the recommendation of the Senate subject to such conditions as may be prescribed by Ordinance, the title of Emeritus Professor or Reader, Honorary Professor, Reader, Lecturer or other such title.

(viii) To approve Statutes provided that no Statute shall be made until the Senate shall have had an opportunity of considering and reporting thereon to the Council.

(ix) To approve Ordinances on any matters in respect of which Ordinances are required to be made by the Charter or these Statutes or which in the view of the Council should be governed by Ordinance, provided that no such Ordinances shall be made until the Senate shall have had an opportunity of considering and reporting thereon to the Council.
To make Regulations for any purpose for which Regulations are or may be authorised to be made provided that no Regulation shall be made by the Council until the Senate shall have had the opportunity of considering and reporting thereon to the Council and that no Regulation which deals with matters that are the responsibility of the Senate as defined in Article 14 of the Charter shall be made by the Council except upon the recommendation of the Senate.

To exercise all such powers as are or may be conferred on the Council by the Charter, these Statutes, the Ordinances and Regulations.

To amend or refer back any recommendation of the Senate required by these Statutes, the Ordinances and Regulations to be made to the Council, provided that any recommendation of the Senate which it is desired to adopt with an amendment shall be referred again to the Senate for consideration and report before it is finally adopted by the Council.

To review the teaching and instruction of the University after consultation with the Senate.

To entertain, adjudicate upon and, if thought fit, redress any grievances of the Officers of the University, the Professors and academic staff, the Graduates, the Students or any members of the non-academic staff of the University, who for any reason feel aggrieved.

To demand and receive fees, to govern, manage, and regulate the finances, accounts, investments, property, business and all affairs whatsoever of the University, and for that purpose to appoint bankers and any other officers or agents whom it may deem it expedient to appoint, and to cause proper books of account to be kept for sums of money received and expended by the University and for the assets and liabilities of the University, so that such books give a true and fair view of the state of the University's affairs, and explain its transactions.

To invest any money belonging to the University in such stocks, funds, fully paid-up shares or securities as the Council shall from time to time think fit, whether within the United Kingdom of Great Britain and Northern Ireland or not, or in the purchase of freehold or leasehold hereditaments in the United Kingdom, including rents, provided that in the case of moneys which are held by the University as a trustee, the powers conferred by this paragraph shall be exercised subject to the provisions of the law relating to investment by trustees.

To provide and maintain the buildings, premises, furniture, apparatus and other means needed for carrying on the work of the University, and to license lodgings, apartments, and other places of residence, whether maintained by the University or not, upon such
(xviii) To sell, buy, exchange, lease and accept leases of real and personal property on behalf of the University.

(xix) To borrow money on behalf of the University, and for that purpose, if the Council think fit, to mortgage or charge all or any part of the property of the University, whether real or personal, unless the conditions of any Will, Deed, Gift or other similar instrument are thereby contravened, and to give such other security, whether upon real or personal property or otherwise, as the Council think fit.

(xx) To provide for the welfare of all persons in the employment of the University or formerly in the employment of the University, and the spouses, widows or widowers and dependants of such persons, including the payment of money, pensions and other payments, and to subscribe to benevolent and other funds for the benefit of such persons.

(xxii) To refer to the Senate the names of persons proposed as recipients of Honorary Degrees, and to approve or disapprove the names of persons proposed by the Senate as recipients of such Degrees, provided that no person shall be admitted by the University to an Honorary Degree whose name has not been approved for that purpose by the Council and by the Senate.

(xxiv) To provide for the welfare of the Students of the University.

(xxv) To have the sole custody and use of the Seal of the University.

4. One-third of the total actual membership of the Council shall constitute a quorum. In the absence of a quorum, no business shall be transacted other than the adjournment of the meeting. At the adjourned meeting, the business for which the original meeting was called may be completed in the absence of a quorum. The manner of summoning the adjourned meeting, and the period of notice to be given, shall be prescribed in the Standing Orders.

XVIII. OF THE SENATE

1. The Senate shall consist of the following persons, namely:

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(i) The Vice-Chancellor, who shall be Chairman *ex officio*.

(ii) The Pro-Vice-Chancellors

(iii) The Deans of the Faculties

(iv) Thirty representatives of the academic staff in the Faculties, this to include:

(a) *ex officio* the heads of departments defined in Ordinance XVII.

(b) Two elected representatives of each Faculty.

(c) Other elected representatives of the Faculties, as determined by election results.

(v) The Director of Information Services

(vi) One of the Masters of the Colleges according to a rotation approved by Senate.

(vii) Four representatives of the students of the University, this to comprise:

(a) The President of the Students' Union.

(b) One other sabbatical officer nominated by the President of the Students' Union.

(c) Two elected student representatives.

(viii) Such other persons, not exceeding four in all, as may be co-opted by the Senate.

2. The elected members of the Senate referred to in Clause (iv) of Paragraph 1 of this Statute shall be elected as may be prescribed by Ordinance. They shall hold office for a period of two years beginning on the first day of August in the year in which they are elected and shall be eligible for re-election provided that no person who has at any time completed a period of four consecutive years in such office shall be so eligible before the expiry of one year from the end of the last such period.

3. The manner of election and the period of office of the elected student members of the Senate shall be prescribed by Ordinance.

4. The Senate shall, in addition to all other powers vested in it by the Charter and these Statutes, have the following powers:

(i) To direct and regulate the instruction and teaching of the University, both internal and extra-mural, and the examinations
(ii) To promote research within the University, and to require reports from time to time on such research.

(iii) To authorise the award of Degrees (other than Honorary Degrees), Diplomas, Certificates and other distinctions to persons who have satisfied the conditions for the award thereof as prescribed in these Statutes and the Ordinances and Regulations.

(iv) On what it shall deem to be good cause to deprive persons of any Degrees or other distinctions conferred on them, and to revoke any Diplomas or Certificates granted to them by the University.

(v) To appoint internal examiners.

(vi) To recommend the names of external examiners for appointment by the Council, provided that there shall be at least one external and independent examiner appointed by the Council for the final examinations prescribed for any Degree of Bachelor, and also for the examinations prescribed for any higher Degree.

(vii) To suspend or remove examiners for negligence or misconduct during their term of office and, in case of death, illness or resignation of an examiner, or in case of his suspension or removal, to appoint a substitute who shall have authority to act during the examination in progress or next ensuing.

(viii) To make recommendations to the Council for the appointment of Deans of Faculties, Professors, Readers, Senior Lecturers, Lecturers and such other academic officers and academic staff of the University as may be found desirable.

(ix) To propose to the Council the names of persons to receive Honorary Degrees, and to approve or disapprove the names of persons proposed by the Council to receive such Degrees.

(x) To report to the Council as may be required on all Statutes, Ordinances and Regulations, or proposed changes thereof.

(xi) To review, amend, refer back, control or disallow any act of any Board of a Faculty, and to give directions to any such body.

(xii) To control, subject to the Ordinances and Regulations, the admission of persons to courses of study in the University and their continuance in such courses.

(xiii) To make and enforce Regulations for the discipline of the Students of the University.
(xiv) To expel on the recommendation of the Vice-Chancellor any Student deemed to have been guilty of grave misconduct.

(xv) To make recommendations to the Council on any matter referred to the Senate by the Council.

(xvi) To make recommendations to the Council on any academic matters.

(xvii) To discuss and declare an opinion on any matter whatsoever relating to the University.

(xviii) To fix, subject to any conditions made by the Founders which are accepted by the Council, the times and mode and conditions of competition for Fellowships, Scholarships, Exhibitions and Prizes, and to regulate examinations for them, and to award the same.

(ixx) To prescribe the academic dress to be worn by the various officers and members of the University, and the occasions on which it shall be worn.

(xx) To exercise all such powers as are or may be conferred on the Senate by the Charter, Statutes, Ordinances and Regulations and to do such other acts and things as the Council shall authorise.

5. One-third of the total membership of the Senate shall constitute a quorum. In the absence of a quorum, no business shall be transacted other than the adjournment of the meeting. At the adjourned meeting, the business for which the original meeting was called may be completed in the absence of a quorum. The manner of summoning the adjourned meeting, and the period of notice to be given, shall be prescribed in the Standing Orders.

XIX. OF THE REGULATION OF STUDENT MEMBERSHIP OF COMMITTEES

1. In any case where the student is a member of or is admitted to any meeting of the Council, the Senate, the Faculty Boards or any committees of these bodies, the student shall withdraw from the meeting when it is declared by the Chair of the meeting that the meeting is about to discuss a reserved area of business and shall not return to the meeting until the discussion on the reserved area of business is concluded.

2. Papers for consideration at any such meeting and minutes and other records any of which relate to reserved areas of business shall not at any time be made available to a student.

3. Reserved areas of business include matters affecting the appointment, promotion and personal affairs of members of the staff of the University and matters affecting the admission and academic assessment of students.
individual students. Subject to the above, the Chair of the meeting, having first heard representations from those present at the meeting, may decide in any case of doubt whether a matter is a reserved area of business or not and his decision shall be final.

XX. OF THE FACULTIES

1. The number of the Faculties and the studies to be included within each Faculty shall be prescribed by Ordinance.

2. The governing body of each Faculty shall be the Board of the Faculty, of which the Dean shall be chair *ex officio* and the composition of which together with the mode of election of its members shall be regulated by Ordinance.

3. Subject to the Charter and these Statutes and to any Ordinances and Regulations made in pursuance thereof, the Board of each Faculty shall have the following powers:

   (i) To direct, subject to the control of the Senate, the teaching and study of the subjects assigned to the Faculty by Ordinance.

   (ii) To recommend to the Senate persons for appointment as examiners in the Faculty.

   (iii) To report to the Senate on any matter relating to the work of the Faculty.

   (iv) To make recommendations to the Senate for the award of Degrees, other than Honorary Degrees, and for the award of Diplomas, Certificates, Fellowships, Studentships, Scholarships and Prizes within the Faculty.

   (v) To consider any matters relating to the Faculty referred to it by the Senate and to report thereon to the Senate and to deal with any matters delegated to it by the Senate.

XXI. OF COMMITTEES

1. The Court, the Council, the Senate and the Boards of the Faculties may each appoint such and so many standing and special Committees as may seem to them fit. The powers of these Committees shall be such as the bodies appointing them from time to time direct, and may be revoked, altered or enlarged as to the appointing bodies shall seem meet. Every Committee shall report to the body appointing it, but, to the extent to which that body from time to time directs, the proceedings and acts of Committees shall not require the approval of the appointing body. Provided that nothing in this paragraph shall enable the Council to delegate its power to reach a decision under paragraph 10.(2) of Statute XXIV.

2. The Council shall make standing orders for the proceedings of all
Committees, but, subject thereto, every Committee may determine its
own procedure and times and places of meeting.

3. The Chair of the Council and the Vice-Chancellor shall be ex officio
members of every Committee of the Court and Council, and of every
Joint Committee of the Court and Council.

4. The Vice-Chancellor shall be ex officio a member of every Committee,
Board or sub-committee of the Senate and of the Faculties.

XXII. OF THE SERVICE OF NOTICES AND DOCUMENTS

1. Any notice or document required by or for the purposes of these Statutes
to be given or sent to a member may be given or sent either personally or
by sending it by post to him to his last address known to the University.

2. Where a notice or other document is sent by post, service thereof shall be
deemed to have been properly effected by properly addressing and posting
a letter containing the notice or other document, and shall be deemed to
have been effected at the time at which the letter would in the ordinary
course be delivered.

XXIII. OF THE REMOVAL OF OFFICERS AND MEMBERS OF COURT
AND COUNCIL

1. The Chancellor, the Chair of the Council, the Chair of the Finance and
Resources Committee and any other member of the Court or of the
Council (other than a member of the academic staff to whom Statute
XXIV applies) may be removed for good cause by the Court. No person
shall be removed by the Court unless he shall have been given a
reasonable opportunity to have been heard by the Court.

2. "Good cause" in this Statute means -

(a) conviction for an offence which may be deemed by the Court to be
such as to render the person convicted unfit for the execution of
the duties of the office; or

(b) conduct of an immoral, scandalous or disgraceful nature
incompatible with the duties of the office; or

(c) 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.

3. (i) Any person removed by the Court in accordance with the
provisions of this Statute shall have the right of appeal to the
Visitor.

(ii) Notice of appeal setting out the grounds of the appeal shall be

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given in writing to the Secretary of the Council within fourteen days of the receipt by the appellant of notice of the decision appealed against.

(iii) The Visitor may at his discretion nominate two members of the Court, whose membership of the University derives solely from their membership of the Court, to assist him as assessors in the hearing of any appeal.

(iv) The appellant shall have the right to be accompanied at the hearing of the appeal by one other person of his own choosing, and to nominate such person to address the Visitor on his behalf.

(v) The appeal shall be heard within two months of the date on which notice of appeal shall have been given to the Secretary of the Council.

(vi) The appeal shall be held in private and the Visitor shall have the right to summon and examine any Member of the University, and to invite and examine any other person.

(vii) The decision of the Visitor on each appeal shall be final and binding.

XXIV. OF ACADEMIC STAFF

PART I CONSTRUCTION, APPLICATION AND INTERPRETATION

Construction

1. This Statute and any Ordinance or Regulation made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say -

   (a) to ensure that academic staff have freedom within the law to question and test received wisdom, and to put forward ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges;

   (b) to enable the University to provide education, promote learning and engage in research efficiently and economically; and

   (c) to apply the principles of justice and fairness.

Reasonableness of decisions

2. No provision in Part II or Part III shall enable the body or person having the duty to reach a decision under the relevant Part to dismiss any member of the academic staff unless the reason for his dismissal may in the circumstances (including the size and administrative resources of the
Application

3. (1) This Statute shall apply
   
   (a) to the Professors and other members of the academic staff;
   
   (b) to the Secretary and Registrar, the Librarian and the other
       members of the academic related staff; and
   
   (c) to the Vice-Chancellor to the extent and in the manner set
       out in the Annex to this Statute.

   (2) In this Statute any references to "academic staff" is a reference to
   persons to whom this Statute applies.

Interpretation

Meaning of "dismissal"

4. In this Statute "dismiss" and "dismissal" mean dismissal of a member of
   the academic staff and -
   
   (a) include remove or, as the case may be, removal from office; and
   
   (b) in relation to employment under a contract, shall be construed in
       accordance with section 55 of the Employment Protection
       (Consolidation) Act 1978.

Meaning of "good cause"

5. (1) For the purposes of this Statute "good cause" in relation to the
   dismissal or removal from office or place of a member of the
   academic staff, being in any case a reason which is related to
   conduct or to capability or qualifications for performing work of
   the kind which the member of the academic staff concerned was
   appointed or employed to do, means -
   
   (a) conviction for an offence which may be deemed by a
       Tribunal appointed under Part III to be such as to render
       the person convicted unfit for the execution of the duties of
       the office or employment as a member of the academic
       staff; or
   
   (b) conduct of an immoral, scandalous or disgraceful nature
       incompatible with the duties of the office or employment; or
   
   (c) conduct constituting failure or persistent refusal or neglect
       or inability to perform the duties or comply with the
       conditions of office; or
(d) physical or mental incapacity established under Part IV.

(2) In this paragraph -

(a) "capability", in relation to such a member, means capability assessed by reference to skill, aptitude, health or any other physical or mental quality; and

(b) "qualifications", in relation to such a member, means any degree, diploma or other academic, technical or professional qualification relevant to the office or position held by that member.

Meaning of "redundancy"

6. For the purposes of this Statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to -

(a) the fact that the University has ceased, or intends to cease, to carry on the activity for the purposes of which the member of the academic staff concerned was appointed or employed by the University, or has ceased, or intends to cease, to carry on that activity in the place in which the member concerned worked; or

(b) the fact that the requirements of that activity for members of the academic staff to carry out work of a particular kind, or for members of the academic staff to carry out work of a particular kind in that place, have ceased or diminished or are expected to cease or diminish.

Incidental, supplementary and transitional matters

7. (1) In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute and over those of the Ordinances and Regulations and the provisions of any Ordinance made under this Statute shall prevail over those of any other Ordinance.

Provided that Part III of and the Annex to this Statute shall not apply in relation to anything done or omitted to be done before the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988.

(2) Nothing in any appointment made, or contract entered into, shall be construed as over-riding or excluding any provision made by this Statute concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause.

Provided that nothing in this sub-paragraph shall prevent waivers...
(3) Nothing in any other Statute or in any Ordinance or Regulation made thereunder shall authorise or require any officer of the University to sit as a member of any Committee, Tribunal or body appointed under this Statute or to be present when any such Committee, Tribunal or body is meeting to arrive at its decision or for the purpose of discussing any point of procedure.

(4) In this Statute references to numbered Parts, paragraphs, and sub-paragraphs are references to Parts, paragraphs, and sub-paragraphs so numbered in this Statute.

PART II REDUNDANCY

Purpose of Part II

8. This Part enables the Council, as the appropriate body, to dismiss any member of the academic staff by reason of redundancy.

Exclusion from Part II of persons appointed or promoted before 20th November 1987

9. (1) Nothing in this Part shall prejudice, alter or affect any rights, powers or duties of the University or apply in relation to a person unless -

   (a) his appointment is made, or his contract of employment is entered into, on or after 20th November 1987; or

   (b) he is promoted on or after that date.

(2) For the purposes of this paragraph in relation to a person, a reference to an appointment made or a contract entered into on or after 20th November 1987 or to promotion on or after that date shall be construed in accordance with subsections (3) to (6) of section 204 of the Education Reform Act 1988.

The Appropriate Body

10. (1) The Council shall be the appropriate body for the purposes of this Part.

(2) This paragraph applies where the appropriate body has decided that it is desirable that there should be a reduction in the academic staff -

   (a) of the University as a whole; or
(b) of any faculty, school, department or other similar area of
the University

by way of redundancy.

11. (1) Where the appropriate body has reached a decision under
paragraph 10.(2) it shall appoint a Redundancy Committee to be
constituted in accordance with sub-paragraph (3) of this paragraph
to give effect to its decision by such date as it may specify and for
that purpose

(a) to select and recommend the requisite members of the
academic staff for dismissal by reason of redundancy; and

(b) to report their recommendations to the appropriate body.

(2) The appropriate body shall either approve any selection
recommendation made under sub-paragraph (1), or shall remit it
to the Redundancy Committee for further consideration in
accordance with its further directions.

(3) A Redundancy Committee appointed by the appropriate body
shall comprise -

(a) a Chairman; and

(b) two members of the Council, not being persons employed
by the University; and

(c) two members of the academic staff nominated by the
Senate.

Notices of intended dismissal

12. (1) Where the appropriate body has approved a selection
recommendation made under paragraph 11.(1) it may authorise an
officer of the University as its delegate to dismiss any member of
the academic staff so selected.

(2) Each member of the academic staff selected shall be given separate
notice of the selection approved by the appropriate body.

(3) Each separate notice shall sufficiently identify the circumstances
which have satisfied the appropriate body that the intended
dismissal is reasonable and in particular shall include -

(a) a summary of the action taken by the appropriate body
under this Part;

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(b) an account of the selection processes used by the Redundancy Committee;

(c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part V (Appeals); and

(d) a statement as to when the intended dismissal is to take effect.

PART III DISCIPLINE, DISMISSAL AND REMOVAL FROM OFFICE

13. (1) Minor faults shall be dealt with informally.
(2) Where the matter is more serious but falls short of constituting possible good cause for dismissal the following procedure shall be used -

Stage 1 - Oral Warning

If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal ORAL WARNING. The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure and of the right of appeal under this paragraph. A brief note of the oral warning will be kept but it will be spent after 12 months, subject to satisfactory conduct and performance.

Stage 2 - Written Warning

If the offence is a serious one, or if a further offence occurs, a WRITTEN WARNING will be given to the member of the academic staff by the Dean, Secretary and Registrar or Librarian or other senior member of the staff designated for the purpose by the Vice-Chancellor as the case may be. This will give details of the complaint, the improvement required and the timescale. It will warn that a complaint may be made to the Secretary and Registrar seeking the institution of charges to be heard by a Tribunal appointed under paragraph 16 if there is no satisfactory improvement and will advise of the right of appeal under this paragraph. A copy of this written warning will be kept by the Dean, Secretary and Registrar or Librarian or other senior member of staff designated for the purpose by the Vice-Chancellor as the case may be but it will be disregarded for disciplinary purposes after 2 years subject to satisfactory conduct and performance.

Stage 3 - Appeals

A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Secretary and Registrar within two weeks. The Deputy Vice-Chancellor shall hear all such appeals and his decision shall be final.
Preliminary examination of serious disciplinary matters

14. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in paragraph 13, or in any other case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office, a complaint seeking the institution of charges to be heard by a Tribunal appointed under paragraph 16 may be made to the Secretary and Registrar who shall bring it to the attention of the Vice-Chancellor.

(2) To enable the Vice-Chancellor to deal fairly with any complaint brought to his attention under sub-paragraph (1) he shall institute such investigations or enquiries (if any) as appear to him to be necessary.

(3) If it appears to the Vice-Chancellor that a complaint brought to his attention under sub-paragraph (1) relates to conduct or performance which does not meet acceptable standards but for which no written warning has been given under paragraph 13 or which relates to a particular alleged infringement of rules, regulations or byelaws for which a standard penalty is normally imposed in the University or within the school, department or other relevant area, or is trivial or invalid he may dismiss it summarily, or decide not to proceed further under this Part.

(4) If the Vice-Chancellor does not dispose of a complaint under sub-paragraph (3) he shall treat the complaint as disclosing a sufficient reason for proceeding further under this Part and, if he sees fit, he may suspend the member on full pay pending a final decision.

(5) Where the Vice-Chancellor proceeds further under this Part he shall write to the member of the academic staff concerned inviting comment in writing.

(6) As soon as may be following receipt of the comments (if any) the Vice-Chancellor shall consider the matter in the light of all the material then available and may:

(a) dismiss it himself; or

(b) refer it for consideration under paragraph 13; or

(c) deal with it informally himself if it appears to the Vice-Chancellor appropriate to do so and if the member of the academic staff agrees in writing that the matter should be dealt with in that way; or

(d) direct the Secretary and Registrar to prefer a charge or charges to be considered by a Tribunal to be appointed

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If no comment is received within 28 days the Vice-Chancellor may proceed as aforesaid as if the member concerned had denied the substance and validity of the alleged case in its entirety.

Institution of Charges

15. (1) In any case where the Vice-Chancellor has directed that a charge or charges be preferred under paragraph 14.(6)(d), he shall request the Council to appoint a Tribunal under paragraph 16 to hear the charge or charges and to determine whether the conduct constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to the member's appointment or employment.

(2) Where the Council has been requested to appoint a Tribunal under paragraph 16 the Secretary and Registrar or, if he is unable to act, another officer appointed by the Vice-Chancellor shall take charge of the proceedings.

(3) The officer in charge of the proceedings shall formulate, or arrange for the formulation of, the charge or charges and shall present, or arrange for the presentation of, the charge or charges before the Tribunal.

(4) It shall be the duty of the officer in charge of the proceedings

(a) to forward the charge or charges to the Tribunal and to the member of the academic staff concerned together with the other documents therein specified, and

(b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents and generally for the proper presentation of the case before the Tribunal.

The Tribunal

16. A Tribunal appointed by the Council shall comprise:

(a) a Chairman; and

(b) one member of the Council, not being a person employed by the University; and

(c) one member of the academic staff nominated by the Senate.

Provisions concerning Tribunal procedure

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17. (1) The procedure to be followed in respect of the preparation, hearing and determination of charges by a Tribunal shall be that set out in Ordinances made under this paragraph.

(2) Without prejudice to the generality of the foregoing such Ordinances shall ensure -

(a) that the member of the academic staff concerned is entitled to be represented by another person, whether such person be legally qualified or not, in connection with and at any hearing of charges by a Tribunal;

(b) that a charge shall not be determined without an oral hearing at which the member of the academic staff concerned and any person appointed by him to represent him are entitled to be present;

(c) that the member of the academic staff and any person representing the staff member may call witnesses and may question witnesses upon the evidence on which the case against him is based; and

(d) that full and sufficient provision is made -

(i) for postponements, adjournments, dismissal of the charge or charges for want of prosecution, remission of the charge or charges to the Vice-Chancellor for further consideration and for the correction of accidental errors; and

(ii) for appropriate time limits for each stage (including the hearing) to the intent that any charge thereunder shall be heard and determined by a Tribunal as expeditiously as reasonably practicable.

Notification of Tribunal decisions

18. (1) A Tribunal shall send its decision on any charge referred to it (together with its findings of fact and the reasons for its decision regarding that charge and its recommendations, if any, as to the appropriate penalty) to the Vice-Chancellor and to each party to the proceedings.

(2) A Tribunal shall draw attention to the period of time within which any appeals should be made by ensuring that a copy of Part V (Appeals) accompanies each copy of its decision sent to a party to the proceedings under this paragraph.

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Powers of the appropriate officer where charges are upheld by Tribunal

19. (1) Where the charge or charges are upheld and the Tribunal finds good cause and recommends dismissal or removal from office, but in no other case, the appropriate officer shall decide whether or not to dismiss the member of the academic staff concerned.

(2) In any case where the charge or charges are upheld, other than where the appropriate officer has decided under sub-paragraph (1) to dismiss the member of the academic staff concerned, the action available to the appropriate officer (not comprising a greater penalty than that recommended by the Tribunal) may be -

(a) to discuss the issues raised with the member concerned; or
(b) to advise the member concerned about his future conduct; or
(c) to warn the member concerned; or
(d) to suspend the member concerned for such period as the appropriate officer shall think fair and reasonable, not to exceed 3 months after the Tribunal's decision; or
(e) any combination of any of the above or such further or other action under the member's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case.

Appropriate Officers

20. (1) The Vice-Chancellor shall be the appropriate officer to exercise the powers conferred by paragraph 19 and any reference to the appropriate officer includes a reference to a delegate of that officer.

(2) Any action taken by the appropriate officer shall be confirmed in writing.

PART IV REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS

21. (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.

(2) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.
(3) In this Part references to the appropriate officer are references to the Vice-Chancellor or an officer acting as his delegate to perform the relevant act.

(4) References to the member of the academic staff include, in cases where the nature of the alleged disability so requires, a responsible relative or friend in addition to (or instead of) that member.

22. (1) Where it appears that the removal of a member of the academic staff on medical grounds would be justified, the appropriate officer -

(a) shall inform the member accordingly; and

(b) shall notify the member in writing that it is proposed to make an application to the member's doctor for a medical report and shall seek the member's consent in writing in accordance with the requirements of the Access to Medical Reports Act 1988.

(2) If the member shares that view the University shall meet the reasonable costs of any medical opinion required.

(3) If the member does not share that view the appropriate officer shall refer the case in confidence, with any supporting medical and other evidence (including any medical evidence submitted by the member), to a Board comprising one person nominated by the Council; one person nominated by the member concerned or, in default of the latter nomination, by the Senate; and a medically qualified chairman jointly agreed by the Council and the member or, in default of agreement, to be nominated by the President of the Royal College of Physicians.

(4) The Board may require the member concerned to undergo medical examination at the University's expense.

Termination of Employment

23. If the Board determines that the member shall be required to retire on medical grounds, the appropriate officer shall direct the Secretary and Registrar or his delegate to terminate the employment of the member concerned on those medical grounds.

PART V APPEALS

Purpose of Part V

24. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of
Application and interpretation of Part V

25. (1) This Part applies -

(a) to appeals against the decisions of the Council as the appropriate body (or of a delegate of that body) to dismiss in the exercise of its powers under Part II;

(b) to appeals arising in any proceedings, or out of any decision reached, under Part III other than appeals under paragraph 13 (Appeals against disciplinary warnings);

(c) to appeals against dismissal otherwise than in pursuance of Part II or Part III;

(d) to appeals against discipline otherwise than in pursuance of Part III; and

(e) to appeals against decisions reached under Part IV and "appeal" and "appellant" shall be construed accordingly.

(2) No appeal shall however lie against -

(a) a decision of the appropriate body under paragraph 10.(2);

(b) the findings of fact of a Tribunal under paragraph 18.(1) save where, with the consent of the person or persons hearing the appeal, fresh evidence is called on behalf of the appellant at that hearing;

(c) any finding by a Board set up under paragraph 22.(3).

(3) In this Part references to "the person appointed" are references to the person appointed by the Council under paragraph 28 to hear and determine the relevant appeal.

(4) The parties to an appeal shall be the appellant and the Secretary and Registrar and any other person added as a party at the direction of the person appointed.

Institution of Appeals

26. A member of the academic staff shall institute an appeal by serving on the Secretary and Registrar, within the time allowed under paragraph 27, notice in writing setting out the grounds of the appeal.

Time for appealing and notices of appeal

27. (1) A notice of appeal shall be served within 28 days of the date on which the document recording the decision appealed from was 01.08.2006
sent to the appellant or such longer period, if any, as the person appointed may determine under sub-paragraph (3).

(2) The Secretary and Registrar shall bring any notice of appeal received (and the date when it was served) to the attention of the Council and shall inform the appellant that he has done so.

(3) Where the notice of appeal was served on the Secretary and Registrar outside the 28 day period the person appointed under paragraph 28 shall not permit the appeal to proceed unless he considers that justice and fairness so require in the circumstances of the case.

Persons appointed to hear and determine appeals

28. (1) Where an appeal is instituted under this Part the Council shall appoint a person described in sub-paragraph (2) to hear and determine that appeal.

(2) The persons described in this sub-paragraph are -

    (a) the person who is the Visitor;

    (b) a person not employed by the University holding, or having held, judicial office or being a barrister or solicitor of at least ten years' standing.

(3) The person appointed shall sit alone unless he considers that justice and fairness will best served by sitting with two other persons.

(4) The other persons who may sit with the person appointed shall be -

    (a) one member of the Council not being a person employed by the University; and

    (b) one member of the academic staff nominated by the Senate.

Provisions concerning appeal procedures and powers

29. (1) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in Ordinances made under this paragraph.

(2) Without prejudice to the generality of the foregoing such Ordinances shall ensure -

    (a) that an appellant is entitled to be represented by another person, whether such person be legally qualified or not, in connection with and at any hearing of his appeal;

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(b) that an appeal shall not be determined without an oral hearing at which the appellant, and any person appointed by him to represent him are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;

(c) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution and for the correction of accidental errors; and

(d) that the person appointed may set appropriate time limits for each stage (including the hearing itself) to the intent that any appeal shall be heard and determined as expeditiously as reasonably practicable.

(3) The person or persons hearing the appeal may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may -

(a) remit an appeal from a decision under Part II to the Council as the appropriate body (or any issue arising in the course of such an appeal) for further consideration as the person or persons hearing the appeal may direct; or

(b) remit an appeal arising under Part III for re-hearing by a differently constituted Tribunal to be appointed under that Part; or

(c) remit an appeal from a decision of the appropriate officer under Part IV for further consideration as the person or persons hearing the appeal may direct; or

(d) substitute any lesser alternative penalty that would have been open to the appropriate officer following the finding by the Tribunal which heard and pronounced upon the original charge or charges.

Notification of decisions

30. The person appointed shall send the reasoned decision, including any decision reached in exercise of his powers under paragraph 29.(3)(a), (b) or (c), on any appeal together with any findings of fact different from those come to by the Council as the appropriate body under Part II or by the Tribunal under Part III, as the case may be, to the Vice-Chancellor and to the parties to the appeal.

PART VI GRIEVANCE PROCEDURES
31. The aim of this Part is to settle or redress individual grievances promptly, fairly and so far as may be, within the faculty, school, department or other relevant area by methods acceptable to all parties.

Application

32. The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate -
   (a) to matters affecting themselves as individuals; or
   (b) to matters affecting their personal dealings or relationships with other staff of the University,

not being matters for which express provision is made elsewhere in this Statute.

Exclusions and Informal Procedures

33. (1) If other remedies within the faculty, school, department or other relevant area have been exhausted the member of the academic staff may raise the matter with the Head of the faculty, school, department or other relevant area.

(2) If the member of the academic staff is dissatisfied with the result of an approach under sub-paragraph (1) or if the grievance directly concerns the Head of the faculty, school, department or other relevant area, the member may apply in writing to the Vice-Chancellor for redress of the grievance.

(3) If it appears to the Vice-Chancellor that the matter has been finally determined under Part III, IV or V or that the grievance is trivial or invalid, he may dismiss it summarily, or take no action upon it. If it so appears to the Vice-Chancellor he shall inform the Council accordingly.

(4) If the Vice-Chancellor is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of) -
   (a) a complaint under Part III;
   (b) a determination under Part IV; or
   (c) an appeal under Part V

he shall defer action upon it under this Part until the relevant complaint, determination or appeal has been heard or the time for instituting it has passed and he shall notify the member and the Grievance Committee accordingly.

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(5) If the Vice-Chancellor does not reject the complaint under subparagraph (3) or if he does not defer action upon it under subparagraph (4) he shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for him to seek to dispose of it informally. If he so decides he shall notify the member and proceed accordingly.

Grievance Committee Procedure

34. If the grievance has not been disposed of informally under paragraph 33.(5), the Vice-Chancellor shall refer the matter to the Grievance Committee for consideration.

35. The Grievance Committee to be appointed by the Council shall comprise

(a) a Chairman (who may be a person who is the Visitor); and

(b) one member of the Council not being a person employed by the University; and

(c) one member of the academic staff nominated by the Senate.

Procedure in connection with determinations; and right to representation

36. The procedure in connection with the consideration and determination of grievances shall be determined in Ordinances in such a way as to ensure that the aggrieved person and any person against whom the grievance lies shall have the right to be heard at a hearing and to be accompanied by a friend or representative.

Notification of decisions

37. The Committee shall inform the Council whether the grievance is or is not well-found and if it is well-found the Committee shall make such proposals for the redress of the grievance as it sees fit.

ANNEX (Paragraph 3(1)(c)

PROVISIONS AS TO THE VICE-CHANCELLOR

1. The Council may request its Chairman to remove the Vice-Chancellor from office for good cause in accordance with the procedure described in this Annex.

(1) A complaint seeking the removal from office of the Vice-Chancellor for good cause may be made by not less than three members of the Council to the Chairman of the Council.

(2) If it appears to the Chairman of the Council, on the material before him, that the complaint raises a prima facie case and that
(3) If it appears to the Chairman of the Council that a complaint made to him under sub-paragraph (1) does not raise a prima facie case or is trivial or invalid, he may recommend to the Council that no further action be taken upon it.

(4) When the Council has appointed a Tribunal under sub-paragraph (2) it shall instruct a solicitor or other suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the Tribunal.

(5) A Tribunal appointed by the Council shall comprise:

(a) an independent Chairman; and

(b) one member of the Council, not being a person employed by the University; and

(c) one member of the academic staff.

(6) Subject to the principles of justice and fairness the Tribunal may determine its own procedure.

(7) The Tribunal shall send its reasoned decision on any charge referred to it together with its findings of fact regarding the charge and its recommendations, if any, as to the appropriate penalty to the Chairman of the Council and to the Vice-Chancellor drawing attention to the period of time within which any appeal should be made.

(8) The persons described in this sub-paragraph are -

(a) the person who is the Visitor; or

(b) a person not employed by the University holding, or having held, judicial office or being a barrister or solicitor of at least ten years' standing

and the person so appointed shall, subject to the principles of justice and fairness, determine the procedure to be adopted in hearing the appeal.

(9) A person appointed shall send the reasoned decision on the appeal, together with any findings of fact different from those come to by
the Tribunal and his recommendations, if any, as to the appropriate penalty, to the Vice-Chancellor and to the Chairman of the Council.

(10) Where a charge or charges have been upheld by the Tribunal and not dismissed on appeal, the Chairman of the Council shall decide whether or not to dismiss the Vice-Chancellor.

2. Where a complaint is to be referred to a Tribunal under this Statute, the Chairman of the Council may suspend the Vice-Chancellor from his duties and may exclude the Vice-Chancellor from the precincts of the University or any part thereof without loss of salary.

3. "Good cause" in this Annex has the same meaning as in paragraph 5 of this Statute.

4. For the purpose of the removal of the Vice-Chancellor for incapacity on medical grounds, Part IV of this Statute shall have effect subject to the following modifications:

(a) for references to a member of the academic staff there shall be substituted references to the Vice-Chancellor;

(b) for any reference to the office of Vice-Chancellor there shall be substituted a reference to the office of Chairman of the Council;

(c) for paragraph 23 there shall be substituted:

"23. If the Board determines that the Vice-Chancellor should be required to retire on medical grounds, it shall ask the Chairman as the appropriate officer, to decide whether or not to terminate the appointment of the Vice-Chancellor on those medical grounds."

XXV. OF THE RETIREMENT OF MEMBERS OF THE STAFF

1. (i) Subject to the provisions of Statute XXIV, and save as provided below, the Vice-Chancellor, the Professors and all other members of the academic and related staff of the University appointed on or before 30th September 1996 shall retire on the thirtieth day of September following the date on which they attain the age of sixty-seven years.

(ii) Subject to the provisions of Statute XXIV, and save as provided below, members of the academic and related staff appointed on or after 1st October 1996 shall retire on the thirty-first day of August on or following their sixty-fifth birthday.

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2. The Council may, by a vote of at least two-thirds of the members present and voting, request any such member to continue in office for such further period as it may from time to time determine, but not exceeding five years in all, after which retirement shall be compulsory.

3. Any member of the academic and related staff of the University, having attained the age of sixty years, and having given such notice as the Council may from time to time prescribe, may retire.

4. Any member of the academic and related staff of the University who suffers from such physical or mental incapacity as would render him liable for removal for good cause under Part IV of Statute XXIV may elect for medical retirement under such conditions as the Council may from time to time prescribe.

5. Under such conditions as it may from time to time prescribe, and with the consent of the member of the academic and related staff concerned, the Council may, by a vote of at least two-thirds of the members present and voting, terminate his appointment by premature retirement.

6. Any member of the academic and related staff may resign by giving in writing to the Director of Personnel such notice as may be prescribed by Ordinance or by his individual terms of appointment.

7. The Council shall have power, at its discretion, to accept periods of notice terminating appointments shorter than those prescribed.

**XXVI. OF MATRICULATION**

The requirements for Matriculation and for entrance to the University, together with the exemption therefrom and the variations thereof, shall be prescribed by Ordinance and Regulation.

**XXVII. OF UNIVERSITY EXAMINATIONS**

1. The examinations for the Degrees, Diplomas and Certificates of the University shall be conducted jointly by such of the members of the Academic staff of the University and such external examiners as may in that behalf be appointed subject to the provisions of these Statutes and Ordinances.

2. Ordinances and Regulations shall prescribe the subjects, time, mode and all matters respecting the examinations for the Degrees and other distinctions conferred by the University.

**XXVIII. OF THE PERIOD OF STUDY BEFORE GRADUATION**

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1. The period of study necessary to qualify any undergraduate of the University for admission to the final examination leading to the Degree of Bachelor shall not, except as provided in Paragraph 2 of this Statute, be less than nine terms, all of which shall be subsequent to the date on which the undergraduate matriculates in the University, provided that the Senate may in special circumstances grant a remission of not more than one term.

2. The Senate may, under conditions prescribed by Ordinance, accept attendance at courses of study in other Universities, University Colleges or other institutions as exempting an undergraduate from part of the attendance at courses of study in the University necessary to qualify him for admission to the Degree of Bachelor.

3. The period of study and all other requirements necessary to qualify a person for admission to any higher or additional Degree shall be prescribed by Ordinance and Regulation.

XXIX. OF CONGREGATIONS

1. For the purpose of conferring Degrees of the University there shall be a meeting of the whole University which shall be called a Congregation.

2. A Congregation shall be held at least once every year at such time and place as shall be determined by the Council, and shall be presided over by the Chancellor or, in his absence, by the Vice-Chancellor or, in the Vice-Chancellor's absence, by the Deputy Vice-Chancellor.

3. The procedure for summoning a Congregation, for the presentation of graduands and for the conferring of Degrees in absentia, and all other matters relating to Congregations, shall be determined by the Senate.

XXX. OF ACTS DURING VACANCIES

No act or resolution of the Court, the Council or the Senate shall be invalid by reason only of any vacancy in the body doing or passing it, or by reason of any want of qualification by or invalidity in the election or appointment of any member of the body whether present or absent.

XXXI. OF THE INTERPRETATION OF THESE STATUTES

These Statutes shall be interpreted in such manner as not to conflict with the Charter.

KRG/JRH
01.08.2006