

	TASK	FINAL AUTHORITY/ APPROVAL	SCRUTINY/ RECOMMENDATION	SLT LEAD OFFICER	CONTEXT, PROCESS AND DELIVERY	£ LIMITS
3.	STATUTORY AND SENIOR LEADERSHIP APPOINTMENTS					
3.1	Appointment and term of office of the Chancellor	Council	People Committee	University Secretary	<p>People Committee to agree and oversee the process for the appointment of any new Chancellor, making an appropriate recommendation to Council in respect of the preferred candidate/associated term of office.</p> <p>Council to remove - for good cause - the Chancellor, following due consideration of a report prepared by the Chair of Council in consultation with the Vice-Chancellor.</p>	
3.2	Number, appointment and terms of office of the Pro- Chancellors	Council	People Committee	University Secretary	<p>People Committee to agree and oversee the process for the appointment of any new Pro-Chancellors, making appropriate recommendations to Council in respect of the number of Pro-Chancellors, preferred candidate(s) and associated terms of office.</p> <p>Pro-Chancellors to perform all the functions of Chancellor in their absence or during a vacancy in office, except the conferring of degrees, diplomas, certificates, and other academic distinctions.</p> <p>People Committee to also recommend to Council the appointment of an interim Pro-Chancellor where required - any appointment not precluding that individual from consideration for the substantive role.</p>	
3.3	Selection of First Pro-Chancellor/Chair of Council	Council	People Committee	University Secretary	<p>On the retirement/resignation of the Chair of Council, Council to first fill the vacancy on Council in line with 3.11 below. Council to then appoint a new Pro-Chancellor from the membership of Council in line with 3.2 above.</p> <p>People Committee to then make a recommendation to Council on which Pro-Chancellor should act as the First Pro-Chancellor/Chair of Council.</p>	
3.4	Appointment of Honorary Treasurer	Council	People Committee	University Secretary	<p>People Committee to agree and oversee the process for the appointment of any new Honorary Treasurer, making an appropriate recommendation to Council in respect of the preferred candidate/associated term of office.</p>	

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3.5	Appointment of the Vice-Chancellor	Council	Joint Committee of Council and Senate	Chief People Officer	<p>The Vice-Chancellor to be appointed by Council on the recommendation of a Joint Committee of Council and Senate (with equal numbers from each constituency).</p> <p>The Joint Committee to be chaired by the Chair of Council. People Committee to be responsible for the selection of the Council representatives, and Senate the selection of Senate representatives.</p> <p>Council may also request its Chair to remove the Vice-Chancellor from office for good cause, in line with the relevant Statute.</p>	
3.6	Appointment of the Deputy Vice- Chancellor	Appointment Panel	Appointment Panel	Vice-Chancellor / Chief People Officer.	<p>The Deputy Vice-Chancellor to be appointed by a panel especially established for that purpose and comprising the Vice-Chancellor, a Pro-Chancellor, an external Council member, a member of Senate and such other person(s) as the Vice-Chancellor, in consultation with the Chair of Council, shall determine.</p> <p>The appointment to be notified to Council on acceptance.</p> <p>The Vice-Chancellor to determine, in consultation with the Chair of Council, who should chair the Appointment Panel.</p>	
3.7	Appointment of the University Provost	Appointment Panel	Appointment Panel	Vice-Chancellor/ Chief People Officer	<p>The University Provost to be appointed by a panel especially established for that purpose and comprising the Vice-Chancellor, a Pro-Chancellor, an external Council member, a member of Senate and such other person(s) as the Vice-Chancellor, in consultation with the Chair of Council, shall determine.</p> <p>The appointment to be notified to Council on acceptance.</p> <p>The Vice-Chancellor to determine, in consultation with the Chair of Council, who should chair the Appointment Panel.</p>	
3.8a	Number and Remit of Pro-Vice- Chancellors	Vice-Chancellor	Vice-Chancellor	Vice-Chancellor / Chief People Officer.	The Vice-Chancellor to determine the number and functions of the Pro-Vice-Chancellors.	

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3.8b	Appointment of Pro-Vice-Chancellors	Appointment Panel	Appointment Panel	Vice-Chancellor / Chief People Officer.	<p>Pro-Vice-Chancellors to be appointed by a panel especially established for that purpose and comprising the Vice-Chancellor, a Pro-Chancellor, an external Council member, a member of Senate and such other person(s) as the Vice-Chancellor, in consultation with the Chair of Council, should determine.</p> <p>Appointments to be notified to the Council on acceptance.</p> <p>The Vice-Chancellor to determine, in consultation with the Chair of Council, who should chair the Appointment Panel.</p>	
3.9	Appointment of Chief Strategy and Finance Officer	Appointment Panel	Appointment Panel	Vice-Chancellor / Chief People Officer	<p>The Chief Strategy and Finance Officer to be appointed by a panel especially established for that purpose and comprising the Vice-Chancellor, a Pro-Chancellor, an external Council member, and such other person(s) as the Vice-Chancellor, in consultation with the Chair of Council, should determine.</p> <p>Appointments to be notified to the Council on acceptance.</p> <p>The Vice-Chancellor to determine, in consultation with the Chair of Council, who should chair the Appointment Panel.</p>	
3.10	Appointment of Chief People Officer	Appointment Panel	Appointment Panel	Vice-Chancellor / Deputy Director (Partnerships and Services)	<p>The Chief People Officer to be appointed by a panel especially established for that purpose and comprising the Vice-Chancellor, a Pro-Chancellor, an external Council member and such other person(s) as the Vice-Chancellor, in consultation with the Chair of Council, should determine.</p> <p>Appointments to be notified to the Council on acceptance.</p> <p>The Vice-Chancellor to determine, in consultation with the Chair of Council, who should chair the Appointment Panel.</p>	

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3.11	Appointment and Removal of University Secretary	Appointments Panel (Appointment)	Appointments Panel (Appointment)	Vice-Chancellor / Chief People Officer	<p>The University Secretary to be appointed by a panel especially established for that purpose and comprising the Vice-Chancellor, Chair of Council, an external Council member, the Chief People Officer, and such other person(s) as the Vice-Chancellor, in consultation with the Chair of Council, should determine.</p> <p>Appointments to be notified to the Council on acceptance.</p> <p>The Vice-Chancellor to determine, in consultation with the Chair of Council, who should chair the Appointment Panel.</p> <p>The University Secretary can be removed – for good cause – under the terms of Statute IV (in line with the arrangements for all other members of staff).</p>	
3.12	Appointment of Charity Trustees/members of Council.	Council	People Committee	University Secretary	<p>People Committee to agree and oversee the following processes:</p> <ul style="list-style-type: none"> • The appointment process for external members on Council, making recommendations to Council in respect of the most suitable candidates. • The appointment process for staff members on Council, making recommendations to Council in respect of the most suitable candidates. <p>Making recommendations to Council in relation to the optimum overall size, composition and membership of Council and its committees, taking account of requisite skills and expertise.</p>	
3.13	Removal from Council membership.	Council	People Committee	University Secretary	<p>People Committee to recommend to Council the removal from Council – for good cause (including where members fall short of the required ethical standards) – of any Pro-Chancellor, Honorary Treasurer and/or any other member of Council.</p> <p>People Committee to consider such matters at an extraordinary meeting of the Committee, chaired by an external co-optee from the People Committee</p>	

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3.14	Appointment of external co-optees to Council Committees.	People Committee	People Committee	University Secretary	People Committee to agree and oversee the process through which co-optees are appointed as advisors (rather than trustees) to University Committees to address identified skills gaps, and to make any such appointments as appropriate.	
3.15	Appointment of representatives to the University's subsidiary companies.	People Committee	People Committee	Vice-Chancellor/ University Secretary	People Committee to consider and approve the appointment of Council/University representatives to the University's subsidiary and related companies – to include Innovation Ulster Limited (IUL) and Studio Ulster.	
3.16	Composition and Operation of Senior Leadership Groupings.	Vice-Chancellor	Vice-Chancellor	Vice-Chancellor	The Vice-Chancellor to determine the name, scope and membership of any leadership groupings within the University e.g. Senior Leadership Team, Vice-Chancellor's Executive Group etc.	
3.17	Panel Membership – Equality Characteristics	Chief People Officer	Chief People Officer	Chair of Appointment Panel	Chief People Officer to enhance panel membership where panels - perhaps owing to the prescriptive nature of their composition - do not have due regard to equality characteristics.	