



*At the Council Chamber, Whitehall*

THE 28th DAY OF APRIL 2021

BY THE LORDS OF HER MAJESTY'S MOST HONOURABLE  
PRIVY COUNCIL

The Privy Council has approved the revised Statutes of the University of Buckingham as set out in the Schedule to this Order.

*Richard Tilbrook*

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*SCHEDULE*

REVISED STATUTES OF THE UNIVERSITY OF BUCKINGHAM

**“DEFINITIONS**

1. In these Statutes:

- ‘University’ means the University of Buckingham;
- ‘Charter’ means the Charter of the University;
- ‘Convocation’ means the Convocation of the University;
- ‘Council’ means the Council of the University;
- ‘Senate’ means the Senate of the University;
- ‘Ordinances’ means Ordinances made pursuant to the Charter or these Statutes;
- ‘Officers’ means all those described in the Charter and Statutes and others appointed by the Council.

**THE MEMBERS OF THE UNIVERSITY**

2. (a) The following persons shall be Members of the University:

- The Officers of the University;
- The Members of the Council;
- The Members of the Senate;
- The Members of the Staff;
- The Honorary Professors;
- The Emeritus Professors;
- The Graduates of the University;

The Postgraduate and Undergraduate Students of the University.

(b) The Council, in consultation with the Senate, shall have the power to declare such other persons Members of the University as the Council may determine.

### **THE CHANCELLOR**

3. (a) The Chancellor shall be appointed by the Convocation on the nomination of the Council, following consultation with the Senate, and in accordance with the Ordinances. The Chancellor shall be installed at a meeting of members of the Convocation held for that purpose.

(b) The Chancellor shall hold office for six years or until resignation, or until removal in accordance with Statute 16.9 whichever is earlier.

(c) Unless so removed from office the Chancellor shall be eligible for re-appointment for one further term in accordance with the Ordinances.

(d) The Chancellor may resign by writing to the Council.

### **THE CHAIR OF COUNCIL**

4. (a) The Chair of Council shall be appointed by the Council as prescribed by the Ordinances.

(b) The Chair of the Council shall hold office for three years or until resignation, or until removal by Council in accordance with Statute 16.9 whichever is earlier.

(c) Unless so removed from office, the Chair of Council shall be eligible for reappointment for no more than two further terms, in accordance with the Ordinances.

(d) The Chair may resign by writing to the Council.

### **THE VICE-CHAIR OF COUNCIL**

5. (a) The Vice-Chair of the Council shall be appointed by the Council in accordance with the Ordinances.

(b) The Vice-Chair of the Council shall hold office for three years or until resignation, or until removal by Council in accordance with Statute 16.9 whichever is earlier.

(c) Unless so removed from office, the Vice-Chair of Council shall be eligible for reappointment for no more than two further terms, in accordance with the Ordinances.

(d) The Vice-Chair may resign by writing to the Council.

## **THE TREASURER**

6. (a) The Treasurer shall be appointed by the Council in accordance with the Ordinances, with such duties as the Council may determine.
- (b) The Treasurer shall hold office for three years or until resignation, or until removal by Council in accordance with Statute 16.9 whichever is earlier.
- (c) Unless so removed from office, the Treasurer shall be eligible for reappointment for no more than two further terms, in accordance with the Ordinances.
- (d) The Treasurer may resign by writing to the Council

## **THE VICE-CHANCELLOR**

7. (a) The Vice-Chancellor shall be appointed by the Council as prescribed by the Ordinances, after consultation with the Senate, at a meeting specially called for the purpose, and in accordance with the Ordinances.
- (b) The Vice-Chancellor shall hold office for such period and upon such terms and conditions as may from time to time be determined by the Council, and having regard to the Vice-Chancellor's general responsibility to the University for maintaining and promoting the efficiency and good order of the University. The Vice-Chancellor shall by virtue of office be a member of the Convocation, the Council, the Senate, and of any committee of these bodies save where this would be a conflict of interest.
- (c) The Vice-Chancellor may be removed by the Council in accordance with Statute 16.9.
- (d) The Vice-Chancellor may resign by writing to the Council.

## **DEPUTY/PRO VICE-CHANCELLORS**

8. (a) Deputy/Pro Vice-Chancellors may be appointed by the Council as prescribed in the Ordinances, after consultation with the Senate, and in accordance with the Ordinances.
- (b) The Deputy/Pro Vice-Chancellors shall hold office for such period, with such title and upon such terms and conditions as may from time to time be determined by the Council. They shall by virtue of office be members of the Convocation, the Council, the Senate, and of any committee appointed by any of those bodies.
- (c) The Deputy/Pro Vice-Chancellors can be removed from office by the Council as prescribed by Statute 16.9.
- (d) The Deputy/Pro Vice-Chancellors may resign by writing to the Council.

## **SECRETARY**

9. (a) A Secretary shall be appointed by Council and shall hold office for such period, with such title, and upon such terms and conditions as may from time to time be determined by the Council.
- (b) The Secretary shall be responsible to, but not a member of, the Council.
- (c) The Secretary shall report directly to the Chair of the Council and shall not hold any other office or position within the University.
- (d) The Secretary shall be removed by the Council in accordance with Statute 16.9.
- (e) The Secretary may resign by writing to the Council.

## **CHIEF FINANCIAL OFFICER**

10. (a) A Chief Financial Officer, or equivalent, shall be appointed by Council and shall hold office for such period, with such title, and upon such terms and conditions as may from time to time be determined by the Council.
- (b) The Chief Financial Officer or equivalent shall be responsible to, but not a member of, the Council through the Vice-Chancellor.
- (c) The receipt of the Chief Financial Officer or equivalent for moneys or property payable or deliverable to the University shall be a sufficient discharge for the same to the person or persons paying or delivering the same, but the Council may appoint any person or persons to give receipts for such moneys or property and, in such case, a receipt given by such person or any one of such persons shall be sufficient discharge for the same.
- (d) The Chief Financial Officer or equivalent shall be removed by the Council in accordance with Statute 16.9.
- (e) The Chief Financial Officer or equivalent may resign by writing to the Council.

## **OTHER OFFICERS OF THE UNIVERSITY**

11. (a) The Council shall appoint such other Officers as it may deem necessary with such title, duties, and upon such terms and conditions as the Council may determine, and in accordance with the Ordinances, provided that no member of the academic staff shall be appointed to the Office except on the recommendation of the Senate.
- (b) Officers of the University shall be removed by the Council in accordance with Statute 16.9, and the Ordinances.

## **THE AUDITORS**

12. (a) The Council shall appoint and remove an Auditor or Auditors, eligible to be statutory auditors under the current companies' legislation applicable in England. No person shall be appointed Auditor who is, or any one of whose partners is, a member of the Convocation, the Council or the staff of the University.
- (b) The Auditor or Auditors shall hold office for one year and shall be eligible for reappointment annually and shall receive such remuneration as may be determined by the Council.
- (c) 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 the Officers of the University such information and explanations as may be necessary for the performance of their duties.
- (d) If the office of Auditor or Auditors shall become vacant by death or resignation or any other cause before the expiration of their period of office the Council shall forthwith appoint an Auditor or Auditors in their place for the remainder of such period.
- (e) An Auditor may resign by writing to the Council.
- (f) The Auditor or Auditors shall make a report to the Council at least once in each year.

## **THE COURT OF PATRONS**

13. There shall be a Court of Patrons whose privileges shall be determined by the Council.

## **THE CONVOCATION**

14. (a) Membership of the Convocation shall comprise all those persons listed in Statute 2, other than the (current) Postgraduate and Undergraduate Students of the University. Meetings convened from among the members of the Convocation shall be called for the purposes of conferring Degrees of the University and installing the Chancellor.
- (b) A meeting of the Convocation shall be held at least once a year at such time and place as prescribed by the Ordinances, and shall be presided over by the Chancellor or, in the Chancellor's absence, by the Vice-Chancellor. The Convocation may also receive reports on the working of the University.
- (c) The procedure for summoning the Convocation for the presentation of graduands and for conferring of Degrees *in absentia*, and all other matters relating to the Convocation, shall be as prescribed in the Ordinances.

## **THE COUNCIL**

15. The Council is the governing body of the University. Each Council Member is also a Charity Trustee, and has a number of legal duties and responsibilities under charity law.

In accordance with the proportionate number of members prescribed in the Ordinances from time to time, the Council shall comprise the following members:

(a) ***Ex-Officio Members***

The Vice-Chancellor, Deputy/Pro Vice-Chancellors, and the President of the Students' Union.

(b) ***Independent Members***

There shall be independent members who shall be appointed by the Council in accordance with the Ordinances. They shall be invited to serve for three years and normally be eligible for re-appointment for two further terms.

(c) ***Elected Members***

(i) There shall be members of the Senate elected by that body from among its elected members. The term of office is three years coterminous with membership of Senate, with eligibility for re-election for, normally, no more than two further terms.

(ii) There shall be a member of the administrative and support services staff to be elected from among their own number. The term of office shall be three years, with eligibility for re-election for, normally, no more than two further terms.

(iii) There shall be a student nominated, and replaced from time to time, by the Students' Union, in accordance with its procedures. The term of office shall be one year or until the student ceases to be a student of the University, whichever is earlier.

(iv) There shall be an alumnus nominated, and replaced from time to time, by Convocation, in accordance with its procedures. The term of office shall be three years, with eligibility for re-appointment for, normally, no more than two further terms.

## **POWERS OF THE COUNCIL**

16. Subject to the Charter and these Statutes as well as the legal framework from time to time applicable to the provision of higher education in England, the Council shall, in addition to all other powers vested in it, have the following powers and functions.

### **16.1 Appointment and Employment**

(a) To nominate persons for appointment as Chancellor, in accordance with Statute 3.

(b) To appoint a Chair in accordance with Statute 4.

(c) To appoint a Vice-Chair in accordance with Statute 5.

(d) To appoint a Treasurer in accordance with Statute 6.

- (e) To appoint the Vice-Chancellor in accordance with Statute 7 and to put in place suitable arrangements for monitoring the Vice-Chancellor's performance.
- (f) To appoint the Deputy/Pro Vice-Chancellor(s) in accordance with Statute 8 and to put in place suitable arrangements for monitoring their performance.
- (g) To appoint the Secretary in accordance with Statute 9 and to put in place suitable arrangements for monitoring the Secretary's performance.
- (h) To appoint the Chief Financial Officer or equivalent in accordance with Statute 10 and to put in place suitable arrangements for monitoring the Chief Financial Officer or equivalent's performance.
- (i) To appoint other Officers of the University in accordance with Statute 11, and to put in place suitable arrangements for monitoring their performance.
- (j) To appoint and remove an Auditor or Auditors in accordance with Statute 12.
- (k) To be the employing authority for all staff in the University and to arrange for the establishment of Terms and Conditions of Employment.
- (l) To make provisions for the schemes of insurance, superannuation, pensions and retirement benefits for employees of the University.

## 16.2 Governance and Audit

- (a) To establish, on the recommendation of the Senate, the structures of the academic administration, to prescribe, and to modify or revise their constitution and functions.
- (b) To establish sub-committees of the Council, with such membership and delegated powers as are deemed necessary by the Council, to facilitate the discharge of their responsibilities.
- (c) To add to, amend or revoke the Statutes of the University, recognising the powers of Senate, in accordance with the procedures set out in Article 19 of the Charter.
- (d) To delegate authority to the Vice-Chancellor, as Chief Executive, for the academic, corporate, financial, estate and human resource management of the University.
- (e) To establish, and keep under regular review, the policies, procedures, and limits within such management functions as shall be undertaken by, and under the authority of, the Vice-Chancellor.
- (f) To review the work of the University through reports to the Council and, recognising the powers of the Senate, take such steps as it thinks necessary for the purpose of advancing the interests of the University, maintaining its efficiency,

encouraging excellence in teaching, research and scholarship, and providing for the recreation and well-being of students.

(g) Generally to exercise all such powers as are, or may be, conferred on the Council by the Charter and these Statutes, including the power to make Ordinances and Regulations, in consultation with the Senate for matters relating to academic governance.

(h) To act as trustee for any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.

### **16.3 Strategic, Financial, Legal and Regulatory**

(a) To contribute to and approve the vision, mission and strategic planning of the University.

(b) To be the principal financial and business authority of the University, to ensure that proper books of accounts are kept, to approve the annual budget and financial statements, and to have overall responsibility for the University's assets, property and estate.

(c) To be the University's legal authority and, as such, to ensure that the University upholds its legal rights and fulfils its legal responsibilities, liabilities and obligations, including those arising from contracts and other legal commitments made in the University's name.

(d) To protect the institutional reputation of the University by being assured that clear regulations, policies and procedures that adhere to legislative and regulatory requirements are in place, are ethical in nature and are followed.

(e) To give guarantees to banks, building societies and other institutions whether in pursuance of continuing arrangements or not.

(f) To authorise the setting up and running of a limited company or to subscribe for or purchase shares in such a company.

(g) To invest any moneys belonging to the University, including any unapplied income in such stock, funds, shares or securities as it shall from time to time think fit, whether within or outside the United Kingdom, or in the purchase of real and personal property within or outside the United Kingdom. The powers conferred by this paragraph shall be exercised subject to the provisions of the law relating to investments by trustees.

(h) To ensure that contracts are entered into, varied, carried out, or cancelled on behalf of the University, in line with a Scheme of Delegation approved by Council.



#### **16.4 Estate and Property Management**

- (a) To approve and monitor the estates strategy that shall be required to fulfil the objectives of the University.
- (b) To monitor the effectiveness of the management of the University's land, buildings and facilities.
- (c) To sell, buy, exchange, lease and accept leases of real and personal property on behalf of the University.
- (d) To provide the buildings, premises, furniture and apparatus, and other means needed for carrying on the work of the University.
- (e) To borrow money on behalf of the University and, if the Council thinks fit, for that purpose mortgage or charge all or any part of the property of the University, whether real or personal, and to give such other security as the Council may determine.
- (f) To approve all policies, regulations and contractual arrangements relating to student accommodation.

#### **16.5 Academic and Administrative**

- (a) To consider and approve reports and recommendations from the Senate on any matter of academic strategy and policy.
- (b) To receive reports from the Senate on academic matters such that the Council is in a position to confirm that the academic governance of the University is working effectively.
- (c) To approve, on the recommendation of the Senate, the establishment and removal of Faculties, Schools, Departments and other academic and administrative structures.
- (d) To institute, on the recommendation of the Senate, and subject to any conditions made by the founders, Fellowships, Scholarships, Bursaries, Studentships, Prizes and other awards for study and research.

#### **16.6 Student and Staff Welfare**

- (a) To ensure that appropriate provision for the welfare and well-being of students and staff is made by the University.
- (b) To approve and monitor the effectiveness of the University's Health and Safety Policy.
- (c) To approve and monitor the effectiveness of the University's policies relating to human resources.

(d) To ensure appropriate oversight of the University's Grievance and Complaints procedures.

(e) To determine an appeal by any student who has been excluded or expelled by the Vice-Chancellor, and to establish a procedure for hearing such appeals.

#### **16.7 Equality and Diversity**

(a) To approve and monitor the effectiveness of the University's policies on equality and diversity.

(b) To promote equality of opportunity throughout the University, including in relation to its own membership and operation.

#### **16.8 The Students' Union**

(a) To ensure that the Students' Union operates in a fair and democratic manner and is accountable for its finances.

(b) To approve the Constitution of the Students' Union.

#### **16.9 Removal of Officers of the University**

(a) The Chancellor may be removed from office by the Council for good cause in accordance with procedures as prescribed by the Ordinances, but shall not be so unless the Chancellor shall have been given a reasonable opportunity to be heard by the Council.

(b) Other Officers of the University may be removed from office by the Council for what the Council after due consideration shall deem to be good cause in accordance with the procedures prescribed by the Ordinances and, where applicable, in accordance with the relevant employment provisions.

(c) 'Good cause' when used in reference to removal from office, membership or place means:

(i) Conviction of any offence which the Council considers to be such as to render the person concerned unfit for the execution of the duties of the office held;

(ii) Conduct which the Council determines to be such as to bring the University into disrepute; or

(iii) Conduct which the Council considers to be such as to render the person concerned unable to perform the duties of the office held or to comply with the conditions of tenure of that office.

(d) Nothing in this Statute shall operate to vary from or deprive Officers or Members of their statutory rights under any contract of employment subsisting between such Officers or Members and the University.

## **THE SENATE**

17. In accordance with the proportionate number of members prescribed in the Ordinances from time to time, the Senate shall comprise:

(a) ***Ex-Officio Members***

The Vice-Chancellor; the Deputy/Pro Vice-Chancellor(s); the Deans; and the President of the Students' Union.

(b) ***Appointed Members***

There shall be persons appointed by Senate whose membership it deems necessary by virtue of their role, function, expertise, experience or such other as Senate may decide. Appointed members shall serve an initial term of three years and shall be eligible for re-appointment as prescribed in the Ordinances.

(c) ***Elected Members***

(i) There shall be members from each Faculty elected by the academic staff of that Faculty.

(ii) There shall be members from across the academic staff elected by the body of academic staff as a whole.

(iii) Elected members shall serve an initial term of three years and shall be eligible for re-election as prescribed by the Ordinances.

## **POWERS OF THE SENATE**

18. The Senate shall be the academic governing body of the University and shall, subject to the powers reserved to the Council and to those conferred by the Council on the Vice-Chancellor under these Statutes, take such measures and act in such a manner as shall promote the academic work of the University in teaching, research and scholarship, and regulate and superintend the education and discipline of the students of the University. The Senate shall, subject to the Charter and these Statutes, in addition to all other powers vested in it, have the powers set out herewith:

### **18.1 Academic Policy and Strategy**

(a) To maintain oversight of the quality and standards of education, research and scholarship, and the arrangements for their enhancement.

(b) To make recommendations to the Council on any academic matter.

- (c) To approve any matter of academic policy.
- (d) To approve the University's policy on the admission of students.
- (e) To review, amend, refer back or disallow any act of any sub-committee, working group or other body reporting to the Senate.
- (f) To advise the Council on the allocation of resources for teaching, learning, research and scholarship.

## **18.2 Powers of Appointment**

- (a) To approve and report to the Council on the appointment of Deans, as prescribed by the Ordinances.
- (b) To define the functions of Deans, as prescribed by the Ordinances.
- (c) To establish the rules, procedures and criteria for the decisions relating to academic staffing matters, as prescribed by the Ordinances.
- (d) To approve and report to the Council on the appointment and promotion of Professors, Readers and the Librarian of the University.
- (e) To approve and report to the Council on the appointment and promotion of Senior Lecturers, Lecturers and other persons of the academic staff whose appointment is not provided for elsewhere in these Statutes.
- (f) In accordance with the provisions of the Ordinances, to confer the title of Emeritus Professor, Honorary Professor and Honorary Fellow.
- (g) To stipulate which honorary titles may be assigned to visitors to the University.
- (h) To elect members of the Senate to the Council as provided for in Statute 15(c).
- (i) To approve and appoint internal and external examiners.
- (j) To determine the conditions of appointment and length of service of external examiners.

## **18.3 Degree Regulation and Awarding Powers**

- (a) To be responsible for the maintenance of academic standards by ensuring that the University has an effective quality assurance framework in place through its governance structures.
- (b) To grant Degrees and other academic distinctions to persons who shall have pursued in the University a course of study approved by the Senate and shall have

passed the examinations of the University under the conditions laid down in the Ordinances.

(c) To revoke any Degree or other distinction conferred by the University, and all privileges connected therewith, if the holder has been convicted of a crime and the Senate considers that such crime is one which renders the person unfit to be a Member or Graduate of the University.

(d) To void any award that has been conferred where a candidate is found subsequently to be ineligible for that award.

(e) To determine what formalities shall attach to the conferment of Degrees and other distinctions.

(f) To institute new awards of the University.

(g) To approve the regulations governing awards and progression.

(h) To recommend to the Council the establishment and removal of Faculties, Schools, Departments and other academic structures.

(i) To review the teaching, research, scholarship, staffing and general work of any Faculty, School or academic department of the University, and, if the Senate so wishes, to report and make recommendations thereon to the Council.

(j) To institute a review of each Faculty and School of the University on a periodic basis.

(k) To be responsible for the approval, monitoring, review and discontinuation of all taught and research programmes.

(l) To regulate and control all teaching, courses of study and the conditions qualifying for admission to the various titles, Degrees and other distinctions offered and/or validated by the University.

(m) To approve policies and procedures relating to the admission of persons to courses of study in accordance with Statute 18.1(d).

(n) To recommend to the Council the institution of Scholarships, Studentships, Prizes and other aids to study, research and scholarship.

(o) To accept such examinations and periods of study at such universities and other places of learning as the Senate may approve as equivalent to such examinations and periods of study in the University.

(p) To accept courses of study in any other institution as the Senate may approve as equivalent to such courses of study in the University.

#### **18.4 Academic Regulation**

- (a) To approve all academic policies, regulations and procedures.
- (b) To approve all policies and regulations relating to University examinations.
- (c) To approve all policies and regulations relating to the Library, IT and Student Welfare and to report to the Council thereon.
- (d) To receive records and reports of the proceedings of the Senate sub-committees, and to give directions to and to consider recommendations from same.
- (e) To ensure that adequate arrangements are in place for assuring the ethical conduct of education, research and scholarship.
- (f) To prescribe the requirements for Matriculation at the University.
- (g) To regulate the use of academic dress in the University.

#### **18.5 Student Regulation and Welfare**

- (a) To make recommendations to the Council for the approval of the Students' Union Constitution.
- (b) To regulate the discipline and superintendence of the students of the University and to determine in what manner disciplinary powers shall be exercised in accordance with procedures set out in the Ordinances.
- (c) To take such steps as it thinks proper for supervising student societies and organisations.
- (d) To make recommendations to the Council concerning the welfare of students of the University.

#### **HONORARY DEGREES**

19. The University may, without examination, confer an Honorary Degree of Doctor or Master in any subject on any person whom it may deem worthy of such a distinction in accordance with procedures set out in the Ordinances.

#### **THE STUDENTS' UNION**

20. (a) In so far as it shall further the educational purposes of the University there shall be a Students' Union of the University.

(b) The Students' Union of the University shall be operated in accordance with the provisions of the Students' Union Constitution, as approved by the Council under Clause 16.8(b).

## **THE ALUMNI ASSOCIATION**

21. (a) There shall be an Alumni Association of the University.

(b) The Alumni Association of the University shall be operated in ways as shall be determined by the alumni.

## **ORDINANCES**

22. (a) The Council shall make Ordinances in consultation with Senate, and from time to time amend, remove or add to them, with regard to all such matters as are directed by the Charter and Statutes and such other matters as may be deemed necessary. Ordinances shall be effective and binding when passed by a Resolution of the Council.

(b) An Ordinance shall be deemed to have been passed by Resolution of the Council provided that it has been approved by the Council at one meeting and confirmed at a subsequent meeting. The second meeting must be held not less than one calendar month nor more than four calendar months after the first meeting. Notice of each meeting shall be given to each member of the Council not less than fourteen days before the meeting to be held. Approval and confirmation shall be deemed to be effective by means of a vote of two-thirds of those present and voting.

(c) Notwithstanding the provisions of Clause 22(b), the Council may prescribe as the date from which an Ordinance shall be effective, a date earlier than the meeting at which the Ordinance is due to be confirmed, provided that such Ordinance shall then lapse if it is not confirmed.

## **INTERPRETATION OF STATUTES**

23. These Statutes shall be interpreted in such manner as not to conflict with the Charter or with the legal framework from time to time applicable to the provision of higher education in England.”.