

READERSHIPS

SUMMARY OF PRINCIPAL CHANGES

General changes

Document updated with effect from 1 September 2012 to incorporate the University's revised internal management structure.

(Amendments to version 03.0, UPR HR07, are shown in italics.)

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1 INTRODUCTION

These policies and procedures have been approved by the Academic Board¹.

2 DEFINITIONS AND GENERAL INFORMATION

2.1 Reader

2.1.1 The title of 'Reader' is awarded by the University to a member of the University's academic staff in recognition of a candidate's distinction in research, entrepreneurship, consultancy and original work in the creative arts or professional practice. A Reader is a leader of national standing in his or her own field and is normally involved in the direct personal supervision of other staff and/or students. A Reader's work will have resulted in extensive public output, judged by peer review as being of outstanding quality.

2.1.2 Regardless of their grade or whether they are employed on a full-time or fractional basis, members of the academic staff of the University may apply for a Readership if they believe that they satisfy the relevant criteria. Successful applicants will receive a salary commensurate with the Principal Lecturer scale unless they are already on a higher grading.

2.1.3 Readers may also be appointed by external advertisement, in which case the procedure for appointment shall be in accordance with current University procedures for the appointment of new staff but a Readership Panel will be constituted in accordance with the requirements of section 6.4 of this document.

2.1.4 The University's conferment of the title 'Reader' will be withdrawn automatically upon termination of the holder's employment with the University of Hertfordshire. At the absolute discretion of the Vice-Chancellor, acting in his or her capacity as *Chairman* of the Academic Board, the title may be removed by the Board in the event of the holder's incapacity (UPR HR02², refers) or where misconduct on the part of the holder has been proven (UPR HR02², and section 10, refers).

2.2 Reader Emeritus

2.2.1 The title of 'Reader Emeritus' can be conferred on a member of staff who retires after having held the title of 'Reader' at the University for a least three (**3**) years prior to retirement and who is deemed to have served the University with particular distinction.

2.2.2 The title is conferred at the absolute discretion of the Academic Board which reserves the right to withdraw the title at any time (section 10, refers).

2.3 Honorary Reader (Clinical)

2.3.1 The title 'Honorary Reader (Clinical)' can be conferred on an individual who meets the criteria for the conferment of the title 'Honorary Senior Lecturer (Clinical)' and whose work is of a standard consistent with the criteria for a University of Hertfordshire Readership.

2.3.2 The title is conferred at the absolute discretion of the Academic Board which reserves the right to withdraw the title at any time (section 10, refers).

¹ Academic Board Minutes 418.1, 28 June 95; 701, 6 October 99; 289.3, 14 June 2006; 421, 7 November 2007, 514.2, 11 June 2008, 158, 20 Jun 2012, refer. Board of Governors: Minute 840, 9 July 2012, refers.

² UPR HR02 'Staff Disciplinary Policy'

3 **PURPOSE OF READERSHIPS**

The purpose of Readerships is:

- i to encourage individual research, entrepreneurship, consultancy and original work in the creative arts or professional practice, together with publications, creative and scholarly activities of outstanding merit;
- ii to give due recognition to research, entrepreneurship, consultancy and original work in the creative arts or professional practice exhibiting excellence amongst the academic staff of the University;
- iii to reinforce the research, entrepreneurship, consultancy and original work in the creative arts or professional practice profile of the University by appointing, where appropriate, suitably qualified staff from outside the University;
- iv to assist staff in the development of new research, entrepreneurship, consultancy and original work in the creative arts or professional practice initiatives, including seeking funding from external funding agencies;
- v to encourage academic staff to promote research, entrepreneurship, consultancy and original work in the creative arts or professional practice in the University, for example, by leading the formation and growth of teams and of interdisciplinary activities.

4 **CRITERIA FOR THE APPOINTMENT OF READERS**

4.1 The title 'Reader' is awarded in recognition of a candidate's proven achievements, although regard will also be given to the candidate's future potential. Candidates will be required to demonstrate their distinction as a scholar, teacher, business person, entrepreneur, consultant or practitioner in one or more of the following:

- i contribution by research, entrepreneurship, business endeavours, consultancy, original work in the creative arts or professional practice, to the furtherance of knowledge, advancements of the subject or their application to society;
- ii standing in the subject or profession;
- iii their academic leadership.

It is not expected that in any particular case all of these criteria will apply - or apply equally.

4.2 In interpreting the above criteria, the Academic Board has determined that:

- i in the context of Readership applications, 'distinction' implies a standing that would be recognised on a national canvas by those in the same discipline, profession or in the broader field of education;
- ii the University would wish to give as much weight to the skills and achievement of scholars, teachers, entrepreneurs, business people, consultants and practitioners as to those of more traditional scholars and researchers;
- iii the criteria adopted by the University are intended to demand a level of achievement no less than that traditionally expected within British universities, although the nature of the achievement need not be confined to those activities traditionally recognised by readership title and will reflect the vision and mission of the University.

4.3 As regards applications which it judges to be based on the above criteria, a Readership Panel shall establish that the candidate is recognised by his or her peers as standing pre-eminent as a scholar, teacher, entrepreneur, consultant or practitioner in a defined field and

enjoys a national reputation. The standing of such applicants will normally be reflected, as appropriate, to the discipline and/or profession in a distinctive portfolio of works and evidence of standing secured from eminent peer external assessors and personal referees.

- 4.4 An academic may seek designation as a Reader for traditional research activities and/or contributions of equivalence secured in learning and teaching, entrepreneurship, consultancy, original work in the creative arts and/or professional practice. Successful candidates will be able to evidence a material contribution to their subject and/or field of practice.
- 4.5 The work and activity cited in the application will be assessed against the criteria set out in this section (4) to determine whether it is of national distinction and that a prima facie case has been established for its further consideration using external peer review (section 6.2, refers).
- 4.6 In reviewing an application for promotion or transfer to Reader, the University will look for evidence of the quality and effectiveness of the candidate's contribution, achievement, impact and peer recognition.
- 4.7 Above all, the University will seek to evidence that the candidate has made a material difference in his or her chosen field.
- 4.8 **Interpretation of the criteria for designation as a Reader**
- 4.8.1 In interpreting the candidate's case for designation as a Reader, a Readership Panel will also be guided by the criteria set out in this section (4.8). In the case of staff seeking designation as a Reader on the basis of a more traditional body of evidence arising from research, original work in the creative arts and/or professional practice outcomes, then the 'Research and/or Professional Practice' criteria will be dominant; for those staff seeking designation as a Reader on the basis of their contribution to teaching and learning, then the criteria for 'Learning and Teaching' will be the focus.
- 4.8.2 Candidates, irrespective of whether the focus of their case is academic research, entrepreneurial activities, professional practice or teaching and learning will be expected to be able to meet the criteria set down in 'Professional Conduct' and 'Knowledge of Subject'. However, it is not required that all candidates meet all criteria across all areas, rather the Pro Vice-Chancellor assigned the relevant portfolio will take a considered view of the full case presented and evidenced by the candidate in arriving at a decision of whether the candidate has established a prima facie case, such that the Pro Vice-Chancellor assigned the relevant portfolio can move to seek the views of external assessors, identified by the University and independent of the candidate and of personal referees nominated by the candidate.

4.9 **Criteria and examples of evidence in support of a case for designation as a Reader**

4.9.1 **Research and professional practice**

RESEARCH AND/OR PROFESSIONAL PRACTICE	As evidenced by, for example:
Outputs and contributions	Research outputs of at least national quality as defined in the subject area (for example, these may be defined by any national research assessment process) and/or learning community (pedagogic research) and/or professional practitioner groups/fora, evidence of diffusion and impact of research, for example, through citations, development of ideas by others, research awards, technology transfer, consultancy etc.
Research standing and esteem	Measures of peer esteem appropriate to the subject community and research activities. For example, peer and/or expert review and/or editorship of original works, grants won, research conference presentations, invited presentations, exhibitions, internal/external research examinations etc. (Specify the nature and extent of your contribution for research grants/projects (for example, principal investigator, 40% of my time for 2 years, etc.))
Professional practice/consultancy	Effective contribution to changing and developing practice (for example, national committee work, formulation of policy, standards of work, quality and scope and impact of consultancy work etc.)
Contribution to research based teaching and practice based teaching	Successful supervision of postgraduate taught and/or postgraduate research students, evidence that teaching and learning are informed by personal research and endeavours etc.
Contribution to the collective good	Effectiveness in team-based activities within and without the University that seek to advance the quality and opportunity of research, contribution to equality of opportunity in research etc.

4.9.2 **Learning and teaching**

LEARNING AND TEACHING	As evidenced by, for example:
Conduct and currency of teaching and assessment	Consistent high quality student feedback, peer observation, external examiners comments, external reviews/validation/accreditation outcomes, student outcomes, stakeholder views, effective project supervision of taught and/or research students, success in research student completions, final destination of research/taught students, recognition of equality of opportunity in learning and student diversity etc.
Reflective practice in relation to Learning and Teaching	Evidence of innovation and evaluation, demonstrable positive impact on advancing the student learning experience etc.
Leadership in relation to Learning and Teaching	Experience and success in leading academic colleagues in relation to teaching and learning. Experience and success in mentoring and/or coaching staff, achievements in relation to dissemination of new ideas, for example, changes to curriculum, development of new modules and/or courses and/or programmes and/or projects, indicators of peer esteem (for example, external activities, active involvement with Teaching and Learning groups/committees) etc.
Scholarship in relation to Learning and Teaching	Editorship/authorship of student textbooks, book chapters in textbooks, editorship/authorship of collections, teaching guides and module booklets, open learning materials, e-based learning exercises, evidence of use and positive user evaluation, screening internal and/or external research funds/matched support etc.
Curriculum development	Effective module leadership and/or programme leadership, active contribution to programme development teams, engagement with PSBs, employer groups and other stakeholders, as appropriate, etc.
Contribution to the collective good	Effectiveness in team-based activities within and without the University that seek to advance the quality and opportunity of teaching and learning, awareness of equality of opportunity issues in learning.

4.9.3 Professional conduct

PROFESSIONAL CONDUCT	As evidenced by, for example:
Academic leadership	Achievements in leadership roles including range, positions held and impact on research/teaching/professional practice within and/or without the University.
Collegiality/good citizenship	Contribution to committees, working groups, task forces, community groups, volunteering, supporting citizenship of the University and wider scholarly networks, being a good colleague.
Development of self and others	Evidence of continued self-development, roles as mentor/coach, contribution to staff development activities, awareness of equal opportunity issues etc.
Awareness of wider context	Understanding of, and contribution to, university and educational sector-wide issues and debates.
External roles	Contribution to external examinerships, consultancy, election to/membership of recognised national bodies, representing the School/Centre/University in external fora relevant to academic role etc.
Contribution to the collective good	Effectiveness in team-based activities that seek to advance the mission of the University of Hertfordshire.

4.9.4 Knowledge of subject

KNOWLEDGE OF SUBJECT	As evidenced by, for example:
Depth of subject knowledge/expertise	Facilitating student learning.
Breadth of subject knowledge	Range of teaching expertise and experience. External recognition, for example, external examinerships, validation panels, membership of subject-based groups/committees, Learning and Teaching Support Networks, professional practice fora, contribution to textbooks/teaching guides and aids, subject reviews etc. Internal recognition, for example, programme leadership, contribution to developing new programmes etc.

5 THE UNIVERSITY OF HERTFORDSHIRE READER – ROLE DEFINITION

- 5.1 Readers at the University of Hertfordshire are defined by reference to their distinction, standing and leadership in their subject and/or practice. The following framework provides a means of describing the range of activities that may be expected of a Reader.
- 5.2 The primary purpose of the readership role is to further the research, practice and innovation agenda of the University. University of Hertfordshire Readers will help to maintain and enhance the University's reputation for research and scholarship, teaching and learning, entrepreneurship, business engagements, consultancy, original work in the creative arts and/or professional practice through their contribution to collective endeavours and through their own original works.
- 5.3 Together with other senior colleagues, University of Hertfordshire Readers are expected to play an important role in the development of strategy and policies relating to research, entrepreneurship, business links, consultancy, original work in the creative arts and/or professional practice. They will be expected to assist more junior colleagues in realising their potential as scholars, teachers, entrepreneurs, consultants and/or practitioners.
- 5.4 The range of activities expected of a University of Hertfordshire Reader may be expressed under the following headings:
- i undertaking novel enquiry and disseminating new knowledge and/or advances in practice;
 - ii leading projects, teams and/or scholarly communities;
 - iii teaching, learning and professional practice;
 - iv subject advocacy, professional networks and knowledge exchange.
- 5.5 The duties of a Reader are for *Deans of School* to determine. Designation as a Reader does not carry with it any automatic consequences for the nature of the duties that might be undertaken by a Reader. However, a significant contribution to the work and leadership of the *School* and/or University will be expected of all Readers, which may include inter alia, staff and/or resources management, programme development and development of teaching and learning, research, business links and/or professional practice. The area in which Readers contribute to the University/*School* may change over time. Readers can be expected to contribute to their *School* in ways that may include some of the following duties:
- i assisting the *School*/Research Institute in developing research, entrepreneurship, professional practice and/or scholarly activity and developing corresponding links with other *Schools* and services, as appropriate, within and without the University;
 - ii managing aspects that might include staff and/or other resources of the *School*/Research Institute's research, in association with the *School*/Research Institute's management;
 - iii assisting colleagues in developing their research, business links, consultancy and/or professional practice and scholarly activity, including seeking and applying for external funding;
 - iv undertaking teaching and learning activities, including the supervision of student research projects and dissertations;
 - v supervising research degree students and mentoring less experienced colleagues in supervisory skills;

- vi undertaking research, business consultancy and/or professional practice as the lead academic;
- vii contributing to the development of the subject as a scholar;
- viii contributing to the collective good through professional conduct and action, demonstrating collegiality and good citizenship;
- ix representing their subject/profession at relevant external and internal fora;
- x such other duties as may be required by the *Dean of School* from time-to-time and that are commensurate with the nature of the role.

5.6 Readers who, for three (**3**) successive years, are unable to provide evidence of successful activities as defined in section 4, will normally be required to relinquish the title of 'Reader'. Such action shall be initiated by the Reader's *Dean of School* who, in consultation with the appropriate *Pro Vice-Chancellor*, will make a recommendation to the Vice-Chancellor.

5.7 The Vice-Chancellor shall seek the views of a Readership Panel (section 6.4, refers) and will advise the Reader that the University is considering whether or not it would be appropriate for him or her to continue to use the title. The Reader will have the right to make a representation to a Readership Panel before a final decision is taken about the case by the Vice-Chancellor.

5.8 Staff who are required to relinquish the title of 'Reader' shall retain the current grade of their appointment.

5.9 Readers may, with the agreement of their *Dean of School*, relinquish their Readership at any time. Staff who take such action shall retain the current grade of their appointment.

6 APPOINTMENT PROCEDURE

(Note for guidance:

The appointment process is managed on behalf of the Vice-Chancellor by the following Pro Vice-Chancellors:

*Pro Vice-Chancellor (Enterprise),
Pro Vice-Chancellor (Research),
Pro Vice-Chancellor (Student Experience).*)

6.1 **Internal candidates – application for a readership not associated with an advertised post**

6.1.1 Internal candidates may submit an application for Readership at any time.

(Note for guidance – advertised professorial posts

Internal candidates applying for a readership post advertised either internally or externally should refer to section 6.3.)

6.1.2 With the following exceptions, all applications must be made through the candidate's *Dean of School*:

- ii where the candidate is not located within a *School*, in which case the candidate's *Head of Strategic Business Unit (SBU)* is required to undertake the actions assigned to *Deans of School* in these regulations;
- ii where the candidate is not located within a *School and the candidate's Head of SBU* is also the *Pro Vice-Chancellor* to whom the application would be referred for

consideration at later stages in the *appointments* process (section 6.2, refers), in which case *the application will be referred to another of the Pro Vice-Chancellors listed in the Note to section 6.*

- 6.1.3 The *Dean of School/Head of SBU* will exercise his or her professional/academic judgement and determine, at his or her sole discretion, whether he or she is content to support the application. In reaching this decision, the *Dean of School/Head of SBU* may take account of internal or external advice.
- 6.1.4 Where the *Dean of School/Head of SBU* determines that he or she will not support the application, he or she will inform the candidate in writing and confirm to him or her that the application will not be taken forward.
- 6.1.5 Where the *Dean of School/Head of SBU* supports the application, he or she will:
- a write a letter in support of the application (section 6.1.6, e, refers) which will clarify the principal area of research or professional practice on which the application is to be judged and indicate the Pro Vice-Chancellor who should consider the application in the first instance (section 6, Note for guidance, refers);
 - b submit the completed application to the Vice-Chancellor on behalf of the candidate.
- 6.1.6 Applications must be addressed to and lodged with the Vice-Chancellor and must include the following items provided by the applicant:
- a a full curriculum vitae and
 - b a synopsis, of not less than **1,000** and not more than **2,000** words, of the candidate's achievements, professional standing and future plans in his or her chosen field of endeavour, making specific reference to the criteria set out in section 4 of this document and
 - c the names and full contact information of three (**3**) academic referees of appropriate standing in the field who may be approached by the University regarding the application

and the following information provided by the *Dean of School/Head of SBU*:

- d the names and full contact information of not fewer than three (**3**) and not more than five (**5**) external assessors with distinction in the applicant's field of endeavour, who are independent of the applicant (and will not, for example, have collaborated in a material way with the applicant in his or her work) who may be invited to provide a Readership Panel with an independent opinion on the application.
 - e the letter of support from the *Dean of School/Head of SBU* referred to in section 6.1.5, a.
- 6.2 **Prima facie case**
- 6.2.1 The Pro Vice-Chancellor to whom an application has been referred initially (section 6.1.5, a, refers) may refer it to another Pro Vice-Chancellor for consideration where he or she deems that appropriate.
- 6.2.2 Preliminary consideration of applications will be made by the Pro Vice-Chancellor assigned the relevant portfolio, who, in determining at his or her sole discretion whether an applicant has established a prima facie case, may take account of appropriate external advice.
- 6.2.3 Where a prima facie case is established, the Pro Vice-Chancellor will confirm this in writing to the candidate, refer the application to a Readership Panel for formal consideration, and will obtain the views of appropriate external assessors to inform the Panel in its consideration of the application.

6.2.4 Internal candidates for Readerships will be invited to attend for formal interview by a Readership Panel.

6.2.5 Where a prima facie case has not been established, the Pro Vice-Chancellor will inform the candidate in writing. This letter will outline the reasons for the decision.

6.3 **Applications for a readership associated with an advertised post**

6.3.1 Internal or external candidates who meet the criteria for Readership may apply for any University of Hertfordshire Readership which is advertised externally.

6.3.2 Applications must be made in accordance with the arrangements specified by Human Resources in the published advertisement and must contain the following:

- a a full curriculum vitae and
- b a synopsis, of not less than **1,000** and not more than **2,000** words, of the candidate's achievements, professional standing and future plans in his or her chosen field of endeavour, making specific reference to the criteria set out in section 4 of this document and
- c the names and full contact information of three (**3**) academic referees of appropriate standing in the field who may be approached by the University regarding the candidate's suitability for appointment as a Reader.

6.4 **Readership Panel**

(Note for guidance:

This section uses the term 'Readership Panel' throughout. However, the circumstances in which a Panel may also act as an Appointment Panel should be noted.)

6.4.1 A Readership Panel is empowered by the Academic Board to confer Readerships on behalf of the Academic Board.

6.4.2 The *Chairman* of the Readership Panel will ensure that applications are considered and short listed in accordance with the University's regulations for the recruitment and selection of staff.

6.4.3 Where a Readership Panel is to be convened to consider the conferment of a Readership associated with an advertised post (section 6.3, refers) and only internal candidates have been shortlisted, the *Chairman* of the Panel may determine, at his or her discretion, that the Panel may be composed in accordance with section 6.4.8.

6.4.4 It should be noted that the decision of a Readership Panel is final and there is no right of appeal.

6.4.5 The *Chairman* of the Panel will ensure that the candidate is notified of the Panel's decision in writing.

6.4.6 Where a candidate's application has not been successful, the *Chairman* will outline for the candidate in a letter the reasons for the Committee's decision.

6.4.7 Internal candidates for Readership may re-apply after a period of not less than one (**1**) year. Unsuccessful external candidates will be advised by the *Chairman* concerning whether it might be appropriate for them to apply for a University of Hertfordshire Readership that might become available in the future.

6.4.8 Readerships Panel – conferment of a Readership on an internal candidate

(Section 6.1, refers)

In the absence of the relevant Pro Vice-Chancellor (category 1) the Vice-Chancellor, as *Chairman* of the Academic Board, may nominate another Pro Vice-Chancellor to act as *Chairman* of the Panel.

Composition

Category:

- 1 The Pro Vice-Chancellor assigned the portfolio relevant to the principal area of research or professional practice cited in the application who shall be *Chairman*
- 2 The candidate's *Dean of School/Head of SBU* (or nominee at appropriate management level) or *Director of Research (Research Institute)*
- 3 One member of at least Readership level in a field of endeavour relevant to that of the candidate, who may be external
- 4 One further member of at least Readership level who may be the member in Category 1 or 2 or 3

(NOTE: Category 4

Where none of the members in categories 1 or 2 are of Readership Level: at least one (1) further member will be appointed to serve in category 4.)

Quorum

The maximum number of members which shall constitute a quorum is not fixed but the quorum shall consist of not less than three (3) members and shall meet the following requirements:

there shall be three (3) members of at least Readership level, one (1) of whom shall be in a field of endeavour relevant to the qualifying contribution on which the application is to be judged. Of these three (3) members, one (1) may be external and

one (1) member may be the member in category 1 and one (1) may be the member in category 2.

6.4.9 Readership Panel – conferment of a readership associated with an advertised post

(Section 6.3, refers)

In the absence of the relevant Pro Vice-Chancellor (category 1), the Vice-Chancellor, as *Chairman* of the Academic Board, may nominate another Pro Vice-Chancellor to act as *Chairman* of the Panel.

Composition

Category:

- 1 The Pro Vice-Chancellor assigned the portfolio relevant to the principal area of research or professional practice cited in the application who shall be *Chairman*
- 2 The *Dean of School/Head of SBU* (or nominee at appropriate management level) or *Director of Research (Research Institute)*
- 3 One member of at least Readership level in a field of endeavour relevant to that of the candidate, who may be external

- 4 One further member of at least Readership level who may be the member in Category 1 or 2 or 3

(NOTE: Category 4

Where none of the members in categories 1, 2 or 3, are of Readership Level; at least one (1) further member will be appointed to serve in category 4.)

Quorum

The maximum number of members which shall constitute a quorum is not fixed but the quorum shall consist of not less than three (3) members and shall meet the following requirements:

there shall be three (3) members of at least Readership level, one (1) of whom shall be in a field of endeavour relevant to the qualifying contribution on which the application is to be judged. Of these three (3) members, one (1) may be external, and

one (1) member may be the member in category 1 and one (1) may be the member in category 2.

7 TITLE

- 7.1 Following appointment and appropriate consultation, successful candidates for a Readership will adopt a formal title such as 'Reader in Primary Education'.
- 7.2 Formal titles will require the prior approval of the Vice-Chancellor or Pro Vice-Chancellor assigned the relevant portfolio (section 6.2, refers) who, in this regard, acts on the authority of a Readership Panel.

8 EMERITUS READERS

- 8.1 An overall summary of the case, together with the candidate's curriculum vitae, will be submitted by the candidate's Dean of *School* to the Pro Vice-Chancellor assigned the relevant portfolio (section 6.2, refers).
- 8.2 Consideration and where appropriate, approval of the application will be by action of the *Chairman* of a Readership Panel (section 6.4.8, refers) following consultation with members of a Readership Panel.
- 8.3 The title 'Reader Emeritus' is a lifetime award (section 10, refers).

9 HONORARY READERS (CLINICAL)

- 9.1 An overall summary of the case, together with the candidate's curriculum vitae, will be submitted by the candidate's *Dean of School* to the Pro Vice-Chancellor assigned the relevant portfolio.
- 9.2 Consideration and, where appropriate, approval of the application will be by action of the *Chairman* of a Readership Panel (section 6.4.8 refers) following consultation with members of a Readership Panel.
- 9.3 The title 'Honorary Reader (Clinical)' is conferred for a period of three (3) years, after which time the designation will lapse automatically, unless renewed (section 10, refers).

10 **REMOVAL OF A READERSHIP**

10.1 Honorary and Emeritus titles are conferred on the authority and at the absolute discretion of the Academic Board which reserves the right to withdraw a title at any time. The Vice-Chancellor, acting in his or her capacity as *Chairman* of the Academic Board, has absolute discretion to withdraw an Honorary or Emeritus title, subject to a confidential report being made to the Board, by him or her, at the earliest opportunity.

10.2 Where at the conclusion of a disciplinary process (UPR HR02², refers), incapacity or an allegation of misconduct is proven against a Reader who is a member of staff, the title of Reader may be removed from the member of staff at the absolute discretion of the Vice-Chancellor, acting in his or her capacity as *Chairman* of the Academic Board, subject to a confidential report being made to the Board, by the Vice-Chancellor, at the earliest opportunity.

11 **REPORTING REQUIREMENTS**

The Chairman of the Readership Panel is required to report the appointment of Readers and the conferment of the titles 'Reader Emeritus' and 'Honorary Reader (Clinical)' to the next scheduled meeting of the Academic Board (UPR HR01³, refers). *Appointments and conferments will be noted by the Board of Governors.*

P E Waters
Secretary and Registrar
Signed: **13 August 2012**

³ UPR HR01 'Approved Titles'