

THE UNIVERSITY OF MANCHESTER

Membership of School Boards in the new University

Notes for Guidance

These Notes should be read in conjunction with those parts of Statute XVI and of Ordinance XII relating to School Boards.

1. The Statutes of the University require a School Board to be established for each School within a Faculty. Statutes also provided for the constitution and powers of School Boards to be defined in Ordinance, but with the caveats of a 'core' membership and the ability to discuss and transmit opinions on any matter impinging on the work of the School.
2. The core membership of a School Board is all members of academic staff, full-time or part-time, with appointments of more than one year's duration. This is to ensure that the 'permanent' academic corpus, on whom the future of the School is largely dependent, always plays a major role in influencing the executive management and strategic development of the School.
3. Other members of the School, however, also have a significant role to play in such matters, and the Ordinance provides the facility for the 'core membership' to propose other individuals, or categories of individuals (or their representatives) for membership. These proposals are formally subject to approval by, or on behalf of, the Board of Governors.
4. In order to ensure a consistent approach across the University to the composition of School Boards, and to ensure a broad equity of treatment amongst the various staff categories in relation to their numbers within a School, the Board has devised the following guidelines for the preparation of proposals by Schools Boards:
 - (a) the 'core membership' of the Board should always remain the majority of the total membership;
 - (b) research staff holding an appointment (or an accumulation of service) of duration of greater than one year should normally be members, within the constraints imposed by (a) above and (e) below;
 - (c) research and academic staff with an appointment of duration of one year or less, may be appointed members, within the constraints imposed by (a) and (b) above and (e) below;
 - (d) other members of the School may be appointed *ex officio* if they hold positions of significant responsibility within the School's management;
 - (e) other categories of staff having a distinctive role to play in the operation of the School should also be represented on the School Board either through the individuals themselves or through representatives elected by them, depending on the relative sizes of the categories in relation to each other and to the 'core membership';
 - (f) elected representatives of students on programmes assigned to the School should also be members, subject to Ordinance XVIII [Reserved Business].

Note: Each School should separately ensure that appropriate arrangements are made for establishing staff-student consultative fora, with a view to discussing, and reporting to the School Board on, any matter which might affect the relationship between the School and its students.