



Owner:	The Clerk to the University Board
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## Scheme of Delegation

### 1. INTRODUCTION AND SCOPE

1.1 This Scheme of Delegation (referred to as the 6 >>BDC 0. 6 >>BDC 0. 6 >>BDC T4 1 e Tf 0.004 Tc -0h0si2



The determination of the educational character and mission of the University and for oversight of its activities	University Board
The effective and efficient use of resources, the solvency of the University and the Corporation and for safeguarding their assets	University Board following consideration by the Audit, Risk & Governance Committee and/or the Finance & Resources Committee.
Approving annual estimates of income and expenditure	The annual budgets require approval of the University Board following consideration by the Finance and Resources Committee. The Annual Financial Statements require approval of the University Board following consideration by the Finance and Resources Committee and the Audit, Risk and Governance Committee. The Five Year Financial Forecasts require approval of the University Board following consideration by the Finance and Resources Committee.
The appointment or dismissal of the Vice-Chancellor and of the Clerk to the Board	University Board.
Approving policies and procedures relating to the appointment, grading, assignment of duties to, appraisal of, suspension, dismissal and determination of the pay and conditions of service of the holders of senior posts	University Board following consideration by the Nominations Committee and Remuneration Committee for matters within their respective terms of reference.
Approving the framework for employing all other staff	University Board Delegated to: Finance & Resources Committee
Ensuring that there are in place policies and procedures for the government and conduct of the institution, including, for all other staff, staff performance, staff capability, discipline, dismissal and grievance, and for dealing with student discipline, complaints and academic appeals.	Delegated to: Finance & Resources Committee (for staff related policies) Senate (for student and academic matters). Audit Risk & Governance Committee (for policies and procedures relating to corporate governance and other areas within its Terms of Reference) The approval of the Anti-Bribery Policy & Procedures rests with the University Board and cannot be delegated.
Approval of the Board, Senate and	Delegated to:





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personally responsible to the University Board for ensuring compliance with the terms of the HEFCE Memorandum of Assurance and Accountability and providing HEFCE with assurances to that effect.

- 7.3 The Vice-Chancellor chairs the University Executive Team (UET) whose main purpose is to be the executive body with ultimate decision-making authority for the University in the areas of responsibility assigned to the Vice-Chancellor under articles 4.2 (a-f) in the Aor u2 (aking aute [(of))


<p>The procedures for the award of qualifications</p>	<p>Senate following consideration by the Academic Standards Committee</p> <p>Decisions to make awards are delegated as set out in the Academic Regulations, Policies and Procedures.*</p>
<p>Jointly with the [University Board], the procedures for the award of honorary academic titles</p>	<p>The procedures are approved by the University Board on the recommendation of the Honorary Awards Committee. The Honorary Awards Committee is a joint Senate and University Board Committee.</p> <p>The Committee shall make recommendations annually to the Senate and University Board on nominees to be invited to receive an Honorary Award of the University. The decision to confer an award, and the precise title of the degree, rests with the University Board.</p>
<p>The procedures for the expulsion of students for academic reasons</p>	<p>Senate following consideration by the Academic Standards Committee (as set out in the Academic Regulations, Policies and Procedures)*.</p>
<p>Considering both the development of the academic activities of the University and the resources needed to support them and for advising the Vice-Chancellor and the [University Board] on those matters; and 3 (n)</p>	<p>12 (g c)-8 (ons)-8 -0.0o8 (o5.639 0 Td [(V).2/157 Td [(and t)-3</p>



## 10. OVERVIEW OF KEY SENATE COMMITTEES AND SUB-COMMITTEES

10.1 The Academic Standards Committee is responsible on behalf of Senate for setting and maintaining the academic standards of University awards.

10.2 Assessment Boards are responsible on behalf of Senate and the Academic Standards Committee for considering student progression and attainment in accordance with the University's assessment regulations and the conferment of awards.

10.3 The International and UK Partnerships Committee is responsible on behalf of the Academic Standards Committee for maintaining strategic oversight of international and UK partnership development as set out in the Strategy approved by the University Board.

10.4 Faculty Academic Standards Committees, in conjunction with the Academic Standards Committee, Education and Student Experience Committee, Faculty Academic Boards and Faculty Education and Student Experience Committees are responsible for maintenance of academic standards and quality assurance and operational enhancement processes on all of the educational activity within each Faculty. Faculty Academic Standards Committees report to the Academic Standards Committee.

10.5 Faculty Academic Board reports to Senate and is the principal academic deliberative committee of the Faculty with responsibility for the nature and quality of the Faculty's academic provision. Subject to the general responsibility of Senate for the academic work of the University, each Faculty Academic Board shall debate the planning, co-ordination, teU( t)-n-12 he the pl3h

11. OTHER AREAS OF AUTHORITY

11.1 Governance

Amendments to the Instrument of Government and/or Articles of Government for Bournemouth University (Article 11)	By request from the University Board to the Privy Council.  Any proposed amendments to be presented to the Board after consideration by the Audit,



Approval of other staff policies and procedures	Vice-Chancellor Delegated to: Chief Operating Officer and Associate Director of Human Resources
Recognition of Trade Unions	University Board Delegated to: Finance and Resources Committee
Suspension or dismissal of staff other than the Holders of Senior Posts	Vice-Chancellor Delegated to: Chief Operating Officer or if he is unable to act a member of the University Executive Team
Suspension or dismissal of the Holders of Senior Posts	As set out in the policy approved by the University Board

## 12. RESPONSIBILITIES OF MEMBERS OF THE UNIVERSITY EXECUTIVE TEAM

- 12.1 Individual members of the University Executive Team (UET) are responsible to the University Board (through the Vice-Chancellor) for the leadership and overall management of the Faculties and Professional Services in accordance with their job descriptions and the policies and Financial Regulations of the University.
- 12.2 They may delegate responsibility for specific aspects of management to Executive Deans of Faculty or Directors