

Constitutions of faculties and institutes

INTRODUCTION

S.2005/6

The University Charter and Statutes provide for a number of faculties, set up by the Council on the recommendation of the Senate, and it is laid down that each member of the academic staff with teaching duties shall be a member of at least one such faculty. There are at present faculties for arts and social sciences, for health and medicine, management and science and technology. The responsibilities of the faculties are set out in their constitutions, but cover validation of learning and teaching, research, aspects of staffing, and budgetary management and control.

The Senate has decided the following.

1. That all members of the teaching staff currently holding appointments in the departments and sections listed below should be members of the faculty indicated:

arts and social sciences faculty:

educational research; English and creative writing; languages and cultures; history; Lancaster institute for the contemporary arts; law; linguistics and English language; politics, philosophy and religion; sociology.

health and medicine faculty:

biomedical and life sciences; health research; Lancaster medical school; centre for training and development.

management school faculty:

accounting and finance; economics; entrepreneurship, strategy and innovation; leadership and management; management science; marketing; organisation, work and technology.

science and technology faculty:

chemistry; computing and communications; engineering; InfoLab21; Lancaster environment centre; mathematics and statistics; physics; psychology

2. The following general arrangements apply.
 - (i) That each department which is closely allied to programmes of study for which another faculty is responsible may be invited to nominate associate members.
 - (ii) That each faculty shall include one representative from each of the other faculties.

- (iii) That members of the library staff with teaching duties shall be equally distributed amongst the faculties.
 - (iv) That information systems shall be represented on each faculty.
 - (v) That major courses shall reside in the faculty in which the department admitting to the course has its principal home.
3. Every teaching member of staff of the university has a statutory right to attend meetings of the relevant faculty and to receive papers of that faculty and its committees. Departments are however free to designate certain members to be in regular attendance at the faculty and to receive papers; and, when certain members are designated, copies of the papers should be sent to all new members of staff, to all other members of staff who desire to have them and to the departmental office for the information of other members of the department.
4. There are student representatives on each faculty, according to the arrangements set out in their separate constitutions. Non-academic staff are also invited to become members of certain faculties.
5. The faculties are headed by full-time deans, supported by associate deans, according to the number specified in each faculty constitution. The deans, who report to the Vice-Chancellor, are appointed for five years, renewable for normally one further term of up to five years, subject to satisfactory performance. The Vice-Chancellor seeks the views of each faculty about the performance of its dean, and whether the appointment should be renewed, approximately twelve months prior to the end of the term of office.

The deans are members of senior management and of UMAG, with a shared responsibility for promoting and achieving the goals set out in the current strategic plan. Within the faculties, they provide academic leadership, encourage excellence in teaching and research, represent the faculty to the university, and promote the development of the faculty and its staff.

The major duties of the post are:

- (i) to provide strategic leadership in the development and operation of the faculty, and particularly in:
 - developing and implementing (in consultation with faculty policy and resources committees) long-term academic and management plans and policies, incorporating a coherent set of objectives for teaching and research. This will include the production of a three-year rolling strategic plan;
 - developing and managing human resource strategy for the faculty within a university-wide framework, leading to policies which will include recruitment, training and development, and career development of staff;

- fostering and facilitating a supportive environment or ethos for intra-faculty, interdisciplinary and consortial work. This will include ensuring that the faculty explores new markets and responds to them;
 - working with other members of the senior management team to promote the university's strategic plan;
- (ii) to control the faculty budget within the funding constraints set during the budget-setting cycle, including:
- the allocation of funding between member departments;
 - reporting regularly to the University Planning and Resources Group (or its successor body);
 - acting as the accounting officer for the faculty and providing financial accountability to the university.
- This will include agreeing a balanced budget with the Director of Finance;
- (iii) to manage and develop the staff in the faculty, including:
- recruiting and selecting staff within policy guidelines;
 - career development in accordance with institutional and faculty policies and procedures;
- (iv) to hold heads of departments in the faculty accountable for the proper discharge of their departmental responsibilities;
- (v) to act as an advocate for the faculty and to ensure its views are represented to officers and committees in the university;
- (vi) to promote the faculty externally;
- (vii) to chair the faculty policy and resources committee and such other committees as the faculty deems appropriate and are contained in the constitution of the faculty;
- (viii) to facilitate faculty-level Third Mission activities, including the development of commercial opportunities, to develop both research programmes and exploitation of intellectual property, as well as externally funded projects, in conjunction with the Director of Research, Impact and Enterprise and the Pro-Vice-Chancellor (Research);
- (ix) to facilitate faculty-level alumni and development activities in conjunction with the Director of Marketing and Engagement and the Director of Development and Alumni Relations.

6. The Senate in 1998 approved the establishment of a graduate school (S.98/59), and the constitution follows. The graduate schools of arts and social sciences, health and medicine, the Management School, and science and technology in turn form part of that structure.