

APPOINTMENT OF ACADEMIC STAFF

PROCEDURES FOR THE APPOINTMENT OF EXECUTIVE DEANS

1. A joint committee of Council and Senate makes an Executive Dean appointment on behalf of Council and Senate.
2. The committee shall normally have the following membership:
 - i) the Vice-Chancellor, Chair *ex officio*;
 - ii) one member of Council appointed by the Chair of Council;
 - iii) one member of Senate, from the Faculty, appointed by Senate, by election;
 - iv) one member of the Faculty, appointed by the Vice-Chancellor;
 - v) one student member appointed by the OU Students Association;
 - vi) one external member may be appointed by the Vice-Chancellor with expertise in the academic remit of the Faculty to advise on shortlisted candidates.

The University Secretary and the Deputy Vice-Chancellor will normally be in attendance.

3. The terms of reference of the Committee are to advise the Vice-Chancellor in identifying the most suitable candidate for appointment to the Executive Deanship, using as guidelines the Effective Recruitment and Selection Guide produced by Human Resources, and to confirm, where appropriate, the portability to The Open University of the title Professor where the appointee already holds a full Professorship at a recognised and reputable institution. When a candidate who does not already hold a full Professorship requests that they be considered for a chair, their application will be referred to the Faculty (PB2) or Chairs Committee (PB1 and PB3) for a decision.
4. All deliberations of the Committee shall be confidential.
5. The appointment period for an Executive Dean shall be for an initial term of five years which is renewable subject to the agreement of the Executive Dean and the Vice-Chancellor. The Vice-Chancellor's decision will be informed by soundings from the Faculty's senior management team.
6. In the event of a casual vacancy, for whatever reason, the Vice-Chancellor may appoint an Acting Executive Dean to hold office until a full appointment is made.
7. Candidates will either already hold or be appointed to a permanent substantive role in the Faculty and be seconded on a full-time basis to the Executive Deanship.

Approved by Senate and Council in May 2023.