

**INSTRUMENT OF GOVERNMENT FOR THE ARTS UNIVERSITY BOURNEMOUTH  
HIGHER EDUCATION CORPORATION**

**1. INTERPRETATION**

- (i) In this Instrument, the following words and expressions shall have the meanings indicated in this paragraph –

‘the Act’ means the Education Reform Act 1988 as amended from time to time.

‘the Corporation’ means the Arts University Bournemouth higher education corporation

‘the Board of Governors’ means the members of the Corporation

‘the University’ means the Arts University Bournemouth conducted by the Corporation

‘the Principal and Vice Chancellor and Vice Chancellor’ means the Principal and Vice Chancellor and Vice Chancellor of the University

‘the Academic Board’ means the Academic Board of the University constituted in accordance with the Articles

‘the Instrument’ means the Instrument of Government of the Corporation

‘the Articles’ means the Articles of Government in accordance with which the University is conducted

‘the Clerk’ means the person appointed to the office of the Clerk to the Board of Governors under the Articles

‘the Secretary of State’ means the Secretary of State for Business, Innovation and Skills

‘the appointing authority’ means the Corporation unless otherwise specified

- (ii) Reference in this Instrument, in relation to the Board of Governors, to a variable category of members are references to any category of members in relation to which the number applicable in accordance with paragraph 3 below is subject to variation.

**2. NAME OF THE CORPORATION**

- (i) The Board of Governors may, by resolution, change the name of the Corporation, with the consent of the Privy Council.

**3. MEMBERSHIP OF THE BOARD OF GOVERNORS**

- (1) The Board of Governors shall consist of –
- (a) not less than twelve and not more than twenty-four members appointed in accordance with the following provisions; and
  - (b) the Principal and Vice Chancellor, unless he chooses not to be a member.

- (2) Of the appointed members –
  - (a) up to thirteen shall be independent members
  - (b) up to two may be teachers at the University nominated by the Academic Board and up to two may be students of the University nominated by the students thereof; and
  - (c) at least one and not more than nine shall be co-opted members nominated by the members of the Board of Governors who are not co-opted members.
- (3) Independent members shall be persons appearing to the appointing authority to have experience of, and to have shown capacity in, industrial, commercial or employment matters or the practice of any profession.
- (4) The co-opted member required by sub-paragraph 3 (2) (c) above shall be a person who has experience in the provision of education.
- (5) A person (other than a person appointed in pursuance of subparagraph 3 (2) (b) above) who is –
  - (a) employed at the University (whether or not as a teacher)
  - (b) a full-time student at the University; or
  - (c) an elected member of any local authorityis not eligible for appointment as a member of the Board of Governors, otherwise than as a co-opted member.
- (6) For the purposes of this paragraph, a person who is not for the time being enrolled as a student at the University shall be treated as such a student during any period when he has been granted leave of absence from the University for the purposes of study or travel or for carrying out the duties of any office held by him in the students' union at the Institute.
- (7) It shall be for the appointing authority to determine any question as to whether any person is qualified in accordance with the preceding provisions of this paragraph for appointment as a member of the Board of Governors of any description or category.

#### **4. DETERMINATION OF MEMBERSHIP NUMBERS**

- (1) The Board of Governors shall make a determination with respect to their membership numbers.
- (2) Such a determination shall fix the number of members of each variable category of which the Board of Governors are to consist, subject to the limits applicable in relation to that category in accordance with paragraph 3 (2) above.
- (3) In making such a determination, the Board of Governors shall secure that at least half of all the members of the Board of Governors, when constituted in accordance with the determination, will be independent members.
- (4) Such a determination shall not have effect so as to terminate the appointment of any person who is a member of the Board of Governors at the time when it takes effect.
- (5) Such a determination may be varied by a subsequent determination.

## **5. APPOINTMENT OF MEMBERS OF THE BOARD OF GOVERNORS**

- (1) Subject to the provisions of section 124C of the Act, no appointment of members of the Board of Governors may be made before the first determination of the membership in accordance with paragraph 4 (1) above takes effect.
- (2) The Board of Governors are the appointing authority in relation to the appointment of any member of the Board of Governors other than an independent member.
- (3) Where an appointment of an additional independent member of the Board of Governors falls to be made in consequence of a determination in accordance with paragraph 4 above, the appointing authority in relation to the appointment –
  - (a) shall be the Board of Governors if the appointment is made within the period of three months beginning with the date of the determination; or
  - (b) if the appointment is not made within that period, shall be the current independent members of the Board of Governors.
- (4) Where a vacancy in the office of an independent member of the Board of Governors arises on any existing independent member ceasing to hold office on the expiry of his term of office –
  - (a) his successor shall not be appointed more than six months before the expiry of that term; and
  - (b) the appointing authority in relation to the appointment of his successor –
    - (i) shall be the Board of Governors if the appointment is made not less than three months before the expiry of that term; or
    - (ii) if the appointment is not so made, shall be the current independent members of the Board of Governors.
- (5) Where a vacancy in the office of an independent member of the Board of Governors arises on the death of any such member or on any such member ceasing to hold office in accordance with the Instrument, the appointing authority in relation to the appointment of his successor –
  - (a) shall be the Board of Governors if the appointment is made within the period of three months beginning with the date of death or the date on which the office becomes vacant (as the case may be); or
  - (b) if the appointment is not made within that period, shall be the current independent members of the Board of Governors.
- (6) No appointment of an independent member of the Board of Governors by the Board of Governors in accordance with sub-paragraphs 5(3) (a), 5 (4) (b) (i), and 5 (5) (a) above shall be made unless the appointment has been approved by the current independent members of the Board of Governors.
- (7) If the number of independent members of the Board of Governors falls below the number needed in accordance with the Articles for a quorum, the Secretary of State is the appointing authority in relation to the appointment of such number of independent members as is required for a quorum.

## **6. TENURE OF OFFICE OF MEMBERS OF THE BOARD OF GOVERNORS**

- (1) The Board of Governors shall determine the period of office of members in each of the variable categories set out in paragraph 3 (2) above. Such members shall hold and vacate office in accordance with the terms of their appointment and shall, on ceasing to be a member on completion of their period of office, be eligible for re-appointment.

- (2) A member of the Board of Governors may at any time by notice in writing to the Clerk resign his office, which will thereupon become vacant from the date of receipt of the notice or date of resignation specified therein, whichever shall be the later.
- (3) If at any time the Board of Governors are satisfied that any member of the Board of Governors
  - (a) has been absent from meetings of the Board of Governors for a period of twelve months without the permission of the Board of Governors; or
  - (b) is unable or unfit to discharge the functions of a member,the Board of Governors may by notice in writing to that member remove him from office; and thereupon the office shall become vacant.
- (4) Where a member of the Board of Governors appointed as an Academic Board nominee or a student nominee, or a member of staff or student appointed as a co-opted member of the Board of Governors, ceases before the end of his period of office to be a member of staff or a student of the Institute, as the case may be, his office shall thereupon become vacant.

## **7. OFFICERS**

- (1) The Board of Governors shall appoint from among their members, a Chair and any other officers, which the Board may determine.

## **8. COMMITTEES**

- (1) The Board of Governors may establish committees and permit such committees to include persons who are not members of the Board of Governors.

## **9. ALLOWANCES**

- (1) The Board of Governors shall determine any allowances to be paid to members of the Board of Governors.

## **10. SEAL OF CORPORATION**

- (1) The application of the seal of the Corporation shall be authenticated by the signature of the Chair of the Board of Governors or some other member authorised generally or specially by the Board of Governors to act for that purpose together with that of any other member of the Board of Governors.
- (2) The Corporation Seal shall be held under secure arrangements by the Clerk.

## **11. COPIES OF INSTRUMENT OF GOVERNMENT**

- (1) Copies of the Instrument of Government shall be provided to each member of the Board of Governor

## **ARTICLES OF GOVERNMENT FOR THE ARTS UNIVERSITY BOURNEMOUTH**

In exercise of the powers conferred upon it by section 125 of the Education Reform Act 1988, the Arts University Bournemouth higher education corporation makes the following Articles of Government in accordance with which the Arts University Bournemouth shall be conducted.

### **1. INTERPRETATION**

In these Articles words and expressions shall have the meanings ascribed to them in paragraph 1 of the Instrument of Government made by the Privy Council.

‘the holders of senior posts’ means the Principal and Vice Chancellor, the Deputy Principal and Vice Chancellor, the Clerk and the holders of such other senior posts as the Board of Governors may determine and ‘holder of a senior post’ shall be construed accordingly’

‘the staff’ includes both teaching and other staff of the University

‘staff governor’ means a member of the Board of Governors appointed on the nomination of the Academic Board, or as a co-opted staff nominee;

‘student governor’ means a member of the Board of Governors appointed as a student nominee or a co-opted student nominee; and

‘a students’ union’ means any association of the generality of students formed to further the educational purposes of the University and the interests of students as students.

### **2. CONDUCT OF THE UNIVERSITY**

The University shall be conducted in accordance with the provisions of the Education Acts 1944 and 1993, any subsequent Education Acts, any relevant regulations, orders or directions made by the Secretary of State, or by the Privy Council, and subject thereto, in accordance with the provisions of the Instrument, these Articles and any rules or bye-laws made under these Articles.

### **2. RESPONSIBILITIES OF BOARD OF GOVERNORS, PRINCIPAL AND VICE**

### **3. CHANCELLOR AND ACADEMIC BOARD**

#### **The Board of Governors**

(1) The Board of Governors shall be responsible for:

- (a) the determination of the educational character and mission of the University and for oversight of its activities;
- (b) the effective and efficient use of resources, the solvency of the University and the Corporation and for safeguarding their assets;
- (c) approving annual estimates of income and expenditure;
- (d) the appointment, assignment, grading, appraisal, suspension, dismissal and determination of the pay and conditions of service of the holders of senior posts; and
- (e) setting a framework for the pay and conditions of service of all other staff.

### **The Principal and Vice Chancellor**

- (2) Subject to the responsibilities of the Board of Governors, the Principal and Vice Chancellor shall be the chief executive of the University and shall be responsible for:
- (a) making proposals to the Board of Governors about the educational character and mission of the University and for implementing the decisions of the Board of Governors;
  - (b) the organisation, direction and management of the University and leadership of the staff;
  - (c) the appointment, assignment, grading, appraisal, suspension, dismissal and determination – within the framework set by the Board of Governors – of the pay and conditions of service of staff other than the holders of senior posts;
  - (d) the determination, after consultation with the Academic Board, of the University academic activities, and for the determination of its other activities;
  - (e) preparing annual estimates of income and expenditure, for consideration by the Board of Governors, and for the management of budget and resources, within the estimates approved by the Board of Governors; and
  - (f) the maintenance of student discipline and, within the rules and procedures provided for within these Articles, for the suspension or expulsion of students on disciplinary grounds and for implementing decisions to expel students for academic reasons.

### **The Academic Board**

- (3) Subject to the provisions of these Articles, to the overall responsibility of the Board of Governors, and to the responsibilities of the Principal and Vice Chancellor, the Academic Board shall be responsible for:
- (a) general issues relating to the research, scholarship, teaching and courses at the University, including criteria for the admission of students; the appointment and removal of internal and external examiners; policies and procedures for assessment and examination of the academic performance of students; the content of the curriculum; academic standards and the validation and review of courses; the procedures for the award of qualifications and honorary academic titles; and the procedures for the expulsion of students for academic reasons. Such responsibilities shall be subject to the requirements of validating and accrediting bodies.
  - (b) considering the development of the academic activities of the University and the resources needed to support them and for advising the Principal and Vice Chancellor and the Board of Governors thereon; and
  - (c) advising on such other matters as the Board of Governors or the Principal and Vice Chancellor may refer to the Academic Board.
- (4) The Academic Board may establish such committees as it considers necessary to enable it to carry out its responsibilities provided that each establishment is first approved by the Principal and Vice Chancellor and Board of Governors. The number of members of any such committee and the terms on which they are to hold and vacate office shall be determined by the Academic Board.

## **4. ACADEMIC BOARD**

- (1) There shall be an Academic Board of no more than **20** members, comprising the Principal and Vice Chancellor (who shall be Chair) and such staff and students as may from time to time be approved by the Board of Governors. The Principal and Vice Chancellor may nominate a Deputy Chair from among the members of the Academic Board to take the chair in his place. The period of appointment of members and the selection or election arrangements shall be subject to the approval of the Board of Governors.
- (2) Subject to the determination by the Board of Governors under Article 4.1, the composition of the Academic Board shall be:

The Principal and Vice Chancellor (1)

Eight ex officio staff comprising:

The Deputy Vice Chancellor and Vice Chancellor (1)

The University Secretary (1)

The Deans of Faculty (2)

The Director of Academic Services (1)

Assistant Director, Research (1)

Head of School of PrepHE (1)

Chair of Equalities Committee (1)

Academic Registrar (Secretary to Academic Board)

Eleven elected staff comprising:

Nine academic staff, normally elected by the academic staff of the Schools of the University (9)

Two members elected amongst the support staff (2)  
elected by the support staff as a whole

Together with:

One student representative, who shall be the President of the Students' Union (1)

Elected members serve for a term of three years, with the possibility of a second term by agreement

## 5. DELEGATION OF FUNCTIONS AND COMMITTEES

- (1) Subject to the following provisions of this Article, the Board of Governors may establish committees for any purpose or function, other than those assigned elsewhere in these Articles to the Principal and Vice Chancellor or to the Academic Board, and may delegate powers to such committees or to the Chair of the Board of Governors or to the Principal and Vice Chancellor.
- (2) The Board of Governors shall establish a committee or committees to determine or advise on such matters relating to employment policy or finance as the Board of Governors may remit to them. The members of the committee or committees shall be drawn from the Board of Governors other than staff or student governors.

### Remuneration

- (3) The Board of Governors shall establish a Remuneration Committee to determine or advise on such matters relating to employment policy as the Board may remit to it. The assignment, appraisal, pay and conditions of service of holders of senior posts shall be delegated to such a committee. The membership of the committee shall be drawn from members other than staff or student members, and shall be chaired by the Chair of the Board of Governors. The Principal and Vice Chancellor will be a member of the committee to consider all salaries except his/her own.

## **Audit**

- (4) The Board of Governors shall establish an Audit Committee to determine or advise on such audit matters as the Board of Governors will remit to it.

## **Selection**

- (5) The Board of Governors shall establish a Selection Committee to make recommendations on the appointment of Members of the Board to the appropriate appointing authority as set out in articles 7(16) to 7 (17).

- (6) The Board of Governors shall not, however, delegate the following:

The determination of the educational character and mission of the University

The approval of the annual estimates of income and expenditure

Ensuring the solvency of the University and the Corporation and the safeguarding of their assets

The appointment or dismissal of the Principal and Vice Chancellor; or

The varying or revoking of these Articles.

## **6. APPOINTMENT OF CLERK TO THE BOARD OF GOVERNORS**

The Board of Governors shall appoint a Clerk to act as secretary to the Board of Governors.

## **7. PROCEDURES FOR MEETINGS**

- (1) Meetings of the Board of Governors will be held at regular intervals and not less than once per term.
- (2) The Board of Governors shall appoint a Chair and Vice-Chair from among their number (other than the Principal and Vice Chancellor, staff or student governors). The persons so appointed shall hold office for such period as the Board of Governors shall determine, but no longer than two terms of four years. The Chair will automatically begin a new term of membership linked to the office.
- (3) If both the Chair and Vice-Chair are absent from any meeting of the Board of Governors, the Governors present shall appoint one of their number (other than the Principal and Vice Chancellor, staff or student governors) to act as Chairman for that meeting. The Chair or Vice-Chair may resign office by notice in writing given at any time to the Clerk to the Governors. At the first meeting following expiry of their term of office or resignation, the Governors shall appoint a new Chair or Vice-Chair as the case may be from among their number.
- (4) Extraordinary meetings may be convened upon receipt of a written request from the Chair or from at least four members, of whom at least two must be independent members. The request shall specify the object of the desired meeting. Upon the receipt of such a request, the Clerk shall convene a meeting to be held within two weeks of the receipt of the request. The Agenda shall set out the business to be considered and no business other than that so specified shall be taken.
- (5) Meetings shall normally be convened by the Clerk to the Governors who shall send to each governor Agenda papers so that these may, in the normal course of the letter post, reach him or her five clear working days before the meeting.



- (6) The quorum for meetings of the Board of Governors shall be for each of the levels of total membership of the Board set out in column 1 of the table below, the number of members immediately opposite such level in column 2 which shall include the number of independent members set opposite such level in column 3. If a meeting is quorate, but less than half the members present are independent members, a majority of the independent members present shall be able to require that a decision be deferred to the next meeting. No decision shall be deferred more than once under this provision.

<i>Total size Of Board of Governors</i>	<i>Minimum number of members to be present for quorum</i>	<i>Minimum number of independent members within the total to be present</i>
<i>12 to 13</i>	<i>5</i>	<i>3</i>
<i>14 to 16</i>	<i>6</i>	<i>4</i>
<i>17 or 18</i>	<i>7</i>	<i>4</i>
<i>19 to 21</i>	<i>8</i>	<i>5</i>
<i>22 to 23</i>	<i>9</i>	<i>5</i>
<i>24 to 25</i>	<i>10</i>	<i>6</i>

- (7) If at the time appointed for a meeting a sufficient number to form a quorum is not present, the meeting shall stand adjourned and shall be reconvened at the earliest convenient date.
- (8) At every ordinary meeting of the Governors, the Minutes of the previous ordinary meeting shall be taken as the first business and, if accepted as complete and accurate, shall be signed by the Chair of the meeting as a true record. The Minutes of any extraordinary meeting shall also be considered at the next ordinary meeting.
- (9) Except where the Chair has instructed that material shall remain confidential because of references to individual staff or students, or for other reasons, the records of Governors' proceedings shall be available for inspection by the College staff or students on application to the Clerk. This provision shall apply to the Agenda, to papers considered at meetings and to signed Minutes and draft Minutes if they have the Chair's approval.
- (10) Decisions at quorate meetings shall be reached by the majority of those attending and voting.
- (11) Members of the Board of Governors shall not be bound in their speaking and voting by mandates given to them by other bodies or persons.
- (12) In the event of equality of votes on any issue, the Chair shall ask for a re-vote and, if there is still an equality of votes for and against, shall be entitled to give a casting vote whether or not he or she has voted originally.
- (13) The Chair may require the withdrawal of staff or student governors or members of committees, if appropriate, at meetings where a named member of staff or student, or prospective member of staff or student is being considered; and the withdrawal of the Principal and Vice Chancellor from any meeting or part thereof where his or her or her own position is under discussion.
- (14) Any governor who is aware of any pecuniary, family or other personal interests in any matter under discussion shall declare it, at every meeting of the Corporation and its Committees, and upon declaration shall take no part in the consideration of the matter. The Board of Governors will establish a register of interests for this purpose.

- (15) Article 7(14) above shall not prevent the Board of Governors considering and voting upon proposals for the Corporation to insure the members of the Corporation against liabilities incurred by them arising out of their office or the Corporation obtaining such insurance and paying the premiums.
- (16) Where the independent members of the Board of Governors are the appointing authority, they will meet as a committee of the Corporation for this purpose and the same procedures for meetings shall apply as for the Board of Governors set out in Articles 7(6) to 7(17) with the exception of Article 7(9). The quorum for the appointing committee shall be five.
- (17) Where the Board of Governors is the appointing authority, appointments shall normally be made at ordinary meetings and the rules and procedures shall be those set out in Articles 7(6) to 7(15) above. Where exceptionally the Board may need to meet between ordinary meetings to act as the appointing authority an Extraordinary Meeting of the Board shall be convened and rules and procedures as set out in Articles 7(6) to 7(15) above shall apply.

## **8. APPOINTMENT AND PROMOTION OF STAFF**

- (1) Each member of staff shall serve under a contract of employment with the Corporation.
- (2) Upon the occurrence of a vacancy or expected vacancy for the post of Principal and Vice Chancellor, the post shall be advertised nationally.

## **9. CONDUCT OF STAFF**

- (1) After consultation with the staff, the Board of Governors shall make rules relating to the conduct of the staff.

### **Academic Freedom**

- (2) In making rules under Article 9 (1), the Board of Governors shall have regard to the need to ensure that academic staff have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy or losing their jobs or any privileges they may have at the Institute.

## **10. SUSPENSION AND DISMISSAL OF STAFF**

### **Suspension**

- (1) The Chair of the Board of Governors, or in the absence of the Chair the Vice-Chair, may suspend from duty, with pay, the holder of a senior post for misconduct or other good and urgent cause. The Chair or Vice-Chair shall report such suspension in writing to the Board of Governors within two working days or as soon thereafter as practicable.
- (2) The Principal and Vice Chancellor may suspend from duty, with pay, any member of the staff other than the holder of a senior post, for misconduct or other good and urgent cause.
- (3) Anyone who is suspended from duty under Articles 10 (1) or 10 (2) shall be entitled to receive from the Principal and Vice Chancellor, or in the case of the holders of senior posts, from the Chair or Vice-Chair of the Board of Governors, written notification of the suspension, setting out the grounds on which the decision to suspend has been taken.
- (4) Procedures for the suspension of staff under Articles 10 (1) or 10 (2) shall be specified in rules made by the Board of Governors after consultation with the staff. The rules shall include provision that:

- (a) any person who has been under suspension for three weeks or more may appeal in writing to the Board of Governors against the suspension, save that no such right of appeal shall lie if the person is the subject of a reference to a Special Committee under Article 10 (5) or of a notification from the Principal and Vice Chancellor under Article 10 (12);
- (b) an appeal made under 10 (4) (a) shall be considered as soon as practicable; and
- (c) a suspension against which an appeal is made shall continue to operate pending the determination of the appeal.

### **Dismissal**

- (5) If the Chair of the Board of Governors, or in his/her absence the Vice-Chair, or a majority of the members of the Board of Governors, consider that it may be appropriate for the Board of Governors to dismiss the holder of a senior post, the Chair, Vice-Chair or the Board of Governors as appropriate shall refer the matter to a Special Committee of the Board of Governors, which shall be convened as soon as possible to examine the facts otherwise investigate the ground for dismissal and to make a report to the Board of Governors.
- (6) The person whose dismissal is to be considered by the Special Committee shall have the right to make representation to the Committee, including oral representations, for which purpose he may be accompanied and represented by a friend.
- (7) The Special Committee shall prepare a written report for consideration by the Board of Governors, a copy of which shall be sent to the person to whom it relates. The report shall set out facts relating to the case and any considerations which the committee considers should be taken into account in the Board of Governors' consideration of the matter. The report should not contain recommendations as to the decisions to be taken by the Board of Governors.
- (8) The Board of Governors shall consider the report of the Special Committee and take such action as it considers appropriate, which may include the dismissal of the person concerned. The person concerned shall have the right to make representations to the Board of Governors, including oral representations for which purpose he may be accompanied and represented by a friend.
- (9) The Special Committee shall consist of five members of the Board of Governors. The Chair of the Board of Governors, the Vice- Chairman and the Principal and Vice Chancellor shall not be eligible for membership of the Special Committee.
- (10) The Board of Governors shall make rules specifying procedures for the conduct of the Special Committee and other aspects of the procedure set out in Articles 10 (5) to 10 (9)
- (11) The Principal and Vice Chancellor may dismiss any member of the staff other than the holder of a senior post and if the circumstances are such that he is entitled to do so by virtue of the conduct of that member of staff, that dismissal may take immediate effect without any need for prior notice.
- (12) Where the Principal and Vice Chancellor proposes to dismiss such a member of staff and the circumstances described in Article 10 (11) do not prevail, he shall notify the member of staff concerned of that proposal. That staff member shall be given an opportunity to make representations to the Principal and Vice Chancellor. (including oral representations for which purpose the staff member may be accompanied and represented by a friend) before any decision to dismiss by the Principal and Vice Chancellor is taken.
- (13) Where a staff member has been dismissed pursuant to Article 10 (11) or a decision to dismiss has been taken pursuant to Article 10 (12) that staff member may appeal against the dismissal or decision, as the case may be, to the Board of Governors. In the case of an appeal against a decision to dismiss, the dismissal shall not take effect until the appeal has been determined.

- (14) Procedures for the dismissal of staff by the Principal and Vice Chancellor and for the consideration of appeals against dismissals shall be specified in rules made by the Board of Governors after consultation with the staff. The rules should include rights of representation.
- (15) The Principal and Vice Chancellor may delegate his powers of suspension or dismissal to another member of staff. In such cases the Principal and Vice Chancellor remains responsible, with the Board of Governors, for ensuring that the relevant rules are observed.

## **11 GRIEVANCE PROCEDURES**

After consultation with the staff the Board of Governors shall make rules specifying procedures according to which staff may seek redress of any grievances relating to their employment

## **12. STUDENTS**

- (1) A students' union shall conduct and manage its own affairs and funds in accordance with a constitution approved by the Board of Governors and shall present audited accounts annually to the Board of Governors. No amendment to or rescission of that constitution, in part or in whole, shall be valid unless and until approved by the Board of Governors.
- (2) The Board of Governors, after consultation with the Academic Board and representatives of the students, shall make rules with respect to the conduct of students, including procedures for suspension and expulsion.
- (3) In exercise of their responsibilities under Article 3(3) (a), the Academic Board, after consultation with the Board of Governors and representatives of the students, shall determine procedures for the expulsion of a student for an unsatisfactory standard of work or other academic reasons.
- (4) The Board of Governors shall determine procedures to ensure students have an appropriate opportunity to raise matters of proper concern to them at all levels in the Institute and to provide for the procedures to be followed to that end.

## **13. FINANCIAL MATTERS**

### **Fees**

- (1) The Board of Governors shall determine the tuition and other fees payable to the Corporation (subject to any terms and conditions attached to grants, loans or other payments paid or made by the appropriate Higher Education Funding Council).

### **Accounts Estimate and Audit**

- (2) The Board of Governors shall keep accounts and records, and appoint auditors in accordance with the provisions of the Act.
- (3) Annual estimates of income and expenditure shall be prepared by the Principal and Vice Chancellor for the consideration and approval of the Board of Governors.

## **14. RULES AND BYE-LAWS**

The Board of Governors shall have power to make rules and bye-laws concerning such matters with regard to the government and conduct of the University as it shall think fit. Such rules and bye-laws shall be subject to the provisions of these Articles.

**15. COPIES OF ARTICLES, RULES AND BYE-LAWS**

A copy of these Articles, and any rules or bye-laws, shall be given to every governor and shall be available for inspection upon request to every member of staff and every student.

**16. AMENDMENT OF ARTICLES**

These Articles may be amended or replaced by a resolution of the Corporation either with the approval of the Privy Council, or as required by the Privy Council, after consultation with the Corporation, in accordance with section 125 of the Act.

**17. DATE OF ARTICLES**

These Articles shall come into operation on