

## **School of Advanced Study Directorate**

### **Terms of Reference**

#### **Reports to the Dean and PVC**

The functions of the Directorate are:

1. To advance the strategic national and international mission of the School;
2. To consider, review and deliver the School's Strategy, and to receive, consider and approve the strategic plans of Institutes, Centers, and central areas of the School in pursuit of it;
3. To review the academic mission of the School, including research, research promotion and facilitation, teaching and learning, academic events and engagement, and SAS libraries
3. To receive and consider reports of strategic interest from the Institutes and to keep under consideration the finances of the School, the Institutes, and the other central areas of the School;
4. To consider and make recommendations to the Dean for the admission to the School of new Institutes, the constitution as Institutes of existing programmes within the School, and the winding up of existing Institutes or the transfer of all or part of their activities to any body outside the School;
5. To establish such standing and ad hoc committees as required as working groups;

### **Operating Practice**

Decisions of the Directorate will be taken by a majority of the members present and will be arrived at by consensus.

Where consensus is difficult or impossible to reach, the Chair will refer to the Dean for decision to the Board.

The Directorate shall meet not less than three times in each academic year.

The Director of Operations will act as Secretary to the Committee which is serviced by the Dean's Office.

### **Membership**

The Directorate consists of the Director, or equivalent officer, of each of the member-Institutes of the School, together with the Dean, Vice Dean, Director of Operations, the Professor of Digital Humanities, the Chair in Public Understanding of Humanities, the Head of Publishing, Head of

Research and Research Partnerships, Head of Engagement and Knowledge Exchange and the Head of Finance (Academic)

In exceptional circumstances, a Director may, with the agreement of the Dean, appoint a representative to attend a meeting.

By invitation: The Director ITDS, The Senate House Librarian, the Human Resources business partner for the School, the leads for Academic Events and Engagement, and the Academic Lead/s for the Doctoral Centre.

It will be chaired by the Vice Dean or, in the absence of the Vice Dean, by the Dean