



# **CHARTER**

15 December 2010

## CHARTER OF THE UNIVERSITY OF SURREY

ELIZABETH THE SECOND by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of Our other Realms and Territories Queen, Head of the Commonwealth, Defender of the Faith:

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING!

WHEREAS an humble Petition has been presented unto Us by the Governing Body of Battersea College of Technology praying that We should constitute and found a University within Our County of Surrey for the advancement and diffusion of learning and knowledge and grant a Charter with such provisions in that behalf as shall seem to Us right and suitable:

AND WHEREAS We have taken the said Petition into Our Royal Consideration and are minded to accede thereto:

NOW THEREFORE Know Ye that We by virtue of Our Prerogative Royal and of Our especial grace, certain knowledge and mere motion have willed and ordained and by these Presents do for Us, Our Heirs and Successors will and ordain as follows:-

- 1 The Chancellor, the Pro-Chancellors, the Vice-Chancellor, the Senior Deputy Vice-Chancellor, the Treasurer, the Deputy Vice-Chancellors and the Academic Deans for the time being, the members for the time being of the Court, the Council, the Senate and the Employees, the Alumni, the Emeritus Professors and holders of other emeritus titles, the Graduate and Undergraduate Students of the University and all others who shall pursuant to this Our Charter and the Statutes of the University for the time being be Members of the University are hereby constituted and from henceforth for ever shall be one Body Politic and Corporate, with perpetual succession and a Common Seal by the name and style of 'The University of Surrey' (hereinafter called 'the University').
- 2 The objects of the University shall be the pursuit of learning and the advancement and dissemination of knowledge, in Science and Technology and all that pertains to a fuller understanding of humanity, in close co-operation with the industrial life of the country and with commerce and the professions; so that by its discipline and inspiration and by the sharing of their life and interests its Members at all levels may grow in wisdom as well as knowledge and be enabled, according to the best of their several talents and abilities, to enrich their own lives and the life and livelihood of the community.
- 3 The University shall be a teaching, a research and an examining body, and subject to this Our Charter and the Statutes of the University (hereinafter called 'the Statutes'), shall have the following powers:-
  - (1) To provide instruction in such branches of learning as the University may think fit, for Members of the University and for others, and to establish, maintain and administer places of instruction.
  - (2) To make provision for research, and for the conservation, advancement and dissemination of knowledge in such manner as the University shall determine, and to establish, maintain and administer places of research.
  - (3) To prescribe the conditions under which persons shall be admitted to the University and to any particular scheme of study therein.

- (4) To confer and award Degrees, Diplomas, Certificates and other academic distinctions on and to persons who shall have pursued a scheme of study or research approved by the University and shall have passed the examinations or other tests prescribed by the University or who shall have fulfilled such other conditions as may be required by the University.

These powers shall also extend to any collaborative arrangement with other institutions for the award of joint degrees, diplomas and certificates.

- (5) To confer distinctions on members of the academic and other staff of the University.
- (6) To confer on persons approved by the University, Honorary Degrees, the title of Professor Emeritus or other such distinctions.
- (7) On what the University shall deem to be good cause, to deprive persons of any Degrees, academic distinctions or titles conferred on or granted to them by the University.
- (8) To affiliate other bodies, or departments thereof, to admit members thereof to any of the privileges of the University and to accept attendance at courses of study in such bodies or departments thereof in place of such part of the attendance at courses of study in the University all upon such terms and conditions and subject to such Regulations as may be determined from time to time by the University.
- (9) To federate with other higher education institutions and for this purpose to establish such federal structures as may be appropriate and necessary.
- (10) To co-operate, by means of Joint Boards or otherwise, with other educational authorities for the conduct of examinations and for such other purposes as may be determined from time to time by the University.
- (11) To engage and employ in the conduct of the academic and administrative affairs and management of the University such persons in such capacities and in accordance with such conditions of service as the University shall decide and to dismiss such persons.
- (12) To establish Professorships, Readerships, Senior Lectureships, Lectureships and other such posts required by the University and to appoint persons thereto.
- (13) To institute and award Fellowships, Studentships, Scholarships and prizes and other aids to study and research.
- (14) To regulate and superintend the conduct of the Students of the University.
- (15) To establish, maintain and administer places of residence for staff and Students of the University; and to approve and inspect other places in which Students of the University may reside.
- (16) To provide such facilities and services for profit or otherwise as may best promote the welfare of the staff and students of the University, provided that they be consistent with the objects of the University as a place of education and learning.
- (17) To provide, for reward or otherwise, research, design, development and advisory services; to buy, sell, acquire and otherwise deal in patents, designs, scientific and technological equipment and inventions of all kinds; to exploit or procure the exploitation of all intellectual property rights and know-how of the University in such manner as the University shall see fit; and to engage in printing and publishing and the distribution and sale of books and other goods and services; and for those and other purposes to enter into contracts and arrangements with any persons, companies or institutions as the University may think fit.

- (18) Alone or jointly with other persons or bodies to establish, maintain and administer research, design, development, statistical and advisory projects and services, and to sell, license or otherwise dispose of the same or the product of the same for profit or otherwise.
- (19) To demand and receive fees, to procure contributions to the funds of the University and to borrow or raise money for its purposes in such manner as the University may think fit.
- (20) To act as trustees or managers of any property, legacy, endowment, bequest or gift for purposes of education or research or otherwise in furtherance of the work or welfare of the University and to invest any funds representing the same in accordance with the provisions of the Statutes.
- (21) To allow to be incorporated into the University such bodies, corporate or otherwise, as the University thinks fit, provided such incorporation shall be in furtherance of the objects of the University or any of them, and whether or not the property, rights, privileges and liabilities of the body to be incorporated shall pass to the University in whole or in part.
- (22) To give guarantees to banks, building societies and other financial institutions whether in pursuance of continuing arrangements or not.
- (23) To obtain through Our College of Arms a grant of armorial bearings, which shall be duly recorded in Our said College.
- (24) To do all such other acts and things (including the promotion of a Bill or Bills in Parliament) whether incidental to the powers aforesaid or not as may be requisite in order to further the objects of the University.
- (25) To make loans, grants or gifts to any person or body.
- (26) To acquire and dispose of interests of all types in bodies corporate whether alone or jointly with others and to form subsidiary companies.
- (27) To delegate and contract such of its powers as it shall see fit.
- 4 There shall be a Chancellor of the University who shall be the High Officer of the University, and shall preside over meetings of its Court, and have power to confer Degrees.
- 5 There shall be a Pro-Chancellor or Pro-Chancellors of the University not exceeding four in number. The Pro-Chancellor, or one of the Pro-Chancellors as prescribed by the Statutes, shall, subject to the Statutes, during a vacancy in the office of Chancellor or during his inability through illness or any other cause to perform his functions and duties, perform the functions and duties of the Chancellor.
- 6 There shall be a Vice-Chancellor & Chief Executive of the University, who shall be the principal academic and administrative Officer of the University and ex-officio Chairman of the Senate and of the Executive Board (or such body the Council may from time to time designate as the 'principal executive body'), and have power to confer Degrees during a vacancy in the office of Chancellor or during the Chancellor's inability through illness or any other cause to confer Degrees.
- 7 There shall be a Senior Deputy Vice-Chancellor who shall fulfil such functions as shall be determined by the Council. He shall deputise for and assist the Vice-Chancellor in the execution of his functions, and shall, subject to the Statutes, during the inability of the Vice-Chancellor through illness or any other cause to perform his functions and duties, perform the functions and duties of the Vice-Chancellor.
- 8 There shall be a Treasurer of the University who shall, in an honorary capacity, fulfil such functions as may be determined by the Council.
- 9 There shall be Deputy Vice-Chancellors who shall fulfil such functions as shall be determined by Council.
- 10 There shall be Academic Deans who shall perform such functions as may be prescribed by or under the authority of the Statutes.

- 11 The first Chancellor, Pro-Chancellor, Vice-Chancellor and Treasurer shall be the respective persons named in the First Schedule to this Our Charter.
- 12 There shall be a Court of the University (in this Our Charter called 'the Court') which shall receive an annual report on the performance of the University from the Vice-Chancellor, which may discuss any matter relating to the University and which may express its views to the Council and to the Senate.
- 13 There shall be a Council of the University (in this Our Charter called 'the Council') which shall, subject to the Statutes, be the governing body of the University and shall have the custody and use of the Common Seal, and shall be responsible for the management and administration of the revenue and property of the University and shall, subject to the powers of the Senate as provided in this Our Charter and the Statutes, have general control over the conduct of the affairs of the University and shall have all such other powers and duties as may be conferred upon it by the Statutes.
- 14 There shall be a Senate of the University (in this Our Charter called 'the Senate') which shall, subject to the Charter and Statutes, have overall responsibility for the regulation of academic matters, including teaching and research, for academic quality assurance and standards, and for the welfare and conduct of students in academic matters.
- 15 There shall be an Executive Board of the University (in this Our Charter called the 'Executive Board' or its successor in title) which, subject to the powers of the Council and of the Senate as provided in this Our Charter and Statutes, shall be the principal executive body of the University.
- 16 It shall be the duty of the Council to refer to the Senate and to the Executive Board any matter coming before the Council which the Council considers to fall within the powers and functions of the Senate and the Executive Board. Likewise, it shall be the duty of the Senate and the Executive Board to bring before the Council matters which they consider to fall within the powers and functions of the Council.
- 17 The academic activities of the University shall be grouped in such manner and for such purposes as the Council, on the recommendation of the Senate, may determine from time to time and which may be prescribed by Ordinance.
- 18 There shall be an Academic Assembly of the University the membership of which shall be prescribed by Ordinance.
- 19 There shall be a Union of Students of the University whose constitution, powers and functions shall be prescribed by or under the authority of the Ordinances.
- 20 Subject to the provisions of this our Charter and the Statutes, the Court, the Council, the Senate, and the Executive Board respectively, may from time to time make standing orders for governing their proceedings, and the power to make standing orders shall include the power to add to, amend or repeal any standing orders theretofore made.
- 21 The Council may at any time with the concurrence of the Senate add to, amend or repeal this Our Charter by a Special Resolution in that behalf and such addition, amendment or repeal shall when allowed by Us, Our Heirs or Successors in Council become effectual so that this Our Charter shall thenceforward continue and operate as so added to, amended or repealed in manner aforesaid. This Article shall apply to this Our Charter as added to, amended or repealed in manner aforesaid.
- 22 The Council may by Special Resolution and with the concurrence of the Senate make Statutes for the University which may add to, amend or repeal the Statutes for the time being in force; provided that such Statutes shall not be repugnant to the provisions of this Our Charter and that no such Statutes shall have effect until approved by the Lords of Our Most Honourable Privy Council, of which approval a Certificate under the hand of the Clerk of Our said Privy Council shall be conclusive evidence.

- 23 For the purposes of this Our Charter, a 'Special Resolution' means a Resolution passed at one meeting of the Council and confirmed at a subsequent meeting held not less than one calendar month nor more than three calendar months after the former; provided that notice of each meeting and of the proposed Resolution shall be given to each member of the Council not less than fourteen days before the meeting is held, and that the Resolution is passed at each meeting by a majority of not less than three-fourths of the members of the Council present and voting.
- 24 Subject to the provisions of this Our Charter, Statutes may prescribe or regulate as the case may be:-
- (1) The status and appointment of the Chancellor, Pro-Chancellors, Vice-Chancellor, Senior Deputy Vice-Chancellor, Treasurer and Deputy Vice-Chancellors.
  - (2) The status and appointment of the other Officers and staff of the University.
  - (3) The constitution and powers of the Court, Council, Senate and the Executive Board.
  - (4) All such other matters as the Council may deem fit with respect to or for the governing of the University, its Members and constituent parts or otherwise for the promotion of the objects of this Our Charter.
- 25 The Statutes set out in the Second Schedule to this Our Charter shall be the first Statutes of the University and shall remain in force until they have been added to, amended or repealed in the manner hereinbefore prescribed.
- 26 The Senate shall have power to propose to the Council Statutes to be made by the Council and it shall be the duty of the Council to consider the same.
- 27 The Statutes may direct that any of the matters to be prescribed or regulated by Statute as authorised or directed in this Our Charter shall be further prescribed or regulated by Ordinance, by Regulation, or by decision made by the Council or the Senate or the Executive Board; provided that any such further prescription or regulation shall not be repugnant to the provisions of the Statutes or of this Our Charter.
- 28 Subject to the provisions of this Our Charter and the Statutes, the Council, with the concurrence of the Senate, may make such Ordinances as it considers necessary or desirable for the purpose of carrying out the objects of the University, and shall stipulate when such Ordinances come into effect; provided that notice of each such proposed Ordinance and of the date upon which it is proposed that it should come into effect shall be given to each member of the Council not less than fourteen days before the date of the meeting of the Council at which it is to be considered.
- 29 (1) Subject to the provisions of this Our Charter and the Statutes and Ordinances, the Senate and the Executive Board may make such regulations on matters within their purview as each considers necessary for the purposes of carrying out the objects of the University.
  - (2) Regulations may add to, amend or repeal Regulations in force.
- 30 The University will not discriminate on grounds of political belief, gender, sexual orientation, disability, age, marital status, race, ethnic origin, religion or belief, social background, or any other factor in respect of which discrimination shall be prohibited by law, against any person in determining whether he or she is to be admitted as a Member of the University or hold office therein or to graduate thereat or shall debar or hinder full enjoyment of the privileges, advantages and facilities provided by the University.
- 31 The University shall not make any dividend, gift, division or bonus in money unto or between any of its Members except by way of prize, reward or special grant.
- 32 We reserve unto Ourselves, Our Heirs and Successors, the right, on representation from the Court, to appoint by Order in Council a Visitor of the University for such period and with such duties as We, Our Heirs and Successors shall see fit and his decision on matters within his jurisdiction shall be final.

33 Our Royal Will and Pleasure is that this Our Charter shall ever be construed benevolently, and in every case most favourably to the University and the promotion of the objects of this Our Charter.

IN WITNESS whereof We have caused these Our Letters to be made Patent.

WITNESS Ourselves at Westminster the ninth day of September in the fifteenth year of Our Reign.

BY WARRANT UNDER THE QUEEN'S SIGN MANUAL. (sd.) COLDSTREAM.

The text of the Charter above incorporates amendments approved by Her Majesty the Queen in Council as follows:

15 December 2010

9 February 2005

27 July 2004

24 November 1999

17 December 1992



*At the Court at Buckingham Palace*

THE 15th DAY OF DECEMBER 2010

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

THE University of Surrey has duly made amendments to its Charter, as set out in the Schedule to this Order.

THE amendments have been submitted to Her Majesty in Council for allowance.

NOW, THEREFORE, Her Majesty, having taken the amendments into consideration, is pleased, by and with the advice of Her Privy Council, to allow them.

*Prudith Roper*

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*SCHEDULE*

AMENDMENTS TO THE CHARTER OF THE UNIVERSITY OF SURREY

1. In Article 1 -

(a) Delete "Academic Staff" and substitute "Employees"

(b) Delete "Graduates of the University" and substitute "Alumni, the Emeritus Professors and holders of other emeritus titles,"

2. In Article 3 -

(a) in paragraph (3) delete "the General Entrance Requirements of the University and".

(b) in paragraph (4) add a new second paragraph "These powers shall also extend to any collaborative arrangement with other institutions for the award of joint degrees, diplomas and certificates."

(c) in paragraph (5) delete "Degrees or other academic"

(d) in paragraph (6) delete "academic"

(e) in paragraph (8):

(i) delete "to recognise selected members of the staffs thereof as teachers of the University,"

(ii) add ", all" after "in the University"

(f) in paragraph (11):

(i) add "and" after "academic"

(ii) delete "and domestic"

(g) in paragraph (16) delete "conduce to" and substitute "promote"

3. In Article 6 -

Delete "the Federal Senate (while that statutory body exists), and whatever" and substitute "the Executive Board (or such"; and insert close bracket after "executive body"

4. In Article 12 -

Delete "working" and substitute "performance"

5. In Article 14 -

Delete "this Our Charter and the Statutes, be the governing body of the University in all academic matters, including teaching and research in the University and the regulation and superintendence of the education and conduct of the Students of the University." and substitute "the Charter and Statutes, have overall responsibility for the regulation of academic matters, including teaching and research, for academic quality assurance and standards, and for the welfare and conduct of students in academic matters."

6. In Article 15 -

Delete Article 15 and substitute:

"There shall be an Executive Board of the University (in this Our Charter called the 'Executive Board' or its successor in title) which, subject to the powers of the Council and of the Senate as provided in this Our Charter and Statutes, shall be the principal executive body of the University."

7. Add new Article 16 -

“It shall be the duty of the Council to refer to the Senate and to the Executive Board any matter coming before the Council which the Council considers to fall within the powers and functions of the Senate and the Executive Board. Likewise, it shall be the duty of the Senate and the Executive Board to bring before the Council matters which they consider to fall within the powers and functions of the Council.”

9. Re-number existing Article 16 as Article 17.

In Article 17, as re-numbered -

(a) Delete “Departments” and substitute with “The academic activities”.

(b) Delete “For each such group there shall be an Academic Board of the University. The constitution, powers, functions and membership of Academic Boards shall be prescribed by the Statutes.”

10. Delete existing Article 17.

11. In Article 18 -

Delete “consisting of all the members of the Academic Staff of the University and the holders of such other posts as may be prescribed by Ordinance.” and substitute “the membership of which shall be prescribed by Ordinance”.

12. In Article 20 -

(a) after “Council” delete “and” and insert a comma;

(b) add “and the Executive Board” after “Senate”.

13. In Article 24 -

(a) in paragraphs (1) and (2) -

(i) after “status” add “and” and delete the comma;

(ii) delete “and continuance in office”

(b) Delete paragraph (3) and substitute “The constitution and powers of the Court, Council, Senate and the Executive Board”

13. In Article 27 -

After “Senate”, add “or the Executive Board”.

14. In Article 28

(a) delete the paragraph number “(1)” so that this paragraph constitutes Article 28.

(b) delete paragraph (2)

15. In Article 29 -

Delete (1) and substitute "Subject to the provisions of this Our Charter and the Statutes and Ordinances, the Senate and the Executive Board may make such regulations on matters within their purview as each considers necessary for the purposes of carrying out the objects of the University."

16. For Article 30 substitute "The University will not discriminate on grounds of political belief, gender, sexual orientation, disability, age, marital status, race, ethnic origin, religion or belief, social background, or any other factor in respect of which discrimination shall be prohibited by law, against any person in determining whether he or she is to be admitted as a Member of the University or hold office therein or to graduate thereat or shall debar or hinder full enjoyment of the privileges, advantages and facilities provided by the University."