

# Named Chairs without External Funding Policy and Procedure

## 1. Purpose

- 1.1 This policy describes the School-wide policy and procedure for Named Chairs without external funding. The aim is to provide a clear and rigorous policy for the conditions under which 'names' can be attached to full professorial posts.
- 1.2 In certain disciplines, Named Chairs are regarded as a signal of prestige. In some Departments, their use can be helpful as part of an overall recruitment or retention package. The policy should provide criteria and a process for conferring Named Chairs without external funding and across the School.

## 2. Scope

- 2.1 The policy may apply to all Departments in the School that are considering attaching a 'name' to a full professorial post held by a specific individual, until that individual leaves the School. No Department is required to take advantage of this policy.
- 2.2 The policy is only concerned with approving names for full professorial posts funded internally by the School.

## 3. Criteria for the Creation of New Named Chairs without External Funding

- 3.1 A full professorial post may be 'named' in the School according to the following criteria:
  - i. The named individual has a demonstrated connection with the School;

- ii. The named individual is deemed to have had a prestigious scholarly record or was a public figure who is held in high esteem;
  - iii. Whether there is or is not a similarly Named Chair at another University (predominantly UK and US institutions) and a risk assessment of this concluding that the name should be added to an LSE list of Named Chairs;
  - iv. The named individual or, if the named individual is deceased, the named individual's next of kin, as appropriate, have been contacted and are supportive.
- 3.2 Proposals are expected to be consistent with the School's [Equity, Diversity and Inclusion \(EDI\) Policy Statement](#), specifically in relation to ways in which to recognise the importance and value of attracting, retaining and developing talented academic staff from a variety of different backgrounds.
- 3.3 In order to sustain the prestige associated with conferring a Named Chair, it is expected that there will normally be no more than 30 Named Chairs without external funding on the School-wide approved register. This represents around 11% of 260 full Professorial posts in the School on 1 May 2019. Named Chairs should only be awarded in truly exceptional circumstances.

## 4. Procedure

- 4.1 In the first year that the policy takes effect, the procedure will be as follows:
- o A call will be made for proposals from Heads of Department so that there is a register of approved names ready to be conferred when a Department elects to attach a name to a full Professorial post in the School.
  - o Proposals will be considered by the School's Centennial Professor Selection Committee.
- 4.2 All proposals for a new Name will be submitted to Human Resources with a brief explanation of the rationale for each Name and the way it meets the first four criteria. The proposal should note that the Name(s) has/have been discussed with Advancement and confirm that there is no immediate plan to seek external funding with respect to the Name. This does not preclude Advancement fundraising for the Name at a future time which would be subject to the relevant controls in the Donations Acceptance Policy.
- 4.3 Should the Name receive provisional approval, the proposers will contact the named individual or, where the named individual is deceased, the named individual's next of kin to seek their agreement. When agreement is reached, HR will be notified and the proposal will receive final approval from the Director or the Pro-Director Faculty Development in his/her absence.

## 5. Arrangements for Awarding Named Chairs

- 5.1 After a Department has gained approval for the use of a 'name' for a Named Chair, subsequently, a Department may propose consideration of one of these 'names' in response to a specific recruitment or retention case and the case for the name will be considered by the School's Centennial Professor Selection Committee, normally via electronic circulation due to the time

sensitive nature of recruitment or retention cases of relevance. The reason for involving the School's Centennial Professor Committee is to have an independent check on the distinction of candidates. The Committee will not be involved where an open recruitment search is undertaken for a Named Chair that was advertised as a Named Chair.

5.2 All approved names under this policy will:

- Be owned by the School and conferred on an individual as part of the School's normal recruitment procedures or as part of a package aimed at retaining existing staff;
- Revert to the School when the individual upon whom the name is conferred departs;
- Thereafter, the name may be conferred on an individual with a different departmental affiliation to the previous incumbent.

## 6. Review

6.1 An approved register of names will be maintained by HR and reviewed every three years.

6.2 The policy will be reviewed annually by the Appointments Committee in line with normal practice.

## Review schedule

Review interval	Next review due by	Next review start
12 months	July 2020	May 2020

## Version history

Version	Date	Approved by	Notes
1	June 2016	Appointments Committee	
2	June 2019	Appointments Committee	

## Links

Reference	Link
EDI Statement	<a href="#">Equity, Diversity and Inclusion (EDI) Policy Statement</a>

## Contacts

Position	Name	Email	Notes
Human Resources	Review and Promotion Team	<a href="mailto:Hr.Reviewandpromotion@lse.ac.uk">Hr.Reviewandpromotion@lse.ac.uk</a>	

## Communications and Training

Will this document be publicised through Internal Communications?	<b>No</b>
Will training needs arise from this policy	<b>No</b>
If Yes, please give details	