



LSE Centennial Professor Scheme

1. Purpose of the Scheme

- 1.1 The purpose of the scheme is to attract to the School academics of *outstanding international distinction* in their field of study in order to add to the rolling presence of eminent scholars in the School community.
- 1.2 The expectation is that LSE Centennial Professors will make a contribution to the School as a whole and not merely to a single Department/Institute/Centre.
- 1.3 LSE Centennial Professorships are fixed-term visiting appointments.
- 1.4 The LSE Centennial Scheme will not apply to retired members of the School.

2. Selection Procedure

- 2.1 Proposals will be considered annually by a Standing Selection Committee comprising of:
 - The Director (Chair)
 - The Pro-Director (Faculty Development)
 - The Pro Director, Planning and Resources
 - The Vice Chair of the Appointments Committee (VCAC)
 - One Professor from each of the Academic Board constituency groups.

Proposals will be subject to a successful 'first fund check' by LSE Finance before consideration by the Standing Selection Committee.

Professors will be nominated by the Heads of Department in each of the five Academic Board constituency groupings. Members will be approved by the VCAC and serve for a period of two years initially; thereafter two professors will step down on an annual basis so that the Committee has continuity of experience. The Special Sub-Committee must have a quorum of the following: the Director or the Pro-Director (Faculty Development) who will chair in case the Director does

not attend, the Pro Director Planning and Resources or the VCAC, plus three further members of the Special Sub-Committee.

- 2.2 Heads of Department/Directors of Institutes/Centres may submit nominations during Lent Term. Human Resources will notify all Departments/Institutes/Centres of the exact timetable.
- 2.3 Proposals for the appointment of an LSE Centennial Professor should be submitted with a detailed explanation of the benefits accruing to the Department/Institute/Centre and the School, a note confirming the appointment has the support of professorial colleagues in the Department/Institute/Centre and an up to date Curriculum Vitae.
- 2.4 Proposals of candidates should be made on the basis of *outstanding international distinction* in an academic field.
- 2.5 It is not standard practice to request references for Centennial Professors, but members of the Standing Selection Committee may call for references if they are considered necessary.

3. Period of Appointment

- 3.1 Appointments will normally be 0.25 of the Full Time Equivalent (FTE).
- 3.2 The maximum period of appointments under this Scheme funded by the School or by Departments/Institutes/Centres is three years. Extensions beyond three years are permissible in accordance with paragraph 5.2 below, but these will be funded by Departments/Institutes/Centres.
- 3.3 LSE Centennial Professors will be attached to a Department/Institute/Centre for the duration of their appointment and will be formally responsible to the Head of Department/Director of Institute/Centre for the performance of their duties.

4. Extension of Appointment

- 4.1 Requests for extension of LSE Centennial Professor appointments should be made in accordance with the above (paragraph 4.2).
- 4.2 Extension requests will be made in writing by the Head of the relevant Department/ Director of Institute/Centre, with full supporting reasons for the extension, confirmation that the extension request has the support of professorial colleagues in the Department/Institute/Centre, and an indication of the source(s) of funding.

4.3 The Standing Selection Committee will be responsible for approving extension of Centennial Professor appointments in its annual meeting. If appointment extension requests are made outside the annual meeting, the Standing Selection Committee will consider those requests via electronic circulation.

5. Number and Funding Arrangements of Appointments

5.1 The School Centennial Professors budget is confirmed annually by Finance Committee. The number of School-funded appointments that can be made will vary from year to year, limited by the funds available and existing commitments made in previous years. Except in exceptional circumstances, Departments/Centres/Institutes are required to make a contribution of at least one-third of the gross cost of each appointment per annum.

5.2 There is no limit on LSE Centennial Professor appointments funded by Departments/ Institutes/ Centres.

5.3 In accordance with normal School procedures, appointments will not be offered until a “second fund check” has been confirmed by LSE Finance based on a budget presented to and approved by LSE Finance.

5.4 Centennial appointments will be charged to the relevant Department’s ‘MSL’ pay budgets and appear as a direct cost in the Department’s incomes and expenditure profile.

6. Duties of Centennial Professors

6.1 The formal duties of Centennial Professors are:

- To give at least one public lecture
- To be involved in the research activities of the School as agreed between the Centennial Professor and the Head of the Department/Institute/Centre to which he/she is attached
- To be involved in teaching as agreed by the Head of the Department/Institute/Centre
- To be required to submit an activity report at the end of their appointment, which summarises the work that has been undertaken on behalf of the School

6.2 The roles which LSE Centennial Professors may perform include:

- Developing interdisciplinary initiatives within the School
- Strengthening teaching in subject areas where a new further appointment has been made and there would be benefit from the addition of another eminent scholar in the field
- Developing new fields of research.

6.3 Centennial Professors should not normally be involved in the Department/Institute/Centre’s

management and administration. They should not be involved in the student admission process, act as primary supervisors to research students or contribute to decision making on the review, and promotion of academic staff. Nor should they be involved in academic staff mentoring or in career development meetings. They can, exceptionally, serve on School appointment panels with the permission of the Head of Department and the Chair of the School's appointment panel (typically the Pro-Director Faculty Development or the VCAC).

7. Remuneration

- 7.1 LSE Centennial Professors are remunerated at a rate agreed at the time the offer of appointment is made and in accordance with the School's salary scales. The salary will be payable net monthly in arrears by bank transfer.
- 7.2 The School will meet employer's contributions to the Centennial Professor's National Insurance and, if appropriate, superannuation for the agreed duration of the appointment. LSE Centennial Professors will be subject to the normal arrangements in respect of the deduction of income tax under the provisions of the PAYE Scheme and employee's contributions for National Insurance.

8. Office Accommodation Arrangements

- 8.1 Office accommodation for the duration of the appointment will be provided by the hosting Department/Institute/Centre.

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	

Contacts

Position	Name	Email	Notes
Human Resources	Review and Promotion Team	Hr.Reviewandpromotion@lse.ac.uk	

Communications and Training

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