

MSL Instructions 2016-17

NAMED CHAIRS WITHOUT EXTERNAL FUNDING POLICY AND PROCEDURE

1. PURPOSE

This paper proposes the introduction of a 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.

The purpose of the policy is to support the implementation of the LSE Strategy 2020, particularly in relation to its strategic priority to pursue continuous improvement in faculty quality. 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

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.

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

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.

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.

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 261 full Professorial posts in the School on 1 January 2016. Named Chairs should only be awarded in truly exceptional circumstances.

4. PROCEDURE

- In the first year that the policy takes effect, the procedure will be as follows:
 - 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.
 - Proposals will be considered by the School Professor Selection Committee.
- 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.
- 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

- 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 Professor Selection Committee, normally via electronic circulation due to the time sensitive nature of recruitment or retention cases of relevance. Named Chairs will not become School Professors. The reason for involving the School Professor Selection Committee is to have an independent check on the distinction of candidates.
- 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

- An approved register of names will be maintained by HR and reviewed every three years.
- The policy will be reviewed annually by the Appointments Committee in line with normal practice.

Approved by Appointments Committee, June 2016