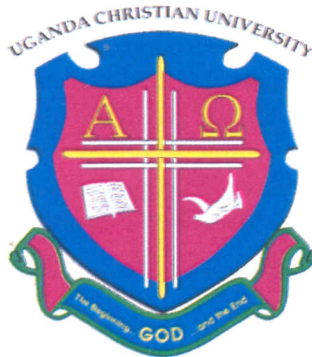


UGANDA CHRISTIAN UNIVERSITY

STATUTE ON DEANS, DIRECTORS, ASSOCIATE DEANS AND DEPARTMENT HEADS



A Centre of Excellence in the Heart of Africa

Schedule

Title	Statute on Deans, Directors, Associate Deans and Department Heads
Policy Lead Contact	
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STATUTE ON DEANS, DIRECTORS, ASSOCIATE DEANS AND DEPARTMENT HEADS

1. Charter Stipulation

The following sections of the Charter bear on the role of Deans and Directors. There is no direct reference to Associate Deans or Department Heads.

Deans of Faculties or Other Academic Bodies

20. (1) The University Council shall, in consultation with the Vice Chancellor, appoint Deans of faculties or other academic bodies who shall, under the direction and authority of the Vice Chancellor, perform such duties as may be provided for in the Statutes.

(2) A Dean shall be appointed on such terms and conditions of service as may be determined by the Council, and shall hold office for such period as may be provided for in the Statutes.

Directors of Institutes

21. (1) The University Council shall, in consultation with the Vice Chancellor, appoint Directors of institutes who shall, under the direction and authority of the Vice Chancellor, perform such duties as may be provided for in the Statutes.

(2) A Director shall be appointed on such terms and conditions of service as may be determined by the Council, and shall hold office for such periods as may be provided for in the Statutes.

2. Appointment and Contracts

Appointment of a Dean or Director

The Vice Chancellor, in consultation with DVC Academic Affairs and the relevant faculty, will propose a name of Dean or Director to the Senate. The Senate shall review the qualifications of the candidate and may approve the nomination. The name will then be forwarded to the Appointments & Staff Welfare Board for appointment and to the University Council for noting.

Appointment of Associate Dean or Department Head

The Vice Chancellor, in consultation with DVC Academic Affairs and relevant faculty, will propose a name of Associate Dean or Department Head to the Senate. The Senate shall review the qualifications of the candidate and may approve the nomination, and the Vice Chancellor will appoint the Associate Dean/Department Head.

Appointment of Acting Dean, Acting Director, Acting Associate Dean or Acting Department Head

The Vice Chancellor may appoint an Acting Dean Director or Department Head to carry on the work of the relevant faculty, department or academic body until such time as a regular appointment can be made or completed.

Contract Renewal and Extension

Deans, Directors, Associate Deans and Department Heads serve a three-year term. This term may be renewed once, by action of the Vice Chancellor and approval of Senate. The Vice Chancellor may extend the term of a contract up to six months in order to make for orderly transition of officers. The Vice Chancellor shall accordingly report to the Appointments & Staff Welfare Board the decision taken.

3. Removal from Office

The Dean, Director, Associate Dean or Department Head shall cease to hold office if he is terminated as a member of staff according the Staff Handbooks or if he or she has failed to perform assigned duties.

The Vice Chancellor shall recommend and the Senate confirm such removal from office. In cases of gross violation or negligence, the Vice Chancellor may act and shall notify Senate and the Appointments & Staff Welfare Board for further action as appropriate.

4. Terms and Conditions of Service

The terms and conditions of office for Dean, Director, Associate Dean and Department Head are spelled out in the Academic Staff Handbook.

Approved by University Council 27 May 2010; revised 24 May 2012