

## ‘Visiting’ Titles

The policy relating to the award of the title of Visiting Professor, Visiting Reader and Visiting Senior Lecturer was approved by Executive Board on 1<sup>st</sup> September 2008.

1. The title of Visiting Professor, Visiting Reader or Visiting Senior Lecturer may only be given to an individual who fulfils **all** of the following criteria. The individual must be:
  - a) employed as a ‘Teaching Fellow’ at the School, on a fractional contract;
  - b) judged to have a scholarly record and previous professional and / or academic career equivalent to that of a holder of the title of Professor/Reader/ Senior Lecturer at the School;
  - c) expected to make a substantive contribution to the School.
2. In cases where such an individual holds, or has held, the post of Professor /Reader /Senior Lecturer at another British university, authorisation for the award of a Visiting title at the same level may be given by the appropriate Dean of Faculty. The Dean will then inform the School Promotions Committee of the decision.
3. In cases where an individual has not held such a post, or where such a post is at a lower level than the Visiting title that is proposed, then the relevant Dean of Faculty will need to make a case for the award of such a title.
4. The case should be made to the School Promotions Committee, if this is due to meet at the time that a decision is required. If the School Promotions Committee is not due to meet, then a case will need to be made to Executive Board, which will report the outcome to the next meeting of the School Promotions Committee.
5. Information provided to the Committee should include:
  - a) the individual's CV
  - b) information about the scholarly record and previous professional and academic standing of the individual
  - c) details of the substantive contribution that the individual is expected to make to the School.
6. The award of the title of Visiting Professor /Visiting Reader /Visiting Senior Lecturer does not, of itself, entitle an individual to call themselves a Professor, Reader or Senior Lecturer outside the School. Nor does it indicate membership of the University as set out in Statute 4 of the University of London.
7. ‘Visiting’ titles would normally be awarded for a two-year period, and may be renewed at the discretion of the appropriate Dean.
8. ‘Visiting’ titles awarded before this policy was approved may be renewed for a period of two years at a time, at the discretion of the appropriate Dean.