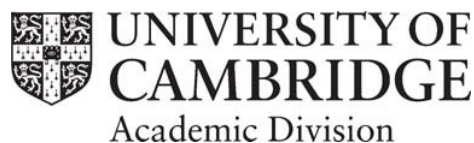


memo

To: School Secretaries
 School Finance Managers
 Director of Development, CUDAR
 Settlement Manager, CUDAR
 University Draftsman
 Alistair Bochel



Cc: Dr Rachel Coupe
 Dr Ellen Friel

From: Faisal Moolla

Date: 29 July 2020

Subject: Reports on the establishment or re-establishment of Professorships

The 2020-21 dates of the composite Report to the General Board for the establishment or re-establishment of Professorships in the University, submitted 4 times a year, will be accordance with the following timetable:

Deadline for receipt of papers by AFPA	12/10/2020	25/01/2021	22/02/2021	12/04/2021
GB meeting	04/11/2020	17/02/2021	17/03/2021	05/05/2021
Business Committee	09/11/2020	22/02/2021	22/03/2021	10/05/2021
Report published	11/11/2020	24/02/2021	24/03/2021	12/05/2021
Report discussed	24/11/2020	09/03/2021	04/05/2021	01/06/2021
Grace submitted	02/12/2020	17/03/2021	12/05/2021	09/06/2021
Grace approved	11/12/2020	26/03/2021	21/05/2021	18/06/2021

For each Professorship included in the Report, a brief paragraph will be required to include the following information:

- Title of the Professorship and the proposed field for recruitment;
- Funding arrangements for the Professorship;
- Where applicable, details of any proposal for the naming of an endowed Professorship.

Whilst the Recruitment Pause remains in effect, scrutiny of proposals will be undertaken by Schools' Exception Approvals Group (EAG) and the Recruitment Pause Oversight Group (RPOG) on behalf of the Resource Management Committee. The EAGs/RPOG will require detailed information on the resource requirements of each Professorship (recurrent and non-recurrent), and how they are to be met. Schools should aim to have business ready for the scheduled weekly meetings of their respective EAG and RPOG depending upon which criteria the proposal qualifies under as per the updated [Recruitment Protocol 2020-21](#) approved by Council on the 13 July 2020. Any cases that fall outside the scope of the Recruitment Pause, that are directly and wholly funded from external research grant or the NHS (See Exception1, Section B. Scope from the Recruitment Protocol 2020-21), will be considered as straightforward business by the RMC.

In order to avoid a situation where a Report is published before the Long Vacation but not Graced until the following October, the meeting of the General Board on 9 June 2021 will be the final opportunity to propose the establishment or re-establishment of a Professorship before the 2021 Long Vacation.

Once cases for the establishment or re-establishment of Professorships have been granted by EAG or RPOG as appropriate, they should be submitted to Faisal Moolla (Faisal.Moolla@admin.cam.ac.uk) no later than the "Deadline for receipt of papers by AFPA" indicated in the table above. As at present, however, early warning of proposals under consideration in the Schools is desirable.

Establishment of Readerships in the University

Previous practice, by analogy with the procedure for the establishment of Professorships, was to seek the approval of the University by publication of a Report, although there was no requirement under the old Statutes to proceed by means of a Report. Statute C, XII does not specify the need to seek the approval of the University. The General Board, at its meeting on 4 June 2014, accordingly agreed that, except for the case of Readerships established through the Senior Academic Promotions procedure, which will continue to be included in the Annual Report on Senior Academic Promotions, in future single tenure Readerships shall be established by the Board under the authority of regulation 1 of the General Regulations for University Officers (*Ordinances* p.772).

Proposals will be considered by the relevant EAG and RPOG on behalf of the RMC whilst the Recruitment Pause remains in effect before circulation to the General Board for decision