

THE CONSTITUTION OF THE COMMITTEE OF HEADS OF UK LAW SCHOOLS

1. Terms of Reference

The terms of reference of the Committee are:

- (i) to represent Law Schools and their management;
- (ii) to promote mutual respect and active cooperation between Law Schools regionally, nationally and internationally;
- (iii) to provide a collegiate forum for Heads of Law Schools;
- (iv) to consider and advise relevant bodies on the structure, development and resourcing of legal education;
- (v) to disseminate information and good practice concerning legal education;
- (vi) to assist in the promotion of good leadership in Law Schools;
- (vii) to liaise with the ALT, SLSA, SLS and other bodies on matters of mutual interest.

2. Membership

2.1 Membership of the Committee is comprised of Institutions of Higher Education in the United Kingdom which offer their own law degrees, as well as the officers and members of the Executive for their terms of office.

2.2 All matters relating to membership will be determined by the Committee whose decision will be final.

2.3 An Institution in membership of the Committee will be represented by the Executive Head of its law group who will be entitled to nominate a substitute.

2.4 An Institution of Higher Education outside of the United Kingdom which offers law degrees is eligible to apply for International Associate Membership of the Committee. International Associate Membership will carry all of the rights and privileges of full membership.

3. Structure

The full Committee will meet at least once a year to consider the following Agenda:

- (i) To receive and consider reports from the Executive.
- (ii) To elect the officers and members of the Executive.

(iii) To receive and consider presentations and to engage in discussion on matters of current concern to legal education.

4. The Officers and Executive

4.1 The Committee's officers will consist of a Chair and a Vice-Chair.

4.2 The term of office of the Chair and Vice-Chair will be three years with the possibility of re-election for a further two years. In the event that an officer is no longer the Head of a Law School when their term ends, they will not be eligible for re-election.

4.3 In the event that the office of Chair becomes vacant prior to the completion of their term of office, the Chair will be assumed by the Vice-Chair for the remainder of the term.

4.4 In the event that the office of Vice-Chair becomes vacant prior to the completion of their term of office, the Chair will nominate a Vice-Chair from the membership of the Executive for the remainder of the term. The appointment of a Vice-Chair in these circumstances requires the ratification of the Executive at the earliest opportunity.

4.5 The Executive will comprise the officers and seven ordinary members. The terms of office of ordinary members will be three years and persons will be eligible for re-election for a further two years. In the event that an ordinary member is no longer the Head of a Law School when their term ends, they will not be eligible for re-election.

4.6 The Executive are members of the Executive Committee in a personal capacity. In the event that a member of the Executive ceases to be the Head of a Law School, the new Head of that Law School becomes a member of the full Committee.

4.7 The Executive will act on behalf of the Committee in all matters and, in particular, will:

(i) coordinate representation on external bodies;

(ii) liaise with appropriate external bodies;

(iii) promote the public profile of the Law Schools;

(iv) prepare agendas and papers for meetings of the full Committee;

(v) assist in developing co-operation between institutions across the whole of the Higher Education sector within the United Kingdom and internationally.

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