

IRISH UNIVERSITIES ACT, 1908

ACHT CHOLÁISTE PHRÍOMH-SCOILE NA GAILLIMHE, 1929
ACHT NA nOLLSCOILEANNA, 1997

OLLSCOIL NA hÉIREANN, GAILLIMH

REACTH CCLX

Irish Universities Act, 1908

Acht Choláiste Phríomh-Scoile na Gaillimhe, 1929 Universities Act, 1997

National University of Ireland, Galway

STATUTE CCLX

We, Údarás na hOllscoile of National University of Ireland, Galway, under and by virtue of the powers in that behalf conferred on us by the above Acts, DO by this present instrument under the Seal of National University of Ireland, Galway, make the Statute contained in the Schedule hereto for the general government of the said University.

Given under the Common Seal of National University of Ireland, Galway, this twenty-second day of October, One Thousand Nine Hundred and Ninety-nine.

Present when the Common Seal of National University of Ireland, Galway, was affixed hereto :

L.S.

Patrick F. Fottrell, *Uachtarán*
Séamus MacMathúna, *Rúnaí*

SCHEDULE - STATUTE CCLX

All previous Statutes of National University of Ireland, Galway, shall be read and construed with the alterations, additions and modifications hereinafter set forth.

CHAPTER I

ACADEMIC DEPARTMENTS

1. The provisions of this Chapter shall apply to each Department on the occurrence of a vacancy in the Professorship within that Department. The said provisions shall also, subject to the approval of Údarás na hOllscoile, following consideration of the recommendations of the Academic Council and the appropriate Faculty or Faculties, apply to any other Department where all existing members of the academic staff of such Department assent thereto in writing.
2. The Department shall comprise the existing Professorships, Associate Professorships, Lectureships, College Lectureships, Clinical Lectureships and Junior Lectureships in the subject or subjects of the Department, together with any such other Professorships, Associate Professorships, Lectureships, College Lectureships, Clinical Lectureships and Junior Lectureships as Údarás na hOllscoile, after due consultation with the Head of the Department, the Departmental Committee (as defined in Section 9 of this Chapter), the relevant Faculty or Faculties and the Academic Council, may decide in the future, provided always that the holders for the time being (if any) of such other Professorships and Lectureships assent in writing thereto.
3. There shall be a Head of the Department, who shall administer the Department. In the administration of the Department (s)he shall consult regularly with the Departmental Committee. The Head of the Department shall ensure that appropriate arrangements for the administration of the Department are put in place during his/her absence from the Department.
4. All members of the academic staff of the Department shall carry out their teaching and other duties under the direction of the Head of the Department. All members of the technical, administrative, secretarial and ancillary staff appointed for duty in the Department shall carry out their duties under the direction of the Head of Department.
5. The first Head of Department under this Statute shall be the Professor of the subject of the Department. Each subsequent Head shall be appointed by Údarás na hOllscoile, on the nomination of the President. The Head of Department shall be appointed from among the permanent members of the academic staff of the Department. In the case of Medical Departments, a Clinical Lecturer may also be appointed as Head.
6. The President, before submitting his/her nomination to Údarás na hOllscoile as to the person to be appointed Head of Department, shall formally consult with the Departmental Committee in relation thereto.

7. The Head of Department shall hold office for three years and shall be eligible for reappointment for a further period, or, in exceptional situations, further periods, of three years.
8. There shall be a Departmental Committee. The functions of the Committee shall be to advise the Head of the Department on all matters concerning the implementation of academic programmes and the administration of the Department.
9. The Departmental Committee shall comprise the Head of the Department who shall be its Chairperson, together with the other Professors, Associate Professors, Lecturers, College Lecturers, Clinical Lecturers and Junior Lecturers of the Department. The Committee may co-opt on an annual basis other members of the academic staff of the Department or representatives of the students of the Department as members of the Departmental Committee. The Committee may also include a representative or representatives of members of staff of the Department other than academic staff. It may also invite other members of the academic or other staff of the Department or representatives of the students of the Department to attend meetings of the Committee.
10. The Departmental Committee shall be convened by the Head of Department. It shall meet regularly and not less than once a term.
11. The individual Professors, Associate Professors, Lecturers, College Lecturers, Clinical Lecturers and Junior Lecturers of the Department shall have the right to make due direct representations to the appropriate bodies and authorities of the University.
12. Office and laboratory accommodation shall be assigned to each member of academic staff in the Department in accordance with the norms and procedures of the University. The remaining teaching, laboratory and other accommodation shall be Departmental facilities, and their use shall be determined by the Head of the Department, subject to the approval of the President.
13. At a meeting of the Departmental Committee in the Michaelmas term of each academic year the Head of Department shall present a report on the expenditure of the funds allocated to the Department in the previous year. Proposals for expenditure on capital equipment and the recurring costs of the Department shall be presented on a departmental basis to the appropriate University authority by the Head of Department. Such funds as may be granted to the Department by the authority shall be allocated by the Head of Department.
14. Except for any proposals introduced by Údarás na hOllscoile for the better government of the University, proposals for changes in the terms of this Chapter will only be considered by Údarás na hOllscoile, after their consideration by the relevant Faculties and the Academic Council – PROVIDED that no change will be considered within the period of two years from the taking up of duty by the

first Head of Department under this Statute, and PROVIDED that proposals for changes are signed by not less than two-thirds of the serving members of the Departmental Committee. Notwithstanding the foregoing provisos, no statutory right of any individual shall be infringed.

15. The statutory provisions herein set forth shall be subsumed into the Conditions of Appointment and Particulars of Duties of the existing members of the academic staff of the Department who have assented in writing to such changes in the conditions of appointment attaching to their present posts as may be necessitated by the statutory provisions herein set forth.
16. The statutory provisions herein set forth shall be further subsumed into the Conditions of Appointment and Particulars of Duties of the future members (if any), both statutory and non-statutory, of the academic staff of the Department.

CHAPTER II

1. Nothing herein contained shall affect any appointment made, right acquired or act done under any previous Statute of the University.
2. This Statute shall come into operation on the twenty-second day of October, One Thousand Nine Hundred and Ninety-nine, and may be cited as Statute CCLX, National University of Ireland, Galway, or Stat. CCLX, Nat. Univ. of I., Galway.

Present when the Common
Seal of National University of
Ireland, Galway, was affixed hereto:

L.S.

Patrick F. Fottrell, *Uachtarán*
Séamus MacMathúna, *Rúnaí*