

BRITISH SCHOOL AT ROME
FACULTY OF ARCHITECTURE
TERMS OF REFERENCE

Introduction

1. The British School of Rome (the “BSR”) was constituted by a Royal Charter dated 22 June 1912 which was replaced by a Supplemental Charter dated 18 October 1995. The Supplemental Charter was further amended on 30 May 2012. The objects of the BSR are set out in the Royal Charter as replaced and amended.
2. Under the Bye-Laws of the BSR, the Council of the BSR is entitled to appoint such faculties and/or advisory committees as it believes to be desirable to assist in the discharge of its tasks.
3. The Council has established the Faculty of Architecture (the “FA”) to assist it in its commitment to the study of architecture as a scholarly and practical subject. In this respect, architecture is deemed to encompass all aspects of the design of the physical environment including buildings, interiors and objects, landscape, urban design and planning, heritage conservation and sustainability.

Duties

4. The FA shall:
 - a. select the recipients of BSR architecture awards;
 - b. provide a forum for advice and a possible source of consultancies both to the Council in the formulation of policy and to the Director of the BSR in carrying it out;
 - c. provide a representative academic/practice forum to help validate and defend the work of the BSR;
 - d. consider the Director’s proposals for BSR Research Fellows;
 - e. undertake such other advisory functions as may be specified by the Council from time to time;
 - f. provide critical appraisal of the architectural awards in terms of their present and future status.

5. Members of the FA shall be expected to:
 - a. serve on the selection and interview panels for award holders in the activities represented by the FA;
 - b. engage in discussions to develop the work of the FA and the BSR through committees and projects;
 - c. make a FA visit to the BSR in Rome once during their term. This will be a duration of approximately 3 nights to visit award holders, give talks or organise visits in Rome. The costs of travel, board and lodging at the BSR will be covered;
 - d. promote the work and activities of the FA within the BSR, their own institutions, other organisations and to the wider public.

Governance

6. The members of the FA shall aim to ensure that:
 - a. the FA has a governance framework that is appropriate and that this is regularly reviewed with appropriate recommendations being made to the Council;
 - b. the FA has the mix of skills, diversity and experience it requires to perform its duties and that this is regularly reviewed;
 - c. decisions are recorded in writing by means of minutes;
 - d. there is a systematic, open and fair procedure for recruitment of FA members.

Membership

7. The FA shall consist of up to six members which shall comprise:
 - a. Two members from a practice background.
 - b. Two members from an academic/research/curatorial background.
 - c. An architectural historian, who would also be co-opted to FAHL through all the stages of the selection process for the distribution of the academic awards.
 - d. The Chair who will have expertise in one of the categories defined in (a) and (b) above.
8. Each member of the FA , including the Chair, shall serve for a period of five years, which can be exceptionally extended.
9. Members shall be expected to have significant experience in their field and an active engagement with the issues and concerns of contemporary practice. In addition, members will be expected to have experience of how architecture functions across interdisciplinary fields in order to reflect the research-orientated nature of the BSR and its community.
10. Members will be expected to have sufficient time to perform their duties described above.

11. Once established, members of the FA will be elected in accordance with the electoral process agreed by the Faculties of the BSR from time to time.

Meetings

12. The FA shall meet at least twice a year (normally in March and November) on a date and place to be appointed by the Chair, in person, by video/teleconference or both, and may meet on such other occasions as the Chair may determine. The meeting in November will be held jointly between the Faculty of Architecture, Faculty of Fine Arts and Faculty of Archaeology, History and Letters.
13. At least 50% of the members of the FA at that time present shall be a quorum at any meeting of the FA.
14. The Director of the BSR (or his/her nominated deputy) shall normally attend meetings of the FA. Members of academic staff may also attend by agreement with the Director and Chair.
15. The Registrar (or his/her nominated deputy) shall provide the secretariat for such meetings.
16. The Chair shall be entitled to invite other individuals to attend any meeting or particular matter at any such meeting of the FA as he /she considers appropriate.

Approved by the BSR Council March 2023

Next review expected: March 2024