



Statutes of the University of Oxford, ~~2015–16~~  
2016–17



## TABLE OF CONTENTS

The most up-to-date versions of the University Statutes (and the Regulations) may be found online at: <http://www.admin.ox.ac.uk/statutes>.

Preface .....	i
<b>Statutes .....</b>	<b>1</b>
I: Preliminary .....	1
II: Membership of the University .....	3
III: Convocation .....	7
IV: Congregation .....	9
V: Colleges, Societies and Permanent Private Halls .....	13
VI: Council.....	15
VII: Divisions, Faculties, Sub-faculties, Departments, and the Department for Continuing Education .....	23
VIII: Libraries, Museums and Scientific Collections, and the University Press .....	27
IX: Officers of the University .....	31
X: Degrees, Diplomas and Certificates .....	37
XI: University Discipline.....	39
XII: Academic Staff and the Visitorial Board .....	57
XIII: Student Members: Other Provisions .....	91
XIV: Employment of Academic and Support Staff by the University .....	95
XV: College Contributions Scheme and College Accounts .....	99
XVI: Property, Contracts and Trusts .....	101
XVII: Resolution of Disputes over the Interpretation or Application of Statutes and Regulations .....	107
Schedule .....	109



## PREFACE

### CONSTITUTION AND STATUTE-MAKING POWERS OF THE UNIVERSITY

#### 1. Legal status of the University

The University of Oxford is a lay corporation first established at common law by custom or prescription and later formally incorporated by statute. It has no founder and no charter. The early history of the University<sup>1</sup> shows that it evolved from a group of Masters and students residing in Oxford in the latter part of the twelfth century. The academic society which they collectively brought into life paralleled similar associations at other centres of learning in Europe, notably Bologna and Paris. The term originally used throughout Europe to describe such a society was *studium generale*. The purpose of the *studia generalia* was to provide instruction in the seven liberal arts - grammar, logic, and rhetoric (the *trivium*) and arithmetic, geometry, astronomy, and music (the *quadrivium*). Graduates in arts could embark upon a higher course of study leading to degrees in law, medicine, or theology.

In 1214 the body of Masters and Scholars at Oxford was placed under the jurisdiction of a Chancellor, to be appointed by the Bishop of Lincoln. The office was created under the terms of an award of the papal legate, Nicholas Cardinal Bishop of Tusculum, made in settlement of a dispute with the townspeople over the hanging of two students in 1209 for complicity in murder. This incident had resulted in the closure of the schools and the summary departure of the scholars in protest, some of whom went on to establish a *studium* in Cambridge. Later in the century it became the practice for the Bishop of Lincoln to confirm in office the Chancellor elected by the Oxford Masters themselves.

After 1214 the Chancellor, Masters, and Scholars of Oxford quickly gained recognition as a corporate body distinct from the individuals who were its members. The word *universitas*, which at the time meant any body of persons having a distinct purpose and legal status, was first applied to the Masters at Oxford in 1216<sup>2</sup> and within the next two decades was applied to the body of Chancellor, Masters, and Scholars collectively in grants of royal and papal legal privileges. The enactment of statutes began not later than 1230; a Common Chest was established by 1240; and the use of the Common Seal was firmly established by 1276.<sup>3</sup> Proctors and Bedels were established in office at the beginning of the thirteenth century,<sup>4</sup> although the University had to wait until 1448 for the office of Registrar,<sup>5</sup> and the post of Vice-Chancellor was not fully established until 1549.<sup>6</sup> The earliest recorded depiction of the coat of arms is 1412-17. Its use had become official by 1429.<sup>7</sup> The first buildings owned by the University were Congregation House and the Divinity School, with Duke Humfrey's Library.

The establishment of the Universities of Oxford and Cambridge may be contrasted with the foundation of their colleges. All the colleges are founded by charter. With the exception of the more modern foundations they are eleemosynary corporations, that is to say they were established and endowed for the perpetual distribution of the bounty of the founder and were frequently charged with the duty of saying masses or prayers for the founder and his or her kin.<sup>8</sup>

#### 2. Act of incorporation

After more than three centuries, Oxford and Cambridge Universities were formally incorporated in 1571 by statute. The Act for the Incorporation of Both Universities is a short Act containing a preamble and seven sections. The principal intention of the Act, stated in the

preamble, is 'that the ancient Privileges Liberties and Franchises of either of the said Universities herebefore granted ratified and confirmed by the Queen's Highness and her most noble Progenitors may be had in greater Estimation and be of greater Force and Strength ...'

Section 1 enacts that the Chancellor, Masters, and Scholars of Oxford shall be incorporated and have perpetual succession in fact, deed, and name 'by the Name of the Chancellor Masters and Scholars of the University of Oxford'. The University is to be known by that name, is to have a Common Seal, and may sue and be sued accordingly. Corresponding provision is made for the University of Cambridge. Although the Act did not create the Universities it stands as the highest legal confirmation of their corporate status.

### **3. Early statutes**

At common law a corporation has the power to enact rules for the regulation of its internal affairs including procedures for the creation of new rules and the repeal or amendment of existing ones. These rules are of course subject to and may be overridden by the general law of the land.

In its first 400 years Oxford University exercised its rule-making power in full measure.<sup>9</sup> The early statutes recognised the Congregation of the Regent Masters, that is those teaching and resident in Oxford, as the principal governing body of the University for most purposes. They provided for the summoning of Congregation, the procedure to be followed at meetings, and the taking of votes. A great Congregation, or Convocation, of Non-regent and Regent Masters was established as the University's supreme governing body, meeting from time to time. Convocation, not Congregation, exercised the power to make, amend, and annul statutes. The officers of the University were provided for and the manner of their election. Statutes were made governing admission to degrees, the giving of lectures, student discipline, academic dress, the administration of the Chancellor's Court, and many other matters.

### **4. The Laudian Code**

During the sixteenth century it was recognised that the statutes had fallen into an unco-ordinated if not chaotic state. No single authoritative version existed, various copies being in the hands of different university officers. Attempts were made during that century and in the reign of James I to revise them and give them a more coherent shape. The accession of Charles I in March 1625 and the election of Archbishop Laud as Chancellor of the University in April 1630 finally produced a comprehensive and accessible code of statutes which was to govern the University for the next 200 years.<sup>10</sup>

King Charles and the Archbishop were as much concerned with the need to control religious divisions inside the University, and student indiscipline, as they were with the unsatisfactory state of the statutes themselves. The Laudian Code was preceded by the creation in 1631 of the Hebdomadal Board, the weekly meeting of the Vice-Chancellor and college heads to discuss university business, designed by Laud to dilute the influence of Congregation and Convocation, and by the grant by Charles I of the Great Charter of 3 March 1636. This charter enlarged the University's legal privileges, and the jurisdiction of the Chancellor's Court in both civil and criminal matters at the expense of the courts of common law, and reinforced the rights and privileges of the University Press.

The text of the Code, after a gestation period of five years, was finally settled by Laud himself and presented to the King who ratified it by Royal Letters of Confirmation on 3 June 1636.<sup>11</sup> The political purpose of this document is clear, but its legal effect was more

debatable. The operative part states that the King ‘accepts approves ratifies and confirms’ the Code. It directs the heads of colleges to give their written assent to the Code on the day of its presentation to and promulgation by Convocation and requires all the Masters and Scholars of the University to swear their allegiance to it within six months of that event. It was formally adopted on 22 June.<sup>12</sup>

The Code incorporated three statutes previously sent by the King to Convocation under the royal signet - the so-called *Statuta Carolina*, or Royal Statutes - which concerned among other things the appointment of Proctors and the establishment of the Hebdomadal Board. On the other hand it did not codify all the earlier statutes, some of which were unaffected by it. The provisions of the Code which dealt with Convocation’s law-making powers, taken with the Royal Letters of Confirmation, gave rise to the question whether the University had retained any power, and if so what, to alter or annul its existing statutes - the Code generally, the three Royal Statutes in particular, or any of the others - or to make new statutes. Counsels’ opinion delivered in 1759<sup>13</sup> brushes aside the legal effect of the Letters of Confirmation and is a robust statement of the University’s continuing legal independence.

‘... we think that the King has no power vested in him by his prerogative, or otherwise, to give laws or Statutes to the University after its original Act of Incorporation, without their acceptance, assent, or confirmation. And we also think, that it was not in the power of the University to delegate their right of making perfect By-Laws or Statutes to any subject, or even to the King: and that no Statutes, made by such delegation, would be valid without the assent or confirmation of the Convocation. It is that which we think gives *vitam et modum* to every Statute, and as it was not in the power of the University itself to enact any Statutes which should remain unalterable or unrepealable, so we think it could not delegate a power to any subject or to the Crown, to enact or make any laws that should not be repealable without the consent of such subject or his heirs, or such King or his successors; and though powers have in some instances been actually delegated by the University to the Crown, to give them Statutes for their government, and the Crown has accordingly so done, and such Statutes have been confirmed by Royal authority, yet even such Statutes so made and so confirmed cannot (we think), abrogate the legislative power necessarily inherent in, and incident to the University ...’

Blackstone gave advice to the same effect.<sup>14</sup>

Not surprisingly Convocation was prepared to act on that advice, but the issue was revived when, in response to a controversial election to the Regius Professorship of Divinity in 1836, Convocation purported to annul those parts of the Laudian Code which gave the professor jurisdiction over preachers. The University obtained legal opinions to the effect that the University’s power to override the Code was limited by the provisions of the Code itself, on the ingenious ground among others that the Letters of Confirmation should be construed as a new charter. This advice was not followed, but the issue was again debated with the University Commissioners of 1850, who recommended that the University should petition the Crown for the removal of any fetter on the University’s powers which the Code and the Letters of Confirmation might have imposed. Full power of dealing with the Code was granted by Royal Licence on 10 July 1854<sup>15</sup> with the exception of the Royal Statute which constituted the Hebdomadal Board. Licence was also given to repeal and alter any other statutes without further licence or authority. The document is silent on the power to make new statutes outside the scope of the Code, which must have been implicitly accepted.

For all practical purposes therefore, before the work of the University Commissioners in the nineteenth and twentieth centuries, the powers of the University now corresponded with the description given by Counsel in 1759, with the possible exception of the statute relating to the Hebdomadal Board.

## 5. University Commissioners 1850-81

From the nineteenth century onwards the University's power to make its own statutes has been reduced. A Royal Commission appointed in 1850 proposed a long list of reforms for the University including major changes to its constitution and the internal balance of power. It perceived that the influence of the University, represented by the professors and the Regent Masters in Congregation, had virtually evaporated, and that the real power base at the centre consisted of Laud's Hebdomadal Board, comprising all the heads of house, and Convocation. In consequence the colleges, now far more generously endowed than the University, had become in large measure autonomous, secretive, and unsupervised institutions enjoying a degree of privilege and control over their assets which was inimical to academic and social progress.

Lord Curzon<sup>16</sup> described the situation at Oxford in 1852 in these terms: 'The first Commission found the Fellows a powerful body of nearly 550 strong, appointed by favour from a narrowly restricted class, drawing large but irregular stipends, all unmarried and in Holy Orders, holding office for life, and mostly living away from Oxford.'

The Oxford University Act 1854 was passed to give effect to the Commission's main recommendations. A new statutory Commission was appointed to exercise its powers until 1 January 1857 (or 1858 if necessary).<sup>17</sup> Subsequent provisions of the Act then imposed new constitutional arrangements directly upon the University by the force of the Act itself. The Hebdomadal Board was abolished and replaced by a new elected Hebdomadal Council.<sup>18</sup> Detailed provisions were made for the membership of the new Council and the mode of election.<sup>19</sup> The Council was empowered to make rules for the regulation of its own proceedings.<sup>20</sup> Subject to the supervision of the Council, the Vice-Chancellor was required to draw up a new register of members of Congregation, the composition of which was specified in detail by the Act.<sup>21</sup> Statutes promulgated by the Hebdomadal Council were to be laid before Congregation for debate;<sup>22</sup> but Convocation remained the supreme law-making body.<sup>23</sup>

In order to widen access to the University to individuals who could not for a variety of reasons gain admission to a college or existing hall, power was given to the Vice-Chancellor to license members of Convocation to open their residences as private halls;<sup>24</sup> and the University was given the right to make statutes for private halls.<sup>25</sup>

The colleges were empowered to alter and amend their statutes subject to the Commissioners' approval.<sup>26</sup> The intention was that the colleges should modernise themselves, but if they failed to do so the Commissioners could make statutes for them.<sup>27</sup> The University had the same powers as the colleges in relation to halls and private halls, with the same default powers reserved to the Commissioners.<sup>28</sup> Statutes made under these provisions were to be published in the *London Gazette* and laid before Parliament. Objections could be made and would be considered by the Privy Council.<sup>29</sup>



The Act also gave the University power to alter trusts or directions affecting gifts or endowments of more than fifty years' standing, with the consent of the Commissioners and the Privy Council.<sup>30</sup>

The University and the colleges were entitled to repeal or alter any statute made under the Act in the same manner as they could amend any other statute;<sup>31</sup> but statutes made by the Commissioners could not be repealed or altered except with the approval of the Privy Council.<sup>32</sup> The University was also authorised to alter the sections of the Act itself which provided for the constitution, powers, and proceedings of the Hebdomadal Council and Congregation, subject again to the Privy Council's consent.<sup>33</sup>

Commissioners for Cambridge worked on parallel lines. Their report produced the Cambridge University Act 1856.

Gladstone's Universities Tests Act 1871 abolished any requirement imposed at Oxford, Cambridge, or Durham that, before taking a degree (other than in divinity) or exercising any right or privilege or taking up any lay office or appointment, a person should make a declaration of religious faith or affiliation. The process of reform was then continued by the appointment of new Royal Commissioners in 1872, with specific terms of reference and powers to investigate and report upon the financial resources of Oxford and Cambridge and their colleges. The report of the 1872 Commissioners, published in 1874, resulted in the passing of the Universities of Oxford and Cambridge Act 1877.

Unlike the 1854 Act, the 1877 Act did not directly impose new laws on the Universities or their colleges. The Act was an enabling and procedural Act, empowering Commissioners appointed under the Act to make statutes for the Universities and colleges as they thought fit in accordance with a statutory procedure. As before, this power included the right to alter trusts of more than fifty years' standing.<sup>34</sup> Section 16 of the Act set out an extensive list of objects for which university statutes could be made, including the setting up of a scheme requiring colleges to make contributions to a common fund 'for University purposes'. Statutes made by the Commissioners were again required to be submitted to the Privy Council for approval, and after that to be laid before Parliament.<sup>35</sup> The 1854 Act was not repealed, but section 51 of the 1877 Act provided that statutes duly made by the Commissioners should take effect 'notwithstanding any instrument of foundation or any Act of Parliament ...' or other instrument or document. The substantive sections of the 1854 Act would accordingly remain in force until overridden by new Commissioners' statutes. The Universities and the colleges retained the power to alter statutes made by the Commissioners, but no alteration would be effective unless approved by the Privy Council.<sup>36</sup>

Neither of these two Acts abolished the University's inherent power to make statutes for itself, or to amend or annul those statutes. To the extent that existing statutes were inconsistent with Commissioners' statutes (or the provisions of the 1854 Act) they were ineffective; and Privy Council approval was required whenever the University wished to pass new legislation which would have some effect on the laws imposed by Parliament or the Commissioners. Otherwise the University's right to govern its own internal affairs was unimpaired. One important example of purely internal legislation was the creation of the faculties and the General Board of the Faculties in 1910.

## **6. Asquith's Commission and the Act of 1923**

Royal Commissioners were again appointed in 1919 and reported in 1922. The Oxford Committee was chaired by Asquith. Their deliberations resulted in the Universities of Oxford and Cambridge Act 1923, which remains in force. This Act follows the model of the 1877 Act, and incorporates many of its provisions, as set out in the Schedule. Commissioners were again appointed to make statutes and regulations for each University and its colleges and halls,<sup>37</sup> and they were directed in particular to 'have regard to the need of facilitating the admission of poorer students to the Universities and colleges.'<sup>38</sup> The power to make statutes altering trusts was again confirmed, the time bar being increased from fifty to sixty years.<sup>39</sup>

Section 7 of the 1923 Act is concerned with the power of the Universities and colleges to alter or make statutes after the cesser of the Commissioners. Under section 7 (1) statutes made by the Commissioners or any other authority which affects the University may be altered by the University by a further statute made under the Act. If the statute affects a college, the college's consent must be obtained. The procedures applicable to the making of a statute by the Commissioners must be followed: section 7 (3). These include the submission of the proposed statute to the Privy Council for approval.

Until 1969, when the statutes were revised in the light of the recommendations of the Franks Commission, the form and sequence of the statutes continued to follow as faithfully as it could the Laudian Code. The older statutes, which were untouched by the 1854 Act or the Commissioners, continued to be published in Latin. The Commissioners' statutes, as amended from time to time, now commonly called 'Queen-in-Council' statutes, and the University's own modern statutes, were interposed where appropriate and published in English.

## **7. Decrees and regulations**

The practice of enacting subordinate legislation, below the level of statutes, for more detailed administrative matters is also of high antiquity. When Convocation, meeting less frequently, possessed the primary statute-making power, it was understandable that it should delegate to Congregation a power to make subordinate rules and regulations for the more detailed implementation of law and policy. There is evidence of an ordinance passed by Congregation alone as early as 1278.<sup>40</sup> The 1854 Act recognised this practice by giving to the Hebdomadal Council and to Congregation the power to make rules for the regulation of their own proceedings.<sup>41</sup>

In more modern times the Hebdomadal Council and (after 1 October 2000) the Council have enjoyed a general power to make, amend, and repeal subordinate legislation not inconsistent with the statutes, and to authorise any other body or person to do so. Decrees and regulations, which include the voluminous decrees and regulations relating to examinations, came to exceed by a very considerable amount the volume of the University's statutes.

## **8. Franks Commission**

In 1964 the University appointed a Commission under the chairmanship of Sir Oliver (later Lord) Franks to carry out a comprehensive review of the University in the light of the Government's Robbins Report and to make recommendations for reform. Its report was published in 1966 and included a number of significant recommendations for reform of the statutes.

By the time of Franks the jurisdiction of Convocation over statutes had been reduced but not entirely abolished. The 1923 Act Commissioners had left Convocation with the following functions: electing the Chancellor; electing persons for presentation to benefices in the gift of the University; conferring degrees by diploma and honorary degrees; and approving letters from the University to the sovereign and certain other bodies. With regard to statutes, under the then Title X, Section I, clause 6 statutes accepted by Congregation by votes of less than two-thirds of the members present and voting were required to be submitted to Convocation; and there was a corresponding provision concerning the passing of decrees under Title X, Section I, clause 7. Convocation was also obliged to perform such further duties as might be assigned to it by the University Statutes.

The Franks Commission recommended that Congregation alone should have the power to make statutes or to amend or repeal them. It also drew up a new set of statutes, for the first time entirely in English, in a new sequence which finally dispensed with the order devised by Archbishop Laud. Its report recognised<sup>42</sup> the established distinction between ‘Queen-in-Council’ statutes and others, but suggested that, since the majority of its proposed new statutes covered matters which had been dealt with in Commissioners’ statutes in the past, the new code in its entirety should be sent to the Privy Council for approval.

The University adopted virtually the whole of the code recommended by Franks. Only the provisions relating to student discipline remained unreformed. The University did not however adopt the suggestion that all the statutes should be brought within the jurisdiction of the Privy Council. Correspondence passed between the then Secretary for Administration, on behalf of the University, and Sir Godfrey Agnew, Clerk to the Privy Council, between November 1966 and January 1967 as a result of which it was possible to identify by agreement the statutes in the new code which should be treated as ‘Queen-in-Council’ statutes and those which should not. The correspondence thus acknowledged the University’s continuing right to pass, amend, and repeal some of its statutes without the need to obtain Privy Council approval. In the process of categorisation regard was had not only to the history of statute-making by Commissioners but also the necessity to ensure that the Privy Council continued to oversee important matters and the desirability so far as possible to relieve the Privy Council of the task of scrutinising matters of less importance.

The new statutes came into force in 1969. After more than 700 years Convocation was finally deprived of all jurisdiction over statutes, its role being limited to the historic role of electing the Chancellor, and performing such other duties as Congregation might decide. The only other duty assigned to Convocation since that date is the election of the Professor of Poetry.

## **9. Education Reform Act 1988**

Commissioners were appointed under the Education Reform Act 1988 to make statutes for all the Universities in England and Wales concerning the tenure of office and dismissal of academic staff, the procedures to be followed in cases of ill-health, and the handling of staff grievances. The statute made for Oxford by the 1988 Act Commissioners has been re-enacted within Statute XII in these statutes. It cannot be altered without the consent of the Privy Council under the terms of the 1988 Act. It is therefore properly described as a ‘Queen-in-Council’ statute, although it does not derive that status from the 1923 Act. Unlike other Commissioners’ statutes it also requires the University to make by-laws on matters of detailed implementation.

## 10. North Commission

In 1997-8 a Commission under the chairmanship of the then Vice-Chancellor, Sir Peter North, which had been appointed by the University to carry out a review of the organisation, management, and financing of the University, and to recommend reform where appropriate, submitted its report. A Joint Working Party on Governance, established by the University and the colleges under the chairmanship of Sir Peter's successor, Dr (later Sir) Colin Lucas, to consider the North Report, then promoted important changes to the University's internal structures which came into force on 1 October 2000. The main changes were: the merger of the University's two principal governing committees - the Hebdomadal Council and the General Board of the Faculties - into a single exclusive Council, subject to the overriding sovereignty of Congregation; the inclusion in the new Council of members who were not members of Congregation; the delegation of much of the central business of the University to four main committees, each chaired by the Vice-Chancellor or a Pro-Vice-Chancellor; the arrangement of the faculties, sub-faculties, and departments into five new academic divisions with overall responsibility for their activities and funding; the appointment of a permanent head of each division, who would automatically be a member of Council; and statutory representation of the colleges on each of these bodies.

The North Commission also noted that the statutes and subordinate legislation of the University again needed substantial revision. The statutes themselves had become burdened with unnecessary detail, and the whole needed to be set out in a more accessible and comprehensible form.

The current Statutes and Regulations were prepared by a working party chaired by the then Principal of St Hugh's College, Mr Derek Wood, QC, appointed to implement the Commission's recommendations. The opportunity was taken to include within the statutes some basic constitutional provisions normally found in a charter (for example Statute I, sections 1-4 and Statute II) and to bring the University's disciplinary and dispute-resolution procedures in line with current legal practice (Statutes XI and XVII).

For the first time in its history the University repealed the whole of its existing legislation and replaced it with an entirely new code. The Statutes were approved by Congregation on 11 December 2001. The 'Queen-in-Council' Statutes were then approved by Her Majesty in Council on 17 April 2002. The subordinate legislation (previously split between decrees and regulations) was substantially and progressively revised and recast as Regulations in a new form intended to make them easier to identify and understand and to allow further revision and replacement to be carried out more efficiently.

The new code came into force on 1 October 2002.

DW  
Oxford  
October 2002

WD375-092

---

<sup>1</sup> See Rashdall: *The Universities of Europe in the Middle Ages* (Second Edn OUP 1936); *History of the University of Oxford*, Vol. 1, Chap. 1 (Southern) and Chap. 2 (Hackett) (OUP 1984); and Cobban: *The Medieval Universities* (Methuen 1975), Chap. V.1.

<sup>2</sup> Hackett, loc. cit., p. 47.

<sup>3</sup> Hackett, loc. cit., p. 51.

<sup>4</sup> Hackett, loc. cit., pp. 56 and 82-7.

<sup>5</sup> *Statuta antiqua universitatis oxoniensis*: ed. Strickland Gibson (OUP 1931), p. xx and pp. 283-5.

<sup>6</sup> Strickland Gibson, op. cit., p. lxxiv and pp. 350-1.

<sup>7</sup> Hackett, loc. cit., p. 94.

<sup>8</sup> See the definition in Picarda: *Law and Practice Relating to Charities* (Second Edn Butterworths 1995), p. 379.

<sup>9</sup> Strickland Gibson, op. cit.

<sup>10</sup> For an account of the enactment of the Laudian Code and the events which brought it about see: C. L. Shadwell's Preface to *The Laudian Code of Statutes* (ed. Griffiths) (OUP 1888) ('LCS') and *History of the University of Oxford*, Vol. IV Chap. 4 (Fincham) (OUP 1997).

<sup>11</sup> Reproduced in *LCS*, pp. 294-6.

<sup>12</sup> The document bearing the signature of the heads of the colleges and halls is reproduced in *LCS* after p. xxiii.

<sup>13</sup> The opinion of John Morton and R. Wilbraham quoted in full in the Preface to *LCS*, pp. xvi-xviii.

<sup>14</sup> Preface to *LCS*, p. xviii.

<sup>15</sup> Preface to *LCS*, pp. xxv-xxvii.

<sup>16</sup> *Principles and Methods of University Reform* (OUP 1909), p. 93.

<sup>17</sup> Act of 1854, ss I and II.

<sup>18</sup> Section V.

<sup>19</sup> Ss VI–XIII and XXI.

<sup>20</sup> Section XV.

<sup>21</sup> Ss XIV–XVI.

<sup>22</sup> Ss XVII–XX.

<sup>23</sup> Section XXII.

<sup>24</sup> Ss XXV and XXVI.

<sup>25</sup> Section XXVII.

<sup>26</sup> Section XXVIII.

---

<sup>27</sup> Section XXIX.

<sup>28</sup> Section XXXVII.

<sup>29</sup> Ss XXXV-XXXVII.

<sup>30</sup> Ss XXX, XXXV, and XXXVI.

<sup>31</sup> Section XXXIX.

<sup>32</sup> Section XL.

<sup>33</sup> Ibid.

<sup>34</sup> Act of 1877, s. 13.

<sup>35</sup> Ss 45-50.

<sup>36</sup> Section 55.

<sup>37</sup> Act of 1923, s. 6 (1).

<sup>38</sup> Section 6 (2).

<sup>39</sup> Section 8 (1).

<sup>40</sup> Strickland Gibson, op. cit., p. xxiii.

<sup>41</sup> Ss XV and XVI.

<sup>42</sup> *Report of the Commission of Inquiry*, p. 307.

# STATUTE I

## PRELIMINARY

*(This Statute is a 'Queen-in-Council' statute – see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002, Vol. 133, p. 97)*

*Amended with effect from 10 February 2010 (Gazette, Vol. 140, p. 748, 18 March 2010),*

*and 12 October 2011 (date of effect 1 January 2012,*

*Gazette, Vol. 143, p. 98, 27 October 2011) and*

*15 May 2013 (Gazette, Vol. 143, p. 609, 30 May 2013)*

1. The University of Oxford is a civil corporation established under common law which was formally incorporated by the Act for the Incorporation of Both Universities 1571 under the name of 'the Chancellor Masters and Scholars of the University of Oxford'.
2. In these statutes it is called 'the University'.
3. The principal objects of the University are the advancement of learning by teaching and research and its dissemination by every means.
4. The University has the power to do all things permitted by law which are necessary or desirable to promote its objects.
5. These statutes and all regulations made under them shall be interpreted in accordance with those objects and not in conflict with them.
6. In the interpretation of these statutes and all such regulations these additional rules apply unless the context otherwise requires:
  - (1) words in the singular include the plural and words in the plural include the singular;
  - (2) references to an Act of Parliament refer also to any statutory amendment, re-enactment, or replacement of it;
  - (3) 'committee' means any body set up by or under the authority of these statutes other than Convocation, Congregation, Council, a society or Permanent Private Hall, or a division, faculty, sub-faculty, or department;
  - (4) 'Conference of Colleges' means the voluntary association of the colleges, societies, and Permanent Private Halls which are referred to in Statute V, established by them for the purpose, among others, of appointing their representatives to Council, its committees, and other university bodies;
  - (5) 'Congregation' means the Congregation of the University referred to in Statute IV;
  - (6) 'Council' means the Council of the University referred to in Statute VI;
  - (7) 'division', 'faculty', 'sub-faculty', and 'department' mean a division, faculty, sub-faculty, or department referred to in Statute VII;
  - (8) 'membership' and 'member of the University' have the meanings given to them in Statute II;

(9) 'regulation' means a regulation made under these statutes by a person or body authorised to make it;

(10) 'statutes' and 'regulations' mean statutes and regulations of the University in force for the time being;

(11) unless otherwise specified, 'person' or 'member' means the resident holder of a teaching, research, or administrative post in the University or in any college, society, or Permanent Private Hall;

(12) 'external member' or 'external person' means a person who is not the resident holder of a teaching, research, or administrative post in the University or in any college, society, or Permanent Private Hall;

(13) '*ex officio*' means by virtue of office, for example, a person serving on a committee by virtue of his or her office.

7. Disputes over the interpretation or application of any of these statutes or any regulation shall be decided in accordance with Statute XVII.

WD1086-120

31.05.13



## STATUTE II

### MEMBERSHIP OF THE UNIVERSITY

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 14 October 2003 (Gazette Vol. 134, p. 139, 16 October 2003) and  
11 October 2016 (Gazette, Vol. 147, p. 72, 13 October 2016)*

1. Membership of the University is divided into the following five categories:
  - (1) student membership;
  - (2) ordinary membership;
  - (3) Convocation membership;
  - (4) Congregation membership; and
  - (5) additional membership.
2. A person is a member of the University if he or she is duly admitted into one or more of those categories.
3.
  - (1) A member of the University shall enjoy the rights and privileges and incur the obligations which are attached by the statutes and regulations to the category or categories into which he or she is admitted.
  - (2) No member of the University shall be required to pay any fee or other charge (except one required by way of penalty or fine imposed under the authority of a statute or regulation) unless it is required by statute or regulation.
  - (3) The University may enter into contracts with its members which are not inconsistent with these statutes and regulations made under them providing for rights, benefits, and facilities to be enjoyed by members and specifying the terms upon which they are given or made available.

#### **Student Members**

4. A person shall be a student member if he or she:
  - (1) has the academic qualifications for admission (referred to in this section and in section 5 of this statute as 'matriculation') laid down by Council by regulation;
  - (2) has been admitted as and remains a member, or has been suspended from membership, of a college, society, Permanent Private Hall, or any other institution designated by Council by regulation;
  - (3) has been and remains registered, or has been suspended from registration, as a student for a degree or other qualification of the University; and

(4) is to be or has been presented for matriculation as a student member by his or her college, society, Permanent Private Hall, or other designated institution within the period laid down by Council by regulation.

5. Any person serving as an officer of the Oxford University Student Union under the provisions of Part A of Statute XIII shall, during the period in which he or she holds office, be a student member of the University for the purposes of the statutes and regulations.

6. Regulations may be made to provide for:

(1) provisional matriculation where a prospective student member is for good reason unable to be presented for matriculation within the period referred to in section 4 (4) of this statute;

(2) matriculation in absence, where a prospective student member who has not previously matriculated or incorporated enrolls on a programme of study for which permission to matriculate in absence has been granted by the Education Committee; and

~~(2)~~ (3) the ceremony at which the matriculation of student members will take place and the procedure to be followed;

in addition to the matters referred to in section 4 of this statute.

### **Ordinary Members**

7. A former student member who has satisfied the examiners or has been given leave to supplicate for a degree of the University but who has not yet been admitted to any degree is an ordinary member.

### **Convocation Members**

8. Convocation members are those persons who are members of Convocation under Statute III.

### **Congregation Members**

9. Congregation members are those persons who are members of Congregation under Statute IV.

### **Additional Members**

10. (1) Persons who are appointed Bedels under the regulations relating to the holders of that office shall be admitted as and shall remain members of the University for so long as they hold that office.

(2) Council may with the consent of Congregation provide by regulation for the admission of other persons or categories of persons as additional members.

### **Expulsion**

11. (1) A student member may be expelled from membership under Statute XI.

(2) A student member who has been expelled by his or her college, society, Permanent Private Hall, or other designated institution shall cease to be a student member of the University.

(3) Congregation may for good cause, on the recommendation of Council made in accordance with fair procedures to be determined by Council according to the circumstances of the case, expel any member of the University from his or her membership.

(4) Procedures established under sub-section (3) above must include a right of appeal to an independent and impartial tribunal which will give reasons for its decision and (if the member so requires) sit in public and publish those reasons.

(5) Nothing in this section authorises the termination of a contract of employment or infringes the rights or protection given by Statute XII to the persons to whom that statute applies.

(6) In this section the word 'expel' bears the meaning given to it in section 1 of Statute XI.

### **Resignation**

12. (1) A member of the University may at any time by giving notice in writing to the Registrar resign his or her membership.

(2) Resignation of membership shall not relieve the member of any liability or penalty incurred under these statutes or any regulation before the date of his or her resignation.

13. A member of the University who has resigned may, with the permission of Council on such terms as it thinks fit, be admitted or readmitted to any category of membership to which he or she would but for the resignation be entitled to belong.

WD12-011

14.10.16



## STATUTE III

### CONVOCATION

*(This Statute is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 8 May 2003 (Gazette Vol. 133, p. 1335, 29 May 2003)*

1. The functions of Convocation shall be to elect the Chancellor and the Professor of Poetry.
2. Convocation shall consist of all the former student members of the University who have been admitted to a degree (other than an honorary degree) of the University, and of any other persons who are members of Congregation or who have retired having been members of Congregation on the date of their retirement.
3. The procedure for the holding of elections in Convocation shall be laid down by Council by regulation.

WD780-121

26.01.04



## STATUTE IV

### CONGREGATION

*(Sections 1-4 are 'Queen-in-Council' statutes—see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002  
(Supplement (1) to Gazette No. 4633, 9 October 2002, Vol. 133, p. 100)  
Amended with effect from 8 April 2009 (Gazette Vol. 139, p. 932, 23 April 2009),  
amended on 12 October 2011 (date of effect 1 January 2012,  
Gazette, Vol. 143, p. 98, 27 October 2011)*

#### **Functions and Powers**

1. Congregation shall have the following legislative and other functions, powers, and duties:

- (1) to decide on proposals submitted to it by Council for amending, repealing, or adding to the statutes or regulations;
- (2) to decide on resolutions submitted by any twenty or more of its members that Council should be instructed to make proposals for amending, repealing, or adding to the statutes or regulations;
- (3) to consider any other resolutions submitted to it by Council or by any twenty or more of its members;
- (4) to exercise the powers in relation to regulations assigned to it in section 18 of Statute VI;
- (5) to take note of the replies to questions asked by any two or more of its members;
- (6) to confer degrees;
- (7) to make the elections laid down for it in any statute or regulation;
- (8) to approve the appointment of the Vice-Chancellor;
- (9) to perform any further duties or to exercise any further powers laid down for it in any statute or regulation.

2. (1) Any resolution passed by Congregation or other act done or decision taken by Congregation in accordance with the statutes and regulations shall bind the whole University.

(2) A decision taken by Congregation to amend, repeal, or add to any of the following statutes shall not take effect without the approval of Her Majesty in Council:

Statute I  
Statute III  
Statute IV (sections 1-4 only)  
Statute V (section 1 only)  
Statute VI (sections 1-20 only)

Statute XII  
Statute XV (sections 1-6 only)  
Statute XVII

(3) A decision taken by Congregation to amend, repeal, or add to Part D of Statute XVI or the Schedule shall not take effect without the approval of Her Majesty in Council unless that Part or the Schedule expressly permits.

(4) To cover some specific case, Council may (where it is otherwise lawful to do so) by resolution suspend the operation of any statute other than:

(a) the statutes specified in sub-section (2) above; or

(b) so much of Part D of Statute XVI and the Schedule as cannot be amended, repealed, or added to without the approval of Her Majesty in Council.

### **Membership**

3. Congregation shall consist of the following:

(1) the Chancellor;

(2) the High Steward;

(3) the Vice-Chancellor;

(4) the Proctors;

(5) the members of the faculties;

(6) the heads of all the colleges, societies, and Permanent Private Halls referred to in Statute V;

(7) the members of the governing bodies of all the colleges and societies referred to in Statute V (but not of the Permanent Private Halls);

(8) the principal bursar or treasurer of each of the colleges and societies referred to in Statute V (but not of the Permanent Private Halls), if he or she is not a member of its governing body;

(9) any other persons or classes of persons admitted by or under regulations made by Congregation;

(10) every person who was a member of Congregation under the statutes as they stood on 1 June 1977 for as long as he or she possesses the qualification which entitled him or her to membership on that date.

4. (1) The Registrar shall keep a register of the persons qualified to be the members of Congregation, and shall publish annually in the *University Gazette* as soon as possible after 1 January the register as it stood at that date.

(2) No person shall be admitted to vote or act as a member of Congregation unless that person's name is in the register and he or she is qualified under section 3 of this statute.



## **Chairman**

5. (1) The Chairman of Congregation at the Encaenia, or at any other meeting held for the conferment of Degrees by Diploma or Honorary Degrees, shall be the Chancellor, or, in the Chancellor's absence, the Vice-Chancellor or a Pro-Vice-Chancellor.
- (2) The Chairman on all other occasions shall be the Vice-Chancellor, or, in the Vice-Chancellor's absence, a Pro-Vice-Chancellor.

## **Procedure**

6. (1) The business of Congregation shall be conducted in accordance with regulations made by Congregation.
- (2) Council or any twenty or more members of Congregation may propose the amendment or repeal of or an addition to any regulation made under this section.
- (3) Regulations made under this section:
  - (a) shall provide for the giving of notice of meetings of Congregation and of the business to be conducted at them; and
  - (b) may state a period within which notice of opposition or of a proposed amendment can be given or a request for an adjournment can be made.
- (4) A proposal made under sub-section (2) above shall not have effect unless it:
  - (a) is approved at a meeting of Congregation; or
  - (b) is declared to have been approved under section 7 of this statute.
- (5) Sections 15-20 of Statute VI shall not apply to regulations made under this section.
7. (1) The Vice-Chancellor shall have the power to declare any proposal made to Congregation under section 6 (2) of this statute or otherwise to have been approved if the following conditions are satisfied:
  - (a) that notice of the proposal has been duly given in accordance with regulations made under section 6 of this statute;
  - (b) that no opposition or proposed amendment has been notified or request for an adjournment made within the time allowed by those regulations for doing so in respect of any of the business to be conducted at the meeting at which the proposal is to be discussed;
  - (c) that in the opinion of the Vice-Chancellor the proposal is not of such general concern to the University as a whole that it would be inappropriate to proceed without an opportunity for further explanation or debate;
  - (d) that in the light of (c) the Vice-Chancellor decides that the meeting may and ought to be cancelled;

(e) that notice of cancellation is published in the *University Gazette* not less than four days before the meeting is due to be held.

(2) If the Vice-Chancellor makes a declaration under sub-section (1) above, he or she shall publish it in the *University Gazette* either in the notice given under paragraph (e) of sub-section (1) above or as soon afterwards as is practicable.

8. The operation of the whole or any part of sections 5-7 of this statute, or of the associated regulations, may be suspended by resolution of Congregation.

WD781-121

19.12.11

## STATUTE V

### COLLEGES, SOCIETIES, AND PERMANENT PRIVATE HALLS

*(Section 1 is a 'Queen-in-Council' statute – see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 17 July 2003, 12 October 2010 (Gazette, Vol. 141, p. 110, 14 October 2010), 17 January 2012 (Gazette, Vol. 142, p. 243, 19 January 2012) and 30 May 2012 (Gazette, Vol. 142, p. 588, 14 June 2012)*

#### **Colleges**

1. The following foundations in Oxford for academic study are recognised as colleges of the University:

All Souls College	Nuffield College
Balliol College	Oriel College
Brasenose College	Pembroke College
Christ Church	Queen's College
Corpus Christi College	St Anne's College
Exeter College	St Antony's College
Green Templeton College	St Catherine's College
Hertford College	St Edmund Hall
Jesus College	St Hilda's College
Keble College	St Hugh's College
Lady Margaret Hall	St John's College
Linacre College	St Peter's College
Lincoln College	Somerville College
Magdalen College	Trinity College
Manchester Academy and Harris College	University College
Mansfield College	Wadham College
Merton College	Wolfson College
New College	Worcester College

2. The University may, by statute subject to the approval of Her Majesty in Council, add further foundations to those listed in section 1 of this statute.

#### **Societies**

3. The University may establish and maintain institutions to be known as societies.

4. The membership and governance of a society and the rights, privileges, and obligations of a society and its officers shall be provided for in regulations.

5. The following are societies of the University:

Kellogg College  
St Cross College

6. The University may add further institutions to those listed in section 5 of this statute.

**Permanent Private Halls**

7. The University has granted each of the following institutions the status of Permanent Private Hall of the University:

Blackfriars Hall  
Campion Hall  
Regent's Park College  
St Benet's Hall  
St Stephen's House  
Wycliffe Hall

8. The terms on which the status is granted, and the circumstances in which the status may be revoked or surrendered, are set out in an Agreement between the University and each institution. Revocation other than on the grounds of an institution's insolvency or dissolution shall require the consent of Council and Congregation.

9. The status may be granted to other institutions on similar terms, but only with the consent of Council and Congregation.

WD782-121

20.06.12

## STATUTE VI

### COUNCIL

*(Sections 1–18 are ‘Queen-in-Council’ statutes—see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 8 May 2003 (Gazette Vol. 133, p. 1335, 29 May 2003),*

*7 February 2007 (Gazette Vol. 137, p. 788, 22 February 2007), 27 May 2008*

*(Gazette Vol. 138, p. 991-2, 1 May 2008, date of effect 1 October 2008) 16 December 2008*

*(Gazette Vol. 139, p. 458, 11 December 2008), 8 April 2009 (Gazette Vol. 139, p. 932,*

*23 April 2009), 10 February 2010 (Gazette, Vol. 140, p. 748, 18 March 2010), 21 July 2010*

*(Gazette, Vol. 141, p. 244, 25 November 2010, date of effect 2 December 2010),*

*12 October 2011 (Gazette, 27 October 2011, p. 98; date of effect 1 January 2012, Gazette,*

*Vol. 142, p. 98, 27 October 2011), ~~and~~ 12 February 2013 (Gazette, Vol. 143, p. 399,*

*28 February 2013) and 27 June 2017 (Gazette, Vol. 147, p.582, 22 June 2017).*

#### **Functions and Powers**

1. Council shall be responsible, under the statutes, for the advancement of the University’s objects, for its administration, and for the management of its finances and property, and shall have all the powers necessary for it to discharge these responsibilities.

2. In the exercise of its functions and powers Council shall be bound by all resolutions passed by Congregation and all other acts done or decisions taken by Congregation in accordance with the statutes and regulations, and shall do all things necessary to carry them into effect.

3. (1) Subject to the provisions of the statutes and regulations, Council may from time to time delegate responsibility for any matter to any other body or person and may delegate such powers (other than the power to put statutes to Congregation) as it may consider necessary for the discharge of this responsibility, but any such delegations may be withdrawn (either generally or in respect of a specific item) at any time, nor shall such delegations relieve Council of general responsibility for the matters delegated.

(2) Any body to which or person to whom Council has delegated responsibility and powers under sub-section (1) above may, unless Council otherwise determines, sub-delegate them to another body or person.

#### **Membership**

4. Subject to sections 5 and 8-12 of this statute, Council shall consist of:

(1) the Vice-Chancellor;

(2) the Chairman of the Conference of Colleges;

(3), (4) the Proctors;

(5) the Assessor;

(6) a member of Congregation elected by the Conference of Colleges;

- (7)–(10) four external persons nominated by Council and approved by Congregation;
- (11)–(14) the Heads of the Divisions of Humanities; Mathematical, Physical and Life Sciences; Medical Sciences; and Social Sciences;
- (15)–(18) four members of Congregation elected by Congregation from members of the faculties in the Divisions Mathematical, Physical and Life Sciences and of Medical Sciences;
- (19)–(22) four members of Congregation elected by Congregation from members of the faculties in the Divisions of Humanities and of Social Sciences;
- (23)–(25) three members of Congregation, not necessarily being members of any division and not in any case being nominated in a divisional capacity, who shall be elected by Congregation.
5. (1) The election to Council of the members of Congregation in the three categories defined respectively in sub-sections (15)–(25) of section 4 of this statute shall be subject to the provisions of sub-sections (2)–(5) below.
- (2) Not more than three members of the governing body of any one college, society, or Permanent Private Hall may at any time serve as members of Council elected from those three categories taken together.
- (3) If the outcome of any election within any one or more of those three categories would otherwise result in there being more than three such members of Council, the number in excess of three shall be eliminated by comparing the votes received in that election by each of the candidates in question, confirming the election of the candidate or candidates receiving the highest number of votes until the limit described in sub-section (2) above has been reached, and disqualifying the remaining candidates.
- (4) If any election is uncontested, a candidate who is returned unopposed shall for the purposes of sub-section (3) above be ranked ahead of all other candidates (unopposed or otherwise) to whom he or she is senior in academic standing.
- (5) Where it is necessary to rank unopposed candidates of equal academic standing or to make a choice between candidates who have received an equal number of votes, the ranking or choice shall be determined by lot.
6. Council may, but is not obliged to, co-opt up to three members of Congregation as additional members of Council, one of whom may serve as a deputy chairman of Council under section 7(4)(a)(ii) below.
7. (1) The Vice-Chancellor, or, a Pro-Vice-chancellor appointed as chairman under section 10(3) below, shall normally take the chair at meetings of Council.
- (2) In the event that the person under sub-section (1) above cannot or should not act as chairman, a member of Council serving as deputy chairman shall take the chair.
- (3) The chairman shall have a second or casting vote in the event of equality of voting.
- (4) (a) Council may appoint up to two deputy chairmen:

(i) an external member of Council, appointed under section 4 (7)–(10) above, who shall take the chair for the discussion of items of business in which the chairman of the Council meeting has a conflict of interest;

(ii) a Pro-Vice-Chancellor, appointed under regulation 10<sup>1</sup> of Council Regulations 21 of 2002, who shall take the chair when the chairman cannot or should not act as chairman for reasons other than a conflict of interest.

(b) In the absence of the appropriate deputy chairman appointed under (a) above at a meeting, the Vice- Chancellor or the Pro-Vice-Chancellor appointed as chairman of Council under section 10 (3) shall have discretion to appoint an alternate.

(5) The appointment of a deputy chairman under sub-section (4) above shall be made on the recommendation of the Vice-Chancellor or the Pro-Vice- Chancellor appointed as chairman of Council under section 10 (3).

(6) Where a person is appointed as deputy chairman under sub-section (4)(a)(ii) above who is not a member of Council when appointed, that person shall thereupon become a co-opted member of Council and shall remain a member of Council for as long as he or she remains a deputy chairman.

(7) Each deputy chairman shall hold office for a period of up to four years and shall be eligible for reappointment.

(8) Each deputy chairman may exercise all the functions of the chairman at any meeting when the chairman cannot or should not act.

8. (1) Members of Council elected under section 4 (15)–(25) or appointed as an external member under section 4 (7)–(10) above shall serve for a period of four years and shall be eligible to serve for a second consecutive period of four years.

(2) The member of Council elected under section 4 (6) shall serve for such period as may be determined under the regulations of the Conference of Colleges.

(3) (a) Members of Council co-opted under section 6 may serve for a period of up to four years and shall be eligible to serve for a second consecutive period of up four years.

(b) The term of a person whose co-optation is made expressly subject to an appointment under section 7 (4)(a) (ii) will expire on the appointment of a deputy chairman who is not when appointed a member of Council.

(4) A member who has served two consecutive periods of four years under sub-sections (1) or (3) above shall not be eligible to serve as an elected external or co-opted member of Council earlier than four years after the end of his or her period of service.

<sup>1</sup> Following changes to Council Regulations 21 of 2002 with effect from 11 July 2014, a consequential change has been made to the cross-reference in this sub-section. This change will be submitted for approval by Congregation when the next substantive change to the statute is put forward.

(5) Vacancies caused other than by expiry of term as a member shall be filled for the remaining period of office of the member replaced in the same manner as that member took up office except on termination of Council membership under section 9 (1) of an *ex officio* member serving under section 4 (1)–(5) or (11)–(14), when the vacancy shall be filled in accordance with section 10.

(6) A person who is elected or nominated to fill a vacancy under sub-section (2) above shall be eligible to serve as an elected or external member of Council after the expiry of the period referred to in sub-section (2) for a period of four years and shall be eligible to serve for a second consecutive period of four years.

9. (1) Membership of Council shall terminate:

(a) automatically on disqualification from acting as a Trustee by virtue of section 72 of the Charities Act 1993 or any statutory re-enactment or modification of that provision;

(b) for good cause, defined as behaviour incompatible with the member's duties as a Trustee of the University;

(c) automatically at the close of an academic year for absence without permission from a prescribed number of meetings in that year, as determined by regulation;

(d) automatically on a member elected under section 4 (15)–(25) ceasing to be a member of Congregation;

(e) automatically on an external member appointed under section 4 (7)–(10) becoming the resident holder of a teaching, research, or administrative post in the University or in any college, society, or Permanent Private Hall;

(f) automatically for an existing appointed, elected or co-opted member on taking office which entitles him or her to serve as an *ex officio* member of Council;

(g) in accordance with section 8 above on expiry of term;

(h) in accordance with section 11 below unless the Chancellor shall determine otherwise in an individual case;

(i) on acceptance by Council of the resignation of a member.

(2) The decision to remove a member under sub-section (1)(b) above shall only be made by unanimous ballot of all Council members entitled to vote (not including the member whose removal is the subject of the ballot) in accordance with a procedure laid down by Council by standing order.

10. (1) On termination of Council membership under section 9 (1) above of an *ex officio* member other than the Vice-Chancellor, the appropriate body shall appoint a replacement Council member who shall serve with voting rights but that appointment shall cease automatically on a new appointment to the underlying post;

(2) for the purposes of sub-section (1) above, the appropriate body shall be as follows:



- (a) under section 4 (2), the Conference of Colleges;
  - (b) under section 4 (3)–(4), a substitute qualified under section 17 of Statute IX shall be appointed by the head of the college or society that elected the Proctor in question, or, if the head is absent or the headship is vacant, the viceregent;
  - (c) under section 4 (5), a substitute qualified under section 17 of Statute IX shall be appointed by the head of the college or society that elected the Assessor, or, if the head is absent or the headship is vacant, the viceregent;
  - (d) under section 4 (11)–(14), the relevant divisional board.
- (3) On termination of Council membership under section 9 (1) above of the Vice-Chancellor, one of the Pro-Vice-Chancellors shall be appointed chairman by the Chancellor or, in default of appointment by the Chancellor, by Council.
11. (1) No person appointed, elected, or serving as a member of Council while holding any academic post of the University or any other of the university or college posts specified in section 3 (6)–(9) of Statute IV shall continue to serve on Council after having retired from that post (or, in the case of a person retiring at different dates from those university and college posts previously held by him or her, after the date of the later of those retirements), unless the Chancellor shall otherwise determine in an individual case.
- (2) No person who has previously retired from any of the university or college posts specified in section 3 (6)–(9) of Statute IV, and who does not continue to hold another such post, shall be appointed or elected a member of Council, unless the Chancellor shall otherwise determine in an individual case.
- (3) No other person appointed, elected, or serving as a member of Council while not holding such a university or college post shall continue to serve on Council, and no such person shall be appointed or elected a member of Council, after the 30 September immediately preceding his or her 66th birthday, unless the Chancellor shall otherwise determine in an individual case.
12. (1) If at any time a vacancy arises through an appointing or electing body having failed to make an appointment or, in the case of an election, through insufficient nominations having been received by the due date or for any other reason, the Vice-Chancellor and Proctors shall appoint a person to the vacancy.
- (2) This section shall apply to vacancies arising on termination of Council membership which in the opinion of Council have not been filled within a reasonable time by the appropriate body under section 10 (2)(b) and (3), such opinion to be determined by a two-thirds majority of those present and voting.
13. Council shall determine by regulation arrangements whereby three student members shall be entitled to attend meetings of Council except for such matters of business as may be prescribed by regulation.
14. Any member of Council, and the chairman or vice-chairman of any committee of Council who is not a member of Council, may be relieved of such of his or her university duties, without loss of stipend, as Council shall determine; and Council shall be empowered to make such

financial provision as it thinks fit for the carrying out of any of the duties of which such person has been relieved either by Council or by his or her college, society, or Permanent Private Hall.

## **Regulations**

15. Council shall have the power to make regulations not inconsistent with the statutes.
16. Council may authorise any other body or person to make regulations not inconsistent with the statutes, or with regulations made by Council, dealing with such matters as Council shall think fit to delegate.
17. Regulations made under section 15 or section 16 of this statute may:
  - (1) be designed to give detailed effect to the statutes; or
  - (2) provide for any matter not provided for in the statutes.
18.
  - (1) Regulations made under section 15 or section 16 of this statute may at any time be annulled, amended, or repealed by Council by regulation.
  - (2) A body to which or person to whom the power to make regulations has been delegated under section 16 of this statute may unless Council otherwise directs amend or repeal regulations made by that body or person.
  - (3) The power to annul, amend, or repeal regulations under this section shall not apply to regulations made by the Rules Committee under Statute XI unless Council is required to do so by a resolution of Congregation.
19.
  - (1) All regulations made under sections 15 and 16 of this statute and the annulment, amendment, or repeal of any such regulation shall be published in the *University Gazette* and shall come into force from the fifteenth day after the date of their publication (though a regulation may contain an earlier or later date from which it comes into force), unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by noon on the eleventh day after the day on which it was published.
  - (2) If such notice is received, the regulation shall not come into force until it has been approved by Congregation.
20.
  - (1) Regulations and amendments to regulations made under this statute shall bind all members of the University.
  - (2) Council, or, in a case falling within the delegated authority of any of the main standing committees of Council referred to in section 23 below, that committee, may however, by a resolution carried by not less than two-thirds of the members present and voting, suspend the operation of any regulation, other than a regulation made by the Rules Committee under Statute XI, to cover some specific case.

## **Conduct of Business**

21.
  - (1) No business shall be transacted at any meeting of Council unless a quorum is present.

(2) Council shall lay down by regulation the definition of, and the application of rules governing, its quorum.

22. Council may lay down the procedure for the conduct of its business by regulation, standing order, or otherwise as it thinks fit.

### **Committees**

23. (1) Council shall have the following main standing committees and shall lay down by regulation their composition and principal terms of reference, powers, and duties:

- (a) Education Committee;
- (b) General Purposes Committee;
- (c) Personnel Committee;
- (d) Planning and Resource Allocation Committee;
- (e) Research and Innovation Committee.

(2) These committees may include persons who are not members of Council, or who are appointed by persons or bodies other than Council, in addition to members of Council, but may not consist wholly of such persons.

24. (1) Council may set up such other standing or temporary committees as it may from time to time think fit.

(2) These committees may consist wholly or partly of persons who are not members of Council or who are appointed by persons or bodies other than Council.

25. The composition, terms of reference, powers, and duties of committees set up under section 24 of this statute shall be laid down by Council, by regulation or otherwise as Council shall think appropriate, subject to the provisions of the statutes and regulations.

26. (1) The Registrar shall publish annually a list of all the current committees which have been set up under sections 24 and 25 of this statute, except those which have been set up by statute or regulation, and shall on request supply to any member of Congregation details of their terms of reference and current membership.

(2) The Registrar shall also on request supply details of the current membership of committees set up by statute or regulation.

WD783-121

11.07.14



## STATUTE VII

### DIVISIONS, FACULTIES, SUB-FACULTIES, DEPARTMENTS, AND THE DEPARTMENT FOR CONTINUING EDUCATION

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 1 October 2005 (Gazette Vol. 136, p. 246, 27 October 2005),  
11 October 2005 (Gazette Vol. 136, p. 184, 13 October 2005), 30 May 2006 (Gazette  
Vol. 136, p. 1163, 1 June 2006), 13 June 2006 (Gazette Vol. 136, p. 1240), 10 June 2008  
(Gazette Vol. 138, p. 1237, 12 June 2008), 19 May 2009 (Gazette Vol. 139, p. 1081, 14 May  
2009), 13 October 2009 (Gazette Vol. 140, p. 89, 8 October 2009), and 6 March 2012 (date  
of effect 1 October 2012, Gazette Vol. 142, p. 362, 8 March 2012)*

#### **Divisions**

1. The academic activities of the University shall be grouped in the following four divisions:

- (1) Humanities;
- (2) Mathematical Physical and Life Sciences;
- (3) Medical Sciences;
- (4) Social Sciences.

2. The composition of the divisions and the allocation of activities to them shall be laid down by Council by regulation.

3. There shall be a divisional board with responsibility, under Council and subject to plans, policies, and guidelines set by Council and its committees, for the management of each division. The membership, functions, and powers of each board shall be laid down by Council by regulation.

4. There shall be a head of each division, the arrangements for whose appointment shall be laid down by Council by regulation.

#### **Faculties, Sub-faculties, and Departments**

5. There shall be twenty-seven faculties:

- (1) the Faculty of Anthropology and Geography;
- (2) the Faculty of Biochemistry;
- (3) the Faculty of Chemistry;
- (4) the Faculty of Classics;
- (5) the Faculty of Clinical Medicine;
- (6) the Faculty of Computer Science;

- (7) the Faculty of Earth Sciences;
- (8) the Faculty of Engineering Science;
- (9) the Faculty of English Language and Literature;
- (10) the Faculty of History;
- (11) the Faculty of Law;
- (12) the Faculty of Linguistics, Philology, and Phonetics;
- (13) the Faculty of Management;
- (14) the Faculty of Materials;
- (15) the Faculty of Mathematics;
- (16) the Faculty of Medieval and Modern European Languages and Literatures other than English (elsewhere in the statutes and regulations referred to as the Faculty of Medieval and Modern Languages);
- (17) the Faculty of Music;
- (18) the Faculty of Oriental Studies;
- (19) the Faculty of Philosophy;
- (20) the Faculty of Physics;
- (21) the Faculty of Physiological Sciences;
- (22) the Faculty of Plant Sciences;
- (23) the Faculty of Psychological Studies;
- (24) the Faculty of Social Studies;
- (25) the Faculty of Statistics;
- (26) the Faculty of Theology and Religion;
- (27) the Faculty of Zoology.

6. Faculties shall be allocated to divisions by regulations made under section 2 of this statute.

7. The members of each faculty<sup>1</sup> shall be:
- (1) the holders of all university posts<sup>2</sup> approved for this purpose by the relevant divisional board the duties of which include research or teaching;
  - (2) the holders of all posts in the colleges and societies of the University the duties of which are certified by the head of the college or society to include research or teaching;
  - (3) such persons as may be made members by a divisional or faculty board on account of the work being done by them in Oxford in the academic areas with which the board is concerned, subject to conditions (a)-(c) below:
    - (a) the relevant divisional board may, if it thinks fit, permit persons who are not members of the University to be made 'additional members' of faculties under this sub-section, but such 'additional members' shall not be qualified for membership of Congregation under the provisions of Statute IV;
    - (b) no person who has exceeded the age of 70 years shall be made a member of a faculty, but a member of a faculty who has attained that age while not having attained the age of 75 years may remain a member under sub-sections (1)–(3);
    - (c) in no case shall any person remain a member of a faculty after attaining the age of 75 years.
8. The relevant divisional board shall determine the faculty or faculties of which those qualified under section 7 (1) and (2) of this statute shall be members.
9. The relevant divisional board may, with the consent of Council and on terms authorised by regulation or approved by Council, divide a faculty into sub-faculties.
10. If a divisional board divides a faculty into sub-faculties under section 9 of this statute, it shall determine the sub-faculty or sub-faculties to which each member of the faculty shall be allocated.
11. The relevant divisional board may, with the consent of Council and on terms authorised by regulation or approved by Council, establish and maintain departments.
12. The faculties, faculty boards, sub-faculties, and departments shall perform such functions as are assigned to them by the statutes, by regulations, or by the divisional or faculty boards.

<sup>1</sup> Persons who do not receive faculty membership under section 7 may at the discretion of the relevant faculty board receive 'associate' faculty membership, but such 'associate members' shall not be qualified for membership of Congregation under the provisions of Statute IV, nor to vote in faculty board elections or serve on faculty boards under the provisions of Council Regulations 19 of 2002.

<sup>2</sup> *Note for information.* The posts approved under this sub-section are those of professor, reader, university lecturer (including faculty, CUF, special (non-CUF), and junior lecturer), senior research officer, instructor, clinical professor, clinical reader, clinical tutor, honorary senior clinical lecturer, clinical lecturer, tutor in General Practice, lector under the aegis of the Board of the Faculty of Medieval and Modern Languages, research officer in the Department of Economics and in the Sub-department of Particle and Nuclear Physics, and departmental lecturer. In addition, holders of the following titles shall be faculty members: visiting professor, professor, reader, visiting lecturer, university research lecturer, university lecturer (including CUF lecturer and special (non-CUF) lecturer), clinical professor, clinical reader, and clinical lecturer.

### **Department for Continuing Education**

13. (1) There shall be a Department for Continuing Education which shall, in collaboration with the divisional boards, advance the provision by the University of continuing education opportunities with the exception of the postgraduate medical education for which the Director of Postgraduate Medical and Dental Education and Training has specific responsibility, and for this purpose shall advance co-operation between the University and other agencies.  
  
(2) Continuing education shall be defined in this context as all education taken up after a substantial break following initial education, except for the education of mature students on courses leading to postgraduate qualifications under the aegis of the divisions.
14. The department shall be under the general supervision of a Continuing Education Board, the membership, functions, and powers of which shall be laid down by Council by regulation.

WD784-121  
30.08.12



## STATUTE VIII

### LIBRARIES, MUSEUMS AND SCIENTIFIC COLLECTIONS, AND THE UNIVERSITY PRESS

*Approved with effect from 1 October 2002  
(Supplement (1) to Gazette No. 4633, 9 October 2002)  
Amended with effect from 15 October 2002 (Gazette Vol. 133, p. 250, 17 October 2002),  
5 December 2002 (Gazette, Vol. 137, p. 850, 8 March 2007), 1 October 2003  
(Gazette, Vol. 134, p. 91, 9 October 2003), 13 November 2003 (Gazette, Vol. 134, p. 351,  
27 November 2003), 2 March 2010 (Gazette, Vol. 140, 3 December 2009, p. 329,  
9 October 2012 (Gazette, Vol. 143, p. 81, 11 October 2012) and 16 June 2015  
(Gazette, Vol. 145, p. 650, 18 June 2015)*

#### **University Libraries, and Museums and Scientific Collections**

1. The Bodleian Libraries and the major museums and scientific collections of the University constitute a national and international scholarly resource, and the bodies responsible to Council for these institutions shall ensure that they are maintained as such and shall advise Council as necessary on the University's care and management of them.

#### **University Libraries**

2. The libraries and information services provided by the University and administered as provided by sections 3 and 4 shall collectively be called the Bodleian Libraries.

3. There shall be a body of Curators of the University Libraries which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the libraries within, and the services provided by, the Bodleian Libraries.

4. The membership, functions, and powers of the Curators of the University Libraries shall be laid down by Council by regulation.

#### **University Museums**

5. There shall be the following major museums and scientific collections of the University:

- (1) Ashmolean Museum of Art and Archaeology;
- (2) Botanic Garden;
- (3) Museum of the History of Science;
- (4) Oxford University Museum of Natural History;
- (5) Pitt Rivers Museum.

6. There shall be an Oxford University Museums Board which shall advise Council as appropriate on any matters connected with the University's museums and scientific collections.

7. There shall be a body of Visitors of the Ashmolean Museum which shall be responsible to Council through the Oxford University Museums Board, in accordance with any policies

and structures set by that Board, for the safe keeping, preservation, orderly administration, finance, and general policy of the museum.

8. There shall be a body of Visitors of the Botanic Garden which shall be responsible to Council through the Oxford University Museums Board, in accordance with any policies and structures set by that Board, for the safe keeping, preservation, orderly administration, finance, and general policy of the garden.

9. There shall be a body of Visitors of the Museum of the History of Science which shall be responsible to Council through the Oxford University Museums Board, in accordance with any policies and structures set by that Board, for the safe keeping, preservation, orderly administration, finance, and general policy of the Museum.

10. There shall be a body of Visitors of the Oxford Museum of Natural History which shall be responsible to Council through the Oxford University Museums Board, in accordance with any policies and structures set by that Board, for the safe keeping, preservation, orderly administration, finance, and general policy of the museum.

11. There shall be a body of Visitors of the Pitt Rivers Museum which shall be responsible to Council through the Oxford University Museums Board, in accordance with any policies and structures set by that Board, for the safe keeping, preservation, orderly administration, finance, and general policy of the museum.

12. The membership, functions, and powers of the bodies referred to in sections 5–11 of this statute shall be laid down by Council by regulation.

### **University Press**

13. There shall be in the University as a department of the University the Oxford University Press.

14. In the statutes and regulations it is called ‘the Press’.

15. The function of the Press is to further the University’s objects by publishing in any medium anywhere in the world.

16. (1) The affairs of the Press shall, on behalf of Congregation, be in the charge of a body known as ‘the Delegacy of the Oxford University Press’.

(2) The members of the Delegacy are called ‘the Delegates’.

17. (1) The Delegates shall establish and maintain a Finance Committee of the Press.

(2) The Finance Committee under the general authority of the Delegates shall direct and manage the business, assets, and finances of the Press.

(3) The membership of the Finance Committee, the period of office of members, and the conditions governing their appointment or reappointment shall be determined by Council by regulation.

(4) The Finance Committee may set up such subcommittees from time to time as it thinks fit.

18. The following shall be the Delegates:
- (1) the Vice-Chancellor;
  - (2), (3) the Proctors;
  - (4) the Assessor;
  - (5) the Chairman of the Finance Committee of the Press if not already a Delegate when elected as chairman;
  - (6)–(22) seventeen members of Congregation appointed by Council.
19. (1) An appointed Delegate shall hold office for five years, except that in the case of a vacancy arising in the course of an academic year the appointment shall be for five years together with the remainder of that academic year.
- (2) An appointed Delegate shall then be eligible for reappointment for a second period of five years.
- (3) Exceptionally any Delegate may be reappointed for a third period of five years, subject to confirmation by resolution of Council.
- (4) The Chairman of the Finance Committee may be reappointed for up to three periods of five years from his or her first appointment as a Delegate, subject to confirmation by resolution of Council.
20. Council shall, in making appointments, bear in mind the need to ensure that the composition of the Delegacy as a whole is such as to cover the main branches of academic studies and at the same time to provide a sufficiency of persons competent in matters of organisation and finance.
21. Council may determine by regulation that if an appointed Delegate has attended fewer than a prescribed number of meetings in any academic year, his or her membership of the Delegacy shall end at the close of that year.
22. The Delegates shall appoint a Secretary to the Delegates, also known as Chief Executive of the Press, and a Finance Director.
23. (1) The Delegates may from time to time delegate to any other body or person responsibility for any matter for which responsibility has been laid on them and may delegate such powers as they consider necessary for the discharge of this responsibility.
- (2) Any delegation made under sub-section (1) above may be withdrawn (either generally or in respect of a specific item) at any time, and the Delegates shall not be relieved of their general responsibility for any matter which they may have delegated.
- (3) Any body to which or person to whom the Delegates have delegated responsibility and powers under sub-section (2) above may, unless the Delegates otherwise determine, sub-delegate them to another body or person.

24. Subject to the provisions of this statute the Delegates or any person authorised by them under the statutes and regulations may do all things permitted by law which are necessary or desirable in the conduct of the affairs of the Press including:

- (1) purchasing, retaining, selling, or transferring stocks, funds, shares, or other securities;
- (2) borrowing money for the purposes of the Press and making the income of the Press or any property standing to its account security for any loans;
- (3) setting up incorporated or unincorporated branches of the Press anywhere in the world;
- (4) employing persons for service in the Press and determining the conditions as to salary, pensions, and otherwise on which they may be employed.

25. (1) The Delegates shall cause the accounts of the Press to be drawn up and submitted to them.

(2) The Delegates shall then submit the accounts to Council in accordance with regulations made by Council.

WD786-121

13.07.15

## STATUTE IX

### OFFICERS OF THE UNIVERSITY

*Approved with effect from 1 October 2002  
(Supplement (1) to Gazette No. 4633, 9 October 2002)  
Amended with effect from 10 October 2006*

1. The following are the officers of the University:

- (1) the Chancellor;
- (2) the High Steward;
- (3) the Vice-Chancellor;
- (4) the Vice-Chancellor-elect;
- (5) the Pro-Vice-Chancellors;
- (6) the Proctors;
- (7) the Pro-Proctors;
- (8) the Assessor;
- (9) the Registrar;
- (10) the Public Orator;
- (11) the Bedels;
- (12) the Deputy Steward;
- (13) the Clerks of the Market;
- (14) the Verger of the University.

#### **Chancellor**

2. The Chancellor shall be elected by Convocation and shall hold office during his or her life or until his or her resignation.
3. There shall be a Chancellor's Court of Benefactors to membership of which the Chancellor may from time to time admit major benefactors of the University.
4. The Chancellor shall have such other functions and powers as are assigned to him or her by the statutes and regulations or by the law of the land.
5. In the event of the incapacity or absence abroad of the Chancellor, or during a vacancy in the Chancellorship, or on delegation from the Chancellor, the Vice-Chancellor may exercise any of the functions and powers of the Chancellor, except where the statutes provide otherwise.

#### **High Steward**

6. (1) The High Steward shall be appointed by the Chancellor and shall hold office until he or she reaches the age of 75 or until his or her resignation, whichever is the earlier.  
  
(2) If the Chancellor has made no appointment within three months of the office becoming vacant, Council shall make the appointment.

7. The High Steward shall have such functions and powers as are assigned to him or her by the statutes, by the Chancellor, or by regulation.

### **Vice-Chancellor**

8. The procedures for the appointment of the Vice-Chancellor shall be laid down by Council by regulation.

9. The Vice-Chancellor shall have such functions and powers as are assigned to him or her by the statutes or by Council, whether by regulation or otherwise, or by the law of the land.

10. (1) The Vice-Chancellor shall by virtue of his or her office be chairman of all committees and other bodies of which he or she is a member, unless the statutes or regulations concerning the body in question provide otherwise.

(2) When a person becomes Vice-Chancellor, he or she shall (unless he or she resigns) remain a member of all committees of which he or she was formerly a member, except boards of electors of which he or she was formerly an elected or appointed member.

(3) Notwithstanding any provisions of the statutes and regulations concerning the composition of committees and other bodies and the appointment of chairmen and vice-chairmen, the Vice-Chancellor may attend any meeting of any committee or other body set up by or under the authority of the statutes and may take the chair at it if he or she so wishes, or may appoint any member of Congregation (whether a member of the committee or not) to attend any meeting on his or her behalf and to take the chair if he or she so directs, except that the Vice-Chancellor shall not have the right to take the chair or to appoint a chairman in the case of a meeting at which the Chancellor is present.

11. Subject to the provisions of the statutes and regulations, the Vice-Chancellor may delegate any of his or her functions and powers to any member of Congregation, but such delegations may be withdrawn (either generally or in respect of a specific item) at any time and shall not relieve the Vice-Chancellor of general responsibility for the matters delegated.

### **Vice-Chancellor-elect**

12. A person appointed Vice-Chancellor under the regulations made in accordance with section 8 above shall be known as the Vice-Chancellor-elect until such time as he or she takes up office.

13. The Vice-Chancellor-elect shall be entitled to attend and to speak at meetings of Council and of all committees of Council from the time of the approval by Congregation of his or her appointment to the time at which he or she takes up office, but shall not be entitled to vote at any such meeting.

14. The Vice-Chancellor-elect shall have such other functions and powers as are assigned to him or her by the statutes and regulations.

### **Pro-Vice-Chancellors**

15. The procedures for the appointment of Pro-Vice-Chancellors shall be laid down by Council by regulation.

16. The Pro-Vice-Chancellors shall have such functions and powers as are or shall be assigned to them by the statutes and regulations, or by the Vice-Chancellor under the provisions of sections 10 (3) and 11 of this statute.

### **Proctors**

17. (1) There shall be two Proctors who shall be members of Congregation who have not previously held the office of Proctor or Assessor and who, on the day on which they take up office will have been members of Congregation for at least five years.

(2) The Proctors shall be elected annually under a procedure laid down by Council by regulation.

18. The Proctors shall have such functions and powers as are assigned to them by the statutes and regulations.

19. (1) The Proctors shall take an active part in the business of the University.

(2) Each Proctor shall have the right to see the papers of, and to attend and speak at any meeting of, any committee or other body set up by or under the authority of the statutes; but he or she shall not have the right to vote (unless a member of the committee), nor shall he or she be sent the papers of any committee of which he or she is not a member unless he or she so requests.

20. The Proctors shall see that examinations are properly conducted and in accordance with the statutes and regulations concerning them; and they may make such regulations concerning conduct in examinations as they consider necessary.

21. The Proctors shall attend the Chancellor or his or her deputy at official university ceremonies and presentations for degrees, and on other university and public occasions at the Chancellor's request.

22. The Proctors shall be available for consultation by members of the University, and may investigate complaints in accordance with regulations made by Council; and may summon any member of the University before them to assist in their investigations, any failure to attend without reasonable cause being an offence under section 2 of Statute XI.

23. The Proctors shall generally ensure that the statutes, regulations, customs, and privileges of the University are observed.

### **Pro-Proctors**

24. Each Proctor shall, at the time of admission to office, appoint two Pro-Proctors, being members of Congregation, each of whom shall act as deputy for the Proctor appointing him or her on such occasions as that Proctor shall determine.

25. (1) At any time during his or her period of office a Proctor may, subject to the approval of the Vice-Chancellor, appoint additional Pro-Proctors, being members of Congregation.

(2) Each such additional Pro-Proctor shall act as deputy to the Proctor appointing him or her on such occasions and for such periods as that Proctor shall determine.

(3) Each such additional Pro-Proctor shall be admitted to office by the Vice-Chancellor as soon as possible after appointment, and his or her name shall be published in the *University Gazette*.

### **Assessor**

26. (1) There shall be an Assessor who shall be a member of Congregation who has not previously held the office of Proctor or Assessor and who, on the day on which he or she takes up office will have been a member of Congregation for at least five years.

(2) The Assessor shall be elected annually under a procedure laid down by Council by regulation.

27. (1) The Assessor shall take an active part in the business of the University.

(2) The Assessor shall have the right to see the papers of, and to attend and speak at any meeting of, any committee or other body set up by or under the authority of the statutes; but he or she shall not have the right to vote (unless a member of the committee), nor shall he or she be sent the papers of any committee of which he or she is not a member unless he or she so requests.

28. The Assessor shall undertake any inquiry or special study of any matter concerning the policy or administration of the University at the request of Council.

29. The Assessor shall perform such other duties as are assigned to him or her by the statutes and regulations.

### **Registrar**

30. The Registrar shall be appointed by Council.

31. The Registrar shall act as principal adviser on strategic policy to the Vice-Chancellor and to Council, and shall ensure effective co-ordination of advice from other officers to the Vice-Chancellor, Council, and other university bodies.

32. The Registrar shall have such other functions and powers as are assigned to him or her by the statutes and regulations, or by the Vice-Chancellor under the provisions of section 11 of this statute.

### **Public Orator**

33. The Public Orator shall be elected by Congregation from among the members of Convocation.

34. The Public Orator's duties shall be to present those who are to be admitted to an honorary degree and to deliver an oration about each one; to compose letters and addresses at the direction of Council; to make speeches at the reception of members of royal families, and on other important occasions, at the direction of the Vice-Chancellor; to deliver the Creweian Oration when required by the Vice-Chancellor; and to perform any other functions that may be laid down by statute or regulation.

35. If the Public Orator is on any occasion prevented from performing the duties of his or her office, he or she may appoint a member of Congregation, subject to the approval of the



Vice-Chancellor, to act as deputy on that occasion; or if he or she is unable to appoint a deputy, the Vice-Chancellor shall appoint one.

### **Bedels**

36. There shall ordinarily be four Bedels, who shall be appointed by the Vice-Chancellor and Proctors under arrangements laid down by Council by regulation.

37. At the Encaenia and on special occasions the Vice-Chancellor may appoint two extraordinary Bedels.

38. The duties of the Bedels shall be laid down by Council by regulation.

### **Deputy Steward and Clerks of the Market**

39. (1) The Chancellor may appoint a person of distinction to hold the honorary office of Deputy Steward.

(2) The Chancellor and the Vice-Chancellor may each appoint a person of distinction to hold the honorary office of Clerk of the Market.

(3) All such appointments shall be reported to Congregation.

### **Verger of the University**

40. The Vice-Chancellor and Proctors may nominate a Verger of the University whose duties and conditions of appointment shall be laid down by Council by regulation.

### **Remuneration**

41. The remuneration of the officers of the University shall be determined by Council.

WD785-121

7.11.06



# STATUTE X

## DEGREES, DIPLOMAS, AND CERTIFICATES

*Approved with effect from 1 October 2002*  
*(Supplement (1) to Gazette No. 4633, 9 October 2002)*  
*Amended with effect from 14 June 2005 (Gazette Vol. 135, p. 1174, 16 June 2005),*  
*11 October 2005 (Gazette Vol. 136, p. 184, 13 October 2005), 2 June 2009 (Gazette Vol. 139,*  
*p. 1164), 12 October 2010 (Gazette, Vol. 141, p. 110, 14 October 2010), 21 June 2011*  
*(Gazette, Vol. 141, p. 724, 16 June 2011)*  
*and 14 May 2013 (Gazette, Vol. 143, p. 564, 16 May 2013)*

1. The following degrees shall be conferred by the University:

Doctor of Divinity	Master of Fine Art
Doctor of Civil Law	Master of Public Policy
Doctor of Medicine	Master of Biochemistry
Doctor of Letters	Master of Chemistry
Doctor of Science	Master of Computer Science
Doctor of Music	Master of Computer Science and Philosophy
Doctor of Philosophy	Master of Earth Sciences
Doctor of Clinical Psychology	Master of Engineering
Doctor of Engineering	Master of Mathematics
Master of Arts	Master of Mathematics and
Master of Surgery	Computer Science
Master of Science	Master of Mathematics and Philosophy
Master of Letters	Master of Mathematics and Physics
Master of Philosophy	Master of Physics
Master of Studies	Master of Physics and Philosophy
Magister Juris	Bachelor of Divinity
Master of Theology	Bachelor of Civil Law
Master of Business Administration	Bachelor of Medicine
	Bachelor of Surgery
	Bachelor of Music
	Bachelor of Philosophy
	Bachelor of Arts
	Bachelor of Fine Art
	Bachelor of Theology

2. The University shall award such diplomas and certificates as may be provided for by regulation, and these may be made open to persons who are not members of the University.
3. The periods of residence and the qualifications to be attained for degrees and for diplomas and certificates shall be laid down by regulation.
4. Council shall make arrangements by regulation for the conversion to the appropriate Master's degree of previously awarded degrees of Bachelor of Letters, Bachelor of Philosophy (in a subject other than Philosophy), and Bachelor of Science.
5. (1) Council shall make arrangements by regulation under which members of the Universities of Cambridge and of Dublin may be incorporated as members of this

University (that is to say, be admitted to the same degree or position in this University as that to which they have attained in their former university).

(2) Council shall have power to determine:

- (a) the members and classes of members of the Universities of Cambridge and of Dublin to which this privilege shall be open;
- (b) the conditions upon which the privilege shall be granted in each case.

WD215-031

15.05.13

# STATUTE XI

## UNIVERSITY DISCIPLINE

*Approved by Congregation on 16 June 2009 (date of effect 1 October 2009, Gazette, Vol. 139, p. 1272, 18 June 2009)*  
*Amended on 7 June 2011 (date of effect 1 October 2011; Gazette, Vol. 141, p. 696, 9 June 2011)*  
*22 October 2013 (Gazette, Vol. 144, p. 94, 24 October 2013)*  
*14 October 2014 (Gazette, Vol. 145, p. 68, 16 October 2014),*  
*1 October 2016 (Gazette, Vol. 146, p. 674, 30 June 2016),*  
*and 29 November 2016 (Gazette, Vol. 147, p. 125-127, 10 November 2016), 17 January*  
*2017 (Gazette, Vol. 147, p. 178, 8 December 2016) and 15 February 2017 (Gazette, Vol.*  
*147, p.289, 23 February 2017)*

### PART A: DEFINITIONS AND CODE OF DISCIPLINE

#### Definitions

1. (1) In this statute unless the context otherwise requires the following words and expressions shall have the following meanings:
  - (a) for the purposes of this statute and of any regulations made under this statute, the words ‘member of the University’ or ‘student member’ mean:
    - (i) any person so defined under the provisions of Statute II;
    - (ii) any other person who, though not a member or student member under those provisions, is a candidate for any university examination; or
    - (iii) any person who was defined as such under (i) or (ii) at the beginning of disciplinary proceedings and against whom disciplinary proceedings are ongoing.
  - (b) ‘ban’ means withdraw the right of access to specified land, buildings, facilities or services of the University for a fixed period or pending the fulfilment of certain conditions;
  - (c) ‘college’ means any college, society, or Permanent Private Hall recognised by or established under Statute V;
  - (d) ‘expel’ means deprive a member permanently of his or her membership of the University;
  - (e) ‘harassment’ means unwanted and unwarranted conduct towards another person which has the purpose or effect of:
    - (i) violating that other’s dignity; or

(ii) creating an intimidating, hostile, degrading, humiliating or offensive environment for that other;

(f) 'in a university context' means any of the following:

(i) on university or college premises;

(ii) in the course of university activity within or outside Oxford whether academic, sporting, social, cultural, or other;

(g) 'rusticate' means withdraw the right of access to all of the land, buildings and facilities of the University including teaching, examinations and all related academic services for a fixed period or until the fulfilment of specified conditions;

(h) 'suspend' means withdraw the right of access referred to in sub-section (g) above for a fixed or indeterminate period or until the fulfilment of specified conditions where action is taken as an interim measure pending further investigation, or where action is taken under the statutes or regulations for non-disciplinary reasons.

(i) 'Examination' includes the submission and assessment of a thesis, dissertation, essay, practical work or other coursework and any other exercise, including in the case of graduate students transfer and confirmation of status exercises, which is not undertaken in formal examination conditions that counts towards or constitutes the work for a degree or other academic award.

(2) Unless the Student Disciplinary Panel or the Student Appeal Panel otherwise orders, a student member who is banned, rusticated or suspended under this statute shall not for so long as the ban, suspension or rustication is in force be entitled to enter or participate in any university examination for the award of any degree, diploma, certificate or prize or other award of the University or any qualifying examination for entry into such examination.

## **Code of Discipline**

2. (1) No member of the University shall in a university context intentionally or recklessly:

(a) disrupt or attempt to disrupt teaching or study or research or the administrative, sporting, social, cultural, or other activities of the University;

(b) disrupt or attempt to disrupt the lawful exercise of freedom of speech by members, students, and employees of the University or by visiting speakers;

(c) obstruct or attempt to obstruct any officer, employee, or agent of the University in the performance of his or her duties;

(d) deface, damage, or destroy or attempt to deface, damage or destroy any property of or in the custody of the University or of any college or of any member, officer, employee, or agent of the University or of any college, or knowingly misappropriate such property;

- (e) occupy or use or attempt to occupy or use any property or facilities of the University or of any college except as may be expressly or impliedly authorised by the university or college authorities concerned;
  - (f) forge or falsify any university certificate or similar document or knowingly make false statements concerning standing or results obtained in examinations;
  - (g) engage in action which is likely to cause injury or to impair safety;
  - (h) engage in violent, indecent, disorderly, threatening, or offensive behaviour or language;
  - (i) engage in any dishonest behaviour in relation to the University or the holding of any university office;
  - (j) disobey a reasonable instruction given within their authority by one of the Proctors or their deputies;
  - (k) refuse to disclose his or her name and other relevant details to an officer or an employee or agent of the University or of any college in circumstances where it is reasonable to require that that information be given;
  - (l) possess, use, offer, sell, or give to any person drugs, the possession or use of which is illegal;
  - (m) engage in the harassment of any member, visitor, employee, or agent of the University or of any college;
  - (n) fail to comply with an order made under sections 10, 11, 16, or 25 of this statute.
- (2) No member of the University shall intentionally or recklessly breach any regulation
- (a) relating to the use of the libraries or the information and communications technology facilities of the University;
  - (b) relating to conduct in examinations which is designated by Council as a disciplinary regulation for the purposes of this statute;
  - (c) made under any section in this statute.
- (3) Every member of the University shall, to the extent that such provisions may be applicable to that member, comply with the provisions of the ~~Code of Practice on Freedom of Speech~~ codes of practice issued from time to time by Council pursuant to the duty imposed by section 43 of the Education (No. 2) Act 1986 and duly published in the *University Gazette*.
- (4) No member of the University shall intentionally or recklessly:
- (a) create or provide directly or indirectly for a candidate or candidates in any examination of this University or elsewhere material that constitutes a model or draft intended to meet substantially or wholly the requirements of any exercise in

that examination, and which, in part or in whole, could be submitted without attribution by an examination candidate in order to meet or to attempt to meet the requirements of the examination;

(b) enter into any agreement to act in breach of section 2.(4) (a) of this Code;

(c) assist or encourage directly or indirectly any person or persons to act in breach of sections 2. (4) (a), and 2. (4) (b) of this Code.

3. No member of the University shall incite or conspire with any other person to engage in any of the conduct prohibited under this Part.

## **Regulations**

4. (1) A person or body having charge of any land or building of the University, or of any facilities or services provided by or on behalf of the University, may, subject to the statutes and regulations, make regulations governing the use of that land or building or of those facilities or services.

(2) If regulations proposed to be made under this section are submitted to the Proctors and the Proctors are satisfied that they

(a) relate to minor matters, governing the detailed management of the land, building, facilities, or services concerned, and

(b) are to be published in such a way as reasonably to bring them to the notice of the users of the land, building, facilities, or services concerned,

the regulations in question shall have immediate effect on publication, and shall bind all users of the land, building, facilities, or services to which they refer to the extent provided in them.

5. (1) Council shall establish and maintain a Rules Committee for the purpose of making regulations not inconsistent with the statutes governing the conduct of student members except in relation to the regulations relating to the academic dress of student members or conduct in examinations.

(2) The Rules Committee shall keep all regulations made by it under review and may amend or repeal those regulations as it thinks fit.

(3) The constitution and further powers and duties of the Rules Committee shall be set out by Council by regulation.

6. (1) The Proctors may, if they consider the matter urgent, make regulations relating to the conduct of student members which are not inconsistent with the statutes and regulations.

(2) Any regulations made by the Proctors under this section shall be published forthwith in the *University Gazette* and shall have immediate effect on publication.

(3) Any exercise of this power shall be reported at once to the Rules Committee, and the regulations shall lapse unless the Rules Committee confirms them by a regulation, in



the same or substantially the same terms, made and published in the *University Gazette* within three weeks of Full Term from the day the regulations were made by the Proctors.

(4) If the regulations are not confirmed, they shall none the less have effect from the time at which they were published until the time the Rules Committee decides not to confirm them, or until they lapse, whichever is the earlier.

#### PART B: DISCIPLINARY PANELS AND APPEAL COURT OF THE UNIVERSITY AND THE PROCTORS

### **Disciplinary Panels and Appeal Court of the University**

7. There shall be ~~two~~three Panels and one Court as follows:

(1) the Student Disciplinary Panel;

(2) the Student Appeal Panel;

(3) the Academic Conduct Panel;

~~(34)~~ the Appeal Court.

8. (1) The Student Disciplinary Panel shall comprise a chair~~man~~, two or more vice-chair~~men~~, and eleven or more other members, who shall each serve for three years and may be reappointed.

(2) The chair~~man~~ and vice-chair~~men~~ shall be appointed by the High Steward from among the members of Congregation who are barristers or solicitors of at least five years' standing or who have experience which makes them suitable for appointment.

(3) The other members shall be appointed by Council from among the members of Congregation.

(4) A sitting of the Panel shall be sufficiently constituted by a panel comprising three members of whom at least one shall be the chair~~man~~ or a vice-chair~~man~~, and shall be convened in accordance with the regulations made under section ~~20-26~~ of this statute.

9. (1) The function of the Student Disciplinary Panel shall be to hear and determine, in accordance with procedure set out in regulations made under section ~~20-26~~ of this statute, allegations made to it by the Proctors that a student member has committed a breach of the provisions of section 2 or 3 of this statute, and appeals against decisions under sections ~~23-29~~ (2) and ~~36-42~~ (2) of this statute~~., and cases referred to it by the Academic Conduct Panel under section 20 of this statute.~~

(2) No complaint made by the Proctors shall be heard by the Student Disciplinary Panel more than six months after the date of the first interview unless the Chair~~man~~ or Vice-Chair~~man~~ sitting on that occasion decides at his or her discretion to allow the complaint to be heard on the grounds that there is good cause for the delay.

10. (1) If the Student Disciplinary Panel is satisfied that ~~a student member is guilty of the breach with which he or she is charged~~ the student member has committed a breach of sections 2 or 3 of this statute it may:

- (a) impose a fine of such amount as it thinks fit;
- (b) order the student member to pay compensation to any person or body suffering injury, damage or loss as a result of the student member's conduct;
- (c) make an order banning the student member from specified premises or facilities for such period or on such terms as it thinks fit;
- (d) rusticate the student member for such period as it thinks fit;
- (e) expel the student member;
- (f) recommend to Council that the student member be deprived of the degree to which the disciplinary proceedings relate.

(2) The Student Disciplinary Panel may impose any of the penalties referred to in sub-section (1) above separately or in any combination.

(3) If the Student Disciplinary Panel is satisfied that a student member has intentionally or recklessly committed a breach of the disciplinary regulations relating to conduct in examinations it may order the examiners to

(a) if practicable, exclude from assessment any part of the work submitted that the examiners are satisfied is not the student member's own work; and

(b) in addition or alternatively to imposing one or more of the penalties referred to in sub-section (1) above, impose one or more of the following penalties specifying the mark or class of degree, as applicable:

- (i) reduce a mark awarded to any piece of work;
- (ii) award no mark to or disregard any piece of work;
- (iii) substitute an alternative mark for any piece of work;
- (iv) reduce by one or more classes any degree classification;
- (v) permit a student member to re-sit an examination or resubmit a piece of work on such conditions as it thinks fit;
- (vi) award a pass degree instead of an honours degree;
- (vii) fail the student member in the examination or part of the examination concerned.

(4) If the Panel is satisfied that the student member has committed a breach of the provisions of section 2 or 3 of this statute, it may instead of exercising its powers under sub-sections (1), (2) and (3) above give the student member a written warning as to his or her future conduct and the Proctors shall keep a record of the warning.

11. (1) The Student Disciplinary Panel shall also have the function of determining, in accordance with the procedures set out in the regulations made under section ~~20~~26 of

this statute, appeals made by student members under sections ~~27-33~~, ~~34-40~~ (2) and ~~41-47~~ (5).

(2) The conduct of appeals shall be by way of rehearing.

(3) In the exercise of its appellate powers the Panel may quash or confirm the decision appealed against, or make any order in substitution for it which the person or body whose order is being appealed could have made.

12. In all cases the Student Disciplinary Panel shall have power to determine any question concerning the interpretation and application of the University's statutes or regulations, and to hear evidence.

13. If the student member who is the subject of the disciplinary action is aggrieved by a decision of the Student Disciplinary Panel he or she may apply for permission to appeal to the Student Appeal Panel.

14. (1) The Student Appeal Panel shall consist of three persons appointed by the High Steward, who shall be external persons who hold a legal qualification and have experience which makes them suitable for appointment and shall not be members of Congregation.

(2) Members of the Student Appeal Panel shall serve for three years and may be reappointed.

(3) A sitting of the Student Appeal Panel shall be sufficiently constituted by one of its members acting alone.

15. (1) The Student Appeal Panel may, if it thinks it is in the interest of justice and fairness to do so, sit with no more than two assessors who are members of Congregation appointed by the High Steward who have knowledge and experience of the practice and procedures of this University relevant to the issues raised in the appeal.

(2) The assessor or assessors shall assist and advise the Panel on matters of practice and procedure relevant to the appeal and shall not be party to the Panel's decision.

16. (1) The function of the Student Appeal Panel shall be to hear and determine, in accordance with procedure set out in regulations made under section ~~20-26~~ of this statute:

(a) appeals from the Student Disciplinary Panel;

(b) other appeals which are designated to be made to the Student Appeal Panel in regulations made by Council.

(2) (a) The Student Appeal Panel shall have full power to determine any question of law and of fact, and, in exceptional circumstances only, to hear evidence.

(b) The Panel may quash or confirm the decision appealed against, or make any order in substitution for it which the tribunal whose order is being appealed could have made.

17. (1) The Academic Conduct Panel shall comprise the current Proctors, who shall each serve for the length of their term of office as Proctor, and five or more other members, who shall each serve for three years, and may be reappointed.

(2) The members, with the exception of the current Proctors, shall be appointed by Council from among the members of Congregation. The appointed members shall have relevant experience, for example through being a former Proctor or former member of the Student Disciplinary Panel.

(3) A sitting of the Academic Conduct Panel, which may take place at a meeting or by correspondence, shall be sufficiently constituted by a panel comprising three members serving ex officio or appointed under section 17 (1) and (2) or co-opted under section 17 (4) as appropriate, of whom one shall be a current Proctor and at least one shall be one of the appointed members, and shall be convened in accordance with the regulations made under section 26 of this statute. If necessary, a current Proctor may be represented by a current Pro-Proprietor.

(4) At each sitting of the Academic Conduct Panel, one appointed member shall have subject expertise relevant to the course being studied by the student alleged to be in breach of the Disciplinary Code, but shall not be a member of the Examination Board concerned. If none of the appointed members of the Academic Conduct Panel meets these criteria, the Academic Conduct Panel may co-opt one additional member of Congregation to serve as a member of the Academic Conduct Panel for the purposes of the sitting.

18. (1) The function of the Academic Conduct Panel shall be to consider cases referred to it by the Proctors involving alleged breaches of the provisions of section 2 (2) (b) of this statute.

(2) The Academic Conduct Panel shall only consider cases in relation to sections 3, 4 or 5 of the Proctors' Disciplinary Regulations for Candidates in Examinations.

19. If the Academic Conduct Panel is satisfied that a student member has committed a breach of sections 3, 4 or 5 of the Proctors' Disciplinary Regulations for Candidates in Examinations it may:

(a) direct that the student receives support and training relating to good academic practice;

(b) direct the examiners to reduce the mark for a piece of work;

(c) award no mark to a piece of work and direct that the work must be resubmitted, but that the mark for the resubmitted work should not be capped;

(d) award no mark to a piece of work and direct that the work must be resubmitted and that the mark for the resubmitted work be capped;

(e) in the cases of (c) and (d), the Panel may direct the examiners to accept resubmitted work in place of the original submitted work, if the regulations for the relevant course do not normally allow for work to be resubmitted.

20. If the Panel is of the view that a breach of such seriousness has been committed that the penalties set out in section 19 of this statute are not appropriate, it shall refer the student

member to the Student Disciplinary Panel, which, if it is satisfied that the student member has committed a breach of sections 2 or 3 of this statute, shall have the power to impose any of the penalties set out in section 10 of this statute.

21. The Panel shall not impose any penalty which would result in failure of the entire award. If the Panel is of the view that such a penalty is appropriate, it shall refer the student member to the Student Disciplinary Panel under section 20 above.

22. If the Academic Conduct Panel is satisfied that a student member has not committed a breach of sections 3, 4 or 5 of the Proctors' Disciplinary Regulations for Candidates in Examinations, but believes that they would benefit from support and training relating to good academic practice, it may direct that they should receive this.

~~17.~~23. (1) The Appeal Court shall consist of five persons appointed by the High Steward who are not members of the University and each of whom is:

- (a) a Lord or Lady of Appeal, a Lord or Lady Justice of Appeal, or a Justice of the High Court of Justice; or
- (b) a person who has held such an appointment and is retired; or
- (c) a Queen's Counsel of not less than six years' standing.

(2) The person appointed shall serve for three years and may be reappointed.

(3) A sitting of the Appeal Court shall be sufficiently constituted by one of its members sitting alone.

~~18.~~24. (1) The function of the Appeal Court shall be to hear and determine, in accordance with procedure set out in regulations made under section ~~20~~26 of this statute:

- (a) ~~appeals from~~appeals against a decision of the Visitation Board under section 34 of Statute XII to recommend dismissal;
- (b) ~~all other appeals made under Part H of Statute XII~~any appeal against a decision reached by a tribunal under Part G;
- (c) appeals from the Vice-Chancellor against a decision on a dispute over the interpretation or application of a statute or regulation made under section 5 of Statute XVII;
- (d) other appeals which are designated to be made to the Appeal Court in regulations made by Council.

(2) In relation to appeals made under Part H of Statute XII the Appeal Court shall have the powers laid down in that Part.

(3) (a) In relation to all other appeals the Appeal Court shall have full power to determine any question of law and of fact, and, in exceptional circumstances only, to hear evidence.

(b) The Court may quash or confirm the decision appealed against, or make any order in substitution for it which the tribunal whose order is being appealed could have made.

~~19.25.~~ (1) The Appeal Court may, if it thinks it is in the interests of justice and fairness to do so, sit with no more than two assessors who are members of Congregation appointed by the High Steward and who have knowledge and experience of the practice and procedures of the University relevant to the issues raised in the appeal.

(2) The assessor or assessors shall assist and advise the Court on matters of practice and procedure relevant to the appeal but shall not be party to the Court's decision.

~~20.26.~~ (1) Further rules relating to the constitution, powers, duties, and procedures of the Student Disciplinary Panel, the Student Appeal Panel, the Academic Conduct Panel and the Appeal Court, and the powers, duties, and procedures of the Proctors in relation to matters covered by this statute, shall be set out by Council by regulation.

(2) Any rules made under sub-section (1) above shall comply with the principles of natural justice.

### **The Proctors**

~~21.27.~~ The Proctors shall have the following duties under this statute in addition to those referred to in sections 4 and 6:

(1) to take such steps as they consider necessary to enforce sections 2 and 3 of this statute and to prevent any breach of them;

(2) to investigate any complaint that a member of the University to whom section 2 or 3 of this statute applies has committed a breach of that section;

(3) to identify the person responsible for any such breach.

~~22.28.~~ (1) In carrying out their duties the Proctors shall have the power to summon any member of the University to assist them in their inquiries.

(2) A failure to give such assistance without reasonable cause shall constitute a breach of section 2 (1) (c) of this statute.

# STATUTE XI

## UNIVERSITY DISCIPLINE

### PART C: BREACHES BY STUDENT MEMBERS

~~23-29.~~ (1) If the Proctors have reasonable grounds for believing that a student member has committed a breach of section 2 or 3 of this statute they may refer the matter to the Student Disciplinary Panel, or, in the case of breaches of sections 3, 4 or 5 of the Proctors' Disciplinary Regulations for Candidates in Examinations, to the Academic Conduct Panel.

(2) If a Proctor or any member of the university staff who is authorised by the Proctors for the purposes of this sub-section has reasonable grounds for believing that a student member has committed a breach of the Regulations of the Rules Committee relating to behaviour after examinations he or she may impose a fine on that student member (called 'an immediate fine') on becoming aware of the breach in question.

(3) The procedure to be followed in the imposition of immediate fines, the amount of the fine, and a student member's right of appeal from an immediate fine shall be prescribed in regulations.

~~24-30.~~ (1) In any case proceeding before the Student Disciplinary Panel or the Student Appeal Panel, the case for the Proctors may be presented by either of the Proctors or, at their discretion, by any Pro-Proctor or any other member of Congregation.

(2) In appropriate circumstances, following suitable consultations, the case may be presented by a solicitor or barrister who is not a member of Congregation.

(3) In any such proceedings it shall be the duty of the Proctors or their representative to state to the Panel what penalty in the Proctors' opinion would be appropriate if the person charged were found guilty student member concerned were found to have committed the breach in question, and to give the Proctors' reasons for that opinion.

~~25-31.~~ (1) The Proctors may during the course of an investigation under section ~~24~~27 of this statute into an alleged breach other than one involving harassment of or serious injury to a person, serious damage to property, or a significant element of dishonesty invite the student member in question to consider whether he or she is prepared to submit this matter for determination by the Proctors.

(2) If the student member agrees to ~~the disposal of a case under this section~~ this procedure for considering the matter it shall be dealt with by the Proctors accordingly and not referred to the Student Disciplinary Panel.

(3) The only penalties which the Proctors may impose upon a student member under this section are:

(a) a fine alone or with compensation not exceeding the sum as prescribed by regulation from time to time under section ~~26~~32 of this statute; or

(b) a written warning as to his or her future conduct, of which the Proctors shall keep a record.

(4) Further rules relating to the procedures of the Proctors under this section shall be set out in regulations made under section ~~20~~26 of this statute.

~~26~~32. Council may from time to time by regulation specify the maximum amounts of the fines and/or compensation referred to in section ~~25~~31 (3) (a) of this statute.

~~27~~33. If the student member who is the subject of the disciplinary action is aggrieved by a decision of the Proctors he or she may appeal to the Student Disciplinary Panel.

~~34~~. If the Proctors consider in the light of additional evidence that their powers under section ~~25~~31 of this statute are insufficient to meet the gravity of the circumstances, they may refer the case to the Student Disciplinary Panel under the regulations for that body.

~~28~~35. If the Proctors consider that a breach of sections 3, 4 or 5 of the Proctors' Disciplinary Regulations for Candidates in Examinations should be referred to the Academic Conduct Panel, they shall invite the student member to decide whether the matter should be referred to the Academic Conduct Panel or to the Student Disciplinary Panel. If the student member agrees that the matter should be referred to the Academic Conduct Panel, the only penalties which that Panel may impose are those set out in section 19 of this statute. The Proctors should refer breaches of sections 3, 4 or 5 of the Proctors' Disciplinary Regulations for Candidates in Examinations directly to the Student Disciplinary Panel if they consider that the powers of the Academic Conduct Panel under section 19 are insufficient to meet the gravity of the circumstances.

~~29~~36. (1) If the Student Disciplinary Panel, the Student Appeal Panel, or the Proctors in the course of proceedings or an investigation under this statute has or have reasonable grounds for believing that a student member is suffering from a serious problem arising from ill-health the Panel concerned or the Proctors shall refer the student to the University's Fitness to Study Panel in accordance with the procedures set out in Part B of Statute XIII.

(2) Until a determination of the case under Part B of Statute XIII all further proceedings under this Part of this statute shall be adjourned.

~~30~~37. (1) If the Proctors have reasonable grounds to believe that a breach of section 2 or 3 of this statute has been committed by a student member who is also a person to whom Statute XII applies, they shall before deciding to proceed under section ~~23~~29 of this statute refer the matter to the Registrar to enable him or her to decide whether to proceed under that statute.

(2) If the Registrar decides to proceed under Statute XII no further proceedings shall be taken against the student member under section ~~23~~29 of this statute but the Proctors shall continue to give the Registrar such assistance as he or she may require.

(3) If the Registrar decides not to proceed under Statute XII and the matter also relates to alleged breaches of sections 2 or 3, he or she shall refer the matter to the Proctors if he or she considers it appropriate to do so.



#### PART D: BREACHES BY OTHER MEMBERS

~~31.~~38. If the Proctors have reasonable grounds for believing that a member of the University who is not a student member has committed a breach of section 2 or 3 or they shall, if they consider it appropriate to proceed, refer the matter to the Registrar.

~~32.~~39. If a matter is referred to the Registrar under section 31 of this statute against a member who is also a person to whom Statute XII applies, the Registrar shall deal with the matter under the provisions of Statute XII.

~~33.~~40. If a matter is referred to the Registrar under section 31 of this statute against a member who is not a person to whom Statute XII applies, the Registrar shall refer the matter to Council, the member's college, or such other body or committee within or outside the University as the Registrar considers appropriate.

#### PART E: OTHER PROVISIONS

~~34.~~41. (1) A penalty of suspension or rustication imposed by a college upon one of its members shall apply also to university premises and facilities subject to the right of appeal referred to in sub-section (2) below.

(2) A member of a college penalised under sub-section (1) above may appeal to the Student Disciplinary Panel against the application of that penalty to that member's use of university premises and facilities and, if the Student Disciplinary Panel is satisfied that there are special circumstances, it may permit the member concerned to continue to have access to university premises and facilities with or without conditions as to such access.

~~35.~~42. If a student member of the University is alleged to have committed a breach of section 2 or 3 for which he or she will be or is likely to be prosecuted in a court of law, the Proctors shall not proceed, if at all, unless they are satisfied either that any criminal proceedings in respect of that breach have been completed, whether by conviction or acquittal or discontinuance of the proceedings, or that the member is unlikely to be prosecuted in a court of law in respect of that alleged breach.

~~36.~~43. (1) Where there are reasonable grounds for so doing, the Proctors shall suspend the student member or impose a ban on the student member pending the outcome of criminal proceedings or a hearing before the Student Disciplinary Panel or Student Appeal Panel.

(2) The right of appeal provided for in section 27 of this statute shall apply to orders made under this section.

~~37.~~44. If a student member is the subject of criminal proceedings in respect of an alleged offence of such seriousness that an immediate term of imprisonment may be imposed on conviction, or if a student member has been convicted of a criminal offence of such seriousness that an immediate term of imprisonment might have been imposed (and whether or not such a sentence was in fact imposed on the student member), he or she shall promptly inform the Proctors in writing.

~~38.~~45. (1) If a student member has been convicted of a criminal offence of such seriousness that an immediate term of imprisonment might have been imposed (and whether or not such a sentence was in fact imposed on the student member) the Proctors

may refer the matter to the Student Disciplinary Panel which may, if it thinks fit and in accordance with regulations made under section 20 of this statute, expel the student member from his or her membership of the University or impose such lesser penalty or other conditions as it thinks fit.

(2) The right of appeal referred to in section 13 of this statute shall apply to orders made under sub-section (1) above.

(3) If any other member of the University is convicted of such a criminal offence the matter may be referred by the Registrar to Council which shall consider whether proceedings should be taken for the expulsion of the member by Congregation under the provisions of section 10 of Statute II.

~~39.46.~~ (1) If during a hearing before either of the Panels of the University the conduct of any member is disorderly or otherwise in breach of section 2 or section 6 of this statute in respect of the Panel the following provisions of this section shall apply.

(2) In the case of a student member the Panel shall have power in accordance with regulations made under section 20 of this statute to fine, suspend, or rusticate him or her on such terms as it thinks fit.

(3) In the case of any other member of the University the Panel shall refer the complaint to the Registrar who may proceed in accordance with section 32 or section 33 of this statute.

~~40.47.~~ (1) Where a fine is imposed upon a student member, or an order is made requiring a student member to pay compensation, under the provisions of this statute, the fine or compensation shall be paid within seven days (or two days, in the case of immediate fines imposed under section 23) whether or not an application for permission to appeal or an appeal is pending, unless the person or body which imposed the fine or compensation, or the Panel to which any application for permission to appeal or appeal is made, makes an order, in accordance with procedure set out in regulations made under section 20 of this statute, suspending or deferring payment.

(2) If the fine or compensation is not paid in time the Panel which imposed it (or, in the case of a fine, escalated fine or compensation imposed by the Proctors, the Student Disciplinary Panel) may rusticate the student member for such period as it thinks fit, in accordance with procedure set out in regulations made under section 20 of this statute.

(3) Any fine or compensation imposed by any Panel or by the Proctors shall be paid through the Clerk to the Proctors.

~~41.48.~~ (1) If a person or body having charge of any land or building of the University, or of any facilities or services provided by or on behalf of the University has reasonable grounds to believe that someone a member of University staff, a member of Congregation or a student<sup>1</sup> who has the use of or access to the land, building, facilities, or services in question has caused or is likely or threatens to cause damage to property or inconvenience

<sup>1</sup> “student” for the purposes of this section means either (a) a student member or (b) another individual to whom the Code of Discipline applies under the terms of a contract of study with the University.

to other users, that person or body ~~shall~~may immediately make a complaint under the provisions of this section.

(2) Where the conduct of the individual concerned gives rise to a need for immediate action, the person or body referred to in sub-section (1) above may ban the member of University staff, member of Congregation or student concerned from the use of or access to the land, building, facilities or services in question forthwith pending further proceedings under this section, such a ban not to exceed twenty-one days.

(3) A complaint against a student ~~member~~ shall be made to the Proctors or to their nominee.

~~(3) If a complaint made to the Proctors falls within the provisions of section 36, it shall be considered under that section.~~

(4) ~~(a) In any other case concerning a complaint against a student member, Where appropriate, the Proctors shall consider the complaint expeditiously, in accordance with procedure set out in regulations made under section 20 as a complaint of a breach of the Code of Discipline as set out in sections 2–3 of this statute, and any regulations made under it, and may impose a suspension or ban in accordance with section 43 of this statute.~~

(b) If the complaint is not of a breach of the Code of Discipline, the Proctors may nevertheless investigate the complaint and may ban the student member from the use of or access to the land, building, facilities or services in question for up to 42 days if it is just and reasonable to do so and for such period, not exceeding 42 days, as they think fit.

(5) ~~(c) Where an order is made under sub-section (4)(3) (b) above, the student member shall have the right of appeal to the Student Disciplinary Panel.~~

(6) ~~(4) A complaint against a any other member of the University staff or a member of Congregation shall be made to the Registrar who shall consider the complaint expeditiously, and;~~

(a) in the case of a member of University staff subject to Statute XII if the Registrar may, if he or she thinks fit, he or she may refer this matter for further consideration under the provisions of that statute;

(b) in ~~other cases~~ the case of other members of University staff or other members of Congregation the Registrar shall refer the matter to the Vice-Chancellor for determination;

(c) the Vice-Chancellor shall consider any matter referred to him or her by the Registrar under sub-section 48(4) (b) and may appoint another suitably qualified individual or individuals person or persons to act in his or her place; and

(d) the procedure to be adopted under sub-section 48 (4) (b) shall be determined by the person or persons considering the matter, giving due regard to the principles of natural justice.

~~(7) — Where the person referred to in sub-section (1) is not a member of the University, a complaint shall be made to the Registrar who shall consider the complaint expeditiously, and refer the matter to the Vice-Chancellor for determination.~~

~~(a) — the Vice-Chancellor shall consider any matter referred to him or her by the Registrar under section 41 (7) and may appoint another suitably qualified individual or individuals to act in his or her place.~~

~~(b) — the procedure to be adopted shall be determined by the person or persons considering the matter, giving due regard to the principles of natural justice.~~

~~(8) — Where the conduct of the person concerned gives rise to a need for urgent action, the person or body referred to in sub-section (1) above may ban the person concerned from the use of or access to the land, building, facilities, or services in question forthwith pending further proceedings under this section, such a ban not to exceed twenty-one days.~~

~~(9)~~<sup>(5)</sup> If the person referred to in sub-section (1) above is the Registrar, the functions assigned to the Registrar under sub-section ~~(6)~~<sup>(4)</sup> shall be performed by the Vice-Chancellor.

~~(10) — Nothing in this section shall prevent the University from proceeding against any person in a court of law.~~

49. (1) If a member of University staff believes that an individual who is not a member of University staff or a member of Congregation or a student<sup>1</sup> who has the use of or access to any land or building of the University, or of any facilities or services provided by or on behalf of the University has caused or is likely or threatens to cause damage to property or inconvenience or distress to other users, that member of University staff may make a complaint under the provisions of this section.

(2) Where the decision-maker (as defined in sub-section (4) below) considers that the conduct of the individual concerned means that there is a significant and imminent risk of damage to property or distress or inconvenience to other users he or she may ban the individual concerned from the use of or access to the land, building, facilities or services for up to 42 days pending proceedings under this section.

(3) The use of or access to University land, buildings, facilities or services by an individual who is not a member of University staff, or a member of Congregation or a student is granted as a privilege.

(4) The complaint shall be made to a decision maker who shall be:

(a) the relevant Head of Department, or equivalent; or

(b) the Registrar where (a) does not apply.

<sup>1</sup> “student” for the purposes of this section means either (a) a student member or (b) another individual to whom the Code of Discipline applies under the terms of a contract of study with the University.

(5) The decision-maker shall consider the complaint expeditiously and may appoint another suitably qualified person to act in his or her place.

(6) The decision-maker shall determine the procedure to be adopted and shall have the power to impose sanctions including, but not limited to, a temporary or permanent ban from the use of or access to the land, building, facilities or services in question.

(7) If the member of University staff making the complaint is the decision-maker, the functions assigned to the decision-maker under sub-sections (2), (4), (5) and (6) shall be performed by the Vice-Chancellor.

### **Proctors' Annual Report**

~~42.50.~~ The Proctors shall at the end of Hilary Term in each year make a report to Congregation giving the number and kinds of offences dealt with during the year by them and the Panels, and giving the number and kinds of penalty imposed.

#### **PART F: TRANSITIONAL PROVISIONS**

~~43.51.~~ For the avoidance of doubt it is declared that:

(1) the Proctors shall have the same powers to investigate and prosecute breaches by student members of the Statutes and Regulations of the University in force before 1 October 2006, and

(2) the Student Disciplinary Panel, and the Student Appeal Panel shall have the same jurisdiction to hear and determine charges and appeals arising out of those breaches, as they possess in respect of breaches of this statute, and the provisions of this statute shall apply, with any necessary modification, to the exercise of those powers and that jurisdiction.

WD353-051



## STATUTE XII

### ACADEMIC STAFF AND THE VISITATORIAL BOARD

*(This Statute is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 15 February (Gazette, Vol. 147, p.289, 23 February 2017)*

#### PART A: CONSTRUCTION, APPLICATION, AND INTERPRETATION

~~1. This statute and any decree or regulation made under this statute shall be construed in every case to give effect to the following guiding principles, that is to say:~~

~~(1) to ensure that academic staff have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges;~~

~~(2) to enable the University to provide education, promote learning, and engage in research efficiently and economically; and~~

~~(3) to apply the principles of justice and fairness.~~

~~2. No provision in Part B, Part D, Part E, or Part G shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the University) reasonably be treated as a sufficient reason for dismissal.~~

~~3. (1) This statute shall apply:~~

~~(a) to professors, readers, and lecturers;~~

~~(b) to employees of the University who are subject to the jurisdiction of the Visitorial Board under the provisions of Part C; and~~

~~(c) to the Vice-Chancellor to the extent and in the manner set out in Part G.~~

~~(2) In this statute any reference to 'a member of the academic staff' is a reference to a person to whom this statute applies.~~

~~4. In this statute 'dismiss' and 'dismissal' mean dismissal of a member of the academic staff and~~

~~(1) include remove or, as the case may be, removal from office; and~~

~~(2) in relation to employment under a contract, shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978.~~

~~5. (1) For the purposes of this statute 'good cause' in relation to the dismissal or removal from office or place of a member of the academic staff, being in any case a reason which~~

~~is related to conduct or to capability or qualifications for performing work of the kind which the member of the academic staff concerned was appointed or employed to do; means:~~

~~(a) — conviction for an offence which may be deemed by the Visitation Board in the exercise of its powers under Part D to be such as to render the person convicted unfit for the performance of the duties of the office or employment as a member of the academic staff; or~~

~~(b) — conduct of an immoral, scandalous, or disgraceful nature incompatible with the duties of the office or employment; or~~

~~(c) — conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office or employment; or~~

~~(d) — physical or mental incapacity established under Part E.~~

~~(2) — In this section:~~

~~(a) — ‘capability’, in relation to such a member, means capability assessed by reference to skill, aptitude, health, or any other physical or mental quality; and~~

~~(b) — ‘qualifications’, in relation to such a member, means any degree, diploma or other academic, technical, or professional qualification relevant to the office or position held by that member.~~

~~6. — For the purposes of this statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to:~~

~~(1) — the fact that the University has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed by the University, or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or~~

~~(2) — the fact that the requirements of that activity for members of the academic staff to carry out work of a particular kind, or to carry out work of a particular kind in that place, have ceased or diminished or are expected to cease or diminish.~~

~~7. — (1) — In any case of conflict, the provisions of this statute shall prevail over those of any other of the statutes and over those of the regulations, and the provisions of any regulation made under this statute shall prevail over those of any other regulation; provided that Part D and Part G shall not apply in relation to anything done or omitted to be done before the date on which the instrument making this statute was approved under sub-section (9) of section 204 of the Education Reform Act 1988;<sup>1</sup> and provided also that disciplinary proceedings in relation to anything done or omitted to be done before that date may continue or be instituted after that date under the relevant statutes in force immediately before that date.~~

<sup>1</sup> 27 October 1993 (The University Commissioners (Statute Modifications) (The University of Oxford) Order 1993 — SI 1993 No. 2674).



~~(2) — Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by this statute concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause; provided that this shall not invalidate any waiver made under section 142 of the Employment Protection (Consolidation) Act 1978.~~

~~(3) — In any case where an officer of the University or any other person is designated to perform any duties or exercise any powers under this statute, and that officer or other person is involved in the matter in question, an alternate may be appointed to act in his or her place under procedures prescribed by regulations made under this statute.~~

~~(4) — Nothing in any other of the statutes or in any regulation made under them shall authorise or require any officer of the University to sit as a member of any committee, tribunal, or body appointed under this statute or to be present when any such committee, tribunal, or body is meeting to arrive at its decision or for the purpose of discussing any point of procedure.~~

~~(5) — This statute shall be without prejudice to any power given by the statutes of any college to the governing body of that college to deprive a member of the academic staff who is a fellow of the college of his or her fellowship or of any part of the emoluments which he or she is entitled to receive as fellow for any cause (including redundancy) for which any other fellow of the college would be liable to be so deprived.~~

~~(6) — In this statute references to lettered Parts and to numbered sections and sub-sections are references to Parts, sections, and sub-sections so lettered or numbered in this statute.~~

#### **PART B: REDUNDANCY**

~~8. — This Part enables Council, as the appropriate body, to dismiss any member of the academic staff by reason of redundancy.~~

~~9. — (1) — Nothing in this Part shall prejudice, alter, or affect any rights, powers, or duties of the University or apply in relation to a person unless:~~

~~(a) — his or her appointment is made, or his or her contract of employment is entered into, on or after 20 November 1987; or~~

~~(b) — he or she is promoted on or after that date.~~

~~(2) — For the purposes of this section in relation to a person, a reference to an appointment made or a contract entered into on or after 20 November 1987 or to promotion on or after that date shall be construed in accordance with sub-sections (3) to (6) of section 204 of the Education Reform Act 1988.~~

~~10. — (1) — Council shall be the appropriate body for the purposes of this Part.~~

~~(2) — This Part applies only where Congregation has decided that it is desirable that there should be a reduction in the academic staff~~

~~(a) — of the University as a whole; or~~

~~(b) of any division, faculty, school, department, or other similar area of the University by way of redundancy.~~

~~11. (1) Where Congregation has reached a decision under section 10 (2), the appropriate body shall appoint a Redundancy Committee (to be constituted in accordance with sub-section (3) of this section) to give effect to that decision by such date as the appropriate body may specify, and for that purpose:~~

~~(a) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and~~

~~(b) to report its recommendations to the appropriate body.~~

~~(2) The appropriate body shall either approve any selection recommendation made under sub-section (1), or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.~~

~~(3) A Redundancy Committee appointed by the appropriate body shall comprise:~~

~~(a) a chairman; and~~

~~(b) four members of Congregation nominated by Council, including not less than two members of the academic staff.~~

~~12. (1) Where the appropriate body has approved a selection recommendation made under section 11 (1), it may authorise an officer of the University as its delegate to dismiss any member of the academic staff so selected.~~

~~(2) Each member of the academic staff selected shall be given separate notice of the selection approved by the appropriate body.~~

~~(3) Each separate notice shall sufficiently identify the circumstances which have satisfied the appropriate body that the intended dismissal is reasonable and in particular shall include:~~

~~(a) a summary of the action taken by Congregation and the appropriate body under this Part;~~

~~(b) an account of the selection processes used by the Redundancy Committee;~~

~~(c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part II; and~~

~~(d) a statement as to when the intended dismissal is to take effect.~~

#### ~~PART C: VISITATORIAL BOARD~~

~~13. The Visitatorial Board shall consist of a chairman and four members.~~

~~14. (1) The High Steward shall appoint the chairman who shall serve for two years and may be reappointed.~~

~~(2) — The chairman shall be a person who is not a member of Congregation and is a barrister or solicitor of at least five years' standing or a person who has judicial experience.~~

~~(3) — If the chairman is for any reason unable to act on any occasion the High Steward or (in his or her absence) the Vice-Chancellor shall appoint a deputy chairman to act in the place of the chairman for that occasion.~~

~~(4) — Any deputy chairman must possess the same qualifications as those set out in sub-section (2) above.~~

~~(5) — If a vacancy arises through the chairman dying or resigning or becoming a member of Congregation before the completion of his or her period of office the person next appointed shall hold office for the remainder of the period of office of the person replaced.~~

~~15. — The four other members of the board shall be members of Congregation selected from a panel of twelve persons elected by Congregation under arrangements which shall be prescribed from time to time by Council by regulation.~~

~~16. — The board shall consider:~~

~~(1) — any reference made by the Vice-Chancellor under Part D concerning any person who is employed by the University and who is a member of the Federated Superannuation System for Universities or the Universities' Superannuation Scheme or who would be a member if he or she had not been exempted under the provisions of Statute XIV;~~

~~(2) — any other matter which falls within its jurisdiction as prescribed by statute from time to time.~~

~~17. (1) — Sections 22 and 23 of Part D shall apply to the procedure of the board following a reference made by the Vice-Chancellor under that Part.~~

~~— (2) — The procedure in respect of other matters shall be as prescribed in the relevant statute or regulation.~~

#### ~~PART D: DISCIPLINE, DISMISSAL, AND REMOVAL FROM OFFICE~~

~~18. (1) — Minor faults shall be dealt with informally.~~

~~(2) — Where the matter is more serious but falls short of constituting possible good cause for dismissal, the following procedure shall be used:~~

##### ~~*Stage 1 — Oral Warning*~~

~~If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal oral warning by the head of department (which for the purposes of this statute means the head of the relevant department or other institution of the University or, in the absence of such an entity, the chairman of the relevant divisional board or similar university body). The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure, and of the~~

right of appeal under this section. A brief note of the oral warning will be kept but it will be spent after twelve months, subject to satisfactory conduct and performance.

### *Stage 2—Written Warning*

~~If the offence is a serious one, or if a further offence occurs, a written warning will be given to the member of the academic staff by the head of department. This will give details of the complaint, the improvement required, and the time scale. It will warn that a complaint may be made to the Registrar seeking the institution of charges to be heard under this Part by the Visitatorial Board if there is no satisfactory improvement and will advise of the right of appeal under this section. A copy of this written warning will be kept by the head of department, but it will be disregarded for disciplinary purposes after two years subject to satisfactory conduct and performance.~~

### *Stage 3—Appeals*

~~A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Registrar within two weeks. A Pro-Vice-Chancellor shall hear all such appeals and his or her decision shall be final.~~

- ~~19. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in section 18, or in any case where it is alleged that the conduct or performance of a member of the academic staff may constitute good cause for dismissal or removal from office, a complaint, seeking the institution of charges to be heard by the Visitatorial Board, may be made to the Registrar who shall bring it to the attention of the Vice-Chancellor.~~
- ~~(2) To enable the Vice-Chancellor to deal fairly with any complaint brought to his or her attention under sub-section (1), such investigations or inquiries (if any) shall be instituted as appear to the Vice-Chancellor to be necessary.~~
- ~~(3) If it appears to the Vice-Chancellor that a complaint brought to his or her attention under sub-section (1) relates to conduct or performance which does not meet acceptable standards but for which no written warning has been given under section 18 or which relates to a particular alleged infringement of decrees or regulations for which a standard penalty is normally imposed in the University or within the division, faculty, school, department, or other relevant area, or is trivial or invalid, he or she may dismiss it summarily, or decide not to proceed further under this Part.~~
- ~~(4) If the Vice-Chancellor does not dispose of a complaint under sub-section (3), he or she shall treat the complaint as disclosing a sufficient reason for proceeding further under this Part and, if he or she sees fit, the Vice-Chancellor may suspend the member on full pay pending a final decision, such power of suspension being exercisable either at this stage or at any time prior to the final decision.~~
- ~~(5) Where the Vice-Chancellor proceeds further under this Part, he or she shall write to the member of the academic staff concerned, inviting comment in writing.~~
- ~~(6) As soon as may be following receipt of the member's comments (if any) the Vice-Chancellor shall consider the matter in the light of all the material then available and may:~~

~~(a) — dismiss it; or~~

~~(b) — refer it for consideration under section 18; or~~

~~(c) — deal with it informally, if it appears to the Vice-Chancellor appropriate to do so and if the member of the academic staff agrees in writing that the matter should be dealt with by the Vice-Chancellor in that way; or~~

~~(d) — direct that a charge or charges be preferred under section 20 for consideration by the Visitation Board under this Part.~~

~~(7) — If no comment is received within twenty-eight days, the Vice-Chancellor may proceed as above as if the member concerned had denied the substance and validity of the alleged case in its entirety.~~

~~20. (1) — In any case where the Vice-Chancellor has directed that a charge or charges be preferred under section 19 (6) (d), he or she shall refer the case to the Visitation Board to hear the charge or charges under this Part and to determine whether the conduct or performance of the member of the academic staff concerned constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to the member's appointment or employment.~~

~~(2) — Where the Visitation Board has been requested to hear the charge or charges under this Part, the Registrar or a solicitor or other suitable person appointed by the Vice-Chancellor shall be instructed to formulate, or arrange for the formulation of, the charge or charges and to present, or arrange for the presentation of, the charge or charges before the board.~~

~~(3) — It shall be the duty of the person formulating the charge or charges:~~

~~(a) — to forward the charge or charges to the board and to the member of the academic staff concerned, together with the other documents specified in the charge or charges; and~~

~~(b) — to make any necessary administrative arrangements for the summoning of witnesses, the production of documents, and generally for the proper presentation before the board of the case against the member concerned.~~

~~21. — The Visitation Board shall be constituted in accordance with Part C of this statute; provided that no member of the board who has been involved in or associated with the making of the complaint or any part of it, or who has been involved in any preliminary hearing or investigation, shall take part in the hearing of the complaint.~~

~~22. (1) — The procedure to be followed in respect of the preparation, hearing, and determination of charges by the Visitation Board under this Part shall be that set out in regulations made under this section.~~

~~(2) — Without prejudice to the generality of the foregoing, such regulations shall ensure:~~

~~(a) — that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of charges by the board;~~

- ~~(b) — that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent that person are entitled to be present;~~
  - ~~(c) — that witnesses may be called, both on behalf of the person charged and by the person presenting the charge, and may be questioned concerning any relevant evidence; and~~
  - ~~(d) — that full and sufficient provision is made:~~
    - ~~(i) for postponements, adjournments, dismissal of the charge or charges for want of prosecution, and remission of the charge or charges to the Vice-Chancellor for further consideration and for the correction of accidental errors; and~~
    - ~~(ii) for appropriate time limits for each stage (including the hearing) to the intent that any charge shall be heard and determined by the board as expeditiously as is reasonably practicable.~~
23. ~~(1) — The Visitation Board shall send its decision on any charge referred to it (together with a statement of its findings of fact and the reasons for its decision regarding that charge, and its recommendations, if any, as to the appropriate penalty) to the Vice-Chancellor and to each party to the proceedings, namely the person presenting the charge, the person charged, and any person added as a party at the direction of the board.~~
- ~~(2) — The board shall draw attention to the period of time within which any appeal should be made, by ensuring that a copy of Part H accompanies each copy of its decision sent to a party to the proceedings in accordance with sub-section (1).~~
24. ~~(1) — (a) — Where any charge is upheld and the Visitation Board finds good cause and recommends dismissal or removal from office, but in no other case, the appropriate officer shall decide whether or not to dismiss the person concerned.~~
- ~~————— (b) — If the appropriate officer decides to accept the recommendation, he or she may dismiss that person forthwith.~~
- ~~(2) — In any case where a charge is upheld, other than a case where the appropriate officer has decided under sub-section (1) to dismiss the person concerned, the action available to the appropriate officer (not comprising a greater penalty than that recommended by the board) may be:~~
- ~~(a) — to discuss the issues raised with the person concerned; or~~
  - ~~(b) — to advise the person concerned about his or her future conduct; or~~
  - ~~(c) — to warn the person concerned; or~~
  - ~~(d) — to suspend the person concerned with or without pay for such period as the appropriate officer shall think fair and reasonable, not to exceed three months after the board's decision; or~~

~~(e) — to take such further or other action under the contract of employment or terms of appointment of the person concerned as appears fair and reasonable in all the circumstances of the case; or~~

~~(f) — any combination of any of the above.~~

~~25. (1) The Vice Chancellor shall be the appropriate officer to exercise the powers conferred by section 24, but he or she may appoint a delegate to exercise those powers, and any reference to the appropriate officer includes a reference to any such delegate.~~

~~(2) — Any action taken by the appropriate officer shall be confirmed in writing.~~

#### ~~PART E: REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS~~

~~26. (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.~~

~~(2) — In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.~~

~~(3) — In this Part references to the appropriate officer are references to the Vice Chancellor or an officer acting as his or her delegate to perform the relevant act.~~

~~(4) — References to the member of the academic staff include, in cases where the nature of the alleged disability so requires, a responsible relative or friend or other person with authority to act on behalf of that member, in addition to (or instead of) that member.~~

~~27. (1) Where it appears to the appropriate officer that the dismissal or removal from office of a member of the academic staff on medical grounds would be justified, the appropriate officer:~~

~~(a) — shall inform the member accordingly;~~

~~(b) — may suspend the member from duty without loss of pay; and~~

~~(c) — shall notify the member in writing that it is proposed to make an application to the member's medical practitioner for a medical report and shall seek the member's consent in writing in accordance with the requirements of the Access to Medical Reports Act 1988.~~

~~(2) — If the member elects to retire voluntarily on medical grounds, he or she shall be allowed to do so, and the University shall meet the reasonable costs of any medical opinion required.~~

~~(3) — If the member does not elect to retire voluntarily on medical grounds, the appropriate officer shall refer the case in confidence, with any supporting medical and other evidence (including any medical evidence submitted by the member), to a board (hereinafter referred to as the 'Medical Board') comprising:~~

~~(a) — one person nominated by Council;~~

~~(b) — one person nominated by the member concerned or, in default of the latter nomination, by Council; and~~

~~(c) — a medically qualified chairman jointly agreed by Council and the member or, in default of agreement, nominated by the President of the Royal College of Physicians.~~

~~(4) — The Medical Board appointed under this clause may require the member concerned to undergo medical examination at the University's expense.~~

~~(5) — The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board shall be prescribed by regulations made under this sub-section; and such regulations shall ensure:~~

~~(a) — that the member concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of the board;~~

~~(b) — that a case shall not be determined without an oral hearing at which the member concerned, and any person appointed to represent that member, are entitled to be present;~~

~~(c) — that witnesses may be called and may be questioned concerning any relevant evidence; and~~

~~(d) — that the case is heard and determined as expeditiously as is reasonably practicable.~~

~~28. — If the Medical Board appointed under section 27 determines that the member shall be required to retire on medical grounds, the appropriate officer shall forthwith terminate the employment of the member concerned on those medical grounds.~~

WD353-051a

26.01.04



PART F: GRIEVANCE PROCEDURES

~~29.— The aim of this Part is to settle or redress individual grievances promptly, fairly, and so far as may be, within the division, faculty, school, department, or other relevant area by methods acceptable to all parties.~~

~~30.— The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate:~~

~~(1) — to matters affecting themselves as individuals; or~~

~~(2) — to matters affecting their personal dealings or relationships with other staff of the University, not being matters for which express provision is made elsewhere in this statute.~~

~~31. (1) — If other remedies within the division, faculty, school, department, or other relevant area have been exhausted, the member of the academic staff may raise the matter with the head of department (as defined in section 18 (2)).~~

~~(2) — If the member of the academic staff is dissatisfied with the result of an approach under sub-section (1) or if the grievance directly concerns the head of department, the member may apply in writing to the Vice-Chancellor for redress of the grievance.~~

~~(3) (a) — If it appears to the Vice-Chancellor that the matter has been finally determined under Part D, E, or H, or that the grievance is trivial or invalid, he or she may dismiss it summarily or take no action upon it.~~

~~— (b) — If it so appears to the Vice-Chancellor, he or she shall inform the member accordingly.~~

~~(4) — If the Vice-Chancellor is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of):~~

~~(a) — a complaint under Part D,~~

~~(b) — a determination under Part E, or~~

~~(c) — an appeal under Part H,~~

~~he or she shall defer action upon it under this Part until the relevant complaint, determination, or appeal has been heard or the time for instituting it has passed, and he or she shall notify the member accordingly.~~

~~(5) (a) — If the Vice-Chancellor does not reject the complaint under sub-section (3), or if he or she does not defer action upon it under sub-section (4), the Vice-Chancellor shall decide whether it would be appropriate, having regard to the interests of justice and fairness, to seek to dispose of it informally.~~

~~— (b) — If the Vice-Chancellor so decides, he or she shall notify the member and proceed accordingly.~~

~~32. If the grievance has not been disposed of informally under section 31 (5), the Vice-Chancellor shall refer the matter to the Grievance Committee for consideration.~~

~~33. There shall be a Grievance Committee appointed by Council, which shall comprise:~~

~~(1) — a chairman; and~~

~~(2), (3) two members of Congregation, at least one of whom shall be a member of the academic staff.~~

~~34. The procedure in connection with the consideration and determination of grievances shall be determined in regulations in such a way as to ensure that the aggrieved person, and any person against whom the grievance lies, shall have the right to be heard at a hearing and to be accompanied by a friend or representative.~~

~~35. The committee shall inform Council whether the grievance is or is not well found, and if it is well found the committee shall make such proposals to Council for the redress of the grievance as it sees fit, and Council shall take such action as it deems fit.~~

#### ~~PART G: REMOVAL OF THE VICE-CHANCELLOR FROM OFFICE~~

~~36. The Chancellor may be requested to remove the Vice-Chancellor from office for good cause in accordance with the procedure described in this Part:~~

~~(1) — A complaint seeking the removal from office of the Vice-Chancellor for good cause may be made by not less than eight members of Council to the Chancellor.~~

~~(2) — If it appears to the Chancellor, on the available material, that the complaint raises a prima facie case and that this could, if proved, constitute good cause for removal from office, he or she shall require Council to appoint a tribunal to hear and determine the matter.~~

~~(3) — If it appears to the Chancellor that a complaint made under sub-section (1) does not raise a prima facie case or is trivial or invalid, he or she may recommend to Council that no further action be taken upon it.~~

~~(4) — When Council has appointed a tribunal under sub-section (2), the Chancellor shall instruct the Registrar to appoint a solicitor or other suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the tribunal; and it shall be the duty of the person formulating the charge or charges:~~

~~(a) — to forward the charge or charges to the tribunal and to the Vice-Chancellor, together with the other documents specified in the charge or charges; and~~

~~(b) — to make any necessary administrative arrangements for the summoning of witnesses, the production of documents, and generally for the proper presentation before the tribunal of the case against the Vice-Chancellor.~~

~~(5) — A tribunal appointed by Council shall comprise:~~

~~(a) — a person not employed by the University holding, or having held, judicial office or being a barrister or solicitor of at least ten years' standing, who shall act as chairman; and~~

~~(b), (c) — two members of Congregation who shall be selected by Council, and at least one of whom shall be a member of the academic staff.~~

~~(6) — A charge referred to the tribunal shall be dealt with in accordance with the procedure prescribed in section 22, provided:~~

~~—— (a) — that the Chancellor shall perform any duty, and exercise any power, there assigned to the Vice Chancellor; and~~

~~—— (b) — that the only recommendation that the tribunal may make is whether or not the Vice Chancellor should be removed from office.~~

~~(7) — The tribunal shall send its reasoned decision on any charge referred to it, together with a statement of its findings of fact regarding the charge and its recommendation on the question of removal from office, to the Chancellor and to the Vice Chancellor, drawing attention to the period of time within which any appeal under Part H should be made.~~

~~(8) — (a) — Where a charge or charges have been upheld by the tribunal and not dismissed on appeal, the Chancellor shall decide whether or not to remove the Vice Chancellor from office.~~

~~—— (b) — If the Chancellor decides to accept the recommendation for removal, he or she may remove the Vice Chancellor from office forthwith.~~

~~37. — Where a complaint is to be referred to a tribunal under section 36, the Chancellor may suspend the Vice Chancellor from his or her duties and may exclude the Vice Chancellor from the precincts of the University or any part of those precincts without loss of salary.~~

~~38. — For the purpose of the removal of the Vice Chancellor for incapacity on medical grounds, Part E shall have effect subject to the following modifications:~~

~~(1) — for references to a member of the academic staff there shall be substituted references to the Vice Chancellor;~~

~~(2) — for any reference to the office of Vice Chancellor there shall be substituted a reference to the office of Chancellor; and~~

~~(3) — for section 28 there shall be substituted:~~

~~‘28. (1) — If the Medical Board determines that the Vice Chancellor should be required to retire on medical grounds, it shall ask the Chancellor, as the appropriate officer, to decide whether or not to terminate the appointment of the Vice Chancellor on those grounds.~~

~~—— (2) — If the Chancellor accepts the board's determination, he or she may remove the Vice Chancellor from office forthwith.’~~

## PART H: APPEALS

~~39. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.~~

~~40. (1) This Part applies:~~

~~(a) to any appeal against a decision of Council as the appropriate body (or of a delegate of that body) to dismiss in the exercise of its powers under Part B;~~

~~(b) to any appeal arising in any proceedings, or out of any decision reached, under Part D other than appeals against disciplinary warnings under section 18;~~

~~(c) to any appeal against dismissal otherwise than in pursuance of Part B, D, E, or G;~~

~~(d) to any appeal against a disciplinary decision otherwise than in pursuance of Part D;~~

~~(e) to any appeal against a decision reached under Part E; and~~

~~(f) to any appeal against a decision reached by a tribunal under Part G;~~

~~and ‘appeal’ and ‘appellant’ shall be construed accordingly.~~

~~(2) No appeal shall however lie against:~~

~~(a) a decision of Congregation under section 10 (2);~~

~~(b) any finding of fact of the Visitation Board under section 23 (1) save where, with the consent of the person or persons hearing the appeal, new evidence is called on behalf of the appellant at that hearing;~~

~~(c) any medical finding by a board set up under section 27 (3) save where, with the consent of the person appointed, new evidence is called on behalf of the appellant at that hearing.~~

~~(3) The parties to an appeal shall be the appellant, the Registrar, or a solicitor or other suitable person appointed by the Vice-Chancellor, and any other person added as a party at the direction of the Appeal Court.~~

~~41. A member of the academic staff shall institute an appeal by serving on the Registrar, within the time allowed under section 42, notice in writing setting out the grounds of the appeal.~~

~~42. (1) A notice of appeal shall be served within twenty eight days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period, if any, as the Appeal Court may determine under sub-section (3).~~

~~(2) The Registrar shall bring any notice of appeal received (and the date when it was served) to the attention of Council and shall inform the appellant that he or she has done so.~~

- ~~(3) — Where the notice of appeal was served on the Registrar outside the twenty-eight day period the Appeal Court shall not permit the appeal to proceed unless it considers that justice and fairness so require in the circumstances of the case.~~
43. ~~(1) — Where an appeal is instituted under this Part, it shall be heard and determined by the Appeal Court constituted under Statute XI.~~
- ~~(2) — The provisions of section 27<sup>1</sup> of Statute XI (appointment and functions of assessors) shall apply to appeals made to the Appeal Court under this Part.~~
44. ~~(1) — The procedure to be followed in respect of the preparation, consolidation, hearing, and determination of appeals shall be that set out in regulations made under this section.~~
- ~~(2) — Without prejudice to the generality of the foregoing, such regulations shall ensure:~~
- ~~(a) — that an appellant is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of the appeal;~~
  - ~~(b) — that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed to represent the appellant are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;~~
  - ~~(c) — that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution, and for the correction of accidental errors; and~~
  - ~~(d) — that the Appeal Court may set appropriate time limits for each stage (including the hearing itself), to the intent that any appeal shall be heard and determined as expeditiously as is reasonably practicable.~~
- ~~(3) — The Appeal Court may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may:~~
- ~~(a) — remit an appeal from a decision under Part B (or any issue arising in the course of such an appeal) to Council as the appropriate body for further consideration as the Appeal Court may direct; or~~
  - ~~(b) — remit an appeal arising under Part D for rehearing or reconsideration by the Visitation Board as the Appeal Court may direct; or~~
  - ~~(c) — remit an appeal from a decision of the appropriate officer under Part E for further consideration as the Appeal Court may direct; or~~

<sup>1</sup> Following changes to Statute XI with effect from 1 October 2009, a consequential change has been made to the cross-reference in this sub-section. This change will be submitted for approval by Her Majesty in Council when the next substantive change to the statute is put forward.

~~(d) — remit an appeal by the Vice-Chancellor arising under Part G for rehearing or reconsideration by the same or by a differently constituted tribunal to be appointed under that Part; or~~

~~(e) — substitute any lesser alternative penalty that would under Part D have been open to the appropriate officer following a finding by the Visitation Board on the original charge or charges.~~

~~45. — The Appeal Court shall send a reasoned decision, including any decision reached in exercise of its powers under section 44 (3) (a), (b), (c), or (d), on any appeal together with a statement of any findings of fact different from those of Council as the appropriate body under Part B, or of the Visitation Board under Part D, or of the Medical Board under Part E, or of the tribunal appointed under Part G, as the case may be, to the Vice-Chancellor (or, where the Vice-Chancellor is a party to the appeal, to the Chancellor) and to the parties to the appeal.~~

### **Part A: Construction, Application, and Interpretation**

1. This statute and any regulation made under this statute shall be construed in every case to give effect to the following guiding principles, that is to say:

(1) to ensure that members of the academic staff have freedom within the law to question and test received wisdom and to put forward new ideas and controversial or unpopular opinions, including their opinions about the University, without institutional censorship and without placing themselves in jeopardy of losing their jobs or privileges, and as further provided for in section 4 below;

(2) to enable the University to provide education, promote learning, and engage in research efficiently and economically;

(3) to apply the principles of justice and fairness; and

(4) to promote equality and diversity among all the University's staff.

2. No provision in this statute shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the University) reasonably be treated as a sufficient reason for dismissal.

3. (1) This statute shall apply:

(a) to professors, readers, and associate professors or lecturers;

(b) to any employee of the University who is a member of the Universities Superannuation Scheme or who would be a member if he or she had not been exempted under the provisions of Statute XIV; and

(c) to the Vice-Chancellor to the extent and in the manner set out in Part G.

(2) In this statute any reference to “a member of the academic staff” is a reference to a person to whom this statute applies.

#### 4. Statement of Freedoms

(1) Members of the academic staff, in accordance with the UNESCO 1997 Recommendation concerning academic freedom, shall have the freedoms listed below which comprise “academic freedom” for the purposes of this statute and are accorded protection in Parts C and D through the Visitorial Board:

(a) all members of the academic staff shall have all the freedoms of expression set out in section 1 (1) regardless of whether those freedoms are exercised within or outside the context of University employment;

(b) all members of the academic staff shall have the freedom to participate in professional bodies or representative bodies of their choice in accordance with the law and the University's recognition agreements with trade unions in force from time to time; and

(c) all members of the academic staff who are required to engage in academic teaching or research either by their written contracts or by established and agreed practice, shall have particular freedoms pertaining to academic teaching and research in the context of their University employment, namely that, provided that they fulfil their contractual duties and honour any applicable agreements with research funding bodies, they shall be free without fear of any professional or personal reprisal or disadvantage, to:

(i) carry out research on subjects of their choosing, and publish and disseminate the results of that research as they wish and in whatever form they wish without any interference or any suppression;

(ii) conduct teaching in a manner that they consider appropriate according to the standards and norms of the relevant department or faculty.

(2) The University requires that, in all circumstances, members of staff will exercise their right to academic freedom only within the law.

(3) All members of the University must observe University policy concerning behaviour at work and the conduct of their duties.

5. In this statute “dismiss” and “dismissal” mean dismissal of a member of the academic staff from their employment under a contract with the University and shall be construed in accordance with Part X of the Employment Rights Act 1996 as amended or re-enacted from time to time, save that this statute shall not apply to the termination of a contract of employment by the resignation of a member of the academic staff in circumstances in which he or she claims to be entitled to terminate the contract without giving notice by reason of the University’s conduct.

6. (1) For the purposes of this statute “good cause” in relation to the dismissal of a member of the academic staff under Part D, being in any case a reason which is related to conduct or to capability or qualifications for performing work of the kind which the member of the academic staff concerned was appointed or employed to do, means:

(a) conviction for an offence which is such as to render the person convicted unfit for the performance of the duties of the employment as a member of the academic staff; or

(b) conduct of an immoral, scandalous, or disgraceful nature incompatible with the duties of the employment; or

(c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of employment; or

(d) physical or mental incapacity.

(2) In this section:

(a) “capability”, in relation to such a member, means capability assessed by reference to skill, aptitude, health, or any other physical or mental quality; and

(b) “qualifications”, in relation to such a member, means any degree, diploma or other academic, technical, or professional qualification relevant to the position held by that member.

7. For the purposes of this statute dismissal shall be taken to be a dismissal by reason of redundancy under Part B if it is attributable wholly or mainly to:

(1) the fact that the University has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed by the University, or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or

(2) the fact that the requirements of that activity for members of the academic staff to carry out work of a particular kind, or to carry out work of a particular kind in that place, have ceased or diminished or are expected to cease or diminish.

8. (1) Parts B and D shall not apply to a dismissal by reason of the termination of:

(a) a fixed-term contract of employment upon and by reason of the expiry of such term on its agreed date of expiry;

(b) a contract of employment during or at the end of a probationary period or, in the case of academic staff, at the end of an Initial Period of Office by reason of capability; and

(c) an office except where that office represents the sole contract of substantive employment with the University.

(2) The procedure for considering and deciding upon dismissal in the circumstances described in sub-section (1) shall be as provided for by the University’s personnel procedures as published from time to time.

9. (1) In any case of conflict, the provisions of this statute shall prevail over those of any other of the statutes and over those of the regulations, and the provisions of any regulation made under this statute shall prevail over those of any other regulation.

(2) Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by this statute concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause.



(3) In any case where an officer of the University or any other person is designated to perform any duties or exercise any powers under this statute, and that officer or other person is involved in the matter in question, an alternate may be appointed to act in his or her place under procedures prescribed by regulations made under this statute.

(4) Nothing in any other of the statutes or in any regulation made under them shall authorise or require any officer of the University to sit as a member of any committee, tribunal, or body appointed under this statute or to be present when any such committee, tribunal, or body is meeting to arrive at its decision or for the purpose of discussing any point of procedure.

(5) This statute shall be without prejudice to any power given by the statutes of any college to the governing body of that college to deprive a member of the academic staff who is a fellow of the college of his or her fellowship or of any part of the emoluments which he or she is entitled to receive as fellow for any cause (including redundancy) for which any other fellow of the college would be liable to be so deprived.

(6) In this statute references to lettered Parts and to numbered sections and sub-sections are references to Parts, sections, and sub-sections so lettered or numbered in this statute.

## **Part B: Redundancy**

10. This Part enables a Redundancy Panel, to be constituted in accordance with regulations governing the membership of panels convened under Parts B, D and H of this Statute, to dismiss any member of the academic staff by reason of redundancy.

11. (1) Nothing in this Part shall prejudice, alter, or affect any rights, powers, or duties of the University or apply in relation to a person unless:

(a) his or her appointment is made, or his or her contract of employment is entered into, on or after 20 November 1987; or

(b) he or she is promoted on or after that date.

(2) For the purposes of this section in relation to a person, a reference to an appointment made or a contract entered into on or after 20 November 1987 or to promotion on or after that date shall be construed in accordance with sub-sections (3) to (6) of section 204 of the Education Reform Act 1988.

12. This Part applies only where a decision has been taken that it is desirable that there should be a reduction in the members of the academic staff

(a) of the University as a whole; or

(b) of any division, faculty, school, department, or other similar area of the University by way of redundancy.

13. A decision under section 12 shall be referred to a Redundancy Panel selected by lot by the Registrar in accordance with regulations as set out in section 10, to consider proposals for such reductions as may be referred to it from time to time. The appointment of a Redundancy Panel shall require a prior decision of Congregation except in those instances

involving employees on open-ended contracts where the need for redundancy arises through the withdrawal of external funding.

14. (1) Where a Divisional Board or equivalent University authority for a department, institution, or body proposes a reduction in the academic staff in a department, institution, or body, the proposal shall first be dealt with under the University's personnel procedures as published from time to time, up to and including consideration of alternatives to compulsory redundancy.

(2) Where following consideration under section 14 (1), it is not considered possible to achieve the proposed reduction in the members of the academic staff without dismissal(s) of such staff, the Divisional Board, or equivalent University authority shall refer a formal proposal for dismissal of members of the academic staff to the Director of Human Resources, in accordance with regulations for the procedure to be followed by a Redundancy Panel.

(3) The Director of Human Resources shall refer a proposal under section 14 (2) to the Registrar who, having sought and obtained the agreement of Congregation as required under section 13, shall appoint a Redundancy Panel according to the provisions of section 10 to consider such proposal in accordance with regulations for the procedure to be followed by a Redundancy Panel.

(4) In cases where a prior decision of Congregation under section 13 is not required, if a Redundancy Panel appointed to consider a particular redundancy proposal forms a majority view that for any reason it would be inappropriate to proceed without the approval of Congregation, the Panel should advise Council to that effect and await such approval before proceeding further.

(5) A Redundancy Panel appointed under section 14 (3) shall:

(a) scrutinise the proposals in accordance with regulations for the procedure to be followed by a Redundancy Panel;

(b) select and recommend the requisite members of the academic staff (if any) for dismissal by reason of redundancy; and

(c) report its recommendations to the relevant Divisional Board or equivalent University authority.

(6) A Redundancy Panel shall comprise five members of Congregation elected and selected under regulations governing membership of panels convened under Parts B, D and H of this statute.

15. (1) Where the Redundancy Panel has selected and recommended the dismissal of a member of the academic staff under section 14 (5) (b), it may authorise an officer of the University as its delegate to dismiss any member of the academic staff so selected.

(2) Each member of the academic staff selected shall be given separate notice of the selection approved by the Redundancy Panel.

(3) Each separate notice shall sufficiently identify the circumstances which have satisfied the Redundancy Panel that the intended dismissal is reasonable and in particular shall include:

(a) a summary of the action taken by the Redundancy Panel and Congregation, under this Part;

(b) an account of the selection processes used by the Redundancy Panel;

(c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part H; and

(d) a statement as to when the intended dismissal is to take effect.

### **Part C: Visitatorial Board**

16. The Visitatorial Board shall consist of a chair and four members.

17. (1) The High Steward shall appoint the chair who shall serve for two years and may be reappointed.

(2) The chair shall be a person who is not a member of Congregation and is a barrister or solicitor of at least five years' standing or a person who has judicial experience.

(3) If the chair is for any reason unable to act on any occasion the High Steward or (in his or her absence) the Vice-Chancellor shall appoint a deputy chair to act in the place of the chair for that occasion.

(4) Any deputy chair must possess the same qualifications as those set out in sub-section (2) above.

(5) If a vacancy arises through the chair dying or resigning or becoming a member of Congregation before the completion of his or her period of office the person next appointed shall hold office for the remainder of the period of office of the person replaced.

18. The four other members of the board shall be selected from a panel of twelve persons who shall be members of Congregation required to engage in academic teaching and/or research either by their written contracts of employment or by established and agreed practice and who shall be elected by Congregation under arrangements which shall be prescribed from time to time by Council by regulation.

19. The board shall consider:

(1) any reference made by the Vice-Chancellor:

(a) under Part D concerning any person specified in section 3 (1) (a) or 3 (1) (b); and

(b) where the Vice-Chancellor or a Review Panel has decided that there is a reasonable prospect that determination of the reference will or may involve an issue of academic freedom as provided for under Part D; and

(2) any other matter which falls within its jurisdiction as prescribed by statute or regulation from time to time.

20. (1) Sections 31–34 of Part D shall apply to the procedure of the board following a reference made by the Vice-Chancellor under that Part.

(2) The procedure in respect of other matters shall be as prescribed in the relevant statute or regulation.

#### **Part D: Discipline and Dismissal**

21. For members of the academic staff to whom this Part applies:

(1) Minor faults shall be dealt with informally.

(2) Capability or performance issues shall be dealt with in the first instance in accordance with the University's personnel procedures as published from time to time.

(3) Where the matter is more serious but falls short of constituting possible good cause for dismissal, the following procedure shall be used:

(a) A member of the academic staff shall be entitled to be accompanied by a colleague in the University or a trade union representative at any meeting that could result in a formal warning being given or confirmed (including on appeal), or some other disciplinary action being taken, when the member has made a reasonable request to be accompanied at such a meeting.

##### Stage 1 – Oral Warning

(b) If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal oral warning by the head of department (which for the purposes of this statute means the head of the relevant department or other institution of the University or, in the absence of such an entity, the chair of the relevant divisional board or similar University body). The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure, and of the right of appeal under this section. A brief note of the oral warning will be kept but it will be spent after twelve months, subject to satisfactory conduct and performance.

##### Stage 2 – Written Warning

(c) If the misconduct or unsatisfactory performance is serious, or if further misconduct occurs or unsatisfactory performance continues, a written warning will be given to the member of the academic staff by the head of department. This will give details of the complaint, the improvement required, and the time scale. It will warn that a complaint may be made to the Registrar alleging good cause for dismissal if there is no satisfactory improvement and will advise of the right of appeal under this section. A copy of this written warning will be kept by the head of department, but it will be disregarded for disciplinary purposes after two years subject to satisfactory conduct and performance.

##### Stage 3 – Appeals

(d) A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Registrar within two weeks. A Pro-Vice-Chancellor shall hear all such appeals and his or her decision shall be final.

22. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in section 21, or in any case where it is alleged that the conduct, capability, or performance of a member of the academic staff may constitute good cause for dismissal, the head of department or other appropriate person may refer a complaint to the Registrar.

(2) Where the good cause for dismissal referred to in sub-section (1) is physical or mental incapacity, this section and the subsequent sections of this Part, and any regulations made under it, shall be read as if the word "complaint" were replaced with the word "application".

23. Any complaint which is referred to the Registrar under section 22 shall include a description of the conduct, capability, or performance which is relied upon and an explanation of why it is alleged to constitute good cause for dismissal.

24. The Registrar shall refer any complaint made under section 22 and in accordance with section 23 to the Vice-Chancellor.

25. (1) To enable the Vice-Chancellor to deal fairly with any complaint referred to him or her under this Part, such investigations or inquiries (if any) shall be instituted as appear to the Vice-Chancellor to be necessary.

(2) If it appears to the Vice-Chancellor that a complaint referred to him or her under this Part relates to conduct or performance which does not meet acceptable standards but for which no written warning has been given under section 21 or which relates to a particular alleged infringement of statutes or regulations for which a standard penalty is normally imposed in the University or within the division, faculty, school, department, or other relevant area, or is trivial or invalid, he or she may dismiss it summarily, or decide not to proceed further under this Part.

(3) If the Vice-Chancellor does not dispose of a complaint under sub-section (2), he or she shall treat the complaint as disclosing a sufficient reason for proceeding further under this Part and, if he or she sees fit, the Vice-Chancellor may suspend the member on full pay pending a final decision, such power of suspension being exercisable either at this stage or at any time prior to the final decision.

26. Where the Vice-Chancellor proceeds further under this Part:

(1) If it appears to the Vice-Chancellor that there is a reasonable prospect that the determination of the complaint will or may involve an issue of academic freedom, he or she shall write to the member of the academic staff proposing that the complaint be determined by the Visitation Board, unless the member of the academic staff concerned decides to have the complaint determined by a Staff Employment Review Panel (to be constituted in accordance with section 35).

(2) If it appears to the Vice-Chancellor that there is no reasonable prospect that the determination of the complaint will or may involve an issue of academic freedom, he or

she shall write to the member of the academic staff proposing that the complaint be determined by a Staff Employment Review Panel, and notifying the member of the right to appeal such a proposal to a Review Panel (to be constituted in accordance with section 28).

27. When the Vice-Chancellor sends a written proposal under section 26 he or she shall also send a copy of the complaint, and invite the member of the academic staff concerned to comment in writing within twenty-eight days on the:

(a) matters raised in the complaint; and

(b) proposal for determination of the complaint, including whether or not the member considers there to be a reasonable prospect that the determination of the complaint will or may involve an issue of academic freedom.

28. (1) The Vice-Chancellor shall refer an appeal by a member of the academic staff against a proposal that a complaint be determined by the Staff Employment Review Panel to the Registrar who shall select by lot a Review Panel for that purpose.

(2) A Review Panel shall be comprised of two elected members of Council who are required to engage in academic teaching and/or research either by their written contracts of employment or by established and agreed practice, and who are selected by lot.

(3) The procedure to be followed by the Review Panel shall be as described in regulations made under this section and shall provide that the member of academic staff shall have the right to make representations at an oral hearing and to be accompanied by a colleague in the University or trade union representative.

(4) As soon as reasonably practicable after the oral hearing, the Review Panel shall decide whether or not there is a reasonable prospect that the determination of the complaint will or may involve an issue of academic freedom and shall send its decision in writing to the Vice-Chancellor and to the member of the academic staff concerned. In the event that the Review Panel cannot reach a unanimous decision, it shall uphold the appeal.

(5) The decision of the Review Panel shall be final.

29. (1) Following receipt of the member's comments (if any) under section 27 and any decision of the Review Panel under section 28, the Vice-Chancellor shall consider the matter in the light of all the material then available and may:

(a) dismiss the complaint; or

(b) refer it for consideration under section 21; or

(c) deal with it informally, if it appears to the Vice-Chancellor appropriate to do so and if the member of the academic staff agrees in writing that the matter should be dealt with by the Vice-Chancellor in that way; or

(d) refer the complaint for determination by the Visitation Board or a Staff Employment Review Panel in accordance with sections 26–28, to determine in each case whether the conduct, capability or performance of the member of the academic

staff concerned constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to the member's appointment or employment.

(2) If no comment is received within twenty-eight days, the Vice-Chancellor may proceed under sub-section (1) as if the member concerned had denied the substance and validity of the complaint in its entirety.

#### Visitatorial Board

30. The Visitatorial Board shall determine any complaint referred to it by the Vice-Chancellor under section 29 (1) (d) where:

(a) the Vice-Chancellor had proposed under section 26 (1) that the Visitatorial Board should hear the complaint, and the member of the academic staff concerned did not decide that the complaint be determined by a Staff Employment Review Panel; or

(b) a Review Panel acting under section 28 (4) has upheld an appeal against referral to a Staff Employment Review Panel.

31. Where a complaint has been referred to the Visitatorial Board for determination, under this Part, the Registrar or other suitable person appointed by the Vice-Chancellor shall:

(a) set out in writing the case for dismissal which shall: (i) specify any allegation(s) or circumstance(s) relied upon in relation to the conduct, capability, or performance of the member of the academic staff concerned; (ii) explain the basis on which they are said to constitute good cause for dismissal or otherwise constitutes a serious complaint relating to the member's appointment or employment; and (iii) include any documents relied on in support of the case for dismissal;

(b) send a copy of the case for dismissal to the board and to the member of the academic staff concerned; and

(c) make any necessary administrative arrangements for the attendance of witnesses, the production of documents, and generally for the proper presentation before the board of the case for dismissal.

32. The Visitatorial Board shall be constituted in accordance with Part C of this statute; provided that no member of the board who has been involved in or associated with the making of the complaint or any part of it, or who has been involved in any preliminary hearing or investigation, shall take part in the hearing of the complaint.

33. The procedure to be followed in respect of the preparation, hearing, and determination of a case for dismissal by the Visitatorial Board under this Part shall be as described in regulations made under this section in such a way as to ensure:

(a) that the member of the academic staff concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by the board;

(b) that a case for dismissal shall not be determined without an oral hearing at which the member of the academic staff concerned and any person appointed to represent that person are entitled to be present;

(c) that witnesses may be called, both on behalf of the member of the academic staff concerned and by the person presenting the case for dismissal, and may be questioned concerning any relevant evidence;

(d) that during preparation for the hearing and the hearing itself, the member of the academic staff has the right in strict confidence to discuss the situation with and obtain advice and moral support from colleagues in the University and outside it, personal friends and family;

(e) where the case for dismissal relies on physical or mental incapacity or lack of capability assessed by reference to health or any other physical or mental quality, or in any other case deemed appropriate by the board, that the board may be provided with expert medical advice and that the member concerned may be required to undergo medical examination at the University's expense; and

(f) that full and sufficient provision is made:

(i) for postponements, adjournments, dismissal of the case if it is not pursued, and remission of the case for dismissal to the Vice-Chancellor for further consideration and for the correction of accidental errors; and

(ii) for the case for dismissal to be heard and determined by the board as soon as is reasonably practicable.

34. (1) The Visitation Board shall send its decision on any case for dismissal referred to it (together with a statement of its findings of fact and the reasons for its decision, and its recommendations, if any, as to the appropriate sanction) to the Vice-Chancellor, the member of the academic staff concerned, and the person presenting the case for dismissal.

(2) When sending its decision in accordance with sub-section (1), the Board shall provide written notification to the member of staff concerned of the applicable time limit for an appeal and of the right to appeal:

(a) where the Board recommends dismissal, to the Appeal Court under Part H; or

(b) where the Board recommends a lesser sanction than dismissal, to a Pro-Vice-Chancellor.

#### Staff Employment Review Panel

35. Where a complaint is referred to a Staff Employment Review Panel by the Vice-Chancellor under section 29 (1) (d), the Registrar shall select by lot five members of Congregation in accordance with regulations governing the membership of panels convened under Parts B, D and H of this statute, to comprise a Staff Employment Review Panel for that purpose under a procedure to be described in regulations made under this section.

36. The preparation, hearing, and determination of a case for dismissal by a Staff Employment Review Panel and an appeal to a University Appeal Panel against a decision of a Staff Employment Review Panel shall be described in regulations made under this section in such a way as to ensure:



(a) that the member of the academic staff concerned is entitled to be accompanied or represented by a colleague in the University or trade union representative or, if given the nature of the case the Registrar so agrees, by a legally qualified person;

(b) that a case for dismissal and an appeal shall not be determined without an oral hearing at which the member of the academic staff concerned and the person appointed under section 36 (a) to accompany or represent him or her are entitled to be present;

(c) that at a hearing before the Staff Employment Review Panel witnesses may be called, both on behalf of the member of the academic staff concerned and by the person presenting the case for dismissal, and may be questioned concerning any relevant evidence;

(d) that during preparation for the hearing and the hearing itself, the member of the academic staff has the right in strict confidence to discuss the situation with and obtain advice and moral support from colleagues in the University and outside it, personal friends and family;

(e) where the case for dismissal relies on physical or mental incapacity or lack of capability assessed by reference to health or any other physical or mental quality, or in any other case deemed appropriate by a Staff Employment Review Panel or University Appeal Panel, that the panel may be provided with expert medical advice and that the member concerned may be required to undergo medical examination at the University's expense; and

(f) that full and sufficient provision is made:

(i) for postponements, adjournments, dismissal of the case if it is not pursued, and remission of the case for dismissal from a Staff Employment Review Panel to the Vice-Chancellor for further consideration and for the correction of accidental errors; and

(ii) for the case for dismissal and an appeal to be heard and determined by a panel as soon as is reasonably practicable.

37. A Staff Employment Review Panel shall send its decision on any case for dismissal referred to it (together with a statement of its findings of fact and the reasons for its decision, and its recommendations, if any, as to the appropriate sanction) to the Vice-Chancellor, the member of the academic staff concerned, and the person presenting the case for dismissal.

38. The Staff Employment Review Panel shall provide written notification to the member of staff concerned of the applicable time limit for an appeal and of the right to appeal:

(a) where the Staff Employment Review Panel recommends dismissal, to a University Appeal Panel under Part H; and

(b) where the Staff Employment Review Panel recommends a lesser sanction than dismissal, to a Pro-Vice-Chancellor.

### Actions following hearings

39. (1) (a) Where any case for dismissal is upheld and the Visitation Board or Staff Employment Review Panel finds good cause and recommends dismissal, but in no other case, the appropriate officer shall decide whether or not to dismiss the person concerned.

(b) If the appropriate officer decides to accept the recommendation, he or she may dismiss that person forthwith or with such notice as may be provided for under the contract of employment.

(2) In any case where a complaint referred under section 29 (1) (d) is upheld, other than a case where the appropriate officer has decided under sub-section (1) to dismiss the person concerned, the action available to the appropriate officer (not comprising a greater sanction than that recommended by the Board or Panel) may be:

(a) to discuss the issues raised with the person concerned; or

(b) to advise the person concerned about his or her future conduct; or

(c) to warn the person concerned; or

(d) to suspend the person concerned with or without pay for such period as the appropriate officer shall think fair and reasonable but not exceeding three months after the Board's or Panel's decision; or

(e) to take such further or other action under the contract of employment or terms of appointment of the person concerned as appears fair and reasonable in all the circumstances of the case; or

(f) any combination of any of the above.

40. (1) The Vice-Chancellor shall be the appropriate officer to exercise the powers conferred by section 39, but he or she may appoint a delegate to exercise those powers, and any reference to the appropriate officer includes a reference to any such delegate.

(2) Any action taken by the appropriate officer shall be confirmed in writing.

### **Part E:**

This Part previously contained provisions for the consideration of applications concerning medical incapacity, which are now subsumed into Part D (sections 22 (2), 33 (d), and 36 (d) refer).

### **Part F: Grievance Procedures**

41. The aim of this Part is to settle or redress individual grievances promptly, fairly, and so far as possible, informally and within the division, faculty, school, department, or other relevant area by methods acceptable to all parties.

42. The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate:

- (1) to matters affecting themselves as individuals; or
- (2) to matters affecting their personal dealings or relationships with other staff of the University, not being matters for which express provision is made elsewhere in this statute.
43. (1) A member of the academic staff should raise any concerns relating to the matters described in section 42 with his or her manager for informal resolution in the first instance. If the member's concern involves his or her manager directly, he or she may raise the matter with the head of department (as defined in section 21 (3)) for informal resolution.
- (2) If other remedies within the division, faculty, school, department, or other relevant area have been exhausted, the member of the academic staff may raise the matter with the head of department.
- (3) If the member of the academic staff is dissatisfied with the result of an approach under sub-section (2) or if the grievance directly concerns the head of department, the member may raise the matter with the head of the division.
- (4) Where a grievance has been raised with a head of department under sub-sections (1) or (2) or division under sub-section (3), he or she shall consider the possibility of resolving the grievance informally and make such arrangements as he or she considers appropriate for that purpose.
- (5) Where a grievance has not been resolved under sub-section (4), the head of department or division shall consider the grievance and decide whether it is well-found.
- (6) The procedure for the consideration and determination of a grievance under sub-section (5) shall be as described in regulations made under this section in such a way as to ensure:
- (a) that the grievance shall not be determined without a meeting which the aggrieved person shall be entitled to attend and to be accompanied by a colleague in the University or a trade union representative; and
- (b) that the grievance shall be determined as soon as is reasonably practicable.
- (7) The head of department or division shall send his or her decision on whether the grievance is or is not well-found, and if it is well-found any proposals for the redress of the grievance, to the aggrieved person, and notify him or her of the right to appeal the decision under section 44.
44. (1) If the member of the academic staff is dissatisfied with the decision in respect of the grievance, he or she may apply in writing to the Vice-Chancellor for an appeal.
- (2) An appeal under sub-section (1) shall be sent within fourteen days of the date on which the decision under section 43 (7) was sent to the member of the academic staff.
- (a) If it appears to the Vice-Chancellor that the matter has been finally determined under Part D or H, or that the grievance is trivial or invalid, he or she may dismiss it summarily or take no action upon it.

(b) If it so appears to the Vice- Chancellor, he or she shall inform the member accordingly.

(3) If the Vice-Chancellor is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of):

(a) a complaint under Part D, or

(b) an appeal under Part H,

he or she shall defer action upon it under this Part until the relevant complaint, determination, or appeal has been heard or the time for instituting it has passed, and he or she shall notify the member accordingly.

(4) If the Vice-Chancellor does not reject the grievance appeal under sub-section (2), and if he or she does not defer action upon it under sub-section (3), the Vice-Chancellor shall consider the possibility of resolving the grievance appeal informally and shall make such arrangements as he or she considers appropriate for that purpose.

45. If the grievance has not been disposed of informally under section 44 (4), the Vice-Chancellor shall refer the matter to the Grievance Committee for consideration.

46. There shall be a Grievance Committee appointed by Council, which shall comprise:

(1) a chair; and

(2) two members of Congregation, at least one of whom shall be a member of staff who is required to engage in academic teaching and/or research either by his or her written contract of employment or by established and agreed practice.

47. The procedure in connection with the consideration and determination of grievances shall be determined in regulations in such a way as to ensure that the aggrieved person, and any person against whom the grievance lies, shall have the right to be heard at a hearing and to be accompanied by a colleague in the University or a trade union representative.

48. The committee shall inform Council whether the grievance is or is not well-found, and if it is well-found the committee shall make such proposals to Council for the redress of the grievance as it sees fit, and Council shall take such action as it deems fit.

### **Part G: Removal of the Vice-Chancellor from Office**

49. The Chancellor may be requested to remove the Vice-Chancellor from office for good cause in accordance with the procedure described in this Part:

(1) A complaint seeking the removal from office of the Vice-Chancellor for good cause may be made by not less than eight members of Council to the Chancellor.

(2) If it appears to the Chancellor, on the available material, that the complaint raises a prima facie case and that this could, if proved, constitute good cause for removal from office, he or she shall require Council to appoint a tribunal to hear and determine the matter.

(3) If it appears to the Chancellor that a complaint made under sub-section (1) does not raise a prima facie case or is trivial or invalid, he or she may recommend to Council that no further action be taken upon it.

(4) When Council has appointed a tribunal under sub-section (2), the Chancellor shall instruct the Registrar to appoint a solicitor or other suitable person to formulate a case for dismissal and to present, or arrange for the presentation of, that case before the tribunal; and it shall be the duty of the person formulating the case for dismissal:

(a) to forward the case for dismissal to the tribunal and to the Vice-Chancellor, together with the other documents specified in that case; and

(b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents, and generally for the proper presentation before the tribunal of the case against the Vice-Chancellor.

(5) A tribunal appointed by Council shall comprise:

(a) a person not employed by the University holding, or having held, judicial office or being a barrister or solicitor of at least ten years' standing, who shall act as chair; and

(b) two members of Congregation who shall be selected by Council, and at least one of whom shall be a member of the academic staff.

(6) The tribunal shall have access to legal advice as required.

(7) Where the good cause for dismissal referred to in this section is physical or mental incapacity, this Part shall be read as if the word "complaint" were replaced with the word "application". In such a case, the tribunal may be provided with expert medical advice and the Vice-Chancellor may be required to undergo medical examination at the University's expense.

(8) A case for dismissal referred to the tribunal shall be dealt with in accordance with the procedure prescribed in section 33, provided:

(a) that the Chancellor shall perform any duty, and exercise any power, there assigned to the Vice-Chancellor; and

(b) that the only recommendation that the tribunal may make is whether or not the Vice-Chancellor should be removed from office.

(9) The tribunal shall send its reasoned decision on any case for dismissal referred to it, together with a statement of its findings of fact regarding that case and its recommendation on the question of removal from office, to the Chancellor and to the Vice-Chancellor, drawing attention to the period of time within which any appeal under Part H should be made.

(10) (a) Where a case for dismissal has been upheld by the tribunal and not dismissed on appeal, the Chancellor shall decide whether or not to remove the Vice-Chancellor from office.

(b) If the Chancellor decides to accept the recommendation for removal, he or she may remove the Vice-Chancellor from office forthwith.

50. Where a complaint is to be referred to a tribunal under section 49, the Chancellor may suspend the Vice-Chancellor from his or her duties and may exclude the Vice-Chancellor from the precincts of the University or any part of those precincts without loss of salary.

## **Part H: Appeals**

51. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.

52. (1) This Part applies:

(a) to any appeal against a decision of a Redundancy Panel (or of a delegate of that body) to dismiss in the exercise of its powers under Part B;

(b) to any appeal arising in any proceedings, or out of any decision reached, under Part D other than appeals against disciplinary warnings under section 21 or section 38 (b);

(c) to any appeal against dismissal otherwise than in pursuance of Part B, D or G;

(d) to any appeal against a disciplinary decision otherwise than in pursuance of Part D; and

(e) to any appeal against a decision reached by a tribunal under Part G;

and “appeal” and “appellant” shall be construed accordingly.

(2) An appeal against any decision to which this Part applies shall be heard by a University Appeal Panel, constituted in accordance with regulations governing the membership of panels convened under Parts B, D and H of this statute, and conducted in accordance with procedures contained in regulations for the Staff Employment Review Panel and University Appeal Panel, save that:

(a) any appeal against a decision of the Visitatorial Board under section 34 to recommend dismissal shall be heard by the Appeal Court; and

(b) any appeal against a decision reached by a tribunal under Part G shall be heard by the Appeal Court.

(3) No appeal shall lie against any finding of fact of the Visitatorial Board under section 34 (1) or of the Staff Employment Review Panel under section 37 save where, with the consent of the person or persons hearing the appeal, new evidence is called on behalf of the appellant at that hearing.

(4) No appeal shall lie against a decision of Congregation under section 12 (2) or 14 (4).

### The Appeal Court

53. (1) The parties to an appeal to the Appeal Court under this Part shall be the appellant, the Registrar, or a solicitor or other suitable person appointed by the Vice-Chancellor, and any other person added as a party at the direction of the Appeal Court.

(2) A member of the academic staff shall institute an appeal to the Appeal Court under this Part by serving on the Registrar, within the time allowed under section 54, notice in writing setting out the grounds of the appeal.

54. (1) A notice of appeal to the Appeal Court under this Part shall be served within twenty-eight days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period, if any, as the Appeal Court may determine under subsection (3).

(2) The Registrar shall bring any notice of appeal received under section 54 (1) (and the date when it was served) to the attention of Council and shall inform the appellant that he or she has done so.

(3) Where the notice of appeal was served on the Registrar outside the twenty-eight-day period the Appeal Court shall not permit the appeal to proceed unless it considers that justice and fairness so require in the circumstances of the case.

55. (1) Where an appeal to the Appeal Court is instituted under this Part, it shall be heard and determined by the Appeal Court constituted under Statute XI.

(2) The provisions of section 19 of Statute XI (appointment and functions of assessors) shall apply to appeals made to the Appeal Court under this Part.

56. (1) The procedure to be followed in respect of the preparation, consolidation, hearing, and determination of appeals to the Appeal Court under this Part shall be that set out in regulations made under this section and shall ensure:

(a) that an appellant is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of the appeal;

(b) that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed to represent the appellant are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;

(c) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal if it is not pursued, and the correction of accidental errors; and

(d) that any appeal shall be heard and determined as soon as is reasonably practicable.

(2) The Appeal Court may allow or dismiss an appeal in whole or in part and, in particular, may:

(a) remit an appeal arising under Part D for rehearing or reconsideration by the Visitation Board as the Appeal Court may direct; or

(b) remit an appeal by the Vice-Chancellor arising under Part G for rehearing or reconsideration by the same or by a differently constituted tribunal to be appointed under that Part; or

(c) substitute any lesser alternative sanction that would under Part D have been open to the appropriate officer following a finding by the Visitation Board on the original case for dismissal.

57. The Appeal Court shall send a reasoned decision, including any decision reached in exercise of its powers under section 56 (2) (a), (b), or (c), on any appeal together with a statement of any findings of fact different from those of the Visitation Board under Part D, or of the tribunal appointed under Part G, as the case may be, to the Vice-Chancellor (or, where the Vice-Chancellor is a party to the appeal, to the Chancellor) and to the parties to the appeal.

WD353-051



## STATUTE XIII

### STUDENT MEMBERS: OTHER PROVISIONS

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 15 October 2002 (Gazette Vol. 133, p. 250, 17 October 2002)*

*Amended with effect from 14 October 2003 (Gazette Vol. 134, p. 139, 16 October 2003)*

*Amended with effect from 24 April 2007 (Gazette Vol. 137, p. 1050, 26 April 2007)*

*Amended on 12 June 2012 (date of effect 1 October 2012, Gazette,  
Vol. 142, p. 587, 14 June 2012)*

#### PART A: STUDENTS' UNION AND CONSULTATION WITH STUDENT MEMBERS

##### **Students' Union**

1. Council shall take such steps as are reasonably practicable:
  - (1) to secure the existence at all times of a students' union (as defined in the Education Act 1994) which is open to all student members of the University;
  - (2) to secure that such students' union operates in a fair and democratic manner and is accountable for its finances; and
  - (3) to secure that the requirements of Section 22 of the Education Act 1994 are observed by or in relation to such students' union.
2.
  - (1) Council shall publish a code of practice setting out the manner in which the requirements of the Education Act 1994 with regard to students' unions are to be carried into effect.
  - (2) The code of practice shall be brought to the attention of all student members annually together with (i) any restrictions imposed on the students' union by the law relating to charities and (ii) the freedom of speech provisions of Section 43 of the Education (No 2) Act 1986.
3. Information with regard to the right to opt out of membership of the students' union, and arrangements made to supply students' union services to student members who have exercised this right, shall be drawn to the attention of all student members annually and to the attention of persons considering whether to become students at the University.

##### **Joint Committees with Student Members**

4. No recommendation from a joint committee with student members, or other body for consultation with student members, established under any statute or regulation or otherwise, shall be rejected without the student members of the committee or body having been given an opportunity of discussion with the body with which it is a joint committee or consultative body.

#### PART B: FITNESS TO STUDY

5. This Part makes provision for the establishment of a Fitness to Study Panel to determine matters concerning a student's fitness to study.

6. For the purposes of this Part:
  - (1) 'fitness to study' shall mean:
    - (a) a student's fitness:
      - (i) to commence a distinct course of academic study; or
      - (ii) to continue with his/her current course of academic study; or
      - (iii) to return to his/her current or another course of academic study; and
    - (b) his/her ability to meet:
      - (i) the reasonable academic requirements of the course or programme; and
      - (ii) the reasonable social and behavioural requirements of a student member (whether resident in college or not) without his/her physical, mental, emotional or psychological health or state having an unacceptably deleterious impact upon the health, safety and/or welfare of the student and/or other students and/or University or college staff (not withstanding adjustments required by law);
  - (2) 'Current course of academic study' shall mean the undergraduate or graduate course for which the student is currently registered, and the syllabus of and other requirements for that course as provided for in the statutes and regulations currently in force and applicable in the academic year in issue;
  - (3) An undergraduate or graduate course of study shall be determined according to the designation agreed by the Education Committee of Council and thus defined in its Examination Regulations.
7. There shall be established a Fitness to Study Panel ('the Panel') to consider issues relating to a student's fitness to study referred to it by a college, a faculty or department of the University, the Proctors, the Student Disciplinary Panel, or the Student Appeal Panel. The Panel shall decide such issues for the University and shall be able to make recommendations to a college.
8. The Panel shall only consider a student's fitness to study where all other normal procedures (whether at college or University level) have been exhausted or are inappropriate.
9. Council shall make regulations prescribing:
  - (1) the constitution and membership of the Panel;
  - (2) the appropriate procedure for referring matters relating to a student's fitness to study to the Panel;
  - (3) the procedure which the Panel shall follow when considering matters referred to it;
  - (4) the factors which the Panel shall take into account when considering and/or determining matters referred to it;

- (5) the Panel's powers;
  - (6) the Proctors' authority to suspend a student;
  - (7) the body responsible for the regular review of the regulations made under this section; and
  - (8) such other matters as Council thinks fit.
10. (1) The Panel shall not consider:
- (a) matters relating to a student's academic underperformance or conduct save to the extent to which they are relevant to the student's fitness to study; or
  - (b) matters giving rise to fitness to practise considerations.
- (2) The matters under sub-section 1 above shall be dealt with in accordance with the relevant procedures set out in the statutes and regulations of the University and the relevant college.
11. If a student who faces disciplinary proceedings is referred to the Panel, the disciplinary proceedings shall be suspended pending the Panel's consideration of the student's fitness to study.

WD787-121

30.08.12



## STATUTE XIV

### EMPLOYMENT OF ACADEMIC AND SUPPORT STAFF BY THE UNIVERSITY

*Approved with effect from 1 October 2002 (Supplement (1) to  
Gazette No. 4633, 9 October 2002)*

*Amended with effect from 28 June 2005 (Gazette vol. 135, p. 1250, 30 June 2005),  
~~with effect from 1 December 2009 (Gazette, Vol. 140, p. 329, 3 December 2009) and with~~  
~~effect from 1 January 2014 (Gazette, Vol. 144, p. 182, 12 December 2013) and 1 February~~  
2017 (Gazette, Vol. 147, p.289, 23 February 2017)*

#### **Authority to employ and dismiss Staff**

1. No official of the University or any other person employed by the University or working in or in connection with any department of or under the control of the University shall have authority, except with the express consent of Council and subject to sections 2-5 of this statute:

(1) to offer any person employment as a member of the University's academic-related or support staff, or to sign letters of appointment for such academic-related and support staff;

(2) to dismiss such support staff; or

(3) to dismiss such academic-related staff in circumstances other than those which fall within the provisions of Parts B-E of Statute XII.

2. Any offer of employment shall be on the appropriate terms and conditions of employment for the category of staff concerned.

3. Any dismissal shall have complied with the appropriate procedures for the dismissal of the member of staff concerned.

4. No consent given by Council under the provisions of sections 1-3 above shall be operative until a copy of the resolution of Council, certified by the Registrar, has been delivered to the official or other person concerned.

5. Council may delegate its powers under sections 1-4 above to its Personnel Committee, or to the chairman or to an officer or officers of that committee, as it may deem appropriate and on such conditions as it may lay down; and a consent signed by the Chairman of the Personnel Committee or by a designated officer shall have the same effect as a certified resolution of Council.

#### **General Conditions of Service**

6. The numbers of persons employed by the University, their conditions of service, and their method of appointment shall be determined from time to time by Council, subject to sections 7-14 of this statute and to the other provisions of the statutes and regulations.

7. The three main categories of academic staff shall be:

(1) professors;

(2) readers; and

(3) associate professors or lecturers.<sup>1</sup>

8. Those lecturers who were appointed to the post of university lecturer, CUF lecturer or faculty lecturer prior to 1 January 2014 shall be eligible to use the title of associate professor but the provisions relating to lecturers and, where relevant, those particular provisions relating to university lecturers, CUF lecturers and faculty lecturers, shall continue to apply to any such persons for so long as they remain in that post.

9. Associate professors appointed on or after 1 January 2014 shall be subject to the provisions relating to lecturers including those particular provisions relating to university lecturers, CUF lecturers or faculty lecturers as shall be appropriate in light of the duties attaching to their post.

10. The holders of all academic posts shall be paid under standard arrangements to be determined from time to time by Council, except that this shall not prevent the payment of additional emoluments, which may be pensionable:

(1) in the form of such allowances in respect of administrative responsibilities as may be prescribed by regulation; or

(2) in the form of awards in recognition of academic distinction or contribution to academic work of the University in accordance with arrangements to be determined from time to time by Council.

11. Arrangements shall be made by Council under which all professors, readers, lecturers, and holders of other posts approved for this purpose by Council shall be entitled to apply for one term of leave for every six terms of service.

12. Every holder of a professorship or readership, or of any other post approved for this purpose by regulation, and every holder of a lecturership who has been appointed to that lecturership until retirement age, shall be entitled to hold a fellowship in a college or society, except that the offer of a fellowship to any person who is entitled under this statute, or to any person who would become so entitled on reappointment to the retirement age, shall satisfy any obligation of the University in respect of that person's entitlement to hold a fellowship.

13. (1) Every professorship shall be allocated from time to time by Council to a college or society, and the successive holders of that professorship shall be fellows of that college or society.

(2) The college or society of allocation shall have the right to have two representatives on the board of electors for the professorship.

14. (1) All persons employed by the University shall be subject either to the Universities Superannuation Scheme, or (if they are not eligible to become members of that scheme)

<sup>1</sup> Appointments to the post of university lecturer (including university lecturer (medical) and ULNTF), CUF lecturer and faculty lecturer on or after 1 January 2014 shall be to the post of associate professor. Those appointed to the posts of university lecturer (including university lecturer (medical) and ULNTF), CUF lecturer and faculty lecturer prior to 1 January 2014 shall be eligible to use the title of associate professor without prejudice to their existing position under the statutes and regulations.

to either a pension scheme established by the University or a pension scheme in which the University has made arrangements for specified categories of staff to participate, and shall be entitled to the benefits of any arrangement for the supplementation of superannuation benefits that may be applicable to universities generally.

(2) Council shall determine in any cases of doubt, but having regard to the practice of universities generally, and the rules of the Universities Superannuation Scheme, the pension scheme to which a person shall belong.

(3) Council shall exempt from the need to be subject to a pension scheme any person who is excluded from membership of the appropriate pension scheme by virtue of age or who is already in receipt of pension from one of the pension schemes or who submits a written request for exemption.

(4) Council may exclude any person from membership of a pension scheme if he or she is subject to an alternative pension scheme approved by Council.

15. Every employee of the University ~~who is subject to the jurisdiction of the Visitation Board under the provisions of Statute XII within section 3 (1) (a) or (b) of Statute XII~~, other than the holder of a professorship to which a canonry is annexed who is exempt from membership of the appropriate pension scheme referred to in section 12 of this statute, shall retire not later than the date applicable to that employee as laid down by Council by regulation.

16. (1) Any employee of the University who is not ~~subject to the jurisdiction of the Visitation Board under the provisions of Statute XII within section 3 (1) (a) or (b) of Statute XII~~ shall, in the event of dismissal in a case in which the dismissal arises from disciplinary action, have a right of appeal to a panel consisting of two members of the Personnel Committee of Council appointed by the chairman of that committee (or his or her deputy) and one member of Council, not being a member of the Personnel Committee, appointed by the Vice-Chancellor.

(2) Pending the outcome of any appeal, the employee will be regarded as suspended without pay.

(3) On the hearing of an appeal, the panel may confirm or revoke the dismissal or may make such order as it may think just, and Council shall pay the appellant the sum, if any, ordered by the panel to be paid to him or her.

WD788-121

~~12.12.13~~ 14.02.2017





## STATUTE XV

### COLLEGE CONTRIBUTIONS SCHEME AND COLLEGE ACCOUNTS

*(Sections 1-6 are 'Queen-in-Council' statutes – see section 2 (2) of Statute IV.)*

*Approved with effect from 8 April 2009 (Gazette Vol. 139, p. 932, 23 April 2009)*

*Amended with effect from 11 October 2016 (Gazette, Vol. 147, p. 72, 13 October 2016)*

1. In this statute and any associated regulations the following expressions shall have the meanings set out below unless the context otherwise requires:

- (1) 'the scheme' means the scheme referred to in section 2 of this statute;
- (2) 'the fund' means the College Contributions Fund constituted by the contributions to be paid by the colleges;
- (3) 'college' means
  - (a) any of the colleges and societies listed in Statute V, sections 1 and 5 (but not the Permanent Private Halls), and
  - (b) any foundation which Council, with the prior agreement of the Conference of Colleges, shall by regulation declare to be a college for the purposes of the scheme;
- (4) 'financial year' means a year beginning on 1 August and ending on 31 July following.

#### PART A: COLLEGE CONTRIBUTIONS SCHEME

2. The purpose of the College Contributions Scheme is to establish the College Contributions Fund, which shall be held by the University in trust in perpetuity to make such grants and loans to colleges for University purposes as may seem desirable.
3. The scheme shall be administered by the College Contributions Committee, the membership, functions, and powers of which shall be laid down by Council by regulation.
4. Each college shall as soon as possible after the end of each financial year and in any case before the 31 January next following pay to the University for the account of the Fund a sum calculated in accordance with regulations made by Council. If any college does not pay the contribution by the due date the College Contributions Committee shall have the power to charge interest on overdue sums as laid down by regulation.
5. Distributions from the Fund to the colleges and the societies or any of them shall be made annually by regulation after Council has considered the recommendations made by the College Contributions Committee.
6. If for regulatory or other reasons beyond the control of the University and the colleges it becomes impractical to operate the scheme in accordance with this statute and the regulations made under it, then any outstanding liability on any party to contribute shall be extinguished;

and any monies remaining in or returned to the Fund shall be applied for such other University purposes as Council shall determine.

#### **PART B: COLLEGE ACCOUNTS**

7. Council shall establish a College Accounts Committee, the membership, functions and powers of which shall be laid down by regulation.

8. At the end of each financial year, and by a date laid down by regulation, every college shall prepare, and submit for appropriate examination by auditors, statements in respect of the financial year just ended.

9. The statements required under section 8 of this statute shall be prepared so as to conform in all material respects to regulations made by Council for the preparation of college accounts.

10. The financial statements for the year concerned prepared by each college shall give a true and fair view of:

(1) the state of affairs of the college, and of the college together with its subsidiaries and connected entities, at the balance sheet date; and

(2) the consolidated income and expenditure of the college together with its subsidiaries and connected entities for the year ended on that date;

in accordance with UK Generally Accepted Accounting Practices ('GAAP') and with this statute.

11. Every college shall also supply with its accounts, but not for publication, such other financial information, either audited or unaudited, as is specified by Council by or under the regulations.

12. (1) By the date laid down by regulation, the statements and the report of the independent auditors shall be presented to the College Accounts Committee.

(2) The College Accounts Committee shall then order the publication of those statements and ~~certificates~~reports within the University.

13. The reports of the independent auditors shall include, in a form laid down by Council by regulation, any further report which may be required by the University's external auditors in respect of any public and publicly accountable funds transferred to the college by the University during the immediately preceding financial year.

WD789-121

14.10.16

## STATUTE XVI

### PROPERTY, CONTRACTS, AND TRUSTS

*(Sections 16-20 are 'Queen-in-Council' statutes – see section 2 (3) of Statute IV.)*

*Approved with effect from 1 October 2002*

*(Supplement (1) to Gazette No. 4633, 9 October 2002)*

*Amended with effect from 8 May 2003 (Gazette Vol. 133, p. 1335, 29 May 2003),*

*10 June 2008 (Gazette Vol. 138, p. 1121, 22 May 2008), 8 April 2009*

*(Gazette Vol. 139, p. 932, 23 April 2009), 21 June 2011 (Gazette, Vol. 141, p. 724, 16 June 2011) and 12 October 2011 (date of effect 1 January 2012; Gazette, Vol. 143, p. 98, 27 October 2011)*

#### PART A: UNIVERSITY PROPERTY

##### **General**

1. Unless it is bound by the terms of an express trust in relation to any particular property, the University as a civil corporation

(1) holds all property belonging to it not on charitable trusts but as beneficial owner; and

(2) has all the powers of a natural person to manage, deal with, and dispose of its property, including the power to invest, borrow, and charge its property as security, as it thinks fit.

2. At its discretion, Council shall arrange for the investment of all funds, endowments, and capital money of the University which are not required for immediate use upon such securities, shares, stocks, funds, or other investments (including land) in any part of the world, and whether involving liability or not, as in its absolute discretion it shall think fit.

3. (1) Except in the cases referred to in sub-section (2) below, the powers conferred by section 2 of this statute shall extend to the investment (including the variation of the investment) of the funds of any specific trust administered or to be administered by or for purposes connected with the University.

(2) When less than sixty years have elapsed since the instrument creating a trust came into operation, the powers conferred by section 2 of this statute may not be exercised in the following circumstances:

(a) if the terms of that trust expressly provide to the contrary; or

(b) in the case of a trust of which the University is not sole trustee, without the consent of the trustees or governing body of that trust.

##### **Sites and Buildings**

4. No allocation for University purposes of a site the area of which exceeds 1,000 square metres, or of a building the overall floor area of which exceeds 600 square metres, shall be made unless approved by resolution of Congregation under section 1 of Statute IV.

PART B: INTELLECTUAL PROPERTY

5. (1) The University claims ownership of all intellectual property specified in section 6 of this statute which is devised, made, or created:
  - (a) by persons employed by the University in the course of their employment;
  - (b) by student members in the course of or incidentally to their studies;
  - (c) by other persons engaged in study or research in the University who, as a condition of their being granted access to the University's premises or facilities, have agreed in writing that this Part shall apply to them; and
  - (d) by persons engaged by the University under contracts for services during the course of or incidentally to that engagement.
- (2) The University's rights under sub-section (1) above in relation to any particular piece of intellectual property may be waived or modified by agreement in writing with the person concerned.
6. The intellectual property of which ownership is claimed under section 5 (1) of this statute comprises:
  - (1) works generated by computer hardware or software owned or operated by the University;
  - (2) works created with the aid of university facilities including (by way of example only) films, videos, photographs, multimedia works, typographic arrangements, and field and laboratory notebooks;
  - (3) patentable and non-patentable inventions;
  - (4) registered and unregistered designs, plant varieties, and topographies;
  - (5) university-commissioned works not within (1), (2), (3), or (4);
  - (6) databases, computer software, firmware, courseware, and related material not within (1), (2), (3), (4), or (5), but only if they may reasonably be considered to possess commercial potential; and
  - (7) know-how and information associated with the above.
7. The University will not assert any claim to the ownership of copyright in:
  - (1) artistic works not listed in sub-section (2) of section 6 of this statute, books, articles, plays, lyrics, scores, or lectures, apart from those specifically commissioned by the University;
  - (2) audio or visual aids to the giving of lectures;
  - (3) student theses, exercises and answers to tests and examinations save to the extent that they contain intellectual property claimed by the University under sub-section (6) of section 6 of this statute; or

(4) computer-related works other than those specified in section 6 of this statute.

8. For the purpose of sections 6 and 7 of this statute, ‘commissioned works’ are works which the University has specifically employed or requested the person concerned to produce, whether in return for special payment or not. ‘Commissioned works’ explicitly exclude (i) lectures delivered by University Lecturers, Departmental Lecturers and the holders of University Chairs in fulfilment of obligations in their contracts of employment and (ii) works commissioned by the University Press in the course of its publishing business (save as may be separately agreed between the University Press and the person concerned)’.

9. Council may make regulations:

(1) defining the classes of persons or naming individuals to whom section 5 (1) (c) of this statute shall apply;

(2) requiring student members and such other persons as may be specified in regulations to sign any documents necessary in order to give effect to the claim made by the University in this Part and to waive any rights in respect of the subject-matter of the claim which may be conferred on them by Chapter IV of Part 1 of the Copyright, Designs and Patents Act 1988; and

(3) generally for the purposes of this Part.

10. This Part shall apply to all intellectual property devised, made, or created on or after 1 October 2000 and is subject to the provisions of the Patents Act 1977.

#### PART C: AUTHORITY TO BIND THE UNIVERSITY

11. The Vice-Chancellor and the Registrar shall each have, and may delegate in writing, authority generally to sign contracts for the University.

12. (1) Council may by regulation give to classes of persons or individuals the authority to sign contracts for the University to the extent and in respect of the subject-matter specified in regulations.

(2) The authority given under sub-section (1) above may itself be delegated in writing, but no such delegation shall be operative until a copy of the instrument recording the delegation has been delivered to the Registrar.

13. The Seal of the University shall not be affixed to any document except by the Vice-Chancellor, the Registrar, or an officer or employee of the University deputed by the Registrar for this purpose (either generally or in relation to particular transactions).

14. (1) Except as stated in this statute and in sections 24 and 25 of Statute VIII (University Press), no officer of the University, or any other person employed by the University or working in or in connection with any department or body within or under the control of the University, shall have authority to make any representations on behalf of the University or to enter into any contract on behalf of the University, except with the express consent of Council.

(2) No such consent given by Council shall be operative until a copy of the resolution of Council, certified by the Registrar, has been delivered to such officer or other person.

15. (1) The Registrar shall keep a register of all delegations under this Part; and of all documents to which the Seal has been affixed.
- (2) The Registrar shall on request from any member of Council open the register for inspection by that member.

PART D: TRUSTS

*(Sections 16-20 are 'Queen-in-Council' statutes – see section 2 (3) of Statute IV.)*

16. (1) The University holds the property which is subject to the trusts set out in the Schedule to these statutes or in regulations made by Council to be known as the University's Trust Regulations, and any other trusts which may from time to time be added to the Schedule and those regulations, as trustee.
- (2) Subject to any specific provision relating to those trusts, the University shall have the management of all the property comprised in them.
- (3) The Schedule or the University's Trust Regulations as the case may be shall:
- (a) set out the terms on which the funds subject to each trust are held; and
  - (b) specify those terms which may be amended by Congregation, those which may be amended by further regulation of Council, and those which may only be amended under the provisions of the Universities of Oxford and Cambridge Act, 1923.
- (4) The administration of each of the trusts and the application of its income shall be the responsibility of the board of management or other body specified in the Part of the Schedule or in the University's Trust Regulations relating to that trust, or, if none is specified, as shall be determined by Council.
17. The investment of trust property shall be subject to the provisions of such scheme as may from time to time be approved by Her Majesty in Council under the provisions of section 2 of the Universities and Colleges (Trusts) Act 1943, and the fund established under any such scheme shall be known as the Oxford Endowment Fund.
18. (1) Any proposal for amending, repealing, or adding to the provisions which govern the trusts listed in the Schedule shall be treated as a legislative proposal under the provisions of Statute IV and the associated regulations.
- (2) Any such proposal approved by Congregation shall come into effect only if and when it has subsequently been approved by Her Majesty in Council, except to any extent that Congregation is empowered by the provisions in the Schedule which govern the trust concerned to make such amendment, repeal, or addition on its own authority.
19. (1) Any proposal for amending, repealing, or adding to the provisions which govern the main objects of any of the trusts listed in the University's Trust Regulations shall be treated as a legislative proposal under the provisions of Statute IV and the associated regulations and shall come into effect only if and when it has been approved both by Congregation and subsequently by Her Majesty in Council.

(2) Any amendment to, repeal of, or addition to any of the other provisions which govern any of the trusts listed in the University's Trust Regulations shall be made by Council by regulation under sections 15-20 of Statute VI.

20. Any surplus income of any trust in any year may, in the absence of provision to the contrary under specific provisions relating to individual trusts, and at the discretion of the board of management or other body responsible for the administration of that trust:

(1) be used in that year for the benefit of the division, faculty, sub-faculty, or department within whose area of responsibility the administration of the trust falls under section 16 (4) above; or

(2) be placed on reserve for expenditure in the subsequent year as if it were income of that subsequent year.

WD790-121

19.12.11





## STATUTE XVII

### RESOLUTION OF DISPUTES OVER THE INTERPRETATION OR APPLICATION OF STATUTES AND REGULATIONS

*(This Statute is a 'Queen-in-Council' statute – see section 2 (2) of Statute IV.)*

*Approved with effect from 1 October 2002  
(Supplement (1) to Gazette No. 4633, 9 October 2002)*

1. If a dispute over the interpretation or application of any of these statutes or any regulation arises in the course of proceedings taken under Statute XI, Statute XII, or Part B of Statute XIII it shall be decided, subject to any right of appeal, by the person or tribunal before whom the proceedings are taking place.
2. Any other such dispute arising between the University and any of its members shall be referred to the Vice-Chancellor in writing for informal determination without a hearing.
3. In determining a dispute referred to him or her the Vice-Chancellor may require the parties to provide further information about the dispute and may consult the High Steward and any other person he or she thinks fit.
4. The decision of the Vice-Chancellor shall be sent to the parties in writing as soon as reasonably practicable together with the reasons for the decision.
5. If any party to a dispute referred to the Vice-Chancellor under section 2 of this statute is dissatisfied with the Vice-Chancellor's decision and wishes to appeal against it, he or she shall within twenty-eight days of receiving the decision give notice to the Registrar requiring the appeal to be determined by the Appeal Court constituted under Part B of Statute XI.
6. The Appeal Court shall have full power to open up and review the Vice-Chancellor's decision and quash, revise, or confirm that decision as it thinks fit.
7. The decision of the Appeal Court made under section 6 of this statute shall be final and binding on the parties.
8. If notice of appeal is not given under section 5 of this statute the decision of the Vice-Chancellor shall be final and binding on the parties.

WD199-031

26.01.04



## SCHEDULE

*(This Schedule is a 'Queen-in-Council' statute – see section 2 (3) of Statute IV.)*

Amended with effect from 8 October 2015 (Gazette, Vol. 146, p.101, 29 October 2015), 15 February 2017 (Gazette, Vol. 147, p.289, 23 February 2017), 12 April 2017 (Gazette, Vol. 147, p.429, 4 May 2017) and 17 July 2017.

### PART 1: ABBOTT FUND

Amended with effect from 15 February 2017 (Gazette, Vol. 147, p.289, 23 February 2017).

1.1. The assets from time to time representing Mr John Abbott's bequest, accepted by the University in 1871, shall constitute a fund known as the Abbott Fund.

1.2. The fund shall be administered by a board of management of which the constitution shall be determined by Council.

1.3. The board shall from time to time apply the net income of the fund in making awards, to be known as Abbott's Bursaries, for the support of members of the University ~~who are children (including orphan children) of the clergy of the Church of England, and~~ who are:

(1) reading for

(a) a first degree, or

(b) the Degree of Bachelor of Medicine or an equivalent degree, or

(c) a second honour school,

of the University; and

(2) standing in need of financial assistance to enable them to obtain the full benefit of a university education.

1.4. The board shall, subject to the approval of Council, determine from time to time the conditions of award of the bursaries, and the value and tenure of each, and the eligibility of candidates ~~subject to the following conditions:~~

~~(1) provided always that the bursaries shall be awarded in such a way as to give encouragement to learning; and~~

~~(2) if two or more candidates show equal proficiency, preference shall be given to candidates who establish that they were born in the area of the former West Riding of Yorkshire.~~

## PART 2: BAGBY BEQUEST

2.1 The bequest by Mr Philip H. Bagby of the residue of his estate shall be used, as to either income or principal, in such manner as shall seem to the authorised officers of the University best to encourage within the appropriate department or departments of the University the comparative study of the development of urban, literate cultures in accordance with anthropological principles and methods.

2.2 The authorised officers for the purpose of administering the bequest shall be the Social Sciences Board on the recommendation of the Professor of Social Anthropology.

2.3 The appropriate department of the University for the purpose of study under the terms of the bequest shall be the Institute of Social and Cultural Anthropology.

2.4 Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 2.1 above, is always kept in view.

## PART 3: BAMPTON LECTURES

3.1 There shall be delivered, annually or biennially, at the Church of St Mary the Virgin, eight divinity lecture sermons, to be called the Bampton Lectures, which shall be delivered 'upon either of the following subjects: to confirm and establish the Christian Faith, and to confute all heretics and schismatics - upon the divine authority of the Holy Scriptures - upon the authority of the writings of the Primitive Fathers, as to the Faith and Practice of the Primitive Church - upon the Divinity of our Lord and Saviour Jesus Christ - upon the Divinity of the Holy Ghost - upon the Articles of the Christian Faith, as comprehended in the Apostles' and Nicene Creeds'.

3.2 The Bampton Lectures shall be delivered on such eight days in either or both of Hilary and Trinity Full Terms as the Vice-Chancellor may appoint.

3.3 The Bampton Lecturer shall be elected by the heads of colleges only, and proceedings for each election shall be initiated after at least six calendar months' public notice, not less than twenty-two nor more than twenty-six calendar months before the day on which the first of his or her Bampton Lectures is to be preached.

3.4 (1) The stipend of the Bampton Lecturer shall be such sum being not less than £300 as the electors shall from time to time determine; but the lecturer shall not be paid, nor be entitled to be paid, before there have been printed, within twelve months after they are preached (unless an extension of time is granted by the electors in view of special circumstances), sufficient copies of his or her lecture sermons for one copy to be given to the Chancellor of the University, one to the head of every college, society, and Permanent Private Hall, one to the Lord Mayor of the City of Oxford, and one to the Bodleian Library.

(2) The expense of printing shall be paid from the fund.

3.5 (1) No person shall be qualified to preach the Bampton Lectures unless he or she is a university graduate.

(2) The same person shall not preach the Bampton Lectures twice.

3.6. The first charge on the net income of the Bampton Fund shall be the stipend of the Bampton Lecturer, and the expense of printing the Bampton Lectures; any balance may, at the discretion of the electors to the Bampton Lecturership, be applied in one or more of the following ways:

- (1) towards the payment of the travelling expenses of the lecturers;
- (2) towards other costs associated with the Bampton Lectures;
- (3) in the making of grants for the promotion of studies in the subjects specified in section 3.1 above.

#### PART 4: BEIT PROFESSOR OF THE HISTORY OF THE BRITISH COMMONWEALTH

*Amended with effect from 12 February 2013 (Gazette, Vol. 143, p. 399, 28 February 2013)*

4.1. The annual contribution from the Beit Fund towards the stipend of the holder of the Professorship of the History of the British Commonwealth shall be used as partial funding for that chair, which shall be called the Beit Professorship.

4.2. The Beit Professor of the History of the British Commonwealth shall lecture and give instruction in the History of the British Empire and Commonwealth.

4.3. The professor shall be elected by an electoral board consisting of:

- (1) the Vice-Chancellor, or, if the head of the college specified in (2) of this section is Vice-Chancellor, a person appointed by Council;
- (2) the head of the college to which the professorship shall be for the time being allocated by Council under any statute or regulation, or, if the head is unable or unwilling to act, a person appointed by the governing body of the college;
- (3) a person appointed by the governing body of the college specified in (2) of this section;
- (4), (5) two persons appointed by Council;
- (6) a person appointed by the Humanities Board;
- (7)-(9) three persons appointed by the Board of the Faculty of History.

4.4. The professor shall be subject to any general statutes or regulations concerning the duties of professors and to any particular regulations which are applicable to this chair.

#### PART 5: BODEN FUND

5.1. (1) The first charge on the net income of the Boden Fund shall be the payment of a contribution towards the cost of the Boden Professorship of Sanskrit equal to one-half of the total income of the fund, net of such management fee as shall be determined by Council from year to year.

- (2) In the event of a vacancy in the professorship this contribution shall be paid into the University General Revenue Account.

5.2. The second charge on the net income of the Boden Fund shall be the financing of the Boden Scholarship for the encouragement of the study of, and proficiency in, the Sanskrit Language and Literature tenable on the conditions set out in this Part, for two years in the first instance, with an annual stipend to be fixed at the discretion of the Board of the Faculty of Oriental Studies.

5.3. The Board of the Faculty of Oriental Studies shall be the board of management of the scholarship.

5.4. (1) The scholar shall be elected in such term as the board may from time to time determine, subject to the giving in the *University Gazette* of not less than three months' notice of each election.

(2) The electors shall be the Boden Professor of Sanskrit or his or her deputy, and one or more others appointed by the board on each occasion not less than one month before the election.

(3) The electors shall take into account the previous records and declared intentions of the candidates, and they may also, if they think fit, examine the candidates either orally or in writing or in both ways.

5.5. (1) The scholarship shall be open to all graduate members of the University who on the first day of the term in which the election is held have exceeded the ninth term from their matriculation but not the thirtieth year of their age.<sup>1</sup>

(2) Candidates shall produce to the Boden Professor documentary evidence of their eligibility under this section, and also a written permission, signed by the heads or vicegerents of their respective colleges, societies, or Permanent Private Halls to offer themselves as candidates, but no person shall be eligible whose vernacular language is any Indian language.

5.6. The board may, on the recommendation of the electors, permit a scholar to retain his or her scholarship for a third year but not for longer.

5.7. (1) The scholar shall keep statutable residence for six weeks in every term of the tenure of his or her scholarship unless, on the recommendation of the Boden Professor, the board shall grant leave to reside elsewhere on the ground that he or she can there pursue his or her studies more profitably than in Oxford.

(2) The scholar shall be required during residence in Oxford to attend such of the Boden Professor's lectures as the professor shall deem best adapted to the scholar's proficiency in Sanskrit.

(3) The board may also dispense with statutory residence on the ground of illness or for other urgent cause.

<sup>1</sup> No candidate shall be allowed to exclude additional time in reckoning his or her standing and age: see regulation 1.1 (2) of the University's Trust Regulations.

5.8. The scholarship shall immediately become void if the scholar is non-resident in any term (unless his or her residence has been dispensed with under section 5.7 above) or fails to comply with any other requirement specified in this Part.

5.9. At the end of each term the scholar shall apply to the Boden Professor for a certificate that he or she is worthy to receive his or her stipend, and shall deliver to the Registrar such a certificate signed by the Boden Professor together with a certificate of residence, and in default of those certificates or either of them (subject nevertheless to any dispensation as to residence granted under section 5.7 above) the scholar shall receive no stipend in respect of the following term.

5.10. (1) Electors other than the Boden Professor may, if the board for good reasons so determines on any occasion, receive an honorarium not exceeding £5.

(2) Any such honorarium and all other necessary expenses of administration shall be paid out of the income of the fund.

5.11. (1) Any surplus income of the fund not required for the above purposes (including any emoluments forfeited by a scholar and any income accruing during a vacancy and not required to be paid into the University General Revenue Account under section 5.1 above) shall be applied in the first instance to making a grant to the Library of the Indian Institute of £50 per annum or such lesser sum as may in any given year be available.

(2) Any remaining surplus income may at the discretion of the board be applied to any one or more of the following purposes, namely:

(a) to the provision of a junior scholarship or prize for the encouragement of the study of and proficiency in the Sanskrit Language and Literature;

(b) to the assistance of publications or any other purpose connected or consistent with the advancement of Sanskrit studies.

#### PART 6: MONTAGUE BURTON PROFESSOR OF INTERNATIONAL RELATIONS

6.1. The main object of the benefaction received by the University from Sir Montague Burton shall be the maintenance of the Montague Burton Professorship of International Relations.

6.2. The net income of the endowment constituted by the benefaction shall be applied, in proportions and on conditions to be determined from time to time by Council, in consultation with the Social Sciences Board, primarily towards the costs (including support costs) of the professorship, and, subject to this, to the general advancement of the study within the University of International Relations.

6.3. The Montague Burton Professor of International Relations shall lecture and give instruction on the theory and practice of International Relations.

6.4. The professor shall be elected by an electoral board consisting of:

(1) the Vice-Chancellor, or, if the Master of Balliol College is Vice-Chancellor, a person appointed by Council;

- (2) the Master of Balliol College, or, if the Master is unable or unwilling to act, a person appointed by the Governing Body of Balliol College;
- (3) person appointed by the Governing Body of Balliol College;
- (4), (5) two persons appointed by Council;
- (6)-(8) three persons appointed by the Social Sciences Board;
- (9) a person appointed by the Board of the Faculty of History.

6.5. The professor shall be subject to any general statutes or regulations concerning the duties of professors and to any particular regulations which are applicable to this chair.

6.6. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 6.1 above, is always kept in view.

#### PART 7: E.K. CHAMBERS STUDENTSHIP

*Amended with effect from 12 April 2017 (Gazette, Vol. 147, p.429, 4 May 2017).*

7.1. The fund derived from the bequest of the residue of the estate of Lady Chambers shall continue to be invested and the net income used for the maintenance of studentships in English Literature known as the E.K. Chambers Studentships, which shall be tenable either concurrently or alternately as funds may permit at Corpus Christi College and Somerville College by persons of good classical attainments who have graduated from a university in the British Isles with an honours degree in ~~a subject other than ('single honours') English~~ any subject.

7.2. The fund shall be administered by a board of management consisting of:

- (1) the Vice-Chancellor;
- (2) the Regius Professor of Greek;
- (3) the Merton Professor of English Literature;
- (4) the President of Corpus Christi College;
- (5) the Principal of Somerville College;
- (6) a person nominated by the Governing Body of Corpus Christi College;
- (7) a person nominated by the Governing Body of Somerville College.

7.3. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 7.1 above, is always kept in view.

#### PART 8: CRAVEN FUND

*Amended with effect from 14 October 2014 (Gazette, Vol. 145, p.68, 16 October 2014)*



8.1 The net annual income of the foundation of John Lord Craven, to be known as the Craven Fund, shall be applied to the promotion of classical learning and taste.

8.2 The Fund includes transfers from the Dean Ireland's Scholarship Fund, Charles Oldham Scholarships Fund in Classical Studies, Nellie Wallace Bequest, Conington Prize Fund, Henry Francis Pelham Studentship Fund, De Paravicini Prizes Fund, Hertford Prize Fund and Harold Lister Sunderland Fund.

8.3 The administration of the Fund, and the application of its income, shall be the responsibility of the Faculty of Classics Board, which may make and amend Standing Orders consistent with this Part governing the administration of the Fund and the application of its income.

8.4 The income may be used, at the discretion of the Faculty of Classics Board, for the maintenance of two or more fellowships and three scholarships for the promotion of classical learning and taste, to be styled the Craven University Fellowships and Craven University Scholarships respectively.

8.5 Congregation may from time to time amend this Part so long as the main object of the foundation, as defined in section 8.1 above, is always kept in view.

#### PART 9: MICHAEL DALY MEMORIAL FUND

9.1. (1) The net income of the fund established by the gift made to the University in 1992 by Mr and Mrs Allen Daly as a memorial to their son, Michael, shall be applied in awards, to be known as Michael Daly Awards, to members of staff of the Bodleian Library or, in default of suitable applicants in any year, to members of staff of other libraries of the University.

(2) The awards shall be used by the recipients to enable them to study the languages or cultures of the Turkic-speaking world; the Caucasus; the Slavonic and East European worlds; the Middle East; the Far East; or South and South-East Asia; with preference given whenever possible to applicants studying some aspect of the Turkic-speaking world and the Caucasus.

9.2. The fund shall be administered by a board of management comprising the Director of University Library Services and Bodley's Librarian and the Keeper of Oriental Collections, or their respective nominees or deputies, one of the Curators of the University Libraries to be chosen from time to time by the curators, and a person to be chosen from time to time by the Board of the Faculty of Oriental Studies from among the holders of academic posts in Turkish.

9.3. The board shall determine which of the eligible candidates shall receive the awards, the value of each award, and any conditions governing its use.

9.4. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 9.1 above, is always kept in view.

#### PART 10: DENYER AND JOHNSON TRAVELLING FELLOWSHIP AND PRIZE

*Amended with effect from 6 March 2012 (date of effect 1 October 2012,  
Gazette Vol. 142, p. 362, 8 March 2012)*

10.1. The net annual proceeds of the benefaction of Elizabeth Denyer, widow, and of that part of the benefaction of John Johnson, DD, which he designated for the encouragement of the study of Theology within the University shall be applied to that object.

10.2. The proceeds shall be used for a travelling fellowship and a prize for the encouragement of the study of Theology, to be called the Denyer and Johnson Travelling Fellowship and Prize.

10.3. The Board of the Faculty of Theology and Religion shall be the board of management for the fund.

10.4. There shall be a travelling fellowship of a value to be determined in each case by the board of management, tenable for one year.

10.5. (1) One travelling fellow shall be elected every other year, if suitable candidates present themselves.

(2) Candidates must be members of the University who, on the first day of October in the academic year in which the election takes place, are under 40 years of age, and either

(a) have qualified by examination for any degree of the University; or

(b) are members of Congregation.

10.6. The travelling fellowship shall not be awarded to the same person more than twice.

10.7. (1) Every travelling fellow elected shall, unless he or she has received from the board exemption from the requirement, be required to spend at least three months of his or her tenure of the fellowship in residence outside the United Kingdom for the purpose of study at some place or places approved by the board.

(2) Part of the value of the travelling fellowship as determined by the board shall be applied, at its discretion, to meet expenses necessarily incurred by the travelling fellow under this condition.

(3) The board shall have power to authorise the payment of such part of the emoluments of the fellowship as it may deem reasonable to a fellow who has failed to complete his or her period of residence outside the United Kingdom; and the board shall also have power to require a fellow to produce such evidence of diligence in the prosecution of his or her studies as it may think expedient.

10.8. Subject to this Part, the board shall have power to make, and to vary from time to time, provisions concerning the mode of election to, and the conditions of tenure and time of payment of the emoluments of, the travelling fellowship, except that no election to a travelling fellowship shall be made by the board unless notice of not less than twenty days has been given by it of the time and place at which names of the candidates are to be received.

10.9. There shall be a prize which shall be awarded on the recommendation of the examiners in the Final Honour School of Theology to the candidate whose performance the examiners judge to be the best and of sufficient merit for the prize, except that it shall not be awarded to a candidate who has been awarded a Senior Pusey and Ellerton Prize in Biblical Hebrew unless there is no other candidate of sufficient merit to be awarded the Denyer and Johnson Prize.

10.10. The value of the prize shall be such as the board shall from time to time determine.

10.11. Any income from the benefaction in excess of the sum required in each year for paying the emoluments of the fellowship and prize may be used by the board in one or more of the following ways:

- (1) for the award of an additional travelling fellowship on the same terms and conditions as the above;
- (2) for studentships to be awarded to graduates reading for higher degrees under the Board of the Faculty of Theology and Religion, on conditions laid down by the board;
- (3) for grants or any purpose connected with the advancement of theological learning.

10.12. Congregation may from time to time amend this Part so long as the main object of the benefactions, as defined in section 10.1 above, is always kept in view.

#### PART 11: TRAVEL FUND FOR THE ECONOMICS OF DEVELOPING COUNTRIES

11.1. The fund which was created by the benefaction for the study of Colonial Affairs accepted by the University in 1943 from the United Africa Company, and held as an earmarked part of the Higher Studies Fund, shall be used to support travel for the purposes of the study of the economics of developing countries (broadly conceived) through grants awarded to the holders of established academic posts within the University.

11.2. Subject always to the agreement of the Trustees of the Higher Studies Fund,<sup>1</sup> the travel fund shall be administered under such arrangements as shall be approved from time to time by Council by regulation.

#### PART 12: EGERTON COGHILL LANDSCAPE PRIZE

12.1. The Egerton Coghill Benefaction shall be used for the establishment of a landscape painting prize for members of the University reading for any degree, diploma, or certificate of the University.

12.2. The prize shall be called 'The Egerton Coghill Landscape Prize' in memory of the donor's father.

12.3. The prize shall be competed for annually by members of the University who are reading for any degree, diploma, or certificate of the University.

12.4. (1) Only small landscape paintings painted during the preceding twelve months shall be admissible as entries.

(2) No competitor shall submit more than one entry for any one competition.

(3) The winner of the prize in any one year shall not be eligible to compete in any subsequent year.

<sup>1</sup> See Special Resolution of Congregation of 28 January 1992 (*Gazette*, Vol. 122, p. 648).

12.5. The competition shall be announced in the *University Gazette*, and shall be judged by the Ruskin Master of Drawing (or a deputy appointed by the Master) and the Keeper of the Department of Western Art (or a deputy appointed by the Keeper).

12.6. (1) The net annual income from the prize fund shall be divided as to one-fifth for each of the judges for the year in question as their fees for judging the competition and as to three-fifths for the winner.

(2) If, however, in any year in the opinion of the judges no competitor submits an entry of sufficient quality to win the competition they shall declare that no competitor has won the competition, and the three-fifths share of the income which would have been paid to a winner in that year shall be subject to the provisions of section 20 of Statute XVI.

(3) If in any year there are no entries for the prize, the whole of the income for that year shall be subject to the provisions of section 20 of Statute XVI.

12.7. The winning entry shall be displayed in some prominent position during Commemoration Week or any other suitable occasion.

12.8. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 12.1 above, is always kept in view.

#### PART 13: ELDON LAW SCHOLARSHIP FUND

13.1. The main object of the Eldon Law Scholarship Fund shall be the award of Eldon Law Scholarships to suitable members of the University intending to follow the profession of the law.

13.2. The Eldon Law Scholarship Fund shall be administered by the Board of the Faculty of Law.

13.3. After payment of any expenses of administration the net income of the Eldon Law Scholarship Fund shall be applied by the board in maintaining scholarships, to be called Eldon Law Scholarships, which may consist of single payments, or of not more than three annual payments, which may be of varying amounts, as the board shall determine in each case.

13.4. The following persons only shall be eligible to receive Eldon Law Scholarships, namely those members of the University of Oxford who:

(1) have passed their examination for the Degree of Bachelor of Arts or for the Degree of Bachelor of Civil Law or for the Degree of Magister Juris in European and Comparative Law; and

(2) have either been placed in the First Class or been awarded a distinction in one or other of the above examinations or in Honour Moderations or have gained one of the Chancellor's Prizes; and

(3) intend to follow the profession of the law; and

(4) have applied for one of the scholarships either before, or within a period of two years beginning on, the date of their call to the Bar.

13.5. In awarding the scholarships the board shall take into account the financial circumstances of the applicants.

13.6. Within the limits prescribed by this Part, the board shall have full power to make rules for the award of the scholarships, including rules as to the value and period of tenure of the awards, and the qualifications, and method of ascertainment and selection, of beneficiaries.

13.7. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 13.1 above, is always kept in view.

#### PART 14: ELLERTON THEOLOGICAL ESSAY PRIZE

*Amended with effect from 6 March 2012 (date of effect 1 October 2012,  
Gazette Vol. 142, p. 362, 8 March 2012)*

14.1. The annual net income of the benefaction given in 1825 by The Revd Edward Ellerton, DD, Fellow of Magdalen College, for the encouragement of theological learning in the University by the establishment of an annual prize for an English Essay shall continue to form the endowment fund for the Ellerton Theological Essay Prize.

14.2. The prize shall be of a value determined by the board of management and shall be offered annually for the best English Essay on some doctrine or duty of the Christian religion or on any other subject of theology which shall be deemed meet and useful.

14.3. The prize shall be open to all members of the University who, on the day fixed for the submission of essays, have not exceeded thirty terms from their matriculation, except that any candidate holding a degree of another university at the time of his or her matriculation shall not have exceeded twenty-one terms from his or her matriculation.

14.4. No one to whom the prize has been awarded shall again offer himself or herself as a candidate.

14.5. (1) The Board of the Faculty of Theology and Religion shall be the board of management of the prize.

(2) The board shall appoint annually not more than three judges who shall be paid such fee as the board shall provide, and who shall award the prize.

14.6. A difference of opinion among the judges shall be decided by a majority.

14.7. (1) Not later than the end of the fourth week in Michaelmas Full Term candidates shall submit titles for approval by the judges, and the essays shall be sent in on or before the first day of the Trinity Term next ensuing.

(2) The length of an essay shall not exceed 10,000 words.

14.8. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 14.1 above, is always kept in view.

PART 15: ESTLIN CARPENTER FUND

15.1. The assets of the Estlin Carpenter Trust (established in 1927 by a bequest under the will of Dr Joseph Estlin Carpenter) shall form a fund to be known as the Estlin Carpenter Fund.

15.2. The fund shall be administered by the Committee on Continuing Education and the net income used for the promotion of extension lectures to be known as the Estlin Carpenter Lectures on subjects relating to the place of mankind in nature, such as the sciences of Astronomy, Geology, Biology, Geography, and kindred studies bearing on human development in Psychology, History, Literature, Art, Social Organisation, Economics, and Political Philosophy.

PART 16: FORD'S LECTURES IN BRITISH HISTORY

**Amended with effect from 12 February 2013 (Gazette, vol. 143, p. 399, 28 February 2013)**

16.1. Ford's Lecturer in British History shall hold office for one year, and no lecturer shall be re-eligible until four years have elapsed from his or her appointment.

16.2. The lecturer shall deliver not less than six lectures on British History, and these lectures shall be delivered either in Michaelmas or in Hilary Term, or partly in the one and partly in the other.

16.3. The lecturer shall be elected by a board of seven electors, consisting of:

(1) the Vice-Chancellor;

(2)–(4) three persons appointed by Council;

(5)–(7) three persons appointed by the Board of the Faculty of History.

16.4. Each of the appointed electors shall hold office for three years, and shall be re-eligible; and one elector appointed by Council and one elector appointed by the faculty board shall vacate office every year.

16.5. The lecturer shall receive from the revenues of the Ford Bequest, on completion of his or her course of lectures, £600 or such larger sum as the board of electors, with the approval of Council, shall determine.

16.6. The board of electors shall make an election to the lecturership at any time up to three years before the lecturer takes up office.

16.7. Candidates for election to the office of lecturer shall send in their names, together with the subjects of the lectures which they propose to deliver, and with any further explanations which they may think fit to offer, to the Registrar not later than the first day of November in each year and the Registrar shall forward the applications without delay to the Vice-Chancellor; but the choice of the electors shall not be necessarily limited to such candidates.

16.8. (1) No member of the board of electors shall be eligible for the office of lecturer.

(2) On the occurrence of a vacancy on the board of electors the Registrar shall notify the vacancy to Council or to the Board of the Faculty of History, as the case shall be; and Council or the board shall fill the vacancy as soon as possible.

16.9. The board of electors shall be the board of management for the revenues arising from the Ford Bequest.

16.10. Any income in excess of the sum required in each year for the payment of the stipend of the lecturer may be used by the board at its discretion in one or more of the following ways:

- (1) for the payment of travelling expenses incurred by the lecturer for that or for any subsequent year;
- (2) for the payment of expenses incidental to the delivery of the lectures;
- (3) for the payment of expenses incurred in connection with the entertainment of the lecturer;
- (4) for the payment in any year of one or more James Ford Special Lecturers, each to deliver a single lecture on some aspect of British History, for which he or she shall receive a fee of up to £100, or such larger sum as the board of electors, with the approval of Council, shall determine, together with reimbursement of the travelling and other incidental expenses incurred in connection with the delivery of the lecture, and the payment of expenses incurred in connection with the entertainment of the Special Lecturer;
- (5) for such other means of support for the teaching of British History in the University as the board of electors shall from time to time determine.

#### PART 17: FORTNUM TRUSTS AND PARKER'S BENEFACTION

17. The whole of the net income of the Fortnum Trusts and of Parker's Benefaction shall be put at the disposal of the Visitors of the Ashmolean Museum to be applied towards the maintenance and increase of the Ashmolean collections.

#### PART 18: GAISFORD FUND

18.1. The net income of the fund established in memory of the late Dr Thomas Gaisford, Dean of Christ Church and Regius Professor of Greek, shall be applied for the advancement of classical learning in the University.

18.2. There shall be a board of management for the fund consisting of:

- (1) the Regius Professor of Greek;
- (2), (3) two members of the Sub-faculty of Classical Languages and Literature elected by the Board of the Faculty of Classics to hold office for a period of three years.

18.3. (1) The board of management shall elect annually a lecturer, to be known as the Gaisford Lecturer, to hold office for one academic year in the course of which he or she shall deliver one lecture on a subject of his or her own choosing in the field of Greek or Latin Literature.

(2) The lecture shall normally be delivered in Trinity Term unless the board of management decides otherwise.

18.4. The board of management shall determine the emoluments of the lecturer, and provision for his or her travelling expenses, for payment from the Gaisford Fund.

18.5. The board of management shall offer the following annual prizes of such value and on such terms and conditions as it shall from time to time determine:

(1) a Gaisford Essay Prize for Greek Language and Literature (for which only undergraduates shall be eligible);

(2) a Gaisford Dissertation Prize for Greek or Latin Language and Literature (for which only graduates shall be eligible).

18.6. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 18.1 above, is always kept in view.

#### ~~PART 19: GERRANS FUND~~

~~19. The net income of the Gerrans Fund (established in 1922 by a bequest under the will of Henry Tresawna Gerrans) shall be employed by the Curators of the Taylor Institution at their sole discretion for the promotion of the study of the German Language and Literature in the University.~~

#### PART 2019: GIBBS PRIZES

*Amended with effect from 11 February 2009 (Gazette Vol. 139, p. 697, 26 February 2009)*

2019.1. The main object of the fund established under the will of Mr Charles Day Dowling Gibbs shall be the endowment and maintenance of awards, which shall be called Gibbs Prizes and shall be given to undergraduates, in Classics, Mathematics, Law, Science, History, Divinity, or other subjects as the University shall determine.

2019.2. (1) Prizes shall be offered annually for proficiency in History, Chemistry, Law, Biochemistry, Zoology, Politics, and Geography.

(2) The number, value, and conditions of award of the prizes shall be fixed at the discretion of the board of management.

2019.3. Candidates for the prizes shall be members of the University who at the beginning of the examination have not exceeded the twelfth term from their matriculation, and are reading for a final honour school, except that Council may grant dispensation, on grounds of protracted illness or other good reason, to a candidate who has exceeded the twelfth term from his or her matriculation.

2019.4. The prizes shall be administered by a board of management consisting of:

(1) the Vice-Chancellor;

(2) a person appointed by the Humanities Board;

(3) a person appointed by the Mathematical, Physical and Life Sciences Board;



(4) a person appointed by the Medical Sciences Board;

(5) a person appointed by the Social Sciences Board.

~~20~~19.5. Appointed members of the board shall hold office for five years and shall be re-eligible.

~~20~~19.6. (1) The board shall every year appoint examiners, not fewer than two in number for each subject in which a prize is to be awarded, who shall examine the candidates and award the prize or prizes if candidates of sufficient merit offer themselves, except that the board may arrange for the prize or some or all of the prizes in any subject to be awarded on the results of a Public Examination of the University by the examiners in that subject.

(2) Examiners shall receive such remuneration as the board shall from time to time determine.

~~20~~19.7. (1) Where a special examination is held for a Gibbs Prize it shall be conducted, after due notice, at such time and place as the examiners may appoint.

(2) All expenses connected with the examination, including the remuneration of the examiners and the printing of examination papers, shall be paid out of the Gibbs Trust Fund.

~~20~~19.8. The board shall have power to make provision for the award of grants to unsuccessful candidates for a prize who have done meritorious work in the examination in which they have offered themselves as candidates.

~~20~~19.9. In the event of there being unspent income in the fund, this may be spent, at the discretion of the board, on additional prizes in such subjects as the board may from time to time determine.

~~20~~19.10. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section ~~20~~19.1 above, is always kept in view.

#### PART ~~24~~20: GLASSTONE BENEFACTION

*Amended with effect from 7 February 2007 (Gazette Vol. 137, p. 788, 22 February 2007)  
and from 14 March 2012 (Gazette Vol. 141, p. 439, 19 April 2012)*

~~24~~20.1. The assets of the trust established by Professor Samuel Glasstone, the trusteeship of which was accepted by the University in 1971, together with the accumulated income and the further assets added in accordance with the provisions of Professor Glasstone's will, shall constitute the Glasstone Benefaction.

~~24~~20.2. (1) The benefaction shall be known as the Glasstone Fund.

(2) The net income arising from the fund shall be used for the establishment of postdoctoral fellowships for research in the University in the fields of Plant Sciences, Chemistry (Inorganic, Organic, or Physical), Engineering, Mathematics (including Statistics and Computer Science), Materials, and Physics.

(3) A fellowship will be made available by the University at the commencement of any academic year where sufficient income and suitable candidates are available. If the income is sufficient, the University may award more than one fellowship in any given year.

~~21~~20.3. The fellowships shall be in memory of Professor Glasstone and his wife, Violette Glasstone, and shall be named the Violette and Samuel Glasstone Research Fellowships in Science; and the recipients of the fellowships shall be given a statement describing the identities and interests of Violette and Samuel Glasstone.

~~21~~20.4. The fellowships shall not be restricted to graduates of the University, nor shall there be any age limit for recipients of the fellowships.

~~21~~20.5. (1) The fellowships shall be awarded by the University in accordance with arrangements approved by Council, and shall be tenable at the University.

(2) They shall be awarded for a period of up to three years at the absolute discretion of the body or persons responsible for the award of the fellowship or fellowships in question.

~~21~~20.6. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section ~~21~~20.2 above, is always kept in view.

PART ~~22~~21: CALOUSTE GULBENKIAN  
PROFESSOR OF ARMENIAN STUDIES

~~22~~21.1. The first charge on the net income of the fund for the endowment of the Calouste Gulbenkian Professorship of Armenian Studies shall be the costs (including support costs) of the professorship.

~~22~~21.2. Any balance of income not required for the professorship may be applied, under such arrangements as may be approved from time to time by Council, towards the travel and other research expenses of the Calouste Gulbenkian Professor.

~~22~~21.3. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section ~~22~~21.1 above, is always kept in view.

PART ~~23~~22: EUGENE HAVAS MEMORIAL PRIZE FUND

~~23~~22.1. The main object of the Eugene Havas Memorial Prize Fund, established by a donation accepted by the University in 1985, shall be the award of a prize to the most deserving candidate for an examination, other than the First or Second Public Examination, in an Economics or Political Science subject.

~~23~~22.2. The fund shall be applied to the award from time to time of a prize or prizes for distinguished performance in the examination for the M.Phil. in Development Studies.

~~23~~22.3. The prizes shall be awarded on the recommendation of the M.Phil. examiners, under such arrangements as may be approved from time to time by Council.

~~23~~22.4. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section ~~23~~22.1 above, is always kept in view.

*Amended with effect from 11 February 2009 (Gazette Vol. 139, p. 697, 26 February 2009)*

~~2423~~.1. The benefaction of £25,000 accepted by Decree (3) of Convocation on 17 June 1919 (as subsequently amended) from Sir Heath Harrison, Bart, of Brasenose College, shall continue to be known as the Heath Harrison Fund.

~~2423~~.2. The income of the fund shall be applied:

- (1) as to not more than one-fourth of the net annual income, in providing instruction within the University in French and other modern European languages;
- (2) in the institution of senior and junior travelling scholarships;
- (3) as to any surplus net income not required under (1) and (2) above, in any other manner which the board of management shall consider to promote the study by student members of the University of modern European languages.

~~2423~~.3. The senior and junior travelling scholarships shall be held exclusively by persons who are members of the University, while studying French and other modern European languages in foreign countries.

~~2423~~.4. The junior travelling scholarships shall be open for competition to undergraduate members of the University otherwise qualified as in section ~~2423~~.3 above.

~~2423~~.5. The scholarships shall be awarded by a board of management consisting of:

- (1) the Vice-Chancellor or a member of Congregation nominated by him or her from year to year;
- (2) the Marshal Foch Professor of French Literature;
- (3), (4) two members of Congregation elected by the Board of the Faculty of Medieval and Modern Languages;
- (5) a person elected by the Board of the Faculty of History.

~~2423~~.6. The elected members of the board shall hold office for three years, and shall be re-eligible, but no elected member who has held office for six years consecutively shall be immediately re-eligible.

~~2423~~.7. The board shall have power:

- (1) to fix the amount to be paid in each year for providing instruction in modern European languages and to determine its allocation;
- (2) to make regulations as to the award and tenure of the travelling scholarships;
- (3) to defray from the income of the fund any expenses incidental to the carrying out of the provisions of this Part, including the remuneration of examiners, if any;
- (4) to promote by the award of grants or in any other way at its discretion the study by student members of the University of modern European languages.

~~2423~~.8. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in sections ~~2423~~.2 and ~~2423~~.3 above, are always kept in view.

PART ~~25~~24: HENSLEY HENSON FUND

*Amended with effect from 10 February 2016 (Gazette, Vol. 146, p. 317, 18 February 2016)*

~~25~~24.1. The net income of the bequest by Bishop Herbert Hensley Henson, DD, Honorary Fellow of All Souls College, shall be used to support an annual lectureship for the delivery by an appropriately qualified lecturer, of not less than four or more than six lectures in the University, under arrangements to be determined by the Board of the Faculty of Theology and Religion, on the subject of ‘The Appeal to History as an integral part of Christian apologetics’.

~~25~~24.2. Any balance of income not required for the lectureship may at the discretion of the Board of the Faculty of Theology and Religion be applied in furtherance of the study of Theology in the University.

PART ~~26~~25: HOPE FUND

~~26~~25.1. The assets from time to time representing the benefactions accepted by the University from The Revd Frederick William Hope in 1849 and 1860 and from Ellen Hope in 1862, together with the gift of Dr George Blunsdell Longstaff in 1909, shall constitute a fund to be known as the Hope Fund.

~~26~~25.2. The collections donated by The Revd Frederick William Hope shall be known respectively as the Hope Entomological Collection, the Hope Library, and the Hope Collection of Engraved Portraits.

~~26~~25.3. The income from the fund shall be used for the support of the collections and library.

~~26~~25.4. A sum representing three-thirteenths of the net income of the fund shall be applied to the support of the Keeper of Western Art in the Ashmolean Museum, who shall be the Keeper of the Hope Collection of Engraved Portraits.

~~26~~25.5. In addition to any sums that may be allocated under section ~~26~~25.6 below, a sum representing one-thirteenth of the net income of the fund shall be applied to the support of the Hope Entomological Collection (including the related part of the Hope Library), and an equal sum of one-thirteenth of the net income shall be applied to the support of the Hope Collection of Engraved Portraits (including the related part of the Hope Library).

~~26~~25.6. The balance of the net income of the fund shall be administered by the Mathematical, Physical and Life Sciences Board and shall be applied to the furtherance of the study of Entomology with particular reference to the purposes of the Hope Entomological Collection.

~~26~~25.7. The purposes for which the income shall be used under section ~~26~~25.6 above may include:

- (1) the support of a Professorship of Zoology (Entomology), to be called the Hope Professorship of Zoology, the holder of which shall lecture and give instruction in Zoology with special reference to the articulata;

(2) the support of studentships, which shall be called the Hope Studentships, to be awarded to persons who are, or have been accepted for admission as, members of the University and who intend to undertake graduate study under the Mathematical, Physical and Life Sciences Board in association with the Hope Entomological Collection;

(3) the purchase of books or equipment for, or the provision of grants towards research expenses incurred in support of, the Hope Entomological Collection;

(4) the support of research fellowships or curatorial services in connection with the Hope Entomological Collection;

(5) such other support of the Hope Entomological Collection as the Mathematical, Physical and Life Sciences Board shall think fit.

2625.8. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in sections 2625.3 and 2625.6 above, are always kept in view.

PART 2726: INDIAN INSTITUTE LIBRARY

2726.1. (1) The trusts declared in the indenture made on 26 May 1895 between Sir Monier Monier-Williams, KCIE, MA, DCL, Boden Professor of Sanskrit in the University of Oxford of the one part and the Chancellor, Masters, and Scholars of the University of Oxford of the other part are varied as provided below.

(2) As from the date on which this statute came into operation, clauses 1, 2, 3, and 4 of that indenture and every part of those clauses are repealed and shall cease to have any force or effect.

(3) As from the date on which this statute came into operation, that indenture shall be read and have effect as if clauses 1 and 2 below had been originally in the indenture in place of those clauses 1, 2, 3, and 4:

‘1. Those books and manuscripts shall be placed in the Indian Institute or elsewhere under the charge of the Curators of the University Libraries and shall be kept and used in accordance with the rules and regulations of the Bodleian Library.

2. An inscription commemorating the benefaction of Sir Monier Monier-Williams shall be placed in the Library of the Indian Institute.’

2726.2. (1) The trusts declared in the indenture made on 30 March 1885 between The Revd Solomon Caesar Malan of Balliol College, DD, Vicar of Broadwindsor in the County of Dorset of the one part and the Chancellor, Masters, and Scholars of the University of Oxford of the other part are varied as provided below.

(2) As from the date on which this statute came into operation, clause 1 of that indenture shall be read and have effect as if the words ‘upon the trusts’ had been originally inserted in the indenture in place of the words ‘upon trust for the purpose of the Indian Institute within the University of Oxford’.

(3) As from the date on which this statute came into operation, clause 2, including sub-clauses (i), (ii), (iii), (iv), (v), (vi), and (vii) of clause 2, of that indenture and every part

of that clause and those sub-clauses are repealed and shall cease to have any force or effect.

(4) As from the date on which this statute came into operation, that indenture shall be read and have effect as if the following clause 2 had been originally inserted in the indenture in place of that clause 2:

‘2. The Chancellor, Masters, and Scholars, hereby covenant and agree with The Revd Solomon Caesar Malan that they the Chancellor, Masters, and Scholars will hold that library of books and all other books that may subsequently be added to them by The Revd Solomon Caesar Malan upon trust subject to the following conditions:

(i) The books shall be placed in the Indian Institute or elsewhere under the charge of the Curators of the University Libraries and shall be kept and used in accordance with the rules and regulations of the Bodleian Library.

(ii) An inscription commemorating the benefaction of The Revd Solomon Caesar Malan shall be placed in the Library of the Indian Institute.’

#### PART 28: DEAN IRELAND'S SCHOLARSHIP

~~28.1. There shall be a scholarship of such value as shall be determined from time to time by the Board of the Faculty of Classics, to be known as the Dean Ireland's Scholarship, for the promotion of classical learning and taste, no regard being had to the place of birth, school, parentage, or pecuniary circumstances of the candidates.~~

~~28.2. The candidates shall be student members of the University who are undergraduates and who have not exceeded the twelfth term from their matriculation.<sup>+</sup>~~

~~28.3. No person shall be received as a candidate without the consent of the head of his or her college, society, or Permanent Private Hall, or the consent of the vicegerent in the absence of the head, and such consent, as well as the standing of the candidate, shall be expressed in writing, and signed by the head or vicegerent.~~

~~28.4. The scholarships shall be managed by the Board of the Faculty of Classics.~~

~~28.5. Any net surplus income which remains after paying the emoluments of the scholar and the expenses incidental to the trust shall be carried to a fund to be called the Ireland University Fund.~~

~~28.6. The board shall have power to make grants from the Ireland University Fund for any purpose connected with the promotion of classical learning and taste.~~

~~28.7. The election of the scholar shall take place annually after an examination held in Michaelmas Term, if candidates of sufficient merit present themselves.~~

<sup>+</sup>No candidate shall be allowed to exclude additional time in reckoning his or her standing: see regulation 1.1 (2) of the University's Trust Regulations.

~~28.8. (1) The examiners shall be the two persons appointed as electors to the Craven Scholarships, and the examination shall be the same as that held for the election of the Craven Scholars.~~

~~(2) The examiners shall receive such remuneration as the board may determine.~~

~~28.9. Every candidate shall deliver to the examiners the certificate of standing, and of the consent of the head or vicegerent, as required by section 28.3 above, two days at least before the start of the examination; and without such certificates the examiners shall not proceed to examine any candidate.~~

~~28.10. The two examiners shall act in the examination and vote at the election, but in other respects the examination shall be left entirely to the discretion of the examiners.~~

~~28.11. When the examiners have elected a scholar, they shall arrange for the name of the person elected to be published in the *University Gazette* and for the emoluments of the scholarship to be paid to him or her.~~

~~28.12. Congregation may from time to time amend this Part so long as the main objects of the scholarships, as defined in sections 28.1 and 28.2 above, are always kept in view.~~

#### PART ~~29~~27: JOHN WILFRED JENKINSON MEMORIAL LECTURERSHIP

~~29~~27.1. A lecturership shall be established and maintained in the University, to be called the John Wilfred Jenkinson Memorial Lecturership.

~~29~~27.2. (1) One or more lecturers shall be appointed in each year.

(2) Each lecturer shall hold office for one year and shall be re-eligible.

(3) Each lecturer shall deliver one or more lectures or lecture demonstrations on comparative or experimental embryology.

~~29~~27.3. Lectures given by the lecturers shall be open to all members of the University without fee.

~~29~~27.4. The lecturers shall receive such stipend as the board of management shall from time to time determine.

~~29~~27.5. The lecturers shall be elected by an electoral board consisting of:

- (1) the Vice-Chancellor;
- (2) the Rector of Exeter College;
- (3) the Regius Professor of Medicine;
- (4) the Linacre Professor of Zoology;
- (5) the Waynflete Professor of Physiology;
- (6) Dr. Lee's Professor of Anatomy;

(7) a member of the Mathematical, Physical and Life Sciences Board elected by that board to hold office for five years.

~~29~~27.6. The board of electors shall be the board of management for the revenues arising from the bequest.

~~29~~27.7. Any net income in excess of the sum required in each year for the payment of the stipend of the lecturers, and after the payment of the necessary costs of administration, may be applied by the board in one or more of the following ways:

- (1) for the payment of travelling expenses incurred by the lecturers;
- (2) towards the cost of the publication of the lectures;
- (3) towards the making of grants for research, or for the maintenance of those engaged on research, on comparative or experimental embryology of animals to be carried out in the Department of Zoology under the direction of the Linacre Professor of Zoology.

PART ~~30~~28: JOHNSON UNIVERSITY PRIZE

~~30~~28.1. That part of the net proceeds arising from Dr Johnson's bequest which is designated for the promotion of mathematical studies shall be given annually in money to the Senior University Mathematical Prizewinner, who shall be called The Johnson University Prizewinner.

~~30~~28.2. The prize shall be awarded under conditions laid down by Council by regulation.

PART ~~31~~29: KENNICOTT FELLOWSHIP AND  
PUSEY AND ELLERTON PRIZES

~~31~~29.1. There shall be a Kennicott Fellowship and Pusey and Ellerton Prizes which shall be managed by a board of management consisting of:

- (1) the Regius Professor of Divinity;
- (2) the Regius Professor of Hebrew;
- (3) the President of Magdalen College, or a member of Congregation appointed by him or her for three years and being re-eligible;
- (4) the Dean of Christ Church, or a member of Congregation appointed by him or her for three years and being re-eligible;
- (5) the Warden of Wadham College, or a member of Congregation appointed by him or her for three years and being re-eligible;
- (6) a representative of the Board of the Faculty of Oriental Studies appointed by the faculty board for three years and being re-eligible.

~~31~~29.2. The board shall appoint for each year not more than three electors, who shall consider the applications of candidates for the fellowship, shall make the elections to the fellowships, shall recommend, if they think fit, the making of grants of money or books to



unsuccessful candidates for the fellowship, and shall receive from the Pusey and Ellerton Fund remuneration for their services at rates to be determined for each year by the board.

~~3429~~.3. (1) The board shall in at least every third year offer, and the electors, if candidates suitable in their judgement present themselves, shall in the Trinity Term of that year or as soon as possible afterwards elect to, a Kennicott Fellowship, either without an examination or after such examination as they may think fit.

(2) The fellowship shall be open, with preference to candidates who have not on the first day of the term of the election passed their 25th birthday, to any person who is a member of the University who has obtained a first or second class in an honour school, or who has, in the opinion of the electors, achieved comparable academic standing in another university.

(3) Every candidate must submit with his or her application both evidence of knowledge of Hebrew and a statement satisfactory to the electors as to the course of study he or she intends to pursue in connection with the Hebrew language, literature, history, or archaeology, or the cognate Semitic languages so far as they illustrate Hebrew, and, in the case of a candidate who is already a member of the University, a statement of consent to his or her candidature from the head of his college, society, or Permanent Private Hall.

(4) The fellowship shall be tenable for two years from the first day of the Michaelmas Term of the year of election, except that its assumption may be deferred at the discretion of the board, and shall be renewable for a third year at the discretion of and under conditions to be determined by the board.

(5) No person shall be eligible a second time for the fellowship.

(6) As a condition of becoming entitled to the emoluments of the fellowship, a fellow must have been admitted to matriculation as a member of the University, must reside within the University for two academic years unless the electors give him or her leave to pursue his or her course of study elsewhere, and must satisfy the board in each term that he or she is diligently prosecuting a course of studies in Hebrew approved by the board.

(7) The emoluments of the fellowship, which shall be paid out of the Kennicott Fund (subject to the provisions of section ~~3429~~.5 below), shall be such sum as the board shall determine in the light of any other emoluments accruing to the fellow during his or her tenure of the fellowship.

~~3429~~.4. There shall be Senior and Junior Pusey and Ellerton Prizes offered each year in accordance with the following conditions:

(1) One or more senior prizes shall be awarded on the recommendation of the examiners in the Final Honour School of Theology, and one or more on the recommendation of the examiners in the Final Honour School of Oriental Studies, to those candidates whose performance in Biblical Hebrew the examiners judge to be of sufficient merit.

(2) Two or more junior prizes shall be awarded on the recommendation of the moderators in the Preliminary Examination for Theology, and two or more on the recommendation of the moderators in the Preliminary Examination in Oriental Studies, to those candidates whose performance in Biblical Hebrew the moderators judge to be of sufficient merit.

(3) The senior prize shall be open to any member of the University qualified to obtain honours in the Honour School of Theology or of Oriental Studies.

(4) The value of the prizes, which shall be paid out of the Pusey and Ellerton Fund (subject to the provisions of section ~~31~~29.5 below), shall be such as the board shall from time to time determine.

~~31~~29.5. If in any year the net income available in either fund, after defraying all necessary expenses of administration (including the remuneration of the electors and the cost of examinations), shall be insufficient to meet the emoluments of the fellowship or of the prizes as the case may be, the deficiency on that fund shall be made good out of the income of the other.

~~31~~29.6. (1) Any surplus income remaining in the funds over and above that required for the above purposes may at the discretion of the board be applied in one or more of the following ways:

- (a) in awarding a second fellowship on the same terms as are set out in section 31.3 above;
- (b) in assisting publications which may forward the objects of the trusts;
- (c) for the encouragement in other ways of the objects of the trusts.

(2) In applying income in accordance with sub-section (1) above, the board shall always keep in view the main objects of the founders, namely in the case of the Kennicott Fund, the promotion of Hebrew studies, and, in the case of the Pusey and Ellerton Fund, the promotion of sound theology through a solid and critical knowledge of Hebrew.

~~31~~29.7. Congregation may from time to time amend this Part so long as the main objects of the founders, as set out in section 31.6 above, are always kept in view.

#### PART ~~32~~30: KING CHARLES I FOUNDATION

~~32~~30. The assets of the King Charles I Foundation shall be distributed equally between Exeter, Jesus, and Pembroke Colleges for them to hold, and to apply the income in the same ways as they have previously applied the income received by them from the University.

#### PART ~~33~~: ~~LEVENS TRAVEL BURSARY~~

~~33.1. The award established under a gift under covenant from R.G.C. Levens, MA, Fellow of Merton College, of £150 a year net for seven years, together with other contributions from relatives and friends, shall be used to maintain, in memory of his son Andrew Levens, a travel bursary to assist members of the University whose course of study includes Russian (whether in the Honour School of Modern Languages or otherwise) to visit an area which is~~

~~predominantly Russian speaking and which was formerly included in the Soviet Union (or, if travel to such an area is impracticable, to assist students of two languages, of which Russian is one, to travel to a country in which the other language is spoken), which shall be called the Andrew Levens Travel Bursary.~~

~~33.2.—The bursary shall be administered by the Board of the Faculty of Medieval and Modern Languages, which shall have power, subject to the conditions of this Part, to make regulations as to the award and the tenure of the bursary.~~

~~33.3.—Congregation may from time to time amend this Part so long as the main object of the founder, as defined in section 33.1 above, is always kept in view.~~

PART ~~34~~31: JOHN LOCKE PRIZE

~~3431.1.~~ The main object of the endowment given by Mr Henry Wilde shall be the promotion of the study of Mental Philosophy among the student members of the University.

~~3431.2.~~ The endowment shall be administered by the Board of the Faculty of Philosophy.

~~3431.3.~~ The first charge on the net income of the endowment shall be the emoluments of a prize in Mental Philosophy, which shall always be called, in honour and memory of John Locke, the John Locke Prize.

~~3431.4.~~ The prize shall be awarded, provided that candidates of sufficient merit present themselves, after an examination in Mental Philosophy.

~~3431.5.~~ The prize shall be open to:

(1) members of the University who have passed all the examinations required for the Degree of Bachelor of Arts, but who shall not take the prize examination later than the tenth term from that in which they completed those examinations;

(2) members of the University working for or having obtained postgraduate degrees of the University who are not included under (1) above, but who shall not take the prize examination later than the tenth term from their matriculation.

~~3431.6.~~ The value of the prize, payable on award, shall be £300 or such greater sum from the income of the endowment as the faculty board shall determine subject to section ~~3431.3.~~ above.

~~3431.7.~~ The prize shall not be awarded twice to the same person.

~~3431.8.~~ The examiners for this prize shall be:

(1), (2) in 2001 and in every second year after that the Wykeham Professor of Logic and the Professor of the History of Philosophy; in 2002 and in every second year after that White's Professor of Moral Philosophy and the Waynflete Professor of Metaphysical Philosophy;

(3) the Wilde Professor of Mental Philosophy.

3431.9. (1) Each of the professors specified in section 3431.8 above may, if he or she thinks fit, appoint some other person, of the Degree of Master of Arts at least and approved by the board, to act in his or her place.

(2) The Professor of Psychology (or his or her deputy) shall act as assessor for such part of the examination as involves a technical knowledge of psychology.

(3) In case of an equality of votes, the senior examiner shall have a casting vote.

3431.10. The examiners shall have power to award the sum of £100, or such greater sum from the income of the endowment as the faculty board shall determine subject to section 34.3 above, to the second-prizewinner if and only if they would have judged him or her worthy of the prize had there not been a better candidate.

3431.11. The board shall fix the remunerations of the examiners and assessor and shall defray any other expenses arising in connection with the prize from the income of the endowment.

3431.12. Congregation may from time to time amend this Part so long as the main object of the endowment, as defined in section 3431.1 above, is always kept in view.

PART ~~3532~~: MARQUIS OF LOTHIAN'S  
STUDENTSHIP IN MODERN HISTORY

3532.1. The main objects of the Lothian Fund, accepted by the University in 1870 from William Schomberg Robert, eighth Marquis of Lothian, shall be the encouragement of the study of Modern History and the perpetuation of the memory of the founder.

3532.2. The fund shall, after payment of any charges for administration, be used to maintain a studentship, to be called the Marquis of Lothian's Studentship in Modern History.

3532.3. The Board of Management of the Bryce Research Studentship in History shall be the board of management of the studentship.

3532.4. Any member of the University engaged on research in Modern History for the Degree of Doctor of Philosophy shall be eligible for election to the studentship.

3532.5. The board of management shall elect to the studentship on such other terms as it shall see fit.

3532.6. (1) Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in section 3532.1 above, are always kept in view.

(2) Previous notice of any such amendment shall be given to the person or persons entitled to the estate charged with the annuity granted by the founder (being of full age and of sound mind and within the United Kingdom) but the consent of that person or those persons to that amendment shall not be necessary.

PART ~~3633~~: LYELL READER IN BIBLIOGRAPHY

3633. Any part of the income from the bequest accepted by the University in 1948 for the election of the James P.R. Lyell Reader in Bibliography which is not required for the furtherance of the purposes specified in the regulations governing the readership shall be

applied by the electors with the consent of Council to the furtherance of teaching or research (or both) in one or more of the subjects specified as the field of the readership.

PART ~~3734~~: MACBRIDE SERMON

~~3734~~.1. The net income from the fund derived from an anonymous benefaction accepted by the University in 1848, now known as the Macbride Fund after J.D. Macbride, DCL, Principal of Magdalen Hall, shall be paid to the preacher of the annual sermon known as the Macbride Sermon.

~~3734~~.2. The Macbride Sermon shall be preached upon ‘the application of the prophecies in Holy Scripture respecting the Messiah to our Lord and Saviour Jesus Christ’.

PART ~~3835~~: JAMES MEW SCHOLARSHIPS IN  
ARABIC AND RABBINICAL HEBREW

~~3835~~.1. The main object of the endowment shall be the encouragement of the linguistic study of Arabic and Rabbinical Hebrew, and awards from the endowment shall not be made for any other subject.

~~3835~~.2. There shall be two scholarships, called the James Mew Arabic Scholarship and the James Mew Rabbinical Hebrew Scholarship respectively, each tenable for one year from the day of election.

~~3835~~.3. The scholarships shall be awarded solely for proficiency in the linguistic study of either Arabic or Rabbinical Hebrew.

~~3835~~.4. In each year an election shall be made either to a James Mew Arabic Scholarship or to a James Mew Rabbinical Hebrew Scholarship or to both, if candidates of sufficient merit present themselves.

~~3835~~.5. (1) The scholarships shall be open to those who have qualified for a degree of this or another university and who have on the day appointed for the examination not exceeded the twenty-sixth year from the date of their birth, except that those who have qualified for a degree at another university shall become matriculated members of this University before entering into tenure of a scholarship.

(2) No candidate shall be eligible for election to an Arabic Scholarship whose vernacular language is Arabic, or to a Rabbinical Hebrew Scholarship whose vernacular language is Hebrew.

~~3835~~.6. There shall be a board of management consisting of:

(1) the Vice-Chancellor;

(2) the Regius Professor of Hebrew;

(3) the Laudian Professor of Arabic;

(4), (5) two persons appointed by the Board of the Faculty of Oriental Studies, and holding office for two years and being re-eligible.

3835.7. (1) The board shall every year appoint not more than four examiners, who shall examine candidates and elect the scholar or the scholars.

(2) Each examiner shall be paid out of the income of the fund for his or her services such sum as the board shall determine.

(3) The aggregate of the payments made on any one occasion to the examiners in each language shall not exceed one-twelfth of the net annual income of the fund.

3835.8. (1) The examination shall be conducted, after not less than one month's notice, at such place and time as the examiners, with the approval of the Vice-Chancellor, may determine.

(2) It shall be wholly in writing, and shall be occupied exclusively with the linguistic study of Arabic or Rabbinical Hebrew as the case may be and not with questions of history, Biblical or other.

3835.9. Every scholar during his or her tenure of the scholarship shall pursue such a course of study or research as the Laudian Professor of Arabic or the Regius Professor of Hebrew, as the case may be, shall approve, and shall for this purpose reside for eight weeks within the University in each of the three university terms, unless he or she desires to study elsewhere with the permission of the board.

3835.10. (1) Each scholar shall receive a total emolument of £100 or such larger sum, not exceeding the value of one year's net income of the fund after the expenses of management and the examiner's fees have been deducted, as the board may determine, having regard to any other emoluments accruing to the scholar and to the state of the fund.

(2) The total emolument of each scholar shall be payable in such instalments as the board may determine, and so long as the scholar conforms to the requirements of section 3835.9 above.

3835.11. Neither of the two scholarships shall be awarded to the same person a second time.

3835.12. Any surplus income arising in any year may at the discretion of the board be applied in one or more of the following ways:

(1) for the award, on the recommendation of the examiners for the scholarship, of James Mew Exhibitions in Arabic or Rabbinical Hebrew to candidates for the scholarship (if they are qualified under section 38.5 above) whose work, though not of sufficient merit for the award of a scholarship, is of a standard sufficient to justify an award from the fund; the value and tenure of such exhibitions to be determined by the board;

(2) for the award from time to time, under regulations to be made by the board, of one or more James Mew Prizes for essays on subjects concerned exclusively with the literature of Arabic or Rabbinical Hebrew;

(3) for the award, on the recommendation of the examiners in the Honour School of Oriental Studies, of one or more James Mew Senior Prizes, and, on the recommendation of the moderators in the First Public Examination in Oriental Studies, of one or more

James Mew Junior Prizes, to those candidates whose performance in Arabic or in Rabbinical Hebrew the examiners or moderators judge to be of special merit;

(4) for making grants at the discretion of the board, subject to the consent of the Board of the Faculty of Oriental Studies, for any purpose concerned with the encouragement of the linguistic study of Arabic or Rabbinical Hebrew.

3835.13. The board of management may from time to time make regulations, not inconsistent with this Part, for carrying any of the provisions of this Part into effect.

3835.14. Congregation may from time to time amend this Part so long as the main object of the endowment, as defined in section 3835.1 above, is always kept in view.

#### PART 39: OLDHAM SCHOLARSHIPS IN CLASSICAL STUDIES

~~39.1. The annual income arising from that part of Mr Charles Oldham's bequest which was set aside for the establishment of a prize in the Ancient Classics shall be applied to the provision of not less than four scholarships a year for travel connected with Greek or Roman studies.~~

~~39.2. (1) The scholarships shall be open to members of the University reading for Honour Moderations in Classics or for any honour school of which in the judgement of the board of management Classics forms a substantial part.~~

~~(2) Preference shall normally be given to candidates who on the first day of Trinity Term in the year of their election have not entered on the twelfth term from their matriculation.~~

~~39.3. No person shall be elected twice to a scholarship.~~

~~39.4. The Board of the Faculty of Classics shall be the board of management of the scholarships; and shall have power to fix the number, subject to section 39.1 above, value, and tenure of the scholarships and shall elect the scholars, if candidates of sufficient merit present themselves, either without examination or after such examination as it shall think fit.~~

~~39.5. The board shall have power to appoint a subcommittee of its members to act for it in connection with these scholarships.~~

~~39.6. The board shall have power to defray from the income of the fund any expenses incidental to the award of the scholarships, including the remuneration of the examiners (if any).~~

#### PART 4036: OSGOOD MEMORIAL PRIZE

4036.1. The main object of the benefaction accepted by the University from Mrs June Osgood shall be the encouragement of composition in some form of chamber music, and research in the history and aesthetics of music.

4036.2. The prize established from the benefaction shall be called the John Lowell Osgood Memorial Prize, and shall be offered every year; it shall be offered alternately for a composition in some form of chamber music and for a dissertation which involves serious research on some subject, approved by the Heather Professor of Music, dealing with music from the historical or

the aesthetic aspect, and which as a whole has not yet been, nor is about to be, submitted for a degree of this or any other university.

4036.3. The prize shall be administered by the Board of the Faculty of Music, which shall have power, subject to the provisions of this Part, to make regulations as to the award of the prize and as to the appointment and remuneration of the judges.

4036.4. Any surplus income may be used, at the discretion of the Board of the Faculty of Music, either to assist successful candidates in publishing their dissertations or compositions or for any other purpose connected with the advancement of the study of music at Oxford approved by the board and not inconsistent with the encouragement of composition in some form of chamber music or research in the history and aesthetics of music.

4036.5. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 4036.1 above, is always kept in view.

#### PART 41: PAGET TOYNBEE PRIZES

~~41.1. The main object of the bequest shall be the provision of an annual prize for the encouragement of the study of the works of Dante and Old French Language and Literature including Provençal Language and Literature.~~

~~41.2. Paget Toynbee Prizes shall be awarded for proficiency in the study of either (1) the works of Dante or (2) Old French Language and Literature including Provençal Language and Literature.~~

~~41.3. The Board of the Faculty of Medieval and Modern Languages shall be the board of management of the prizes.~~

~~41.4. The board shall have power to make regulations, subject to the approval of Council, concerning the number and value of the prizes, the subjects in which they are to be awarded, the form of competition, and the standing of candidates, subject to the following conditions:~~

~~(1) in each of the two fields specified in section 41.2 above at least one prize shall be offered at least every other year; and~~

~~(2) the prizes shall be open only to members of the University of not more than twenty-eight terms' standing.~~

~~41.5. It shall be the duty of the board to appoint examiners for the prizes and to determine their remuneration.~~

~~41.6. No prize shall be awarded unless candidates of sufficient merit present themselves.~~

~~41.7. Net surplus income in any year, however arising, may, as the board shall from time to time determine, be applied in the promotion or encouragement of the study within the University of the works of Dante, Old French Language and Literature, or Old Provençal Language and Literature.~~

~~41.8. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 41.1 above, is always kept in view.~~



PART ~~4237~~: PRENDERGAST FUND

*Amended with effect from 12 April 2017 (Gazette, Vol. 147, p.429, 4 May 2017)*

~~4237~~.1. The bequest of the residue of the estate of Dr J.S. Prendergast shall be used

~~(1) for the creation of two bursaries to be held by members of the Order of St Benedict belonging to Glenstal Abbey, Murroe, County Limerick, while they pursue their studies at St Benet's Hall, the maximum value of such bursaries to be set by the board of management for the bequest at its discretion; and~~

~~(2) to assist persons born in the Republic of Ireland whose parents are citizens of the Republic of Ireland students to proceed to the University for the purpose of either taking their degrees or undergoing postgraduate courses. Preference will be given to candidates born or ordinarily resident in the Republic of Ireland.~~

~~4237~~.2. The bequest shall be administered by a board of management of which the constitution shall be determined by Council.

PART ~~4338~~: RANDALL-MACIVER BENEFACTION

~~4338~~.1. The main object of the Randall-MacIver Benefaction shall be the support of junior research fellowships, to be known as Joanna Randall-MacIver Junior Research Fellowships and open only to women candidates, and the net income of the benefaction shall be used for that purpose.

~~4338~~.2. The fellowships shall be tenable at Lady Margaret Hall, Somerville College, St Hugh's College, St Hilda's College, and St Anne's College, and at such other colleges as Congregation may from time to time by statute determine.

~~4338~~.3. (1) The fellowships shall be tenable for a maximum period of two years and shall not be renewable.

(2) The subjects in which they may be held shall be the fine art, or music, or literature of any nation in any period.

~~4338~~.4. The annual value of each fellowship shall be such sum as Council shall determine; and in addition such sum as Council may determine shall be paid to each fellow's college towards the cost of working accommodation and other expenses incurred by the college in connection with the fellowship.

~~4338~~.5. (1) In Michaelmas Term in each year Council shall consider how many, if any, new fellowships can be offered with effect from the Michaelmas Term following and, after consultation with the colleges specified in section ~~4338~~.2 above, shall allocate any such fellowships to such of those colleges wishing to receive them as it thinks fit.

(2) The colleges of allocation shall then be entirely responsible for arranging for the selection and appointment of the fellows.

(3) The colleges of allocation shall also be responsible for fixing the conditions on which the fellowships shall be held, but provision shall always be made for the granting of leave of absence to any fellow whose work requires it.

4338.6. Any income not required in any financial year for the maintenance of fellowships shall, at the discretion of Council, be carried forward for expenditure on fellowships in a subsequent year.

4338.7. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 4338.1 above, is always kept in view.

PART 4439: RAWNSLEY STUDENTSHIPS

4439.1. The main object of the bequest of Miss Hilda Mary Virtue-Tebbs shall be the establishment of studentships which shall be named Rawnsley Studentships after Flight Lieutenant Derek Rawnsley, RAF, who died in 1942, and which shall be tenable at St Hugh's College for the study of the Czech or Polish language and literature by Czech or Polish nationals or, should a suitable Czech or Polish national not be available, by some other person whose qualifications are considered suitable, or for the study of the English language and literature by Czech or Polish nationals.

4439.2. The studentships shall be administered by the Governing Body of St Hugh's College under the general control of the University.

4439.3. The governing body shall make regulations for the award of the studentships and shall have power from time to time to amend the regulations so long as the conditions prescribed by the testatrix in her will are always adhered to (save only that the studentships may also be held by Czech or Polish nationals wishing to study the English language and literature).

4439.4. The Investment Committee of Council shall have control of the investments of the trust fund and shall place the net income at the disposal of the governing body.

4439.5. The term 'Czech national' shall include any national of either the Czech Republic or the Slovak Republic and the term 'Czech language and literature' shall include all the languages and literatures of the Czech Republic and the Slovak Republic.

4439.6. Congregation may from time to time, subject to the consent of the Governing Body of St Hugh's College, amend this Part so long as the main object of the bequest, as defined in section 4439.1 above, is always kept in view.

PART 4540: RHODES PROFESSOR OF THE LAWS OF THE  
BRITISH COMMONWEALTH AND THE UNITED STATES

*Amended with effect from 29 June 2010 (Gazette, Vol. 140, p. 1296, 1 July 2010)*

4540.1. The main object of the endowment originally accepted by the University from the Rhodes Trustees in 1920 as a fund for the study of Roman-Dutch Law shall be the encouragement of the study of the Laws of the British Commonwealth and the United States.

4540.2. There shall be a Rhodes Professorship of the Laws of the British Commonwealth and the United States.

4540.3. The professor shall lecture and give instruction in those laws on such conditions as Council shall from time to time determine.

4540.4. The professor shall be elected by a board consisting of:

(1) the Vice-Chancellor, or, if the head of the college specified in (2) of this section is Vice-Chancellor, a person appointed by Council;

(2) the head of the college with which the professorship shall be for the time being associated by Council, or, if the head is unable or unwilling to act, a person appointed by the governing body of the college;

(3) a person appointed by the governing body of the college specified in (2) of this section;

(4), (5) two persons appointed by Council;

(6) a person appointed by the Social Sciences Board;

(7)–(9) three persons appointed by the Board of the Faculty of Law.

4540.5. The net income of the endowment shall be applied towards the cost of the professorship.

4540.6. Congregation may amend sections 4540.2-4540.5.

PART 4641: SADLER, CHURTON COLLINS, SMITH,  
CARTWRIGHT, AND PICKSTOCK FUND

4641.1. The assets of the Sadler Scholarship Fund, the Churton Collins Memorial Fund, the A.L. Smith Memorial Fund, the E.S. Cartwright Testimonial Fund, and the F.V. Pickstock Testimonial Fund shall form one fund to be known as the Sadler, Churton Collins, Smith, Cartwright, and Pickstock Fund.

4641.2. The fund shall be administered by the Committee on Continuing Education and the net income used to award grants to enable students to attend residential courses for which grants would not normally be available from other sources.

PART 4742: SHUTE FUND

4742. The income of the Shute Fund shall be applied in such manner as Council shall from time to time determine by regulation to the assistance of members of the University who are not members of any of the colleges listed in section 1 of Statute V, and who are in need of pecuniary assistance for their support at the University.

PART 4843: SLADE PROFESSOR OF FINE ART

**Amended with effect from 12 February 2013 (Gazette, Vol. 143, p. 399, 28 February 2013)**

4843.1. (1) The purpose for which the trust fund and the income from it are held is the establishment of a professorship to be called the Slade Professorship of Fine Art.

(2) In each year there shall be paid out of the net income of the trust fund for that year:

(a) to the professor such allowance for his or her travelling and other expenses as the board of electors specified in section 4843.4. below shall resolve;

(b) the proper costs of administering the trust in that year;

(c) such sum or sums for the purchase of slides or other illustrative material (which slides or other material shall become the property of the University) as the board shall resolve;

(d) to the professor such stipend (not being less than £400 or more than the balance of the net income of the fund) as the board shall resolve.

(3) Any part of the income of the trust fund in any year which is not applied under provisions (a)-(d) above may be applied in such other ways, for the furtherance of the study of the Fine Arts in Oxford, as may be determined by the board.

4843.2. The professorship shall be tenable for one year.

4843.3. (1) The professor shall give during his or her tenure of the professorship at such place as the Vice-Chancellor shall appoint not less than eight lectures on the History, Theory, and Practice of the Fine Arts or some section or sections of them.

(2) The lectures shall be given in Full Term and shall be open to all members of the University.

4843.4. The professor shall be elected by a board of electors consisting of:

(1) the Vice-Chancellor;

(2) the Director of the National Gallery;

(3) a person appointed by the Governing Body of All Souls College;

(4) a person appointed by Council;

(5) a person appointed by the Humanities Board;

(6), (7) two persons elected by the Board of the Faculty of History;

(8) a person appointed by the Committee for the History of Art;

(9) a person appointed by the Visitors of the Ashmolean Museum.

4843.5. The Registrar shall see that not less than one calendar month's notice is given to the electors of any vacancy in the professorship, and of the day, hour, and place proposed for the election of a successor, and of the name or names of the candidate or candidates; and shall also see that not less than a week's notice is given to the electors of the day, hour, place, and purpose of any other meeting of the board.

4843.6. (1) All matters brought before the board shall be decided by a majority of votes.

(2) The members of the board shall be entitled to transmit their votes in writing for the election or compulsory retirement of a professor.

(3) The members of the board shall be entitled to vote on any other business only when personally present at a meeting of the board.

4843.7. (1) Should the professor, either from illness, or from any urgent cause to be approved by the Vice-Chancellor, be temporarily prevented from discharging his or her duties he or she shall name a fit and sufficient deputy to be approved by the board; and if the professor declines or neglects to do so the board shall appoint such a deputy.

(2) It shall rest with the board to determine what portion of the professor's stipend shall be assigned to the deputy.

4843.8. A professor may at any time retire from office, and may by a unanimous vote of all the electors be compelled so to retire.

4843.9. Upon the death, resignation, or retirement from office of a professor during his or her tenure of the professorship:

(1) the board shall decide what proportion of the stipend which would have been payable to that professor under the provisions of section 4843.1 above if he or she had completed his or her tenure shall be paid to that professor or his or her personal representative as the case may be, regard being had to the length of time during which the professor has held office and to the number of lectures which he or she has given;

(2) the board shall decide whether or not to fill the vacancy in the professorship before the next day on which a professor normally assumes office;

(3) if the board decides to fill the vacancy it may resolve that there shall be paid out of the income of the trust fund to the new professor such stipend (not exceeding the amount of any unapplied balance of the previous professor's stipend) as it may see fit in respect of the period until the next day on which a professor normally assumes office; and it may if it sees fit appoint to fill the vacancy the same person as it shall appoint or shall have appointed to be the professor for the next following year, and that person shall then hold office continuously until the end of the next following year.

#### PART 4944: MIKE SOPER BURSARY FUND

4944.1. The Mike Soper Bursary Fund, established to commemorate on his retirement the services of Mr M.H.R. Soper to the University and to agriculture, and including a gift from Messrs Heygate and Sons Ltd, shall be applied in the award of travel bursaries to members of the University who, at the time of making application, are studying biological sciences within the University, preference being given to those whose studies relate to agriculture, forestry, or some other use of rural land.

4944.2. The first charge on the net income of the fund shall be the award of bursaries to undergraduates to enable them to pursue their studies outside Oxford in a scientific, economic, or practical context.

4944.3. The fund shall be administered in accordance with arrangements determined by Council.

4944.4. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 4944.1 above, is always kept in view.

PART ~~5045~~: SQUIRE AND MARRIOTT ENDOWMENT FUND

*Amended on 6 March 2012 (date of effect 1 October 2012,  
Gazette Vol. 142, p. 362, 8 March 2012)*

~~5045~~.1. The net income of the Squire and Marriott Endowment Fund shall be used for the making of grants to any member of the University who declares at the time of application that he or she sincerely desires and intends to seek, when qualified, ordination in the Church of England or any church in communion with that church and who requires financial assistance in connection with his or her studies at the University.

~~5045~~.2. The Board of the Faculty of Theology and Religion shall be the board of management of the fund and shall have discretion to make grants under section ~~5045~~.1 above.

~~5045~~.3. The board shall have discretion to make additional bursaries available, after Anglican candidates have been considered, to matriculated students of the University intending ministry in churches with which the Church of England has ecumenical relations, or who as lay men or women intend to serve their church as theologians.

~~5045~~.4. Of the grants made under the provisions of section ~~5045~~.1 above one-half (as near as may be) shall be called Rebecca Flower Squire Bursaries and the others James William Squire Bursaries, except that from time to time and in any case not less than once in five years a grant to a student of theology shall be called a Marriott Bursary.

~~5045~~.5. Grants shall normally be paid in termly instalments subject to such conditions as the board shall determine.

~~5045~~.6. (1) The board may appoint a committee to exercise any or all of the powers given to it by this Part.

(2) If such a committee is appointed, it shall report on its activities to the board at least once in each year.

~~5045~~.7. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section ~~5045~~.1 above, is always kept in view.

PART ~~5146~~: STANHOPE STUDENTSHIP IN MODERN HISTORY

~~5146~~.1. The main objects of the Stanhope Fund, accepted by the University in 1855 from Philip Henry, fifth Earl of Stanhope, shall be the encouragement of the study of Modern History and the perpetuation of the memory of the founder.

~~5146~~.2. The net income of the fund shall be used to maintain a studentship, to be called the Stanhope Studentship in Modern History.

~~5146~~.3. The studentship shall be subject to the same administration and terms as the Marquis of Lothian's Studentship in Modern History.

~~5146~~.4. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in section ~~5146~~.1 above, are always kept in view.

PART ~~524~~7: HORATIO SYMONDS STUDENTSHIP IN SURGERY

~~524~~7.1. The main object of the bequest of Miss Anne Harrison Symonds shall be the maintenance of a postgraduate studentship in Surgery which shall be called the Horatio Symonds Studentship in Surgery.

~~524~~7.2. The electors to the studentship shall be

- (1) the Regius Professor of Medicine;
- (2) the Nuffield Professor of Surgery;
- (3) Dr Lee's Professor of Anatomy.

~~524~~7.3. Candidates for the studentship must be suitably qualified graduates who intend to reside in the University and to undertake postgraduate study in the science and art of Surgery.

~~524~~7.4. The studentship shall be offered from time to time as the electors may determine (but not less often than once in any period of two years during which there is a vacancy in the studentship) and shall be awarded, unless no candidates of sufficient merit present themselves, either after examination or upon consideration of the past records of the candidates and of the programmes of work proposed by them.

~~524~~7.5. The studentship shall be tenable for such period not exceeding five years, and shall be of such value, as the electors shall determine.

~~524~~7.6. The electors shall have power to deprive any student of his or her studentship or of any part of the emoluments of that studentship on account of idleness, misconduct, or failure to comply with this Part.

~~524~~7.7. (1) The first charge on the net annual income of the fund shall be the necessary expenses of its administration, and the payment of any examiners who may be appointed under section ~~524~~7.4 above.

(2) The remainder of the income (other than any surplus income) shall be applied to the emoluments of the studentship.

~~524~~7.8. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section ~~524~~7.1 above, is always kept in view.

PART ~~534~~8: ASSOCIATE PROFESSOR IN TRANSPORT STUDIES

*Amended with effect from 10 February 2016 (Gazette, Vol. 146, p. 317, 18 February 2016)*

~~534~~8.1. The sums contributed between 1958 and 1968 by the Chartered Institute of Transport acting on behalf of the contributors shall be applied to the establishment and maintenance of an Associate Professor in Transport Studies ("the Associate Professorship") and the promotion of transport studies in the University under the arrangements set out in sections ~~534~~8.2 and ~~534~~8.3 below.

~~534~~8.2. (1) The net income of the endowment shall first be applied towards the salary and expenses of the holder of the Associate Professorship and associated overheads.

(2) Such part of the income of the endowment in any year that remains following the discharge of the costs referred to at Part ~~5348~~.2(1) may be applied to support the work of the Associate Professor and for the encouragement and advancement of transport studies in the University as the board of management shall see fit.

(3) During any vacancy in the Associate Professorship the whole of the income of the endowment may be applied in accordance with Part ~~5348~~.2(2).

~~5348~~.3. The Associate Professor shall engage in advanced study and research in the field of Transport Studies, and shall lecture and give instruction in Transport Studies under the direction of the Head of the School of Geography and the Environment. The Associate Professor shall be required to be the director (without emoluments) of the Transport Studies Unit if appointed as such by the Head of the School of Geography and the Environment.

~~5348~~.4. The administration of the endowment, and the application of its income, shall be the responsibility of the board of the School of Geography and the Environment.

~~5348~~.5. Subject to Part ~~5348~~.6, Council may amend, repeal or add to this Part ~~5348~~ in accordance with Part D of Statute XVI, but no amendment is valid if it would cause the endowment to:

(1) cease to be exclusively charitable according to the law of England and Wales; or

(2) be outside the objects of the University.

~~5348~~.6 Any amendment to Part ~~5348~~.2 is an amendment to the main objects of the endowment fund for the purposes of Part D of Statute XVI and must be approved both by Congregation of the University and subsequently by Her Majesty in Council.

#### PART ~~5449~~: VINERIAN SCHOLARSHIPS

~~5449~~.1. (1) The net income of the Vinerian Fund shall be used for the provision of one Vinerian Scholarship and one second-award each year.

(2) Any surplus income of the fund which remains after the payment of the emoluments of the scholars shall be applied towards defraying the cost of the stipend of the Vinerian Professor of English Law unless on any occasion Council determines otherwise by regulation.

~~5449~~.2. The scholarship and the second-award shall be offered for competition in the Trinity Term of each year, and shall be open to any member of the University who is qualified to obtain honours in the examination for the Degree of Bachelor of Civil Law held in that term.

~~5449~~.3. The value of the scholarship and the second-award shall be set at such sums, not exceeding one-sixth of the net annual income of the fund, as the Board of the Faculty of Law shall from time to time determine, and the scholar and the second-award-winner shall be paid those sums on their election.

~~5449~~.4. The scholarship shall be awarded by the examiners for the Degree of Bachelor of Civil Law to the candidate whose work in the examination for that degree is of the highest merit if in their opinion his or her work renders the candidate worthy of election to the scholarship.



5449.5. The second-award shall be given by the examiners for the Degree of Bachelor of Civil Law to the candidate whose work in the examination for that degree is of the second highest merit if in their opinion his or her work renders the candidate worthy of the award.

5449.6. In making the awards the examiners shall attach special importance to proficiency in English Law.

5449.7. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in section 5449.1 above, are always kept in view.

PART 5550: MARJORY WARDROP FUND

5550.1. The main object of the Marjory Wardrop Fund shall be the encouragement of the study of the language, literature, and history of Georgia, in Transcaucasia, and in particular:

- (1) the improvement and increase of the Georgian section of the Bodleian Library;
- (2) the publishing, or assisting in the publication of, Georgian and English works on the language, literature, or history of Georgia;
- (3) the assistance of carefully selected British students to study the language, literature, and history of Georgia;
- (4) the public teaching, and encouragement of the study, in Oxford, of the language, literature, and history of Georgia.

5550.2. There shall be a board of management for the fund, which shall at its discretion, and in such manner and at such times as it may judge most expedient, apply the net income arising from the fund, and from any additional gifts or bequests which may be made in augmentation of the fund, to one or more of the purposes specified in section 5550.1 above.

5550.3. The board of management shall consist of:

- (1) a person appointed by the Curators of the University Libraries;
- (2) a person appointed by the Board of the Faculty of Medieval and Modern Languages;
- (3) a person appointed by the Curators of the Oriental Institute;
- (4) a person appointed by Council;
- (5) a person, being a member of Convocation and of Balliol College, appointed by the Master and Fellows of Balliol College.

5550.4. (1) Each appointed member of the board of management shall hold office for five years and shall be re-eligible.

- (2) The board shall have power to co-opt up to two additional members for periods of five years.

5550.5. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 5550.1 above, is always kept in view.

PART ~~56~~51: GEORGE WEBB MEDLEY ENDOWMENT FUND

~~56~~51.1. The Social Sciences Board shall be the board of management of the George Webb Medley Endowment Fund.

~~56~~51.2. The board shall use the net income of the fund for the promotion of the study and advance of the science of Political Economy by giving scholarships, prizes, and grants on such terms as it shall think fit.

PART ~~57~~52: WELCH SCHOLARSHIPS

~~57~~52.1. The main object of the bequest to the University from Christopher Welch, MA, Wadham College, the Founder of the Welch Scholarships, shall be the promotion of the study of Biology within the University by:

- (1) the support of scholarships, to be called the Welch Scholarships, to be awarded to persons who are, or who have been accepted for admission as, graduate students of the University, and more especially for the encouragement of those who give proof of capacity for original observation and research;
- (2) the discharge of all expenses incidental to the purposes of the fund, including the payment of honoraria to examiners;
- (3) all or any of the following:
  - (a) the purchase of books or instruments such as microscopes, to be awarded to deserving but unsuccessful candidates for the scholarships;
  - (b) the award of prizes or exhibitions; and
  - (c) such other way or ways as shall be thought fit by the board of management of the fund.

~~57~~52.2. The fund shall be administered by a board of management the membership of which shall be determined by Council by regulation, except that the Warden of Wadham College, or the Warden's representative, shall always be a member.

~~57~~52.3. The board shall determine the terms and conditions on which the scholarships shall be awarded, including their tenure and annual value, except that no person shall hold a scholarship for more than four years.

~~57~~52.4. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section ~~57~~52.1 above, is always kept in view.

PART ~~58~~53: THOMAS WHITCOMBE GREENE BEQUEST

~~58~~53.1. The main objects of the Thomas Whitcombe Greene Bequest shall be the foundation of a prize, to be called the Thomas Whitcombe Greene Prize, for Classical Art and Archaeology, and the foundation of postgraduate scholarships, to be called the Thomas Whitcombe Greene Scholarships, for advanced research.

5853.2. The prize and scholarships shall be awarded by a committee consisting of the Lincoln Professor of Classical Archaeology and Art together with five persons appointed by the Board of the Faculty of Classics.

5853.3. The prize shall be open to members of the University who are reading for an honour school in the University.

5853.4. The value of the prize shall be determined by the Board of the Faculty of Classics, and the prize shall be offered annually.

5853.5. If there is no candidate of sufficient merit the prize shall not be awarded.

5853.6. The prize shall not be awarded a second time to the same person.

5853.7. The scholarships shall be open to members of the University who are engaged in advanced research, subject to any further conditions which the Board of the Faculty of Classics may prescribe, except that if an undergraduate is elected to a scholarship the election shall be conditional on his or her proceeding to a degree in the University before he or she receives any part of the emoluments.

5853.8. The value of the scholarships shall be determined by the Board of the Faculty of Classics.

5853.9. The committee shall determine the conditions of award of the prize and scholarships, and of the tenure of the scholarships, and there shall be defrayed from the net income of the bequest any expenses incidental to the carrying out of its purposes, including the remuneration of examiners (if any).

5853.10. Any balance of income, so far as not required for the above purposes, may, if the committee so determines, be applied to one or more of the following:

- (1) the provision of occasional additional prizes or scholarships;
- (2) the maintenance of a foundation to be known as the Thomas Whitcombe Greene Reserve Fund, which shall be applied by the committee to furnish grants to members of the University for the furtherance of the study of Classical Art and Archaeology, or to institutions connected with those subjects;
- (3) the foundation of an additional scholarship or scholarships.

5853.11. Congregation may from time to time amend this Part so long as the main objects of the bequest, as defined in section 5853.1 above, are always kept in view.

PART 5954: SIR EDGAR WILLIAMS UNIVERSITY PARKS TREE FUND

5954.1. The moneys raised to mark the notable service of Sir Edgar Williams as Warden of Rhodes House, 1952-80, shall, together with any further sums which may be contributed for this purpose, constitute the Sir Edgar Williams University Parks Tree Fund, the net income of which shall be devoted to the planting and cataloguing of trees and shrubs on land owned by the University and maintained by the University Parks Department.

5954.2. The fund shall be administered by the Curators of the University Parks.

~~59~~54.3. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section ~~59~~54.1 above, is always kept in view.

PART ~~60~~55: C.S. ORWIN COLLECTION

*Approved with effect from 25 July 2007 (Gazette Vol. 138, p. 4, 20 September 2007)*

~~60~~55.1. A collection of paintings and prints has been received by the University from Dr C.S. Orwin. The collection is to be retained and exhibited so far as practicable as a single collection within the University at such location as is considered appropriate from time to time, with power for the University to lend the collection wholly or in part (but in so far as practicable as a whole) from time to time to such other museum or institution for public display as it considers appropriate.

~~60~~55.2. The administration of the collection shall be under the general direction of the Committee for the Museums and Scientific Collections.

~~60~~55.3. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section ~~60~~55.1 above, is always kept in view.

PART ~~64~~56: FOSTER MEMORIAL FUND

*Approved with effect from 11 February 2009 (Gazette Vol. 139, p. 697, 26 February 2009)*

~~64~~56.1. Sums contributed by his friends in memory of the late M.B. Foster, MA, Student of Christ Church, shall form a fund (to be known as the Michael Foster Memorial Fund), the income of which shall be used, together with the annual sum generously provided by the Stifterverband für die Deutsche Wissenschaft, to award scholarships tenable at Oxford in any subject for up to two years by a student from the Federal Republic of Germany, selected in consultation with the German Academic Exchange Service.

~~64~~56.2. The German Academic Exchange Service shall award scholarships tenable in any subject for one or more years at any university or other institution of higher learning, excluding art or music academies, in the Federal Republic of Germany by a student from Oxford recommended to the German Academic Exchange Service by a selection committee consisting of the members of the Board of Management for the Michael Foster and Michael Wills Scholarships.

~~64~~56.3. For as long as students holding scholarships under clause 2 hereof are excused university fees by universities or other institutions of higher learning in the Federal Republic of Germany no university fees shall be required from students from the Federal Republic of Germany holding Michael Foster Memorial Scholarships in Oxford.

~~64~~56.4. The scholarships shall be administered by the Board of Management for the Michael Foster and Michael Wills Scholarships, which shall consist of up to six permanent members, who shall be elected for a period of three years and shall be re-eligible. The board shall have the power to co-opt up to three additional members for any periods of time it shall specify, and shall have full power to do all things necessary for the administration of the scholarships and to defray its expenses out of the income of the Michael Foster Memorial Fund.

### **Part ~~62~~57: T.H. Green Moral Philosophy Scholarships**

*Approved with effect from 11 May 2010 (Gazette Vol. 140, p. 1066, 27 May 2010)*

~~62~~57.1. The income from the trust shall be used to provide scholarships for the support of students who have been accepted by the University for a graduate degree in Philosophy, in some subject relating to Moral Philosophy.

~~62~~57.2. The scholarships shall be known as the T.H. Green Moral Philosophy Scholarships.

~~62~~57.3. The Board of the Faculty of Philosophy shall be the board of management for the fund.

~~62~~57.4. The scholarship shall be awarded by the Philosophy Graduate Studies Committee on the recommendation of:

- (1) the Director of Graduate Studies in Philosophy;
- (2) the Director of Graduate Admissions in Philosophy;
- (3) a representative of the college where the scholarship shall be held appointed by the college's Governing Body; and
- (4) the White's Professor of Moral Philosophy.

~~62~~57.5. If on any occasion a scholarship is not offered, the income not expended shall at the discretion of the board either (i) be carried forward for expenditure in subsequent years; or (ii) be invested in augmentation of the capital of the fund; or (iii) be used for some other purpose relevant to the study of moral philosophy.

### **Part ~~63~~58: John Gilbert Winant Visiting Professorship of American Government**

*Approved with effect from 11 May 2010 (Gazette Vol. 140, p. 1066, 27 May 2010)*

~~63~~58.1. The University accepts with gratitude the moneys offered by Mr R. Winant in memory of his late father, John Gilbert Winant, and any further sums which may be contributed for the same purpose, for the provision of a John Gilbert Winant Visiting Professorship of American Government.

~~63~~58.2. The professor shall lecture and give instruction in American Government, as broadly defined.

~~63~~58.3. The professor shall hold the appointment in the Rothermere American Institute and shall be elected by an electoral board consisting of:

- (1) the Vice-Chancellor;
- (2) the Master of Balliol College, or, if the Master is unable or unwilling to act, a person appointed by the Governing Body of Balliol College on the occurrence of a vacancy to act as an elector on that occasion;
- (3) a person appointed by the Governing Body of Balliol College;

- (4), (5) two persons appointed by Council;
- (6) a person appointed by the Humanities Divisional Board;
- (7) the Director of the Rothermere American Institute;
- (8), (9) two persons appointed by the Social Sciences Divisional Board, one of whom shall be appointed from among the members of the Department of Politics and International Relations.

~~6358~~.4. The professor shall hold office for a period not exceeding one year as the electors may determine.

~~6358~~.5. The professor shall be subject to the General Provisions of the regulations concerning the duties of professors and to those Particular Provisions of the same regulations which are applicable to this chair.

~~6358~~.6. Any surplus in the annual net income from the endowment after the salary and related costs of the professorship have been met shall be used, at the discretion of the director of the Rothermere American Institute, to meet the costs incurred by the professor in the furtherance of research and teaching in American Government as broadly defined. Any income not expended in any year shall be carried forward for expenditure for the same purpose in subsequent years.

~~6358~~.7. Sections ~~6358~~.3–6 may be amended by Council.

#### **Part ~~6458~~: Michael Davys Professor of Neuroscience**

*Approved with effect from 9 February 2011 (Gazette, Vol. 141, p. 462, 24 February 2011)*

~~6459~~.1 The benefaction of £1,997,000 from the Davys Family Trust for Neuroscience Fund, together with any further donations for this purpose, shall be used to establish and maintain the Michael Davys Professorship of Neuroscience.

~~6459~~.2 The University shall retain all of the benefaction as permanent endowment and shall apply the net income towards the salary and expenses of the holder of the professorship, and associated overheads. If the salary of the professor is wholly or partly covered from other sources, there shall be discretion to apply the net income directly to support the professor's research.

~~6459~~.3 The administration of the benefaction, and the application of its income, shall be the responsibility of the Medical Sciences Board.

~~6459~~.4 The Michael Davys Professor of Neuroscience shall undertake research in neuroscience with a special interest in mental illnesses and shall lecture and give instruction in this subject. In the event there is sufficient income, this shall be applied to an annual Michael Davys Lecture in Neuroscience on a topic of relevance to mental illness.

~~6459~~.5 The professor shall be elected by an electoral board consisting of:

(1) the Vice-Chancellor, or, if the head of the college specified in paragraph (2) below is Vice-Chancellor, a person appointed by Council on the occurrence of a vacancy to act as an elector on this occasion;

(2) the head of the college to which the professorship shall be for the time being allocated by Council under any regulation in that behalf, or, if the head is unable or unwilling to act, a person appointed by the governing body of the college on the occurrence of a vacancy to act as an elector on that occasion;

(3) a person appointed by the governing body of the college specified in paragraph (2) above;

(4), (5) two persons appointed by Council;

(6)–(9) four persons appointed by the Medical Sciences Board.

~~6459.6~~ Sections ~~6459.3–6459.5~~ may be amended by Council.

#### **Part ~~6560~~: Basant Kumar and Sarala Biria Graduate Scholarship Fund**

*Approved with effect from 30 May 2012 (Gazette, Vol. 142, 14 June 2012, p. 588)*

~~6560.1.~~ The benefaction from Birla International Limited of eight hundred and fifty one thousand pounds (£851,000), together with any further donations for this purpose, shall be known as the Basant Kumar and Sarala Birla Graduate Scholarship Fund for the Support of Graduate Study in Linguistics, Philology and Phonetics.

~~6560.2.~~ The University shall retain all of the Fund as permanent endowment and shall apply the net income of the Fund towards the Basant Kumar and Sarala Birla Graduate Scholarship in the Faculty of Linguistics, Philology and Phonetics.

~~6560.3.~~ The administration of the Fund, and the application of its income, shall be the responsibility of the Board of the Faculty of Linguistics, Philology and Phonetics.

~~6560.4.~~ The Scholarships shall be open to students from any country of residence who are undertaking graduate study or research in the Faculty of Linguistics, Phonetics and Philology.

~~6560.5.~~ The Fund may be used to provide one or more Scholarships in any year. Each Scholarship may provide full funding for the standard duration of the student's course (typically three years in the case of doctoral students), or may provide partial funding.

~~6560.6.~~ Sections 3 and 5 may be amended by Council.

#### **Part ~~6661~~: Talbot Trust**

*Approved with effect from 30 May 2012 (Gazette, Vol. 142, 14 June 2012, p. 588)*

~~6661.1.~~ The University accepts from the present trustees thereof the sum of approximately £37,000, which shall form a fund to be known as the Talbot Trust. The said sum shall be held by the University for the benefit of the students of the University.

~~666~~1.2. The Committee for Educational Studies shall be the board of management for the fund.

**Part ~~67~~62: George Kelley Senior Research Fellow in Materials**

*Approved with effect from 30 May 2012 (Gazette, Vol. 142, 14 June 2012, p. 588)*

~~67~~62.1. There shall be a George Kelley Senior Research Fellow in Materials who will be appointed by a committee appointed by the Department of Materials and who will undertake research and teaching in Materials.

**Part ~~68~~63: Alfred Brendel Bodleian Curator of Music Fund**

*Approved with effect from 30 May 2012 (Gazette, Vol. 142, 14 June 2012, p. 588)*

~~68~~63.1. The benefaction from the Dunard Fund which comprises £500,000, together with any further donations for this purpose, shall be known as the Alfred Brendel Bodleian Curator of Music Fund.

~~68~~63.2. The University shall retain all of the Fund as permanent endowment and shall apply the net income of the Fund towards the support of the post of the Alfred Brendel Curator of Music.

~~68~~63.3. Bodley's Librarian shall be responsible to the Curators of the University Libraries for the administration of the Fund and the application of its income.

**Part ~~69~~64: Murray Fellowship in History**

*Approved with effect from 30 May 2012 (Gazette, Vol. 142, 14 June 2012, p. 588)*

~~69~~64.1. The bequest of the late Robert Henry Murray, MA, LittD, TCD, shall be applied in the first instance to the endowment of Fellowships in History at Oxford, and whenever the income of the Fund allows, for grants to graduates of the Queen's University, Belfast, who are of exceptional promise in historical studies, and for assisting publications.

~~69~~64.2. The Fellowships shall be open to graduates of any university, without restriction by age. Those appointed to the Fellowships will have completed, or be studying towards, a doctoral degree – or demonstrate a commensurate level of academic achievement – in history, or a cognate discipline.

~~69~~64.3. The administration of the Fund, and the application of its income, shall be the responsibility of the History Faculty Board.

~~69~~64.4. The Fellowships shall be awarded by a selection committee consisting of:

(1)–(5) five nominees of the History Faculty Board;

(6), (7) two nominees of the college associated with the Fellowship.

~~69~~64.5. Congregation may amend sections ~~69~~64.2–~~69~~64.5.



## **Part ~~70~~65: Jesus Professorship of Celtic Endowment Fund**

*Approved with effect from 12 February 2013 (Gazette, Vol. 143, p. 383, 28 February 2013)*

~~70~~65.1. The University receives with gratitude a benefaction from Jesus College, Oxford, to be held as permanent endowment on the trusts declared in this regulation. Further money or property may be paid or transferred to the University to be held on the same trusts. The assets so held will be known as the Jesus Professorship of Celtic Endowment Fund (“the Fund”).

~~70~~65.2. The University shall retain as permanent endowment those of the assets in the Fund which are contributed on the express understanding that they are to be treated as permanent endowment (“the Permanent Endowment”).

~~70~~65.3. The University shall (a) apply the income of the Permanent Endowment; and (b) apply the income and, in its discretion, the capital of the remainder of the Fund, towards the salary and expenses of the holder of the Jesus Professorship of Celtic and associated overheads. The Professor shall undertake research, lecture and give instruction in Celtic. If the salary, expenses and overheads of the Professor are wholly or partly covered from other sources or there are further funds available, there shall be discretion to apply the income and/or the capital of the Fund to support the Professor’s research. Whenever, for whatever reason, there is no holder of the Jesus Professorship of Celtic there shall be discretion to apply the income and/or the capital of the Fund to promote the teaching and research of Celtic in the University.

~~70~~65.4. The administration of the Fund, and the application of its income, shall be the responsibility of the Humanities Divisional Board.

~~70~~65.5. The Professor shall be elected by an electoral board consisting of:

- (1) the Vice-Chancellor, or, if the Principal of Jesus College is Vice-Chancellor, a person appointed by Council;
- (2) the Principal of Jesus College, or, if the Principal is unable or unwilling to act, a person appointed by the Governing Body of Jesus College;
- (3) a person appointed by the Governing Body of Jesus College;
- (4), (5) two persons appointed by Council;
- (6) the Head of the Humanities Division, or his or her nominee;
- (7) a person appointed by the Board of the Faculty of English;
- (8), (9) two persons appointed by the Board of the Faculty of Medieval and Modern Languages.

~~70~~65.6. The University may in its absolute discretion in the period ending on 30 January 2033, instead of applying the income of the Fund in any year, accumulate all or any part of such income by investing it, and holding it as part of the capital of the Fund. The University may apply the whole or any part of such accumulated income in any subsequent year as if it were income of the Fund arising in the then current year.

~~7065~~.7. The University shall have power to pay out of the capital or the income of the Fund all costs of and incidental to the creation of the Fund, and the management and administration of the Fund and the Professorship.

~~7065~~.8. The University may exercise any of its corporate powers in the management and administration of the Fund in so far as those powers are not inconsistent with this Part.

~~7065~~.9. Sections ~~7065~~.1–4 and ~~7065~~.6–11 shall be deemed to be trust provisions under the provisions of Part D of Statute XVI.

~~7065~~.10. Subject to section ~~7065~~.11, Council may amend, repeal or add to this Part in accordance with Part D of Statute XVI, but no amendment is valid if it would cause the Fund to:

(1) cease to be exclusively charitable according to the law of England and Wales; or

(2) be outside the objects of the University.

~~7065~~.11. Any amendment to section ~~7065~~.3 is an amendment to the main objects of the Fund for the purposes of Part D of Statute XVI and must be approved both by Congregation of the University and subsequently by Her Majesty in Council.

#### **Part ~~7166~~: Byrne Bussey Marconi Fund**

*Approved with effect from 15 May 2013 (Gazette, Vol. 143, p. 609, 30 May 2013)*

~~7166~~.1. A Byrne Bussey Marconi Fund shall be created, into which shall be deposited a bequest for the establishment of the Byrne Bussey Marconi Fellowship and lecture, together with any additional funds received for that purpose.

~~7166~~.2. The Bodleian Library shall use the income but not the capital of the Fund for the support of the Byrne Bussey Marconi Fellowship and lecture.

~~7166~~.3. The administration of the Fund shall be the responsibility of the Curators of University Libraries, who may delegate its authority to such bodies or persons as it deems appropriate:

~~7166~~.4. Sections ~~7166~~.1 and ~~7166~~.3 above may be amended by Congregation.

#### **Part ~~7267~~: Goodger and Schorstein Fund for Research Scholarships in Medical Science**

*Approved with effect from 11 December 2013 (Gazette, Vol. 144, p. 231, 16 January 2014)*

1. The University holds as permanent endowment the assets known as the Goodger Scholarships Fund and the Schorstein Research Fellowships Fund in Medical Science on the trusts declared in this Part of the Schedule to the Statutes. Further money or property may be paid or transferred to the University as either expendable or permanent endowment to be held on the same trusts. The assets so held will be known collectively as the Goodger and Schorstein Fund for Research Scholarships in Medical Science ("the Fund").

2. The University shall retain as permanent endowment those of the assets in the Fund which are contributed on the express understanding that they are to be treated as permanent endowment ("the Permanent Endowment").

3. The University shall (a) apply the income of the Permanent Endowment; and (b) apply the income and, in its discretion, the capital of the remainder of the Fund (if any), towards research scholarships and/or fellowships in medical science.

4. The administration of the Fund, and the application of its income, shall be the responsibility of a board of management consisting of three persons appointed by the Medical Sciences Divisional Board.

5. The University shall have power to pay out of the capital or the income of the Fund all costs of and incidental to the creation of the Fund, and the management and administration of the Fund.

6. The University may exercise any of its corporate powers in the management and administration of the Fund in so far as those powers are not inconsistent with this Part.

7. Subject to section 8, Council may amend, repeal or add to this Part in accordance with Part D of Statute XVI, but no amendment is valid if it would cause the Fund to:

(1) cease to be exclusively charitable according to the law of England and Wales; or

(2) be outside the objects of the University.

8. Any amendment to section 3 of this Part is an amendment to the main objects of the Fund for the purposes of Part D of Statute XVI and must be approved both by Congregation of the University and subsequently by Her Majesty in Council.

### **Part ~~73~~68: Scatcherd Science Scholarships**

*Approved with effect from 28 April 2014 (Gazette, Vol. 144, p. 463, 8 May 2014)*

~~73~~68.1. The University accepts from the Trustee of the Campaign for Oxford Trust Fund the sum of £621,000, made possible by an extremely generous benefaction from Mrs Jane Ledig-Rowohlt, to establish a fund, the net income of which shall be applied in the funding of Scatcherd Science Scholarships for the support of graduate study in science.

~~73~~68.2. The administration of the Fund, and the application of its income, shall be the responsibility of the board of management of the Oxford Graduate Scholarship Fund.

~~73~~68.3. The scholarships shall be awarded to enable students to study for a graduate degree of the University in a science subject (including mathematics and medicine). Preference will be given to candidates ordinarily resident in any European country (other than the UK or Turkey but including Russia and all other countries to the west of the Urals).

~~73~~68.4. Any income not spent in any year shall be carried forward for expenditure in subsequent years.

~~73~~68.5. Council shall have power to alter this Part from time to time, provided that the main object of the fund, as defined in section ~~73~~68.1 above, is always kept in view.

## **Part 7469: Scatcherd Scholarships**

*Approved with effect from 28 April 2014 (Gazette, Vol. 144, p. 463, 8 May 2014)*

7469.1. The University has received with gratitude a legacy from Mrs Jane Ledig-Rowohl to be held as expendable endowment on the trusts declared in this regulation. Further money or property may be paid or transferred to the University to be held on the same trusts. The assets so held will be known as the Scatcherd Scholarships Fund (“the Fund”).

7469.2. The University shall retain as permanent endowment those of the assets (if any) in the Fund which are contributed on the express understanding that they are to be treated as permanent endowment (“the Permanent Endowment”).

7469.3. The University shall (a) apply the income of the Permanent Endowment (if any); and (b) apply the income and, in its discretion, the capital of the remainder of the Fund, towards: (i) awarding scholarships to students of Oxford University allowing them to engage in study or research in other countries; and (ii) awarding scholarships with preference being given to students ordinarily resident in a nation of continental Europe from the Atlantic to the Urals with the exception of Turkey.

7469.4. The administration of the Fund, and the application of its income and capital, shall be the responsibility of the board of management of the Oxford Graduate Scholarship Fund.

7469.5. The University may in its absolute discretion in the period ending 21 years from the date of this regulation, instead of applying the income of the Fund in any year, accumulate all or any part of such income by investing it, and holding it as part of the capital of the Fund. The University may apply the whole or any part of such accumulated income in any subsequent year as if it were income of the Fund arising in the then current year.

7469.6. The University shall have power to pay out of the capital or the income of the Fund all costs of and incidental to the creation of the Fund, and the management and administration of the Fund and the Scholarship.

7469.7. The University may exercise any of its corporate powers in the management and administration of the Fund in so far as those powers are not inconsistent with these regulations.

7469.8. Sections 7469.1–7469.10 shall be deemed to be trust provisions under the provisions of Part D of Statute XVI.

7469.9. Subject to section 7469.10, Council may amend, repeal or add to these regulations in accordance with Part D of Statute XVI, but no amendment is valid if it would cause the Fund to:

- (1) cease to be exclusively charitable according to the law of England and Wales; or
- (2) be outside the objects of the University.

7469.10. Any amendment to section 7469.3 is an amendment to the main objects of the Fund for the purposes of Part D of Statute XVI and must be approved both by Congregation of the University and subsequently by Her Majesty in Council.

### **Part 7570: Jeremy Griffiths Memorial Studentship Fund**

*Approved with effect from 28 April 2014 (Gazette, Vol. 144, p. 463, 8 May 2014)*

7570.1. The University accepts with gratitude from Mr and Mrs John Griffiths a gift of assets to establish a fund in memory of their son, to be known as the Jeremy Griffiths Memorial Studentship Fund.

7570.2. The board of management for the fund shall be the Board of the Faculty of English Language and Literature, which shall make regulations concerning the award of the studentship.

7570.3. The net income of the fund shall be used, if there is a suitable candidate, to provide a studentship to study for a taught graduate degree in a field relating to the history of the book in the British Isles before 1550. Preference will be given to candidates ordinarily resident in the United Kingdom.

7570.4. Selection of the studentship recipient will be in line with Faculty graduate admissions procedures in consultation with the J.R.R. Tolkien Professor of English Literature and Language, the Jeremy Griffiths Professor of Medieval English Palaeography and St Hilda's College, as necessary.

7570.5. The studentship shall be tenable at St Hilda's College.

7570.6. The studentship shall normally be awarded for a period of one year and may be renewed for not more than one further year for a student continuing to the MPhil English.

7570.7. Continued tenure of the award shall depend upon satisfactory progress towards completion of the graduate degree concerned.

7570.8. Income not expended in any year shall be carried forward for expenditure in subsequent years.

7570.9. Council shall have power to amend this Part from time to time, provided that the purposes of the fund, as defined in sections 7570.1 and 7570.3 above, shall always be kept in view.

WD354-051