Gazette





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Council and Main Committees

Council of the University

Changes to Regulations

Council has made the following changes to regulations, to come into effect on **8 August**, unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by **noon on 4 August** (as set out in section 19 (1) (a) of <u>Statute VI</u>: Council).

(a) Financial Regulations

Explanatory Note

The following changes are being made to update the delegated limits for non-capital departmental expenditure; improve the management of commercial (non-primary purpose) income; update the delegation for amending bank accounts or mandates; and strengthen requirements to consult the Tax Team.

'Part 1 Introduction

1.5 Authorisation Limits

•••

(g) Heads of units have authority to sign contracts that are in the course of the ordinary business of their unit and which involve only the funds over which they have delegated control, subject to compliance with regulations 1.5 (2) and 3.2. They do not have any authority to enter into any contract which falls within the remits of the officers in Table A above (apart from sales and purchases in the course of the unit's ordinary business). What is ordinary business will vary, but for academic units "ordinary business" is defined as primary purpose activity which directly furthers the University's charitable purposes for public benefitcan be taken to mean teaching and research and their support.

(h) Departments may undertake non-primary purpose activities to generate income, such as contract research, consultancy and the sale of goods and services. Non-primary purpose trading is trading intended to raise funds for the University, as distinct from trading which in itself furthers the University's objects. Heads of unit have authority to sign contracts for non-primary purpose activities delivered by their unit, subject to compliance with

Text of Regulations

In <u>Council Regulations 1 of 2010</u>, concerning the Financial Regulations, amend the following sections (new text underlined, deleted text struck through):

regulations 1.5 (2) and 2.2. Higher risk activities may be delivered by a subsidiary company, in which case, contracts will be managed by the subsidiary company in line with regulation 1.2.

(ih) For contracts in the course of ordinary business as defined in (g) and (h) above, save in relation to contracts of employment (see regulation 3.2 below), heads of unit may delegate their authority to sign contracts to their staff. Where such delegation of authority is made, the limits and the officer's acceptance must be recorded in written form. A form is available, although other records that summarise departmental delegations adequately (and which are accepted by delegates) are also acceptable. No such delegation shall be operative until a copy of the instrument recording the delegation has been delivered to the delegate and their acceptance received. The person making the delegation must retain these instruments and each unit must maintain a register of all delegations made by staff in that unit.

(ji) Documents for sealing must be sent to <u>Legal</u> <u>Services</u>the <u>LSO</u>.

(2) Financial Limits to Authorise Expenditure <u>and</u> <u>Sales</u> Commitments

Tables B, C, D, and E, and F below summarise the upper internal limits on authority to commit to levels of expenditure (in contract or otherwise). Table B sets out those limits in respect of non-capital departmental expenditure (the rules concerning the authorisation and approval of research projects are set out in regulation 4.1.) Tables C, D and E set out limits in respect of capital expenditure together with reporting requirements.

Table F sets out the limits in respect to committing to non-primary purpose sales. Table GF sets out the limits applicable to the financial write-off of bad debts.

Table B Non-capital departmental expenditure*

Limit £000	Authorising Body/Officer	Signatory
Unlimited	Council	Chair of Council
5,000	PRAC	Chair of committee
1,000*	Divisional board	Head of division
<u>125*</u> 100*	Head of unit	Head of unit or delegated person

Table F Non-primary purpose departmental sales

Limit £000	Authorising Body/Officer	<u>Signatory</u>
<u>Unlimited</u>	<u>Finance</u> <u>Committee</u>	<u>Chair of Finance</u> <u>Committee</u>
1,000	<u>Divisional</u> <u>board</u>	Head of division or delegated person
200	Head of unit	Head of unit or delegated person

Table GF Bad debts to be written off

•••

2.2 Sales

•••

(6) For non-primary purpose activities, consideration should be given to whether the activity will be delivered via a subsidiary company, as set out in the Managing Sales of Goods and Services process. The Chief Financial Officer (or their delegate) can direct that contracts of over £200,000 that are considered to be of significant risk are undertaken through one of the University's subsidiary companies.

(76) The Chief Financial Officer or the Finance Committee may write off a bad debt against general revenue or, where it is considered that the bad debt resulted from unguarded action taken by a unit, against that unit's funds. Table GF identifies the financial authorisation limits applicable.

(87) The Chief Financial Officer will provide the Finance Committee with an annual report of the total sum written off each year, giving details of individual sums over £5,000.

Part 6 Banking and Cash

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6.2 Bank Accounts

...

(2) The Chief Financial Officer or Registrar and Group Treasurer must approve all new bank accounts of the University. All such bank accounts shall be in the name of the University. Amendments to existing accounts or mandates can be signed by two people, the Chief Financial Officer and people to whom delegated authority has been assigned, as permitted by 1.5 (1) (d), above.by two of the following: the Chief Financial Officer, the Registrar, Group Treasurer, Director of Technical Accounting & Reporting, Director of Financial Planning and Analysis.

Part 7

... 7.4 Tax

•••

(2) The Tax Team acts in the capacity of professional tax advisors to the University, to ensure compliance with all UK and international tax reporting requirements, as well as to manage the tax risks and opportunities arising from routine operations. All tax compliance decisions, and advice and tax processes, including system changes must be agreed with the Tax Team.

···'

(b) Student Life Subcommittee of the Education Committee

Explanatory Note

The following changes are being made to:

- reflect changes to the Oxford University Student Union's Articles of Association and Bye-Laws, which entail having up to 4 sabbatical officers but no single President nor other hierarchy;
- standardise the approach to describing representation, including use of the term 'sabbatical officer':
- clarify that the subcommittee acts on behalf of Council in respect of oversight of the Oxford University Student Union, with annual impact reporting to SLSC; and
- clarify the subcommittee's role in relation to providing support to the Oxford University Student Union-in setting and achieving their strategic aims, and in respect of the student voice.

Text of Regulations

In <u>Part 34 of Council Regulations 15 of 2002</u>, concerning the Student Life Subcommittee of the Education Committee, amend as follows (new text underlined, deleted text struck through):

'1.1. The Student Life Subcommittee of Education Committee shall consist of:

...

(14) the President of one of the sabbatical officers of the Oxford SUUniversity Student Union;

(15)–(17) three other student representatives appointed by the Oxford SUUniversity Student Union;

•••

1.5. In the exercise of its responsibilities the Subcommittee shall:

•••

(b) offer support and guidance to the Oxford
University Student Union in setting and achieving
their strategic aims and objectives and to receive
feedback on areas of development that the Oxford
University Student Union identifies as priority for the
University to address in the interests of students;

(bc) oversee policies and procedures relating to student life and experience to engage in audit and review of these;

(c) consider key measures of the student experience and lead necessary actions to improve and enhance,

in particular around student community and student voice:

(d) assure the effectiveness of the student representation system;

(d) provide a forum for considering evidence-based issues emerging from the student voice, including:

(i) reflection on the use of the student voice in relevant consultation and its influence on decision-making;

(ii) assuring the effectiveness of the student representation system;

(ii) receiving regular reports from the sabbatical officers of the Oxford University Student Union;

(iii) consideration of key measures of and matters impacting on the student experience, leading necessary actions to improve and enhance, in particular around student community and student voice;

...

(1) receive annual reports on Oxford University
Student Union financial statements and budgets,
Oxford University Student Union impact report,
Advisory service report, Returning Officer (Oxford
University Student Union elections), and Oxford
University Student Union Affiliations;

(lm) The Subcommittee shall receive all proposed variations to the terms of the University's annual grant to Oxford University Student UnionSU and make recommendations to the Budget Planning Subcommittee;

(n) receive summary reports on visiting speakers and compliance with the Code of Practice on Freedom of Speech;

(mo) make an annual report to Council via Education Committee on the work of the Subcommittee;

(p) make a report on the core constitution of the Oxford University Student Union every five years and recommend it to Council for approval;

1.6. The Subcommittee shall meet at least <u>five times a</u> <u>year, at least</u> once a term.'

(c) Amendments to student representation in University committee terms of reference

Explanatory Note

The following changes are being made to reflect changes to the Oxford University Student Union's Articles of Association and Bye-Laws, which entail having up to four sabbatical officers but no single President nor other hierarchy. They also standardise the approach to describing representation, including use of the term 'sabbatical officer'.

Text of Regulations

(I) COUNCIL

In <u>Council Regulations 13 of 2002</u>, concerning Council, amend regulations 4 and 5 as follows (new text underlined, deleted text struck through):

'4. Student members shall be represented at meetings of Council by:

(1) the President two of the sabbatical officers of the Oxford University Student Union;

(2) the Vice-President Postgraduate Education and Access:

(3) Vice-President Undergraduate Education and Access;

5. If the Vice-President Postgraduate Education and Access of the Oxford University Student Union a representative of the Oxford University Student Union is or becomes during their period of office a member of the University in a category other than that of student member, they shall nevertheless be regarded as a student member for the purposes of these regulations.'

(II) EDUCATION COMMITTEE

In <u>Part 2 of Council Regulations 15 of 2002</u>, concerning the Education Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1. The Education Committee shall consist of:

(22), (23) two <u>of the</u> sabbatical <u>trustees officers</u> of <u>the</u> Oxford University Student Union <u>as may be agreed</u> <u>between them.</u>

•••

(III) GENERAL PURPOSES COMMITTEE

In <u>Part 3 of Council Regulations 15 of 2002</u>, concerning the General Purposes Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1. The General Purposes Committee shall consist of:

(13) the Presidentone of the sabbatical officers of the Oxford University Student Union.

(IV) PLANNING AND RESOURCE ALLOCATION COMMITTEE

In <u>Part 5 of Council Regulations 15 of 2002</u>, concerning the Planning and Resource Allocation Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1. The Planning and Resource Allocation Committee shall consist of:

(19) one <u>of the</u> sabbatical <u>trusteeofficers</u> of <u>the</u> Oxford University Student Union from among the student <u>member</u> representatives in attendance at University Council, <u>as may be agreed between them</u>.

(V) INFORMATION AND DIGITAL COMMITTEE

In <u>Part 20 of Council Regulations 15 of 2002</u>, concerning the Information and Digital Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1. The Information and Digital Committee shall consist of

(17) one student member representative, selected by the Council of theof the sabbatical officers of the Oxford University Student Union from among the student member representatives Council;

···'

(VI) CURATORS OF THE UNIVERSITY LIBRARIES

In <u>Part 22 of Council Regulations 15 of 2002</u>, concerning the Curators of the University Libraries, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1. The Curators of the University Libraries shall consist of:

(18), (19) two <u>of the</u> sabbatical <u>trustees</u> of <u>the</u> Oxford University Student Union. ...'

(VII) ETHICAL INVESTMENT REPRESENTATIONS REVIEW SUBCOMMITTEE

In <u>Part 26 of Council Regulations 15 of 2002</u>, concerning the Ethical Investment Representations Review Subcommittee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1. The Ethical Investment Representations Review Subcommittee shall consist of:

(6) one <u>of the</u> sabbatical <u>trustee</u><u>officers</u> of <u>the</u> Oxford University Student Union.

(VIII) UNIVERSITY SPORTS STRATEGIC SUBCOMMITTEE OF THE EDUCATION COMMITTEE

In <u>Part 27 of Council Regulations 15 of 2002</u>, concerning the University Sports Strategic Subcommittee of the Education Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1. The University Sports Strategic Subcommittee of the Education Committee shall consist of:

(14) one <u>of the</u> sabbatical <u>trustee</u><u>officers</u> of <u>the</u> Oxford University Student Union...

(IX) QUALITY ASSURANCE SUBCOMMITTEE OF THE EDUCATION COMMITTEE

In <u>Part 29 of Council Regulations 15 of 2002</u>, concerning the Quality Assurance Subcommittee of the Education Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1 The Quality Assurance Subcommittee of the Education Committee shall consist of:

(15)–(16) two of the sabbatical officers of the Oxford University Student Union being usually the Vice-President (Undergraduate Education and Access) and the Vice-President (Postgraduate Education and Access).'

(X) PERMANENT PRIVATE HALL SUPERVISORY COMMITTEE: SUBCOMMITTEE OF THE EDUCATION COMMITTEE

In <u>Part 30 of Council Regulations 15 of 2002</u>, concerning the Permanent Private Hall Supervisory Committee: Subcommittee of the Education Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1 The Permanent Private Hall Supervisory Committee shall consist of:

(10) one of the sabbatical trustees of the Oxford University Student Union as may be agreed between them.'

(XI) SECURITY SUBCOMMITTEE OF THE GENERAL PURPOSES COMMITTEE

In <u>Part 31 of Council Regulations 15 of 2002</u>, concerning the Security Subcommittee of the General Purposes Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1 The Security Subcommittee of the General Purposes Committee shall consist of:

(16) one student member representative of the Oxford University Student Union, ordinarily <u>aone of the</u> sabbatical <u>trustee</u>officers.

...'

(XII) ENVIRONMENTAL SUSTAINABILITY SUBCOMMITTEE OF THE PLANNING AND RESOURCE ALLOCATION COMMITTEE

In <u>Part 32 of Council Regulations 15 of 2002</u>, concerning the Environmental Sustainability Subcommittee of the Planning and Resource Allocation Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1 The Environmental Sustainability Subcommittee of the Planning and Resource Allocation Committee shall consist of:

(16) one <u>of the</u> sabbatical <u>trustee officers</u> of the Oxford University Student Union. ...'

(XIII) GRADUATE ADMISSIONS COMMITTEE: SUBCOMMITTEE OF THE EDUCATION COMMITTEE

In <u>Part 36 of Council Regulations 15 of 2002</u>, concerning the Graduate Admissions Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1 The Graduate Admissions Committee shall consist of:

(12) one of the sabbatical trustees of the Oxford University Student Union as may be agreed between them;

(XIV) UNIVERSITY OF SANCTUARY STEERING SUBCOMMITTEE OF EDUCATION COMMITTEE

In <u>Part 37 of Council Regulations 15 of 2002</u>, concerning the University of Sanctuary Steering Subcommittee of Education Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.1 the University of Sanctuary Steering Subcommittee of Education Committee shall consist of:

(5) one of the sabbatical <u>trustees officers</u> of <u>the Oxford</u> University Student Union as may be agreed between them;

(XV) REGULATIONS FOR UNIVERSITY OFFICERS

In <u>Council Regulations 21 of 2002</u>, concerning Regulations for University Officers, amend regulation 6 as follows (new text underlined, deleted text struck through):

'6. The Vice-Chancellor shall be appointed in accordance with the following procedure:

(1) Not less than one year before the period of office of a Vice-Chancellor is due to come to an end by lapse of time, a committee consisting of:

(3) (a) student members shall be represented at meetings of the committee by two individuals nominated by the Presidentsabbatical officers of the Oxford University Student Union, to represent the undergraduate and postgraduate communities; and

(XVI) RULES COMMITTEE

In <u>Council Regulations 42 of 2002</u>, concerning Regulations for the Constitution, Duties, and Powers of the Rules Committee, amend regulation 1 as follows (new text underlined, deleted text struck through):

'1.The Rules Committee shall consist of:

(7) one <u>of the</u> sabbatical <u>trustee</u><u>officers</u> of <u>the</u> Oxford University Student Union;

(XVII) COMMITTEE FOR THE PROCTORS' OFFICE

In <u>Part 6 of Council Regulations 2 of 2004</u>, Regulations for Other University Bodies, concerning Committee for the Proctors' Office, amend regulation 6 as follows:

'6.1 There shall be a committee for the Proctors' Office consisting of:

(8) one <u>of the</u> sabbatical <u>trustee</u><u>officers</u> of <u>the</u> Oxford University Student Union.

...,

(XVIII) CURATORS OF THE UNIVERSITY PARKS

In <u>Part 10 of Council Regulations 2 of 2004</u>, concerning Curators of the University Parks, amend regulation 10 as follows:

'10.1 There shall be Curators of the University Parks consisting of:

(9) anone of the sabbatical officers of the Oxford University Student Union sabbatical officer appointed by the Oxford Student Union;

(d) Maison Française

Explanatory Note

The following changes are being made to reflect and formalise the longstanding practice of making the Marshal Foch Professor of French Literature an *ex officio* member of the Maison Française Oxford Committee. The Board of the Faculty of Medieval and Modern Languages has approved the change. The opportunity is also being taken to change an instance of 'him or her' to 'them'.

Text of Regulations

In <u>Part 4 of Council Regulations 2 of 2004</u>, concerning Maison Française, amend regulation 4 as follows (new text underlined, deleted text struck through):

- '4.4. There shall be an Oxford Committee
 - (1) to be answerable to the University for the conduct of the Maison;
 - (2) to advise the Director on relations between the Maison and the University, to assist themhim or her in establishing the programme of activities at the Maison, and to ensure the association of French graduates and other French academic visitors with the colleges, departments and faculties of the University;
 - (3) to consult when necessary with the Paris Committee in order to ensure that the policy laid down by that Committee shall be in harmony with the policy and regulations of the University;
 - (4) to make grants to the Maison out of funds deposited for the purpose with the Central Administration.

- 4.5. This committee shall be composed of twelve (12) members as follows:
 - (1) The Vice-Chancellor (or representative);
 - (2) The Director of the Maison;
 - (3) the Marshal Foch Professor of French Literature, who will also serve on the Paris Committee;
 - (4)(3)–(6)(5) Three members of Congregation appointed by Council, at least one of whom is appointed from the Humanities Division and two of whom shall be among the three persons appointed under regulation 4.2 above;
 - (7), (6)—(8) Two Three members appointed by the Board of the Faculty of Medieval and Modern Languages, one of whom shall be the Marshal Foch Professor of French Literature, who will also serve on the Paris Committee;
 - (9)–(12) Four members, one appointed by each of the University's divisions.

The appointed members of the committee shall hold office for three years.

Appointed members shall serve no more than two consecutive full terms of office. Casual terms of office shall not count towards this limit. Notwithstanding this, the General Purposes Committee of Council may determine that one further consecutive period is permitted in an individual case.'

Council has made the following changes to regulations, to come into effect on **1 September**, unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by **noon on 4 August** (as set out in section 19 (1) (a) of Statute VI: Council).

(e) General Purposes Committee

Explanatory Note

The following changes have been made to grant *ex officio* membership to the Head of Gardens, Libraries and Museums (GLAM), in order to give parity between representation of GLAM and the divisions; and also to permit the Chair of the Conference of Colleges to nominate a representative on General Purposes Committee. This would allow the Deputy Chair of the Conference of Colleges to attend in lieu of the Chair and for representation by the Conference of Colleges to be reviewed periodically without the need to change the regulation.

Text of Regulations

In <u>Part 3 of Council Regulations 15 of 2002</u>, concerning the General Purposes Committee, amend as follows (new text underlined, deleted text struck through):

(f) People Committee

Explanatory Note

The following changes have been made to grant *ex officio* membership to the Head of Gardens, Libraries and Museums (GLAM), in order to give parity between representation of GLAM and the divisions.

Text of Regulations

In <u>Part 4 of Council Regulations 15 of 2002</u>, concerning the People Committee, amend as follows (new text underlined, deleted text struck through):

- '1.1. The General Purposes Committee shall consist of:
 - (1) the Vice-Chancellor;
 - (2)–(4) the Proctors and the Assessor;
 - (5) the Chair of the Conference of Colleges, or their nominee;
 - (6)–(9) the heads of each of the divisions;
 - (10) The Head of Gardens, Libraries and Museums;

(10)-(12)(11)-(13) three persons appointed by Council from among the members of Council specified in section 4 (15)-(25) of Statute VI;

(13)(14) the President of the Oxford University Student Union.'

- '1.1. The People Committee shall consist of:
 - (1) a Chair, who shall be a member of Congregation appointed by the Vice-Chancellor;
 - (2) one member of Council appointed by Council;
 - (3)–(5) the Proctors and the Assessor;
 - (6) the Chair of the Committee of Senior Tutors;
 - (7)–(10) the heads of each of the divisions;
 - (11) The Head of Gardens, Libraries and Museums;
 - (11)(12) one external member appointed by Council;
 - (12)-(15)(13)-(16) one person appointed by each of the divisional boards.'

(g) Planning and Resource Allocation Committee

Explanatory Note

The following changes have been made to grant *ex officio* membership to the Head of Gardens, Libraries and Museums (GLAM), in order to give parity between representation of GLAM and the divisions.

Text of Regulations

In <u>Part 5 of Council Regulations 15 of 2002</u>, concerning the Planning and Resource Allocation Committee, amend as follows (new text underlined, deleted text struck through):

- '1.1. The Planning and Resource Allocation Committee shall consist of:
 - (1) the Pro-Vice-Chancellor (Planning and Resources), who shall be chair of the committee:
 - (2)–(4) the Proctors and the Assessor;
 - (5) the Chair or Vice-Chair of the Conference of Colleges, as determined by the Conference of Colleges;
 - (6) the Chair of the Committee of Estate Bursars;

(7)–(10) the heads of each of the divisions, or their nominee (subject to the agreement of the Chair in advance of any meeting);

(11) The Head of Gardens, Libraries and Museums;

(11)-(15)(12)-(16) five persons appointed by Council from among the members of Council specified in section 4 (15)-(25) of Statute VI;

(16), (17)(17), (18) two external persons appointed by Council each of whom may be members of Council specified in section 4 (7)–(10) of Statute VI;

(18)(19) the Chair of the Building and Estates Subcommittee of the Planning and Resource Allocation Committee;

(19)(20) one sabbatical trustee of Oxford University Student Union from among the student member representatives in attendance at University Council, as may be agreed between them.'

General Purposes Committee of Council

The General Purposes Committee of Council has made the following changes to regulations, to come into effect on **8 August** unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by **noon on 4 August** (as set out in <u>Statute</u> VI: Council).

Regulations for the Michael Huffington Chair of Eastern Orthodox Christianity Fund

Explanatory Note

The composition of the electoral board has been amended to remove representation by Merton College. This is to comply with the college's statutes regarding representation on selection committees for appointments to college fellowships.

Text of Regulations

In <u>Council Regulations 24 of 2002</u>, concerning Academic and Other Posts, amend section 6 as follows (new text underlined, deleted text struck through):

- '6. The Professor shall be elected by an electoral board¹ consisting of:
 - (1) the Vice-Chancellor;
 - (2) the Warden of Merton College, or, if the Warden is unable or unwilling to act, a person appointed by the Governing Body of Merton College;
 - (3) a person appointed by the Governing Body of Merton College;
 - (4), (5)(2), (3) two persons appointed by Council;
 - (4) the Head of the Humanities Division, or their nominee;
 - (7)-(9)(5)-(7) three persons appointed by the Board of the Faculty of Theology and Religion.'

¹ Notwithstanding <u>Council Regulations 3 of 2004, 23 (6)</u>, Merton College has requested not to have representation on the electoral board for the Michael Huffington Chair of Eastern Orthodox Christianity, in order to comply with the college's statutes concerning appointments to fellowships which do not confer membership of its Governing Body.

Council of the University

Register of Congregation

The Vice-Chancellor reports that the following names have been added to the Register of Congregation:

Natalie Berge, Saïd Business School
Jonathan Burt, Department for Continuing Education
Zhenyu Cai, Department of Engineering Science
Abdulmajid Chahrour, Department of International
Development

Laura Coates, St Hilda's
Peter Cochrane, Estates Services
Leah Hill, Department for Continuing Education
Barney McManigal, Nuffield Department of Medicine
Jade Piper, Estates Services
Najib Mahboob Rahman, Nuffield Department of
Medicine

Zoe Smallwood, Department of Chemistry Andrew Soltan, Department of Oncology Lindsey Spriggs, Social Sciences Divisional Office Holm Uhlig, Nuffield Department of Medicine

Divisional and Faculty Boards

For changes to regulations for examinations see 'Changes to Examination Regulations' below.

Congregation

Congregation noon, 7 October

Oration by the Vice-Chancellor

The Vice-Chancellor will address the House. The Oration will be given at noon in the Sheldonian Theatre. Arrangements for the Oration will be confirmed nearer the time.

Note on procedures in Congregation

Business in Congregation is conducted in accordance with Congregation Regulations 2 of 2002 (https://governance.admin.ox.ac.uk/legislation/congregation-regulations-2-of-2002).

A printout of these regulations, or of any statute or other regulations, is available from the Council Secretariat on request. A member of Congregation seeking advice on questions relating to its procedures, other

than elections, should contact Louise Hasler, Council Secretariat, University Offices, Wellington Square (email: congregation.meeting@admin.ox.ac.uk); questions relating to elections should be directed to the Elections Officer, Ms S L S Mulvihill (email: elections. office@admin.ox.ac.uk).

Notices

Consultative Notices

University's draft Strategic Plan 2025-30

CONSULTATION

Staff are invited to review the draft plan, read the context around how it has been developed, and give feedback <u>via an online form</u>. The consultation period is now open for 2 months and closes on 3 August.

Feedback will then be consolidated for review by the relevant committees in early Michaelmas term. More information: https://governance.web.ox.ac.uk/draft-strategic-plan-2025-30-consultation.

General Notices

Gazette publication arrangements

PUBLICATION DATES

This is the final *Gazette* of Trinity term. The first *Gazette* of Michaelmas term will be published on 25 September. Please note that this issue will be restricted to Council and Congregation business and changes to Examination Regulations only. The first full *Gazette* of next term will be published on 2 October; the Michaelmas term lecture supplement will be published with the issue of 9 October.

SUBSCRIPTION ARRANGEMENTS

Digital subscriptions to the *Gazette*, delivered by email each week, will continue to be offered for 2025–26. The cost of this subscription remains £40 for 36 issues.

How to pay

We can only accept payment by debit or credit card via our online shop. Please see https://gazette.web.ox.ac.uk/subscribing-gazette for further details.

Deadline for subscription payments

To ensure that your subscription is active in time for you to receive all copies of the *Gazette* for 2025–26, please subscribe online by **19 September**. Subscriptions received after this time will be sent all back issues from the start of the academic year.

OUP Annual Report

OUP's 2024/25 Annual Report is now available at https://corp.oup.com/news/annual-report-2024-25. The report highlights OUP's commitment to research, learning and responsible publishing, and its ongoing commitment to embracing new technologies in light of changing customer expectations. The report provides an overview of exciting publishing milestones, sustainability and community initiatives, and the continuing adoption of new technology.

Appointments

Mathematical, Physical and Life Sciences

PROFESSORSHIP OF COMPUTER SCIENCE

Graham Cormode, MA Camb, PhD Warw, Professor of Computer Science, University of Warwick, has been appointed to the Professorship of Computer Science in the Department of Computer Science with effect from 1 January 2026. Professor Cormode will be a fellow of St John's.

Graduate Awards and Prizes

This content has been removed as it contains personal information protected under data protection legislation.

<u>Members of the University with a SSO account can log in to read the redacted content.</u>

Advisory Committees

Composition of an Advisory Committee

The composition of the advisory committee to the post below, proceedings to fill which are currently in progress, is as follows (appointing person/body given in brackets):

REGIUS PROFESSORSHIP OF CIVIL LAW

Professor Irene Tracey (Vice-Chancellor)

Professor Sir John Vickers (ex officio)

Professor Michael Lobhan (All Souls)

Professor Ernest Metzger (Council)

Professor Ulrike Babusiaux (Council)

Professor Timothy Power (Social Sciences Division)

Professor John Armour (Law Faculty)

Professor Joshua Getzler (Law Faculty)

Professor Ciara Kennefick (Law Faculty)

Electoral Boards

Revised composition of an Electoral Board

The revised composition of the electoral board to the post below, proceedings to fill which are currently in progress, is as follows (appointing person/body given in brackets):

PROFESSORSHIP OF GEOGRAPHY

Professor Jonathan Michie, chair (Vice-Chancellor)

Professor Patrick Roche (ex officio)

Professor Jamie Lorimer (Hertford)

Professor Stuart Lane (Council)

Professor Christine Lane (Council)

Professor Amy Bogaard (Social Sciences Division)

Professor Giles Wiggs (School of Geography and the Environment)

Professor Jim Hall (School of Geography and the Environment)

Professor Simon Dadson (School of Geography and the Environment)

Examinations and Boards

Examinations for the Degree of Doctor of Philosophy

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Changes to Examination Regulations

For the complete text of each regulation listed below and a listing of all changes to regulations for this year to date, please see https://gazette.web.ox.ac.uk/examination-regulations-0.

Education Committee

RESEARCH DEGREES, GENERAL REGULATIONS: PART 4 RESIDENCE AND OTHER REQUIREMENTS OF PROBATIONER RESEARCH STUDENTS

to clarify that part-time Probationer Research Students have twice as long to complete Transfer of Status, and twice as long to complete any second attempt at Transfer of Status, as full-time students

DEGREE OF DOCTOR OF PHILOSOPHY, GENERAL REGULATIONS: PART 3 ADMISSION OF CANDIDATES

to clarify that part-time Probationer Research Students have twice as long as full-time students to complete any second attempt at Transfer of Status

Continuing Education Strategic Management Board

FOUNDATION YEAR CERTIFICATE OF HIGHER EDUCATION, GENERAL REGULATIONS

(a) amendment following update in governance structure (b) correction of subject streams

ANCIENT AND MODERN HISTORY, CERTHE
CLASSICS, CERTHE
CLASSICS AND ENGLISH, CERTHE
ENGLISH LANGUAGE AND LITERATURE, CERTHE
HISTORY, CERTHE
LAW, CERTHE
THEOLOGY AND RELIGION, CERTHE
major amendment to assessment

DEGREE OF DOCTOR OF PHILOSOPHY, GENERAL REGULATIONS: PART 4 CONFIRMATION OF STATUS

to clarify that part-time postgraduate research students have twice as many terms of deferral of Confirmation of Status, and twice as long to submit a second attempt, as full-time students

CHEMISTRY, CERTHE
ENGINEERING SCIENCE, CERTHE
MATERIALS SCIENCE, CERTHE
minor corrections

CLASSICAL ARCHAEOLOGY AND ANCIENT HISTORY, CERTHE

correction of omission from list of Humanities course regulations

Humanities Board

HISTORY OF ART, PRELIMS

removal of superfluous information

SLAVONIC STUDIES, MPHIL

- (a) addition of qualifying/resits information
- (b) removal of superfluous information

Mathematical, Physical and Life Sciences Board

MATHEMATICS AND PHILOSOPHY, FHS MATHEMATICS AND STATISTICS, FHS

inclusion of additional option (A13 Geometry) to Year 2

Medical Sciences Board

INTERNATIONAL HEALTH AND TROPICAL MEDICINE,

MSC

addition of new option module

Social Sciences Board

BCL MJUR, REGULATIONS FOR DEGREES

changes to option list nomenclature

CONTEMPORARY CHINESE STUDIES, MSC

- (a) thesis word count exclusion updates
- (b) removal of requirement to deposit thesis in Bodleian Library

CRIMINOLOGY AND CRIMINAL JUSTICE (FULL TIME), MSC CRIMINOLOGY AND CRIMINAL JUSTICE (PART TIME), MSC

change to option paper submission length

DEVELOPMENT STUDIES, MPHIL

changes to option course process

ECONOMICS AND MANAGEMENT (2024), FHS ECONOMICS AND MANAGEMENT (2025), FHS

- (a) changes to the thesis proposal process
- (b) introduction of new option subject

EVIDENCE-BASED SOCIAL INTERVENTION AND POLICY EVALUATION, MSC

EVIDENCE-BASED SOCIAL INTERVENTION AND POLICY EVALUATION (YEAR 1), MPHIL

EVIDENCE-BASED SOCIAL INTERVENTION AND POLICY EVALUATION (YEAR 2), MPHIL

change to option paper deadline

GLOBAL GOVERNANCE AND DIPLOMACY, MSC REFUGEE AND FORCED MIGRATION STUDIES, MSC

permitting students to take option papers offered outside Department of International Development

INTERNATIONAL DEVELOPMENT, RESEARCH DEGREES

introduction of ability to waive Transfer of Status for MPhil graduates from outside of department

SLAVONIC STUDIES, MST

- (a) addition of resits information
- (b) removal of superfluous information

THEOLOGY AND RELIGION, RESEARCH DEGREES

correction of typo

MODERN CHINESE STUDIES, MPHIL

updates to thesis word count exclusion

PHILOSOPHY, POLITICS AND ECONOMICS (2024), FHS PHILOSOPHY, POLITICS AND ECONOMICS (2025), FHS

changes to politics and economics option papers

POLITICS AND INTERNATIONAL RELATIONS, RESEARCH DEGREES

changes to formatting for clarity

SOCIAL ANTHROPOLOGY, MSC

change to paper 1 submission deadline

SOCIAL POLICY AND INTERVENTION

- (a) changes to integrated thesis route for DPhil Social Policy students
- (b) integration of part-time details

SOCIAL SCIENCE OF THE INTERNET (FULL TIME), MSC SOCIAL SCIENCE OF THE INTERNET (PART TIME), MSC

changes to statistics paper options

SOCIOLOGY (FULL TIME), MSC SOCIOLOGY (PART TIME), MSC

change to thesis submission deadline

SOCIOLOGY AND DEMOGRAPHY, MPHIL

changes to Life Course Research assessment methods

VISUAL, MATERIAL AND MUSEUM ANTHROPOLOGY, MSC

change to paper 1 submission deadline

Colleges, Halls and Societies

Obituaries

Merton

Dr Anthony B Littlewood, 24 December 2024; 1949. Aged 94.

Mr Robert J B MacDowell, 16 May 2025; 1965. Aged 81.

St Cross

Brian Woolnough, 1 July 2025; Fellow 1984–2001, Emeritus Fellow 2001–25. Aged 87.

Advertisements

Email: gazette@admin.ox.ac.uk

Web: https://gazette.web.ox.ac.uk/classified-advertising-gazette

Deadline

Advertisements are to be received by noon on Wednesday of the week before publication (ie eight days before publication). Advertisements must be submitted online.

Publication

The *Gazette* is only published online, except for library and archive copies. Charges for all adverts have been reduced to reflect this.

Charges

Non-commercial advertisers: £10 per insertion of up to 70 words, or £20 per insertion of 71–150 words.

Commercial advertisers: £20 per insertion of up to 70 words, or £40 per insertion of 71-150 words.

Advertisers may also purchase advertising space for a whole academic year (a minimum of eight insertions per term) at a discount of over 50% on the individual advertisement rate: £9.50 per insertion of up to 70 words, or £19 per insertion of 71–150 words.

See our website for examples of whether an advertisement is considered commercial or private: $\underline{\text{https://gazette.web.ox.ac.uk/classified-advertising-gazette.}}$

Online submission and payment

Advertisements must be submitted and paid for online, using a credit card or debit card, through a secure website. For details, see https://gazette.web.ox.ac.uk/classified-advertising-gazette.

You are advised to view our full Terms and Conditions of acceptance of advertisements. Submission of an advertisement implies acceptance of our terms and conditions, which may be found at https://gazette.web.ox.ac.uk/terms-and-conditions-acceptance-advertisements, and may also be obtained on application to gazette@admin.ox.ac.uk.

Miscellaneous

Advertisers are asked to note that this is the final *Gazette* of Trinity term. Publication for Michaelmas term will begin on 25 September; please note, however, that the 25 September issue will be limited to University business only, so will not contain classified advertisements. The first issue to contain classified advertisements will be published on 2 October. The usual deadline will continue to apply (see above).

St Giles' Parish Rooms for hire. Ideally located close to the city centre at 10 Woodstock Rd OX2 6HT. There is a main hall and a meeting room that can be hired together or separately, and full kitchen facilities. For enquiries regarding availability and to arrange a site visit, contact the Benefice Manager at manager@stgilesstmargarets.org.

Research participants sought

Are you aged 18 to 55 years old and in good health? You may be eligible to take part in the BiVISTA study at the Oxford Vaccine Group to test a new vaccine against typhoid and paratyphoid A fever. Participants will be vaccinated with the new vaccine or control, and then exposed to the bacteria that causes paratyphoid fever. All study participants will receive antibiotic treatment. All participants will be reimbursed up to £4,585. More information: www.ovg.ox.ac.uk/studies/bivista/oxford.

If you're aged 18 to 30, living in the Oxford area and experiencing poor sleep alongside depression or anxiety, you may be eligible to take part in a new NDCN study comparing 2 behavioural sleep interventions. The study involves home sleep monitoring, lab assessments, daily diaries and online questionnaires. To learn more, contact the team at Spectrum: study@ndcn.ox.ac.uk or visit: https://redcap.link/528rac1j.

Groups and societies

Oxford University Newcomers' Club welcomes the partners of graduate students, of academics and researchers, and of University staff, as well as others with a connection to the collegiate University such as visiting scholars. Our Membership Guidelines are on our website: www.newcomers.ox.ac.uk. We are run by volunteers and supported by the University. We provide information about the local community and many opportunities to share experiences as well as to take part in organised events and activities in and around Oxford. We meet at the University Club (11 Mansfield Road) every Wednesday morning from 10.30am—noon during 0th to 9th week, and informally during the vacations.

Antiques wanted and for sale

Greenway Antiques of Witney are a well-established family business. We hand-pick items suitable for the town house or country cottage. We seek to purchase quality antiques such as furniture, fire guards, grates and fireplace-related items. We also buy silver, pictures, china, objets d'art and garden statuary. Please telephone us for a discreet service on 01993 705026 or 07831585014 or email contact@greenwayantiques.co.uk.

Services offered

Oxford's affordable packing and shipping experts. Specialising in safely packing and shipping fine art and antiques, computers, instruments, delicate lab equipment, rowing gear, books, clothing, and various household goods, we offer custom packing and global delivery by road, sea, or air. Trust us to handle your items with care. Visit Pack & Send, 3 Botley Rd, Oxford, OX2 0AA. Tel: 01865 260610 or email oxford@packsend.co.uk.

Experienced freelance proofreader and editor available to work on papers, reports and case studies (in compliance with University requirements), journals/magazines, and public communications materials. To discuss your project, please email me via: https://greenquillproductions.co.uk, quoting Proof/editing_Gaz2024/25.

Oxford River Cruises: treat your guests to a unique Oxford experience with Oxford River Cruises. Ideal for University events, team outings, and hosting visitors, our relaxing river cruises showcase the beauty of the Thames and historic Oxford. Combine your cruise with dining at the Folly Restaurant for a memorable event. Departing just minutes from the city centre, Oxford River Cruises offers an unforgettable way to impress your guests: www.oxfordrivercruises.com 01865 987147.

Oxbridge Property: our smart letting service transforms your property into a high-earning asset. Using AI-driven pricing, flexible lets and expert maintenance, we maximise income and minimise stress. Enjoy 6-month rent paid upfront, handsoff management and year-round demand. Let your property reach its full potential with smarter letting. No more hassle, just higher returns. Ready to earn more effortlessly? Find out more: https://sites.google.com/view/oxbridge/home.

Situations offered

Oxford—Hyundai Motor Group Foresight Centre are looking for dedicated scribes to capture key discussions and insights over 2 full days at the Oxford Futures Forum on the future of East Asia. Calling all Oxford students and alumni, especially those with an interest in scenario planning/foresight/the future of East Asia. Here's your chance to engage with leading experts and thinkers while contributing to an exciting, high-profile event. 24–25 Sept, plus briefing session, Saïd Business School, Egrove Park. 20 hrs total. £16.57ph plus excellent meals. Apply now: judith.facer@sbs.ox.ac.uk.

Accommodation offered

Accommodation for Oxford University student/grad/postgrad/lecturer in 18th-century farmhouse. Cosy winter fires, summery walks in nature by the lakes. Horses and dogs. We are looking for someone who wants somewhere peaceful to write, with the opportunity of being social, with easy links to Oxford and London. A beautiful room is offered. Contact: shena.guild@btinternet.com.

Accommodation for visiting academics. Self-contained centrally heated modern studio annexe with private access suitable for single occupancy. Located on west side of Oxford. King-size mezzanine bed, sitting area, tv, shower/wet room, separate kitchen (hob, microwave, fridge, dishwasher, washing machine, air fryer). Excellent bus services, scenic country walks and cycle routes to city centre/rail station. Internet & services included. Non-smokers only. Maximum let 3 months. £1,350pcm. Contact: hutchcombhigh@gmail.com.

Lodger wanted. Double room, part furnished, in 3-bedroom house, Banbury. Off-road parking and on bus route to town centre and train station. Shared kitchen, bathroom and living room. £500pcm incl bills and Wi-Fi. Term is negotiable. Share with a professional (cis) woman and 2 guinea pigs. Looking for a single professional, female identifying/cis female who is interested in a community feel but not a party house. Contact: rebecca.becquart@dae.ox.ac.uk.

Self-contained 1-bedroom annexe for rent in Charlbury (Oxfordshire, Cotswolds). Annexe contains bathroom, kitchen/living area and bedroom. Furnished with double bed, Wi-Fi, washing machine, dishwasher, desk space and office chair. Full inventory and photos available. Would suit an academic or young professional. 12 mths minimum. Rent from £1,000pm; utilities included. Close proximity to bus stops, train station, sports facilities, deli, cafes, shops and pubs. Available 1 Sept. Contact: sarah.queralt@gmail.com.

Accommodation suite in house in village 5 mins from Headington, with separate bathroom, study and balcony. Combines beautiful countryside and direct links to Oxford and London – peaceful life with social city access. High-pressure shower, lots of storage in room and great morning sunshine. House has kitchen, sitting room, large garden, secure bike storage and car parking if required. Flexible on length of stay. £1,250pm including bills. Contact: abigailvshaw@gmail.com.

Self-catering apartments

Visit England 5-star accredited self-catering accommodation in the heart of the city: a much-loved award-winning, fully refurbished 1-bedroom apartment in the historic Castle Quarter. An enviable quiet, central location ideal for academic professional lets from 4 days to 5 months. Modern, luxurious and fully equipped with linen changed weekly. We manage all duties ourselves to ensure that superior quality is maintained. Web: www.pmcdomus.co.uk; email: pat@pmcdomus.co.uk; tel: 07525 970346.

Holiday lets

Holidays in Majorca, the place in the sun? Nosso Oasis is a property consisting of a 2ha finca with organic vineyards in the heartland of the island, surrounded by stunning countryside and rustic trails by the UNESCO heritage range of mountains, Tramuntana. The property is 5 mins' drive to Campanet, an authentic small village with restaurants and some shops; 20 mins' drive to the quietest eastern beaches and 30 mins' drive to glamorous Palma. Your oasis is made of autochthonous marine rock and powered by solar panels. It is open plan with an ensuite bathroom, kitchenette, private garden, a forest and a small spa-pool overlooking the vineyards. Ideal for couples. Daily organic wine provided for your magical sunsets by the grapes. I am a former Oxford scholar, and I welcome you to our oasis. A personalised experience may be arranged. Check photos and videos in Instagram: @nosso_oasis. Bookings: miguel.sanjoaquin@wolfson-oxford.com.

Property for sale

3-bedroom detached house in Wolvercote at substantially reduced price of £845,000 for quick sale. Light-filled home close to Port Meadow, bus stop, an array of other village facilities while being within walking distance of Oxford city centre. Modern Harvey Jones kitchen and luxurious bathroom with 3 good sized bedrooms and a pretty garden. Please contact wolvercotehouse@gmail.com for details.

Notifications of Prizes, Grants and Funding

Please refer to the website, or contact the email address shown, for further details of the awards below.

Students of the University should refer to the Student Funding website for advice on fees and funding at www.ox.ac.uk/students/fees-funding.

Gibbs Fund

Gibbs Fund; prizes awarded on the basis of performance in examinations in 2025 (no specific application required from candidates); open to members of the University who are reading for a Final Honour School; amount of prize money differs by subject area; www.ox.ac.uk/students/fees-funding/prizes-and-awards/gibbs

Notifications of Vacancies

Please refer to the website, or contact the email address shown, for further details of the vacancy. For a full list of vacancies in the University and colleges, see www.jobs.ox.ac.uk/home.

The University is committed to <u>equality and valuing</u> diversity.

University of Oxford

Faculty of Music; Director of Musical Performance and Performance Studies; £48,235–£57,255; noon, 28 July; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=180302

Faculty of Music; Administration Officer (Graduate Studies); £27,838–£31,459; noon, 8 August; https://mx.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=180387

Department of Statistics and St Anne's; Professor of Statistical Science; noon, 15 September; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form. jobspec?p_id=179506

Department of Statistics and Jesus; Professor of Statistical Science; noon, 15 September; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form. jobspec?p_id=179507



Colleges, Halls and Societies

Pembroke; College Lecturer (Career Development) in Music; £8,285–£9,154; 9am, 4 August; <u>www.pmb.ox.ac.uk/vacancies</u>

Pembroke; Bursar, £95,000–£110,000; noon, 8 September; www.pmb.ox.ac.uk/vacancies

Pembroke; Schools Liaison and Student Support Officer; £27,000–£32,000; noon, 1 August; www.pmb.ox.ac.uk/vacancies

Pembroke; Lodge Receptionist; £26,780; <u>www.pmb.</u> ox.ac.uk/vacancies

University College; Stipendiary Lecturer in Experimental Psychology; £16,569–18,308; noon, 11 August; www.univ.ox.ac.uk/jobs-at-univ-2

Wolfson; Senior Fees & Battels Accounts Assistant; 28 July; www.wolfson.ox.ac.uk/vacancy

External Vacancies

Corpus Christi College, Cambridge; Early-Career Research Fellowship 2026; 4 years from 1 October 2026; noon, 3 September; <u>www.corpus.cam.ac.uk/about/opportunities/academic-vacancies</u>

Peterhouse, Cambridge; Outreach & Admissions Officer; £29,019–£32,038; 18 August; www.pet.cam.ac.uk/vacancies

Queens' College, Cambridge; Junior Research Fellowship; 26 September; www.queens.cam.ac.uk/ about-us/vacancies/junior-research-fellowships-earlycareer-fellowships

University of Cambridge: Research Fellowships Competition

A number of colleges propose to hold competitions for Research Fellowships tenable from the start of the academic year 2026–7 with closing dates for application on or near 1 October 2025. Advertisements will appear online at www.jobs.cam.ac.uk/college not later than 31 August. Advertisements for competitions with a later closing date will normally appear in the Cambridge University *Reporter* and the Oxford University *Gazette*, as well as online, not less than 28 days before the closing date.

This is the final *Gazette* of 2025–26. The first *Gazette* of 2025–26 will be published on 25 September, but will be limited to Council and Congregation business and changes to Examination Regulations. The first full issue of 2025–26 will be published on 2 October.

Editor:

D L Dooher, MA Oxf, MSc Oxf Brookes

Deputy Editor:

R M Anderson, BA Bath Spa

Read the *Gazette* online: https://gazette.web.ox.ac.uk/ home

Contact us: gazette@admin.ox.ac.uk

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