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Council and Main Committees

General Purposes Committee of Council

The General Purposes Committee of Council has made the following changes in regulations, to come into effect on **16 December**.

Diebold Fund for Comparative Philology

Explanatory Note

These regulations record the governing terms of the Diebold Fund for Comparative Philology, established from a donation in 2003. They incorporate and replace the existing regulations for the Diebold Professor of Comparative Philology.

Text of Regulations

1 In Council Regulations 24 of 2002, concerning academic and other posts, repeal existing §269 and renumber regulations §270 onwards accordingly.

2 In Part 2 of Council Regulations 25 of 2002, concerning trusts, insert new §98 as follows, renumbering existing §98 onwards by plus one:

‘§98. Diebold Fund for Comparative Philology

1. The initial donation of £2,223,000 from the Salus Mundi Foundation, representing Professor A Richard Diebold Jr, is 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 as either expendable or permanent endowment to be held on the same trusts. The assets so held will be known as the Diebold Fund for Comparative Philology (“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 the salary, expenses and support costs, including support for the Chair’s

research assistant, of the A Richard Diebold Jr Chair of Comparative Philology, who shall lecture and give instruction in Indo-European and the history and comparative philology of the Indo-European languages. In accordance with section 20 of Part D of Statute XVI, any surplus income in any year may be used to support the teaching and study of Comparative Philology at the University.

4. The administration of the Fund, and the application of its income, shall be the responsibility of a board of management comprising:

- (1) the Chair of the Faculty Board of Classics, *ex officio*;
- (2) the Chair of the Faculty Board of Linguistics, Philology and Phonetics, *ex officio*;
- (3) the holder of the A Richard Diebold Jr Chair of Comparative Philology, *ex officio*;
- (4) a person appointed by the Faculty Board of Classics, who shall serve for three years and be eligible for reappointment; and
- (5) a person appointed by the Faculty Board of Linguistics, Philology and Phonetics, who shall serve for three years and be eligible for reappointment.

The chair of the Committee shall be alternately the Chair of the Faculty Board of Classics and the Chair of the Faculty Board of Linguistics, Philology and Phonetics, each serving as chair for a period of three years.

5. The A Richard Diebold Jr Chair of Comparative Philology 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 clause is Vice-Chancellor, a person appointed by Council on the occurrence of a vacancy to act as an elector on that occasion;
- (2) the head of the college to which the professorship shall be for the time being allocated by Council, 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 (2) of this clause;

(4), (5) two persons appointed by Council;

(6) a person appointed by the Humanities Board;

(7) a person appointed by the Board of the Faculty of Classics;

(8) a person appointed by the Board of the Faculty of Modern Languages;

(9) a person appointed by the Board of the Faculty of Oriental Studies.

6. 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.

7. 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.

8. 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.

9. 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.

10. Regulations 1–4 and 7–12 shall be deemed to be Trust Regulations under the provisions of Part D of Statute XVI.

11. Subject to regulation 12, 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:

Congregation

(1) cease to be exclusively charitable according to the law of England and Wales; or

(2) be outside the objects of the University.

12. Any amendment to regulation 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.'

Congregation 24 November

Election results

AUDIT AND SCRUTINY COMMITTEE

One member of Congregation elected by Congregation from among members of the faculties in the Divisions of Mathematical, Physical and Life Sciences and of Medical Sciences who shall not serve on Council or on any committee which in the view of Council has mainline executive authority within the University, or hold any office in the University or any college which involves executive authority

On Thursday, 24 November, the following was duly elected to the Audit and Scrutiny Committee to hold office until HT 2021:

Professor Jane Kaye, BA ANU, LLB
Melbourne, DPhil Oxf, Faculty of Law,
Faculty of Clinical Medicine

[The votes recorded were: for Professor Collins, 185; and for Professor Kaye, 250.]

Congregation 28 November

This content has been removed as it contains personal information protected under the Data Protection Act.

Congregation 29 November

Declaration of Approval of a Legislative Proposal: Statute XI: University Discipline

No notice of opposition having been given, the Vice-Chancellor declared the legislative proposal concerning Statute XI: University Discipline approved.

Council of the University

Register of Congregation

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

Backler, K A L, All Souls
Begh, R A, Department of Primary Care
Health Sciences
Besser, R E J, Faculty of Clinical Medicine
Levy, M C, Wolfson

Divisional and Faculty Boards

For changes in regulations for examinations see 'Examinations and Boards' below.

Congregation 5 December

This content has been removed as it contains personal information protected under the Data Protection Act.

Congregation 13 December

Members of Congregation are reminded that any two members may, not later than **noon on 5 December**, give notice in writing to the Registrar that they intend to oppose or amend the legislative proposal below (see the note on the conduct of business in Congregation below). If no such notice has been given, and unless Council has declared otherwise or the meeting has been adjourned, the legislative proposal shall be declared carried, and the meeting may be cancelled.

Voting on Legislative Proposal: Consolidation of Small Trust Funds

Explanatory Note

Council has previously passed resolutions for the purposes of the Charities Act 2011 to consolidate trust funds held by the Faculty of Classics, the Faculty of Medieval and Modern Languages, and the Medical Sciences Division (see *Gazette* No 5070, 25 September 2014, p7, for trust funds held by the Faculty of Classics; *Gazette* No 5069, 24 July 2014, p618, for trust funds held by the Faculty of Medieval and Modern Languages; and *Gazette* No 5061, 22 May 2014, p493, for those held by the Medical Sciences Division). Council's approval was subject to the acceptance of those resolutions by the Charity Commission. The Charity Commission has subsequently confirmed that it is satisfied that the resolutions meet the requirements of the 2011 Act. That condition therefore having been met, these

Notices

legislative changes repeal regulations and parts of the Schedule to the Statutes for the individual trusts that have been left dormant following this process.

WHEREAS it is expedient to amend the Schedule to the Statutes and Part 2 of Council Regulations 25 of 2002 concerning trusts, NOW THE UNIVERSITY OF OXFORD, in exercise of the powers in that behalf conferred upon it by the Universities of Oxford and Cambridge Act, 1923, and of all other powers enabling it, ENACTS, subject to the approval of Her Majesty in Council, AS FOLLOWS.

1 In the Schedule to the Statutes, delete the following parts and renumber the remaining parts, and any cross-references, accordingly:

- Part 19: Gerrans Fund
- Part 28: Dean Ireland's Scholarship Fund
- Part 33: Levens Travel Bursary
- Part 39: Oldham Scholarships in Classical Studies
- Part 41: Paget Toynbee Prize.

2 In regulation §356 of Part 2 of Council Regulations 25 of 2002, relating to the Taylor Institution, delete the paragraphs relating to the following:

- Taylorian Special Lectures Fund
- Taylorian Special Reserve Fund.

3 In Part 2 of Council Regulations 25 of 2002, concerning trusts, delete the following regulations and renumber the remaining regulations accordingly:

- §11. Arteaga Prize
- §72. Colin Prize
- §75. Conington Prize
- §93. De Paravicini Prizes
- §100. Drake Fund for Italian Studies
- §118. Fiedler Memorial Fund
- §123. Fred Hodcroft Prize
- §126. Friedman Fund
- §132. Gerard Davis Prize
- §133. Gerrans Memorial Fund
- §160. Hertford Prize
- §168. Hodgson Memorial Fund
- §171. Hunt Travelling Scholarship
- §185. Jones Memorial Prize
- §194. Kolkhorst Bequest
- §216. Lovel Prize
- §224. Malcolm Memorial Fund
- §227. Massart Prize in French Literature
- §232. McLintock Fund

- §234. The Meakins McClaran Medal
- §235. Medical Prizes for award by the Board of the Faculty of Clinical Medicine
- §236. Medical Scholarships for award by the Board of the Faculty of Clinical Medicine
- §252. Musgrave Fund
- §283. Pelham Studentship
- §292. Pre-clinical Adviser's Medical Scholarships Fund
- §310. Sir Roger Bannister Neurology Prize
- §344. Silva Memorial Prize in Spoken Spanish
- §352. Sunderland Fund
- §375. Wallace Bequest
- §380. Warwick Travelling Bursary.

Note on procedures in Congregation

¶ Business in Congregation is conducted in accordance with Congregation Regulations 2 of 2002 (www.admin.ox.ac.uk/statutes/regulations/529-122.shtml). 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 Mrs F Burchett at the University Offices, Wellington Square (telephone: (2)80199; email: felicity.burchett@admin.ox.ac.uk); questions relating to elections should be directed to the Elections Officer, Ms S L S Mulvihill (telephone: (2)80463; email: elections.office@admin.ox.ac.uk).

Consultative Notices

External Membership of Council

INVITATION TO CONGREGATION TO SUBMIT NOMINATIONS FOR CONSIDERATION

Procedure for election of external members of Council

There will be a vacant place on Council for an external member from Trinity term 2017. An external member is defined in Council Statute I as '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'.

Members of Congregation are invited to submit nominations for consideration by the Nominations Committee for the place on Council, taking account of the criteria set out below, on a form available at www.council.ox.ac.uk/nominate-external-member or from Council Secretariat (01865 270012). The Nominations Committee understands that nominations may be made without any communication by the nominator with the nominee. Nominators should indicate on the nominations form if any informal communication has taken place.

The closing date for nominations is **Sunday 5 February 2017**.

The Nominations Committee will act in accordance with Council Regulation 15 of 2002 - available on the website at www.admin.ox.ac.uk/statutes/regulations/520-122q.shtml. Current Council members are listed at www.council.ox.ac.uk/people.

The committee will consider all nominations and applications received by the closing date as well as any candidates proposed by its own members; it will select from them having due regard to the principles of equality and diversity and the published selection criteria, and it will then make recommendations to Council. Council will consider all recommendations received from the Nominations Committee and will either propose a candidate for approval by Congregation or will ask the committee to submit further names for its consideration. If a candidate is rejected by Congregation

the committee will propose a further candidate or candidates to be put to Council in accordance with the above procedures until the vacancy is filled.

The appointment will be for four years, extendable for a further four years.

Responsibilities of members of Council

Council is responsible for the advancement of the University's objects, for its administration, and for the management of its finances and property. Council is therefore responsible for the academic policy and strategic direction of the University. Legally, the members of Council are charity trustees and are bound by fiduciary duties. Each must comply with the duties of a charity trustee, and when doing so must exercise the proper standard of care.

Criteria for external members of Council

All members of Council will have a strong personal commitment to higher education and to the values, aims and objectives of Oxford as a collegiate university (ie the University and its colleges).

In considering nominations for external membership of Council, personal qualities will be the primary consideration, but successful candidates will need to be able to demonstrate significant levels of relevant experience. The Nominations Committee will consider demonstrable evidence of the following:

- significant experience in a position or positions requiring the exercise of high levels of responsibility;
- substantial experience in the governance of large complex organisations in the public, private or not-for-profit sectors;
- the ability to engage with issues such as educational policy, strategic planning, risk management, IT and information systems, property, investment, financial management and legal issues in order to ensure a balance of skills and experience on Council;
- a willingness to represent the values, aims and objectives of the University to those who are not part of the institution and to bring a better understanding of issues outside the institution to the members of the collegiate University;

- the capacity to act fairly and impartially in the interests of the University as a whole, using independent judgement and maintaining confidentiality as appropriate, and avoiding conflicts of interest;
- the willingness to listen, engage, understand and interact with members of the collegiate University at all levels; and
- the willingness to play a role in liaising between key stakeholders and the University and in fundraising.

There are eight main meetings of the Council each year, which in most cases take place in the afternoon, following a lunch meeting between the Vice-Chancellor and the external members of Council. It is expected that external members of Council will become involved in the life of the University and may, for example, be asked to join other committees or help with ad hoc projects and challenges as they arise. The time commitment is around one day a month in Oxford, along with some availability at other times by phone or email.

All members have a responsibility for ensuring that Council conducts itself in accordance with accepted standards of behaviour in public life, embracing selflessness, integrity, objectivity, accountability, openness, honesty and leadership. They must also play an appropriate part in ensuring that the business of Council is carried out effectively, efficiently and in a manner appropriate for the proper conduct of public business.

Biographical information about the current external members of Council

Jayne Almond is a non-executive director of International Personal Finance plc, Chair of the University's Audit and Scrutiny Committee and an honorary fellow of St Hilda's. After reading PPE at St Hilda's her early career was spent at Shell, where she worked for six years before joining LEK Consulting, a strategy consulting firm, where she became a senior partner and head of its financial services practice. In 1999 she joined Lloyds TSB, where she held a number of roles including Managing Director of European Internet Banking, Director

of Retail Banking Strategy and Group Marketing Director. She joined Barclays in 2003, becoming Managing Director of Barclays Home Finance business, and then set up equity release firm Stonehaven in 2006, which was sold in 2014 to MGM Advantage group.

Sir Crispin Davis is a non-executive director of GlaxoSmithKline, a member of the Global Advisory Board for Citigroup and a member of the Council and the Board of Trustees of the National Trust. He is the chair of the Committee to Review Salaries of Senior University Officers, and a member of the University's Finance Committee and of the Nominations Committee. After reading Modern History at Oriel he joined Procter & Gamble in 1970, where he held a number of senior roles in the UK and Germany before becoming president of the company's North American food business. He joined Guinness Group in 1990 as Group Managing Director, and then in 1994 became Chief Executive Officer for Aegis Group plc, a leading global media service company. From 2000 to 2009 he was Chief Executive Officer of Reed Elsevier plc. He was knighted in 2004 for services to publishing and information.

Lord Paul Drayson is Managing Partner of Drayson Racing Technologies, a motorsport research and development business which he co-founded in 2007. After studying Production Engineering at Aston University followed by a PhD in Robotics at Aston, his early career was spent at BL Technology and Trebor Group, where he worked as a Development Engineer. He began his career as a science entrepreneur in 1986, founding Lambourn Food Company, a business based on novel manufacturing technology. Following Lambourn's acquisition, he founded Genisys Development in 1991, and then in 1993 co-founded PowderJect Pharmaceuticals plc, an Oxford University spin-out company. After floating PowderJect on the London Stock Exchange in 1997, he became Chairman and CEO until the company was sold in 2003. He was appointed to the House of Lords in 2004, served as Parliamentary Under-Secretary of State for Defence Equipment and Support and Minister of State for Business and

Regulatory Reform from 2005 to 2007, and was Minister of State for Science and Innovation from 2008 to 2010. He has been a member of the Privy Council since 2008. He was Science Entrepreneur in Residence at the Saïd Business School from 2003 to 2005. He has been a member of the Advisory Board at Isis Innovation, Chairman of Oxford Children's Hospital Appeal and, since 2010, President of the Motorsports Industry Association. He was elected a Fellow of the Royal Academy of Engineering in 2011.

Sir David Norgrove is chair of the Low Pay Commission and of the Family Justice Board, which is charged with the implementation of the Family Justice Review. He read Modern History at Exeter College and went on to gain a diploma in Economics from Cambridge University and an MSc in Economics from LSE. He joined the Treasury as an economist in 1972 and subsequently worked on relations with the IMF, in the Central Policy Unit, and on a review of public expenditure accounting. He took leave from the Treasury to spend two years working for First National Bank of Chicago. Between 1985 and 1988 he served as Private Secretary to prime minister Margaret Thatcher, and then joined Marks & Spencer in 1988, where he held a number of Director and Executive Director roles until 2004. In 2005 he became the first Chair of the Pensions Regulator, where he served for five years, and from 2010 to 2011 he chaired the government review of the family justice system. Between 2011 and 2014 he was chairman of PensionsFirst, a company offering risk management solutions and analytics to pension schemes, banks and insurance companies in the UK and US. He was knighted in 2016 for services to the Low Paid and the Family Justice System.

General Notices

Gazette publication arrangements

The final *Gazette* of Michaelmas term will be published on 8 December.

The first *Gazette* of Hilary term will be published on 12 January. The usual deadlines will apply.

The Prevent duty

Following the approval of the resolution on 31 May (see *Gazette* No 5136, 9 June 2016, p613), the University's Prevent Steering Group has published a draft training plan on the University's Prevent website (www.ox.ac.uk/staff/working_at_oxford/policies_procedures/prevent-duty). Members of Congregation are invited to send comments on the draft plan to prevent@admin.ox.ac.uk by **15 December**.

MSc in Neuroscience

HILARY TERM 2017

Essay topics must be approved by the appropriate module organiser before the deadlines given below:

Approval deadlines

- Module A1 - Cognitive Neuroscience: 17 March
- Module B1 - Motor Systems: 3 March
- Module C1 - CNS Development and Plasticity: 13 March

Submission deadlines

Essays must be submitted online via WebLearn by noon (UK time) on the deadlines given below, or in the case of Module B2, as hard copy to the Examination Schools:

- Module A1 - Cognitive Neuroscience: 3 April
- Module B1 - Motor Systems: 15 March
- Module B2 - Computational Neuroscience: 10 March (hard copy submission)
- Module C1 - CNS Development and Plasticity: 29 March

Appointments

Social Sciences

Professor Jane Messina, PhD North Carolina, has been appointed Associate Professor in Social Science Research Methods in the School of Interdisciplinary Area Studies and School of Geography and the Environment, and a Fellow of Green Templeton, from 1 December 2016.

Visiting Professorships

Social Sciences

The Social Sciences Division has, on the recommendation of the Faculty of Law, reconferred the title of Visiting Professor on **Professor Hugh Beale** for 3 years from 1 October 2016.

The Social Sciences Division has, on the recommendation of the Faculty of Law, reconferred the title of Visiting Professor on **Mr Ben Emmerson QC** for 3 years from 1 January 2017.

The Social Sciences Division has, on the recommendation of the Faculty of Law, reconferred the title of Visiting Professor on **Professor Ansgar Ohly** for 3 years from 1 October 2016.

Recognition of Distinction

Professorial Distinction Awards exercise 2016-17

DIVISIONAL COMMITTEE MEMBERSHIP

Humanities

- Professor K O'Brien (in the chair)
- Rector of Exeter
- Provost of Worcester
- Professor A Bowman
- Professor S Frith
- Professor K Hawley
- Professor G Khan
- Professor J Lieu
- Professor N Vincent
- Professor C Wickham

Lectures

Mathematical, Physical and Life Sciences

Professor D Bradley (in the chair)
 President of Corpus Christi
 Warden of Merton
 Professor H Atkinson
 Professor C Deane
 Professor G Henderson
 Professor Dame Georgina Mace
 Professor T Softley
 Professor J Wheeler
 Professor M Wooldridge

Medical Sciences

Professor A Buchan (in the chair)
 Principal of St Hugh's
 Professor T Brown
 Professor A Cooke
 Professor G Evan
 Professor C Kennard
 Professor Sir Alex Markham
 Professor E Robertson
 Mr B Taylor

Social Sciences

Professor R Goodman (in the chair)
 Master of University College
 Warden of Nuffield
 Principal of Green Templeton
 Professor R Coningham
 Professor A Davies
 Professor Sir Ian Diamond
 Professor J Sebba
 Professor S Whatmore

Graduate Awards and Prizes

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University Administration and Services

Research Services

BBSRC OPEN FORUM

Professor Melanie Welham, Chief Executive of BBSRC, will lead an Open Forum 11.30am-12.30pm on 12 December at the Department of Plant Sciences. Open to Oxford University staff interested in the BBSRC's current and future directions and funding.

Social Sciences

Department of International Development

OXFORD POVERTY AND HUMAN DEVELOPMENT INITIATIVE: DISTINGUISHED PUBLIC LECTURE

Amartya Sen, Lamont University Professor and Professor of Economics and Philosophy, Harvard, will deliver a Distinguished Public Lecture at 5pm on 18 January in the Sheldonian Theatre. Chaired by the Rt Hon Lord Patten of Barnes, Chancellor of the University. More information: www.ophi.org.uk.

Subject: 'Democracy and social decisions'

Examinations and Boards

Examinations for the Degree of Doctor of Philosophy

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Examinations for the Degree of Master of Science

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Examinations for the Degree of Master of Philosophy

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Colleges, Halls and Societies

Obituaries

Keble

John Hudson Llywelyn Bicknell,
17 September 2016; 1969. Aged 66.

Dr Peter Christmas, 8 November 2016;
1955. Aged 80.

James Clifford Hyde Driver, 19 October
2016; 1952. Aged 85.

John Kerr Grieves, 12 July 2016; 1955.
Aged 80.

Professor Sir Geoffrey William Hill,
30 June 2016; 1950. Aged 84.

**The Revd Canon Philip Reginald
Strange Morgan**, 16 July 2016; 1951.
Aged 88.

Geoffrey David Pickering, 28 October
2016; 1955. Aged 79.

Michael Douglas Richards, 15 July 2016;
1958. Aged 76.

Dr Jeremy Peter Dixon Scott,
21 September 2016; 1959. Aged 76.

Eric John Williams, 19 October 2016;
1945. Aged 89.

Regent's Park

Dr Barrington R White, 12 November
2016; 1956, Lecturer 1963–72, Principal
1972–89, Senior Research Fellow and
Tutor in Ecclesiastical History 1989–99.

St Hugh's

Dr Isabel Ann Wright, 8 April 2016; 1990.
Aged 44.

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 www.ox.ac.uk/gazette/examinationregulations.

Continuing Education Board

PGCERT IN ARCHAEOLOGY
removal of defunct course

Humanities Board

MST IN THEOLOGY
minor amendment to layout of
regulations concerning essays and
dissertation for Science and Religion

FHS OF PHILOSOPHY AND THEOLOGY
**FHS OF THEOLOGY AND ORIENTAL
STUDIES**
minor textual correction

Advertisements

Advertising enquiries

Email: gazette.ads@admin.ox.ac.uk

Telephone: 01865 (2)80548

Web: www.ox.ac.uk/gazette/classifiedadvertising

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.

Charges

Commercial advertisers: £30 per insertion of up to 70 words, or £60 per insertion of 71–150 words.

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

Advertisements which are placed only in the online edition of the *Gazette* are reduced to £20 per insertion for commercial advertisers and £10 per insertion for private advertisers for 70-word advertisements (or £40 and £20 respectively for 150-word advertisements).

See our website for examples of whether an advertisement is considered commercial or private: www.ox.ac.uk/gazette/classifiedadvertising.

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 www.ox.ac.uk/gazette/classifiedadvertising.

Extracts from the terms and conditions of acceptance of advertisements

General

1. Advertisements are accepted for publication at the discretion of the editor of the *Gazette*.

Note. When an advertisement is received online, an acknowledgement will be emailed automatically to the email address provided by the advertiser. The sending of this acknowledgement does not constitute an acceptance of the advertisement or an undertaking to publish the advertisement in the *Gazette*.

2. The right of the *Gazette* to edit an advertisement, in particular to abridge when necessary, is reserved.

3. Advertisements must be accompanied by the correct payment, and must be received by the deadline stated above. *No refund can be made for cancellation after the acceptance of advertisements.*

4. Once an advertisement has been submitted for publication, no change to the text can be accepted.

5. Voucher copies or cuttings cannot be supplied.

Charges

6. Two separate charging arrangements will apply, for commercial and private advertisers. The rates applicable at any time will be published regularly in the *Gazette*, and may be obtained upon enquiry. The rates, and guidance on applicability of each rate, are also available online.

The editor's decision regarding applicability of these rates to an individual advertiser will be final.

Disclaimer

7. The University of Oxford and Oxford University Press accept no responsibility for the content of any advertisement published in the *Gazette*. Readers should note that the inclusion of any advertisement in no way implies approval or recommendation of either the terms of any offer contained in it or of the advertiser by the University of Oxford or Oxford University Press.

Advertisers' Warranty and Indemnity

13. The advertiser warrants:

(i) **Not to discriminate against any respondents to an advertisement published in the *Gazette* on the basis of their gender, sexual orientation, marital or civil partner status, gender reassignment, race, religion or belief, colour, nationality, ethnic or national origin, disability or age, or pregnancy.**

(ii) That the advertisement does not contravene any current legislation, rules, regulations or applicable codes of practice.

(iii) That it is not in any way illegal or defamatory or a breach of copyright or an infringement of any other person's intellectual property or other rights.

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 www.ox.ac.uk/gazette/classifiedadvertising, and may also be obtained on application to Gazette Advertisements, Public Affairs Directorate, University Offices, Wellington Square, Oxford OX1 2JD.

Publication in online *Gazette*

16. Unless the advertiser stipulates otherwise, all advertisements will be published in the online *Gazette* in addition to the printed *Gazette*. At the time of submission of an advertisement, the advertiser may stipulate that he or she does not wish the advertisement to be included in the online *Gazette*. This stipulation: (i) must be made at the time of submission of the advertisement; (ii) cannot later be altered; (iii) will apply to all instances of publication of an advertisement arranged at the time of submission of that advertisement. Please note that advertisements form part of the online *Gazette* as published and cannot be removed or amended after publication.

Miscellaneous

Gazette publication arrangements

Advertisers are asked to note that the final *Gazette* of Michaelmas term will be published on 8 December. Publication for Hilary term will begin on 12 January. The usual deadline will continue to apply (see above).

Helping children to walk

The Dept of Orthopaedics, Rheumatology and Musculoskeletal Sciences in conjunction with Oxford Innovation are crowdfunding with OxReach for £100,000 by 4 Dec for children born with clubfoot. If untreated, clubfoot becomes a painful and disabling deformity. We have developed materials to train healthcare professionals, so children can receive life-changing clubfoot treatment. Please help us if you can. Donate at: <https://oxreach.hubbub.net/p/clubfoot>.

Craft Courses

A craft course makes the perfect Christmas gift! Ardington School of Crafts offers short courses with practising craftspeople in beautiful surroundings near Wantage. 200 courses between 1 and 3 days, from stained glass and silver jewellery to textiles and carving, all held in our well-equipped workshops. Unearth your hidden talents and discover why people keep coming back to Ardington School of Crafts. Gift vouchers available. See: www.ardingtonschoolofcrafts.com. Tel: 01235 833433.

UK Brain Bank for Autism and Related Developmental Research, JR

The developing brain is altered in autism but neuroscientists do not know how or why. Research is needed to understand the causes and biological basis of autism, to develop better interventions to improve the lives of those directly affected by it. Such critical research is hindered by the scarcity of donated human brain tissue. Control tissue, donated by people who do not have autism, is needed for comparison just as much as

donations by people who do - and the NHS organ donor scheme does not include brain donation. We particularly want younger people to consider making a pledge to donate their brain after death (the further the brain is from its inception, the more difficult it is to understand the process of its development, so we do not take donations from people over 65 not directly affected by autism). See www.brainbankforautism.org.uk for information and to register as a donor.

Restore Garden Café

Spacious café set in award-winning gardens with delicious food and coffees using organic, fair-trade and local produce where possible. Plants, handmade gifts and cards for sale. Open Mon-Sat, 10am-4pm, Manzil Way, Cowley Rd, Oxford OX4 1YH. All proceeds to Restore, Oxfordshire mental health charity (registered charity number 274222): www.restore.org.uk.

Research participants sought

Are you interested in taking part in clinical research? We are running a clinical study looking at how steroids and insulin work in healthy male volunteers. If you are interested in taking part please contact 01865 857202 or email sue.beatty@ocdem.ox.ac.uk at the Oxford Centre for Diabetes, Endocrinology and Metabolism, Churchill Hospital. We will reimburse any travel costs and offer compensation for your time and inconvenience.

If you are 18-60 years old and in good health you may be eligible to take part in a study to test the human response to *Salmonella typhi* and paratyphi run by the Oxford Vaccine Group. Reimbursement provided for your time, inconvenience and travel. Total participation time: up to 15 months. Before you decide whether to take part, it is important to understand exactly what the study is about and what participation would involve. Further information: www.ovg.ox.ac.uk/recruiting-studies, 01865 857420 or info@ovg.ox.ac.uk.

Oxford University Newcomers' Club

The Oxford University Newcomers' Club at the University Club, 11 Mansfield Rd, OX1 3SZ, welcomes the wives, husbands or partners of visiting scholars, of graduate students and of newly appointed academic and administrative members of the University. We offer help, advice, information and the opportunity to meet others socially. Informal coffee mornings are held in the club every Wednesday 10.30-12 (excluding the Christmas vacation). Newcomers with children (0-4) meet every Fri in term 10.15-11.45. We have a large programme of events including tours of colleges, museums and other places of

interest. Other term-time activities include a book group, informal conversation group, garden group, antiques group, opportunity to explore Oxfordshire and an opportunities in Oxford group. Visit our website: www.newcomers.ox.ac.uk.

Restoration and conservation of antique furniture

John Hulme undertakes all aspects of restoration. 30 years' experience. Collection and delivery. For free advice, telephone or write to the Workshop, 11A High St, Chipping Norton, Oxon, OX7 5AD. Tel: 01608 641692.

Sell your unwanted books

We buy academic and non-academic used books. If you are moving office or home, leaving the University or just need more space, we can help. We are most interested in arts, history and social sciences and also buy classical or jazz CDs. Good prices paid for large or small collections and we collect from anywhere in the Oxford area. Please contact Ross on 07720 288774 or bd@beadledavies.co.uk.

Services offered

Big or small, we ship it all. Plus free pick up anywhere in Oxford. Also full printing services available (both online and serviced), 24-hour photocopying, private mailing addresses, fax bureau, mailing services and much more. Contact or visit Mail Boxes Etc, 266 Banbury Rd, Oxford. Tel: 01865 514655. Fax: 01865 514656. Email: staff@mbesummertown.co.uk. Also at 94 London Rd, Oxford. Tel: 01865 741729. Fax: 01865 742431. Email: staff@mbeheadington.co.uk.

Fabulous food for your freezer. Gourmet home cooking delivered to you in Oxford prepared especially for your delectation and convenience. I produce delicious home-cooked meals for the freezer using fresh, seasonal, locally sourced ingredients. Huge choice from traditional/innovative recipes, tailored to your own requirements, competitively priced. Conveniently presented from individual to family size. Event catering also offered. Jane Darling, Darling & Joy: 07770 945656, janedarling@btinternet.com.

Houses to let

Northcourt Rd, Abingdon, £2,500 pcm. Fantastic 6-bedroom home full of character features and with lovely mature maintained gardens. Great access to nearby schools, science parks, town centre and A34. With 6 double bedrooms, 1 family bathroom, 2 en-suite bathrooms, lots of living space and kitchen with breakfast area. Double garage

and parking for 2 cars. Call Finders Keepers Abingdon: 01235 535454 or email: abingdon@finderskeepers.co.uk to book a viewing.

2-bedroom, 2-bathroom stunning, recently refurbished period Jericho house for rent: furnished, available from 1 Jan. Walk to city centre, Port Meadow, restaurants, shops and cinema. Ground floor: walk-through dining room/study, kitchen and sitting room opening to patio garden. First floor: bathroom, double bedroom, spacious hallway/study area. Top floor: double bedroom with en suite. £1,900 excluding bills. Contact Bruce: 07979 922590.

Lovely, spacious, well-maintained 2-double bedroom, 2-bathroom Grandpont house available Jan-Apr (flexible). Filled with books; study area; fully equipped new kitchen; beautiful garden; superfast broadband and cable TV; Bechstein piano; 10 mins' walk to Christ Church; 5 mins to the Thames, meadows, swimming pool (opens in Apr), farmers' market, schools, cafes and restaurant. £2,000 per month. Contact anna.beer@kellogg.ox.ac.uk for more details.

Flats to let

Bright, nicely furnished flat in north Oxford - quiet location (OX2 8BS). 2 bedrooms (1 double, 1 single), living room and diner, large kitchen, bathroom with shower. Parking space. Excellent links to the city centre by frequent public transport. 6 months' let or longer by agreement. Available Jan 2017. £1,200 pcm exclusive of services. Contact: 07748 845243.

Delightful self-contained recently built flat to let from 1 Jan 2017 (possibly earlier) until 30 Jun 2017 (or longer). Separate entrance from owner's own drive. Grandpont, south Oxford. 10 mins' walk from Carfax. Large sitting room with sunny terrace, kitchen, double bedroom. Suit non-smoking graduate student couple: £775 pcm. References required. Tel 01865 241845 or email popher@btinternet.com.

West Quay, Abingdon, £1,250 pcm. Super split-level apartment with double aspect living/dining room (with balcony) and outstanding views over Abingdon marina. With 2 double bedrooms and a single room/study this furnished home is available for 12 months and is ideal for single person or couple. Garage and allocated parking. Walking distance to town centre. Call Finders Keepers Abingdon: 01235 535454 or email: abingdon@finderskeepers.co.uk to book a viewing.

Accommodation offered

Graduate Accommodation Office

The Graduate Accommodation Office provides affordable accommodation to full-time graduate students of the University. Please see www.admin.ox.ac.uk/graduateaccommodation. Academic visitors, staff and part-time students may wish to register for Student Pad, a website where private landlords advertise for tenants associated with the University: www.oxfordstudentpad.co.uk.

scottfraser - market leaders for quality Oxfordshire property. Selling, letting, buying, renting, investing - we are here to help. Visit www.scottfraser.co.uk for more information or call: Headington sales: 01865 759500; Summertown sales: 01865 553900; East Oxford sales: 01865 244666; Witney sales: 01993 705507; Headington lettings: 01865 761111; Summertown lettings: 01865 554577; East Oxford and student lettings: 01865 244666; Witney lettings: 01993 777909.

Furnished loft room available in clean, quiet house in Iffley Fields. Ideal for visiting academic. Share cooking and cleaning. Landlord is a foster carer so all adults in the house have to be DBS checked (not daunting, but necessary). £500 pm incl bills. Email: mark@goodhanddesigns.co.uk.

Accommodation sought

University Accommodation Office

Landlords - do you have a spare room, flat or house to let? Oxford University Accommodation Office seeks all types of short- and long-term accommodation for students, academic visitors, postdocs and members of the University. Our Studentpad software allows landlords to quickly advertise properties online, amend details and upload photos. See: www.admin.ox.ac.uk/accommodation/landlord. For information: 01865 280923.

Large house (to sleep 15) in Oxford wanted for 2-week rent 1-15 August 2017 for my American cousin and family, 6 adults and 9 children aged 5-20. Contact Carol Summers on 01865 510176 or carol_s@lineone.net.

Self-catering apartments

Visiting Oxford? Studio, 1-, 2- and 3-bed properties conveniently located for various colleges and University departments. Available from 1 week to several months. Apartments are serviced, with linen provided and all bills included. Details, location maps and

photos can be found on our website at www.shortletspace.co.uk. Contact us by email on stay@shortletspace.co.uk or call us on 01993 811711.

Sunny north Oxford studio apartment with parking available for short/medium-term lets, ideal for 1 person. Immaculate newly built with French doors opening on to south-facing garden. Wi-Fi/TV provided. Lounge/dining area, fully equipped kitchenette with fridge/freezer/hob/microwave. Separate access with own hallway including washer/dryer, beautiful bathroom with shower. Fresh linen regularly, £60 per night, bills included, minimum 3 nights. £25 surcharge for second person. Email: enquiries@studioflatnorthoxford.com. Tel: 0044 (0)7764 574700. Web: www.studioflatnorthoxford.com.

The Tidmarsh is a Visit England 5* rated 1-bedroom apartment in the Oxford Castle complex, recently refurbished for its 10th anniversary. A quiet, central location, so ideal for professional and academic short-term lets. Wi-Fi, all utilities, highest thread-count linen changed weekly, fully fitted kitchen, full laundry facilities, underfloor heating with finest quality furniture and fittings ensure a comfortable, practical environment. Web: www.pmcdomus.co.uk. Email: pat@pmcdomus.co.uk. Tel: 01869 277557.

Holiday lets

Midhurst. Romantic, primitive, 2-bedroom gamekeeper's cottage up a muddy farm track in national park at the foot of the South Downs. Open fire, polished floor, simple kitchen; dishwasher, washing machine; broadband, no TV, large study. On own 190-acre organic farm - woods, valleys, river, bluebells, deer. Available weekends; discounts for junior academics. Pictures at www.wakehamfarm.com or email haroldcarter@mac.com.

Cornwall, cottage and restored chapel in quiet hamlet on South-west Coastal Footpath within 100m of the sea and minutes from Caerhays and Heligan. Each property sleeps 6. Comfortably furnished, c/h, wood burner and broadband. Ideal for reading, writing, painting, walking, bathing, bird watching. Beautiful beach perfect for bucket and spade family holidays. Available for Christmas and New Year breaks. Short winter breaks available from £250. Tel: 01865 558503 or 07917 864113. Email: gabriel.amherst@btconnect.com. See: www.cornwallcornwall.com.

Choose from over 11,000 holiday villas and apartments in Spain with Clickstay. We make it easy for you to make the perfect choice with our verified renter reviews and a dedicated customer services team. You can choose from modern apartments in Mallorca to whitewashed traditional fincas in Tenerife from just £73 pw! Many of our rental properties have private pools, sea views and large gardens with BBQ facilities. See: www.clickstay.com/spain.

Property for sale

2-room flat for sale in Cowley. £150,000; offers considered. Bedroom, living room, kitchen, bathroom. Large room sizes. Shops, bus stops, cafes and gyms within 100m. Tel: 07581 436040 or email: annapavelin@yahoo.co.uk to arrange viewing or for more information and pictures.

Items wanted

Doll's house wanted. Small or medium-sized doll's house wanted for 3 eager granddaughters. Glad to accept in poor condition for refurbishment. Please send details to milnes01@gmail.com.

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.ox.ac.uk/about_the_university/jobs.

The University is committed to equality and valuing diversity.

Colleges, Halls and Societies

Brasenose and St Anne's; stipendiary Lecturer in Ancient History; £17,368-£19,534; noon, 6 January; www.bnc.ox.ac.uk/vacancies/academic-vacancies

Exeter in association with the Faculty of Medieval and Modern Languages and Keble; Associate Professor in Spanish Golden Age Literature; £45,562-£61,179 plus housing allowance; noon, 5 January; www.exeter.ox.ac.uk/associate-professor-spanish-golden-age-literature.html

Exeter; non-stipendiary Visiting Fellowships 2017-18; noon, 10 February; www.exeter.ox.ac.uk/visiting-fellowships-non-stipendiary.html

Exeter; Director of Development and Alumni Relations; competitive salary; 9am, 3 January; www.exeter.ox.ac.uk/director-development-and-alumni-relations.html

Jesus; Visiting Senior Research Fellowship; 17 February; www.jesus.ox.ac.uk

Wycliffe Hall; part-time Tutor and Course Director for mixed-mode and context-based ordination training (0.5 FTE); £15,082; 19 December; www.wycliffehall.org.uk/Mixedmodedirect

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