For details of University events, see the ‘Events’ page of the Staff Gateway: www.ox.ac.uk/staff/events
Council and Main Committees

Council of the University

Changes in Regulations

Council has made the following changes in regulations to come into effect on 2 August.

(a) Financial Regulations

Explanatory Note

These amendments to the Financial Regulations reflect the introduction of a revised University Policy on Bribery and Fraud and a new Policy on Gifts and Hospitality.

Text of Regulations

1 In the Financial Regulations (Council Regualtions 1 of 2010, made by Council on 21 June 2010), amend regulation 1.4(4)(b) as follows (new text underlined, deleted text scored through):

'(b) All employees and others with responsibility for the administration and management of funds received or held by the University, have a responsibility to guard against fraudulent practices affecting the University and follow the University Policies on Bribery and Fraud and Gifts and Hospitality Fraud Policy and Response Plan if such practices are discovered, seeking advice from the Head of Financial Assurance Services as required.'

2 Ibid, amend regulation 1.5(2) as follows (deleted text scored through):

'2 (2) Financial Limits to Authorise Expenditure Commitments

Tables B, C, D and E 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). Table C sets out limits in respect of capital expenditure together with reporting requirements. Table D sets out the limits applicable to investment decisions and Table E the limits applicable to the financial write-off of bad debts.

The approval of the head of unit, or (in the case of expenditure by heads of unit) the head of division or Director of Finance, must be obtained in any event for the receipt of any gift worth more than £250 and for the receipt of hospitality worth more than £500. For general expenditure claims, heads of departments may authorise individual claims up to £10,000 per claim. Above this limit a divisional head, the Registrar or Director of Finance should approve claims.'

3 Ibid, delete existing regulations 2.3(1)-(4) and substitute as follows (new text underlined, deleted text scored through):

'2.3 Gifts and Hospitality Received

(1) The Gift Registry oversees the management of gifts and associated income. Gifts and hospitality provided must comply with the University Policies on Gifts and Hospitality.

(2) Grants in support of research must be negotiated through Research Services, in accordance with regulation 4.1.

(3) Gifts for research that are to be treated as research income (where it is the donor or benefactor’s intent to support specific research activity) are to be treated as research income and should be managed in accordance with the Guidelines on Gifts (Donations) for Research.

(4) The Gift Registry oversees the management of philanthropic donations, gifts and associated income. Advice should be sought from the Gift Registry where uncertainty exists on the nature of a receipt. Gifts and hospitality received must comply with the University Policy on Gifts and Hospitality.

(5) The approval of the head of unit, or (in the case of expenditure by heads of unit) the head of division or Director of Finance, must be obtained in any event for the receipt of any gift worth more than £250 and for the receipt of hospitality worth more than £500. For general expenditure claims, heads of departments may authorise individual claims up to £10,000 per claim. Above this limit a divisional head, the Registrar or Director of Finance should approve claims.'

(b) Central University Research Ethics Committee

Explanatory Note

The following changes allow greater flexibility in the appointment of external
members to the Central University Research Ethics Committee (CUREC) and its three subcommittees following the approval of an amendment to Statute I regarding the definition of "person" and "member". They also allow for the appointment of two vice-chairs to any of the CUREC subcommittees at the discretion of the General Purposes Committee of Council.

Text of Regulations

1. In Part 13 of Council Regulations 15 of 2002, concerning the Central University Research Ethics Committee, delete existing regulation 13.3 and substitute (new text underlined):

'13.3. The committee may co-opt up to four additional members, who may be internal or external, and who shall hold office for such period as the committee may determine.'

2. Ibid, delete existing regulations 13.8–13.10 and substitute (new text underlined, deleted text scored through):

'13.8. The membership of each subcommittee established by these regulations shall consist of:

(1), (2) Two persons appointed as chair and vice-chair of the subcommittee by the General Purposes Committee of Council, ideally one of whom shall not currently be involved in research involving human participants or personal data. The person appointed as vice-chair may be external.

(3) One person, who may be external, appointed by the Central University Research Ethics Committee on the recommendation of the chair of the relevant subcommittee whose primary personal or professional interest is not in research involving human participants or personal data;

(4) One external person, who may be external, appointed by the Central University Research Ethics Committee on the recommendation of the chair of the relevant subcommittee whose primary personal or professional interest is not in any particular research area;

(5) (12) No fewer than three, and no more than eight, persons, one of whom may be external, appointed by the Central University Research Ethics Committee on the recommendation of the chair of the relevant subcommittee who have methodological and ethical expertise relevant to the proposals which each subcommittee will be expected to scrutinise.

13.9. Appointed members shall serve for four years and shall be re-eligible.

13.10. Each subcommittee may co-opt up to four additional members, who may be internal or external, and who shall hold office for such period as the subcommittee may determine.'

3. Ibid, insert new regulation 13.11 and renumber existing regulation 13.11 as 13.12:

'13.11. Notwithstanding regulation 13.8(1), (2) above, the General Purposes Committee of Council may, but is not obliged to, appoint a second vice-chair of each subcommittee on the recommendation of the chair of the Central University Research Ethics Committee. For the avoidance of doubt, the second vice-chair may be external.'

Council of the University

(a) Regulations for committees reporting directly to Council or one of its main committees: corrigendum

Explanatory Note

When changes were made to the regulations for Council in 2011, the cross-references in the regulations for committees reporting directly to Council or one of its main committees were not updated.

Text of Regulations

In Part 1 of Council Regulations 15 of 2002, concerning committees reporting directly to Council or one of its main committees, delete existing regulation 1.2 and substitute (new text underlined, deleted text scored through):

'1.2. The participation by student members in the business of committees of Council shall be subject to the same conditions (with any necessary substitutions) as are prescribed for the student member representatives at meetings of Council under regulations 43–44 of the Regulations for Council.'

(b) Regulations for the Security Subcommittee of the General Purposes Committee: corrigendum

Explanatory Note

When the changes in regulations establishing the Security Subcommittee of the General Purposes Committee were published on 23 May, the regulations should have specified Council as the appointing body for ‘one external member with experience in the area of security of large organisations’.
**Congregation**

8 October noon

**Oration by the Vice-Chancellor**

Mr Vice-Chancellor will address the House.

† The Oration will be given in Convocation House.

**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](http://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).

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**Notices**

**Consultative notices**

**Consultation on the JRAM**

The Joint Resource Allocation Review Group (JRARG) was charged in March 2012 by the Planning and Resource Allocation Committee (PRAC), the Education Committee and the Conference of Colleges with reviewing the operations of the T-RJARm for all undergraduate provision. This review was necessary in the light of the government’s revisions to the fees and funding regime for Home and EU undergraduates. JRARG has now formulated its recommendations and comments on these are invited from all bodies within the collegiate University as well as from individuals. Please visit [https://sharepoint.nexus.ox.ac.uk/sites/AAD/pras/default.aspx](https://sharepoint.nexus.ox.ac.uk/sites/AAD/pras/default.aspx) to access the proposals. Comments may be posted on this site or sent by email to jram@admin.ox.ac.uk by 31 July. Responses will be posted on an internal website unless permission is withheld. Comments will inform JRARG’s final recommendations which will be submitted to PRAC, the Education Committee and the Conference of Colleges in November 2013.

**General notices**

**Gazette publication arrangements**

This is the final Gazette of Trinity term. The first Gazette of Michaelmas term will be published on 26 September, but will be limited to Council and Congregation business and changes to Examination Regulations. The first full Gazette of next term will be published on 3 October.

**Gazette subscription arrangements 2013-14**

We are pleased to announce that there will be no increase in the cost of postal subscriptions to the Gazette and the Oxford Magazine for the academic year 2013-14. The cost of a subscription to the Gazette for the next academic year will therefore remain:

- United Kingdom, first-class post: £85
- United Kingdom, second-class post: £72
- Elsewhere in Europe: £90
- Outside Europe: £200

Subscription to the Gazette includes Blueprint (6 issues per year) and the Oxford Magazine (12 issues per year; see below concerning separate subscription to the Magazine).

**HOW TO PAY**

We prefer payment by debit or credit card via our online shop. Please see [www.ox.ac.uk/gazette/subs](http://www.ox.ac.uk/gazette/subs) for further details.

Payment by cheque: please send your name and full postal address, plus a cheque for the appropriate amount as detailed above, to: Gazette Subscriptions, University Offices, Wellington Square, Oxford OX1 2JF.

**OXFORD MAGAZINE**

Subscriptions to the Oxford Magazine only are also available. The charge for 2013-14 will remain:

- United Kingdom: £30
- Elsewhere in Europe: £37
- Outside Europe: £84

If you wish to subscribe to the Oxford Magazine only, please send your name and full postal address, plus a cheque for the appropriate amount as detailed above, to: Gazette Subscriptions, University Offices, Wellington Square, Oxford OX1 2JF. Please note that payment by cheque is the only method available for Magazine-only subscriptions.

**DEADLINE FOR SUBSCRIPTION PAYMENTS**

To ensure that your subscription is active in time for you to receive all copies of the Gazette, Blueprint and the Oxford Magazine for 2013-14, we must receive your payment by 16 September.

**Vice-Chancellor’s Diversity Fund**

A £1m fund has been established for the advancement of diversity among academic and research staff at Oxford. One of the primary aims of the new fund, which will be made up from both divisional and central contributions, will be to address the under-representation of women in senior research and academic posts. Details about the new fund are available on the Equality and Diversity website at [www.admin.ox.ac.uk/eop](http://www.admin.ox.ac.uk/eop). Further information about how the fund may be used, and the process for applying, will be made available in Michaelmas term.

**Oxford Open Doors**

14-15 September 2013: Oxford Open Doors, now in its sixth year, is run by Oxford Preservation Trust in partnership with the University of Oxford. This free weekend...
provides an annual opportunity for local people to enjoy and discover more about their city. This year our special theme celebrates the legacy of William Morris, Viscount Nuffield, as an industrialist and great philanthropist. A new aspect of the programme is a special focus on exploring new architecture including much belonging to the collegiate University.

Brochures will be available from the beginning of August. Volunteer stewards are still required; to volunteer, please get in touch at volunteers@oxfordpreservation.org.uk or see www.oxfordpreservation.org.uk.

Oxford Learning Institute

TRAINING FOR ADMISSIONS INTERVIEWING

The Oxford Learning Institute will offer the following training opportunities to those responsible for leading or assisting with undergraduate admissions interviewing in 2013:

- a tutored online course, for those who expect to take a leading role in admissions interviewing, will be available from 7 August to 6 December (with new enrolments being taken until 29 November);
- a non-tutored online course, for those assisting with admissions (e.g. graduate student ‘helpers’ or note-takers) and experienced tutors who need an update, will be available from 7 August to 20 December;
- admissions interviewing practice - this half-day session (noon -4pm) for new interviewers who have completed the tutored online course will be offered on two occasions (2 October and 22 November).

The collegiate University expects all those involved in interviewing candidates for admission to receive appropriate briefings on the process. The compulsory element of these briefings for new staff is in the form of an online course which takes about six hours to complete. New appointees may complete the online course before arriving in Oxford, if they wish to do so.

Practice interviews are also offered as an optional extra learning opportunity. To qualify to take part in practice interviews, participants must complete the online course by a deadline three weeks beforehand.

We advise all teaching staff in colleges who have not been involved in interviewing or have not previously taken this course to ask senior colleagues whether they will be expected to interview this year and should therefore enrol. Departmental teaching staff may also wish to seek advice from line managers or mentors on whether they are likely to receive an invitation to be involved in admissions this year. Many who do not have a formal college association are nonetheless frequently invited to take part in college admissions processes because of their specific disciplinary expertise.

To book onto any of the above courses please go to the Learning Institute website at www.learning.ox.ac.uk/admissions and follow the links to the course you want. The webpage provides further information but if more is required, please telephone Kathryn Black on (2)86825.

Appointments

Humanities

PROFESSORSHIP OF EGYPTOLOGY

Richard Bruce Parkinson, BA DPhil OxF, Assistant Keeper (curator), Department of Ancient Egypt and Sudan, British Museum, has been appointed to the Professorship of Egyptology in the Faculty of Oriental Studies. Dr Parkinson will take up the post on a 20% basis from 1 October 2013, and full time with effect from 1 January 2014. Dr Parkinson will be a fellow of Queen’s.

APPOINTMENTS

University Lecturer (ULNTF)


University Lecturer

Medieval and Modern Languages: Daron Lee Burrows, BA MSt DPhil OxF. Fellow of St Peter’s. In Medieval French. From 1 October 2013 to 30 September 2018.

Theology and Religion: Katherine Emma Southwood, BA Durb, MSt DPhil OxF. Fellow of St John’s. In Old Testament Studies. From 1 October 2013 to 30 September 2018.

CUF Lecturer

English: Laura Ashe, BA MPhil PhD Camb. Fellow of Worcester. In English Language and Literature. From 1 September 2013 to retirement.

Departmental Lecturer

History: Johannes Maria Machielsen, BA Maastricht, MA Leiden, MSt DPhil OxF. In Early Modern European History. From 1 October 2013 to 30 September 2016.


Instructor

Oriental Studies: Emine Çakır Sürmeli, BA MA Bilkent, PhD Çukurova. In Turkish. From 1 April 2013 to 31 March 2017.

REAPPOINTMENTS

University Lecturer (ULNTF)


CUF Lecturer

Classics: Adrian David Kelly. BA MA Melbourne, DPhil OxF. Fellow of Balliol. In Greek Literature. From 1 October 2013 to retirement.


History: Charles Conrad Leyser, MA DPhil OxF. Fellow of Worcester. In History. From 1 September 2013 to retirement.

CONFERMENT OF TITLES

CUF Lecturer


Medical Sciences

PROFESSORSHIP OF PUBLIC HEALTH

Sir Rory Collins, BSc George Washington, MB BS Lond, MA MSc OxF, Professor of Medicine and Epidemiology; Co-director, Clinical Trial Service Unit and Epidemiological Studies Unit, Nuffield Department of Clinical Medicine; Co-director, MRC Directly Supported Team; Joint Director, Cancer Research UK Epidemiological Studies Unit; Honorary Consultant, Department of Cardiovascular Medicine, John Radcliffe Hospital; Fellow, Green Templeton; and Principal Investigator/Chief Executive, UK Biobank, has been appointed to the Professorship of Public Health in the Department of Public Health with effect from 1 July. Professor Collins will be a fellow of St Cross.
REAPPOINTMENT

University Lecturer

Christopher Summerfield, BA MSc Lond, MSc Barcelona, MA Ox, PhD Columbia, Fellow and Tutor in Experimental Psychology, Wadham, and University Lecturer in Experimental Psychology, has been reappointed until the retiring age with effect from 1 September 2013.

Visiting Professorships

Medical Sciences

The Medical Sciences Board has conferred the title of Visiting Professor of Medical Informatics on A Hopkins, BSc Manc, DPhil Ox, for a period of 3 years from 1 July.

The Medical Sciences Board has conferred the title of Visiting Professor of Human Nutrition on H Refsum, BSc MD Bergen, for a further period of 5 years from 1 July.

The Medical Sciences Board has conferred the title of Visiting Professor of Epidemiology on Nguyen Thi Kim Tien, MA France, PhD Ho Chi Minh City, for a period of 3 years from 1 July.

Recognition of Distinction

Social Sciences

The following title has been conferred on behalf of the Recognition of Distinction Committee:

Nicholls, A J, BA MA PhD Lond, MBA Ox, University Lecturer in Social Entrepreneurship and Fellow of Harris Manchester, Professor of Social Entrepreneurship with effect from 21 June.

Graduate Awards and Prizes

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

Electoral Boards

Composition of an Electoral Board

The composition of the electoral board to the post below, proceedings to fill which are currently in progress, is as follows:

PROFESSORSHIP OF STATISTICS

Appointed by

The Rector of Exeter (Pro-Vice-Chancellor) Mr Vice-Chancellor

The Principal of Hertford ex officio

Professor P Donnelly Council

Professor V Isham Council

Professor P Bühlmann MPLS Division

Professor A Halliday MPLS Division

Professor P Lauritzen MPLS Division

Dr G Nicholls Hertford

Professor I Alday Hertford

1Appointed by Mr Vice-Chancellor under the provisions of Statute IX, Sect 10 and 11.

Musical and other Events

Magdalen

SUNG EUCHARIST

The Rt Revd Timothy Dakin, Bishop of Winchester, will preach a sermon for the Feast of St Mary Magdalen at a special Sung Eucharist in Magdalen College Chapel at 6pm on 22 July. All welcome.

St Stephen's House

FIRE PASSION INSPIRATION


Exhibitions

Bodleian Library

MAGICAL BOOKS: FROM MIDDLE AGES TO MIDDLE-EARTH

Until 27 Oct: Work of the 'Oxford School': C S Lewis, J R R Tolkien, Susan Cooper, Alan Garner and Philip Pullman. Tolkien's original artwork for The Hobbit and The Lord of the

Rings, C S Lewis's 'Lefay notebook' and map of Narnia, and manuscripts of novels and poems by Alan Garner, Philip Pullman and Susan Cooper. Free.

DESIGNER BOOKBINDERS INTERNATIONAL COMPETITION


Pitt Rivers Museum

Admission, exhibitions and events free. Access via the Oxford University Museum of Natural History, Parks Road (even during building works). Open: Mon 12–4.30pm, Tue–Sun and bank holiday Mon 10–4.30pm. See: www.prm.ox.ac.uk.

PITT RIVERS AT GIFFORDS CIRCUS


CONTRASTING BODIES: WAYS OF SEEING

10am–4pm, 31 Jul–1 Aug: 2-day workshop from the Old Masters to performance and ritual. To book: www.prm.ox.ac.uk.

NEED/MAKE/USE DAY

11am–5pm, Sat, 31 Aug: Summer event on the lawn in front of the Oxford University Museum of Natural History: on themes such as design, craft, recycling and problem-solving.

HOW DO YOU MAKE A FILM ABOUT THE PITT RIVERS MUSEUM?

2.30pm, Sat, 21 Sep: Alan and Udi Mandel talk about making the film Artisans of Memory. See: http://pitrivers-amulets.blogspot.com/2012/09/pitt-rivers-on-film.html.
Examinations and Boards

Supplication for the Degree of Doctor of Medicine

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

Examinations for the Degree of Doctor of Philosophy

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

Education Committee

GENERAL REGULATIONS FOR THE DEGREES OF DPHIL, MPhil, MST and MSC (BY COURSEWORK)

(a) to make provision for release of marks once the examination board has agreed them during the year
(b) to restrict award of distinction to those who have not previously failed any elements of assessment

Humanities Board

MPhil IN MUSIC

Corrigendum: to remove reference to a written project for performers

PRELIMINARY EXAMINATION FOR THEOLOGY

change of title to reflect new name of Faculty of Theology and Religion

Mathematical, Physical and Life Sciences Board

MSC IN COMPUTER SCIENCE

change to deadline for practical work

FINAL HONOUR SCHOOL OF MATHEMATICS AND COMPUTER SCIENCE

minor updates for consistency

Honour School of Materials Science

HONOUR SCHOOL OF MATERIALS, ECONOMICS AND MANAGEMENT

deletion of information which is now unnecessary

Medical Sciences Board

HONOUR SCHOOL OF EXPERIMENTAL PSYCHOLOGY

(a) clarification of regulations for entry into Part II of the Honour School
(b) updating references to papers which may be taken from other Honour Schools

Social Sciences Board

MSC IN MIGRATION STUDIES

MSC IN REFUGEE AND FORCED MIGRATION STUDIES

amendments to deadlines for submission of dissertation, in line with changes made to deadlines for submission of work for two other assessment units

General Regulations for the Degrees of MLitt and MSC (By Research)

(a) to introduce requirement for candidates to provide separate report indicating changes made to their resubmitted thesis
(b) to reduce maximum period permitted for revision of referred theses for MLitt and MSc (by Research) from four terms to three

General Regulations for the Degrees of MLitt and MSC (By Research) (I)

(a) to remove option of recommending refusal of leave to supplicate when a candidate is examined for the first time

General Regulations for the Degrees of MLitt and MSC (By Research) (II)

(a) to reduce period permitted for minor corrections from three months to one
Advertisements

Advertising enquiries
Email: gazette.ads@admin.oxac.uk
Telephone: 01865 (2)80548
Web: www.ox.ac.uk/gazette/classifiedadvertising

Miscellaneous

Gazette publication arrangements
Advertisers are asked to note that this is the final Gazette of Trinity term. The first Michaelmas term issue to carry adverts will be published on 3 Oct. The usual deadline will continue to apply (see back page).

Research funding
ResearchProfessional.com is an online research funding opportunities database and alerting service. The University has a site-wide licence, so it is freely accessible to anyone with an ox.ac.uk email address. Find out more about ResearchProfessional.com, including user guides and training sessions, on the Research Services website (www.admin.ox.ac.uk/researchsupport/findfunding/tp).

Restore Café and Shop - now open on Saturdays
Local mental health charity Restore in Manzil Way, off Cowley Rd, is now opening its Garden Café on Saturdays 10am–4pm (in addition to Mon–Fri 10am–3pm), serving delicious food and drinks made on the premises. Enjoy the summer weather in the peaceful garden or treat yourself to one of the many handmade gifts on sale. More details at www.restore.org.uk.

Inspiring Craft Courses
Ardington School of Crafts offers short courses with practising craftspeople in beautiful surroundings near Wantage. 150 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.

Research participants sought
The Oxford Pregnancy Study is investigating how anxiety during pregnancy may affect mums and babies. We are currently recruiting women who are pregnant for the first time, are between 18 and 40 years old and speak English fluently. Participation in the study will take approximately 2 hours in total, and all participants will be reimbursed for time and travel expenses. For more information about this study, please email prenatal@psych.ox.ac.uk, or telephone 01865 316109.

Stimulating the brain during cognitive training
We are recruiting participants for a study that assesses the effect of transcranial current stimulation on cognitive abilities using fun and engaging game training. We are looking for participants aged 60–80 in good health. The study would take up to 5 hours, over 3 days within a week. All participants will receive £50. For further information, please email brainthsproject@gmail.com or phone 07546 366555.

The Oxford Vaccine Group is recruiting volunteers for a study to prevent severe viral chest infections. If you are 18–50 and in good health, you may be eligible to take part in the study. Compensation provided for your time, inconvenience and travel over the study period. If interested please visit our website at www.ovg.ox.ac.uk/rsv001-new-vaccine-prevent-severe-viral-chest-infections-for-a-Study-Information-Booklet and further details.

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 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.

Antiques bought and sold
Antiques and decorative objects bought and sold. Fireplace-related items - grates, firetools, firebacks, fenders, nursery guards; 17th-, 18th- and 19th-century furniture, interesting and unusual items including silver, pictures, desks and library furniture, also garden items such as stoneware or seating. Please ring to sell, or to purchase visit us at Greenway Antiques, 90 Corn St, Witney, Oxon. Open Mon–Fri 9.30–5, Sat 10–5. Tel: 01993 705026. Mobile: 07831 585014.

Restoration and conservation of antique furniture
John Hulme undertakes all aspects of restoration. Thirty 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.

Services offered
Big or small, we ship it all. Plus free pick up anywhere in Oxford. Also 24-hour photocopying, private mailing addresses (24-hour access and mail forwarding worldwide), binding, fax bureau, colour photocopying, mailing services and much more. Contact or visit Mail Boxes Etc, 266 Banbury Rd, Oxford. Tel: 01865 514655. Fax: 01865 514656. Email: staff@mbesummetowntown.co.uk. Also at 94 London Rd, Oxford. Tel: 01865 747129. Fax: 01865 742431. Email: staff@mbheaddington.co.uk.

Tree surgery. Town and Country Trees Ltd, established in 1993, providing practical help and advice in all aspects of tree and shrub maintenance throughout Oxfordshire and surrounding areas. Dedicated and environmentally sympathetic practitioners in tree care and preservation. Contact Paul Hodgkinson on 07976 261850 or 0845 458 2980.

Car/taxi service. Professional, reliable service for business or pleasure. Superb brand new Seat Alhambra: luxury combined with versatility. Panoramic roof, leather seats, air conditioned, lots of luggage room. Also available: luxury Audi A8 limousine with beige leather seats and air suspension to waft you to your destination in comfort and style. Alhambra prices: Heathrow £75; Eurostar £95; Cambridge £125. For more prices or advice: cliveroberts@talktalk.net. Tel: 01865 778608/07917 566077. Accounts welcome.

Oxford’s low-cost packing and shipping experts. Lowest price rates guaranteed for University students, staff and departments, plus free boxes and collection for all shipments. Whether clothing, books, computers, fragile laboratory equipment, musical instruments, rowing oars, valuable paintings or other household items, we specialise in custom packing, storage and worldwide delivery by road, sea and air. Pack & Send, 3 Botley Rd, Oxford, OX2 0AA. Tel: 01865 256010. Email: oxford@packsend.co.uk.

Carpenter/joiner. For bookcases, wardrobes, etc. made on site to your specifications. Portfolio available. Call Rob Guthrie on 01608 667423 (evening) or 07961 444957 (daytime). Email: rob@robguthrie.com. Web: www.robguthrie.com.

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Frances Carroll Nutrition. I am a qualified, regulated and insured nutrition practitioner skilled at identifying nutritional imbalances and correcting them to optimise health. I see people with a wide range of conditions. Most common include mental health issues such as depression, anxiety, stress and panic attacks, those in pain and those wishing to lose body fat. See: www.francescarroll.co.uk; www.facebook.com/francescarrollnutrition; https://twitter.com/FrancesCarroll ; www.francescarrollnutrition.wordpress.com.

KS Carpentry - bespoke carpentry service for your home and garden. Based in Oxford, I undertake all internal carpentry, furniture, bookcases, wardrobes etc. garden structures, timber out-buildings and other oak timber-framing. Work is to an excellent standard, at a good price with a pleasant amenable service. Please feel free to give me a ring to talk about your project and for examples. Contact Keith Sault: tel: 07825 731350 or email: ksaulpcarpentry@gmail.com.

Situations vacant

Family seeking experienced nanny or childminder for primary school pick-up and after-school care of one child, 4-5 days/ wk, 3-6pm with occasional later finish/ overtime. Grandpoint/north Oxford, from Sep. Pay negotiable. Please contact natalia. nowakowska@some.co.uk

Career opportunity: Programme Officer - Nord Anglia Education. Oxford Nord Anglia Education is the world's leading premium international schools organisation. Our family of schools currently comprises 27 campuses across Asia, the Middle East, Europe and North America offering British-style education to multiple nationalities. We are looking for an enthusiastic, driven and highly organised Programme Officer to work in our Education Team in Oxford. Our team works across our schools to enhance the quality and consistency of our educational offering, to raise the overall awareness of the latest educational thinking and to position the organisation as a leader in our field. This post offers real challenge and a potential career for the right candidate. If you are a results-driven individual with excellent organisational skills we would like to hear from you. Visit www.jobtrain.co.uk/nordanglia to find out more and apply online. Salary: £22,000. Closing date: 31 Jul. See: www.nordanglia.com.

Houses to let

An Englishman’s home is his castle - so the saying goes. We don’t have too many castles, but we do have a constant supply of good-quality property to rent in Oxford city. QB Management is one of Oxford’s foremost letting agents, specialising in letting to academics and other professionals. We aim to provide the friendliest professional service in the city. Visit: www.qbman.co.uk, call: 01865 764533, or email: info@qbman.co.uk.


Delightful 3-double-bedroom semi-detached property located in the charming and sought-after village of Stanton St John. Recently refurbished to a very high standard throughout with amazing and uninterrupted views of the countryside. Property has large private garden, driveway parking and garage. Offered unfurnished. Not suitable for children. No pets. Council Tax band H. Available dates, and rates, are negotiable. For full details, please email: jon.austyn@btinternet.com.

Exceptional double-bedroom apartment in central Oxford. Fully furnished. Wonderful views. Great location. Suit visiting academic couple. Available 6 months or longer from Oct or Nov; £390 pw, plus bills. Tel: +44 (0)7773 133228 or email: williamalliss@gmail.com.

Flats to let


West Oxford. Lovely furnished detached house near Cumnor Hill and Elms Rise, 3 bedrooms, fully equipped, quiet area, short walk to centre or train station. Available from Sep for 1 year. Rent £1,500 pcm, ideal for academic visitors. Email: jaoued@gmail.com.

Spacious, well-furnished north Oxford home on quiet cul-de-sac ending in large park. Available 6Oct-13 Nov. Accommodation includes 4+ bedrooms, study with WiFi, large modern kitchen and lovely dining room with large windows overlooking secluded garden. Downstairs wheelchair adapted. Frequent city centre bus service; £350 pw includes utilities. Contact: (0)1865 454274; tam.frishberg@gmail.com.

Central Oxford: 5-bedroom house to let from Sep with large garden, off-street parking in quiet leafy neighbourhood. Convenient for hospitals and University. £2,000 pm. Long-term let preferable but not essential. Contact: 0750 1444 216 or willjeannie@creativedata.co.uk.


House swaps

Oxford/Oslo house swap: We are a family of 4 looking to house swap with a family from Oslo. We can offer a furnished 4-bedroom house with garden, living room, large kitchen and a study in a village setting 9 miles from central Oxford. Available from Aug 2013 to Jul 2014. We are seeking similar accommodation in Oslo. For more information: lauradphelps@gmail.com or call 01844 279737.

House swaps


Exceptional double-bedroom apartment in central Oxford. Fully furnished. Wonderful views. Great location. Suit visiting academic couple. Available 6 months or longer from Oct or Nov; £390 pw, plus bills. Tel: +44 (0)7773 133228 or email: williamalliss@gmail.com.

West London flat available for short-term let over Aug, and from time to time by arrangement. Overlooking historic Kew Green, this fully furnished, 2-bedroom property is almost adjacent to the Royal Botanic Gardens and the Thames, within a short walk of the National Archives, and provides good access to London Underground and National Rail stations. Available dates, and rates, are negotiable. References are available and requested. For full details, please email: jon.austyn@btinternet.com.

Charming 2-bedroom flat in North Central Oxford (Bardwell Road), fully furnished, quiet, off-street parking and garage. Best suited to professionals and academics. £1,100 pcm excluding utility bills and council tax. The flat is vacant from 3 Jul. Longer term rental preferred. Tel: 01235 770904 evenings or email: b.haist@btinternet.com.

Central north Oxford: available early July, stylish, spacious lower-ground-floor apartment. 1 double and 1 single bedroom, en suite bathroom, kitchen, sitting room, conservatory, large private terrace. Private entrance, 1 off-road parking space, furnished, n-s. No short-term lets. Fantastic location for
central Oxford and amenities of Jericho, all within easy walking distance; £1,295 pcm plus utilities and council tax. Tel: 01865 512725 or 07443 226802.

Central Oxford. Gloucester Green, large furnished studio flat to let. Available now. Ideal for single person. Second floor with quiet aspect and balcony. Double bed, open plan to sitting and dining area. Kitchen and separate bathroom. Furnished; £750 pcm (exclusive). 1 month deposit. Tel 07714 275159 or email kathyhegarty@hotmail.co.uk.

Spacious, contemporary apartment in an attractive location near the river, 5–10 mins' walk from the centre of Oxford and colleges. 2 double bedrooms with 2 bathrooms (1 en suite). Fully furnished with microwave, dishwasher and TV. Residents' parking and communal gardens. Would suit visiting academics or postgraduate students. Available from beginning of Aug 2013 until end of Apr 2014. Contact Tristan on 07986 827395; tristanblount@hotmail.com.

1-bedroom flat central north Oxford, Thackley End OX2 6LB. Ground floor with small patio onto communal garden, 5 mins' walk to St Antony's and to Radcliffe Observatory Quarter and St Giles. Currently undergoing major refurbishment – woodblock floor throughout, walk-in shower replaces bath, complete double glazing. 1 Sep occupation. Minimum let 12 months. For further information including floor plan, 'before' pictures and progress report contact the owners: kitandliz@gmail.com.

Accommodation offered

Scott Fraser - market leaders for quality Oxfordshire property. Selling or letting, buying or renting, we are here to help. Visit www.scottfraser.co.uk for more information or call: Oxford sales: 01865 759500; Witney sales: 01993 705507; headington lettings: 01865 763957; Summertown lettings: 01865 554577; East Oxford and student lettings: 01865 244666; Witney lettings 01993 777909.

Affordable accommodation available

Academics, parent or students looking for a nice place to stay. Short- or long-term, B&B or self-catering rooms, which are all personally visited to offer quality accommodation in welcoming private homes in many Oxford locations. B&B from £28/night or £190/wk, all-inclusive. Long-term discount available. TV, free wireless internet, tea/coffee facilities, use of microwave. Linen and towels. For information, tel: 01865 435229, email: info@abodesuk.com or visit: www.abodesofoxford.com.

Accommodation offered in south Oxford (OX4): large room overlooking peaceful garden available from Oct in 3-bedroom house close to river and nature. Easy access to centre by bike or bus. Share house with literary and musical lawyer. £500 pcm plus bills. Flexible arrangements (Mon–Fri or term time only) also considered. Suit I academic, researcher or professional. Please contact Brigitte at brischitt@outlook.com or 07788 629190.

Accommodation sought

Visiting academic with 11-year-old daughter seeks small furnished house or flat, Jericho or north Oxford, Jan–Apr or Jan–Jun 2014. Clean, responsible, good references. If you have anything suitable, please contact me at margaret.moore@queensu.ca.

Family accommodation sought in or around Oxford for next academic year. Academic couple with two children (8 and 9). Very responsible and would look after house. If interested please email daw.ooreilly@path.ox.ac.uk.

Visiting research fellow with family seeking to rent 3-bedroom furnished house/flat preferably in Marston/St Clement’s area, beginning end of Aug. Email: guybeiner@history.ox.ac.uk or tel: 01865 243922.

Self-catering apartments

OxfordShortlets offers a portfolio of high-quality, self-catering, short-let properties as an excellent alternative to hotel, guesthouse or bed and breakfast accommodation in Oxford and surrounding villages. Wide selection of quality homes available for short-stay lets from 1 week to several months. OxfordShortlets caters for professional individuals, groups or families visiting Oxford for holiday, business, academic and relocation purposes or for temporary accommodation between homes. Tel: 01865 316966. Fax: 01865 511010. Email: admin@oxfordshortlets.co.uk. Web: www.oxfordshortlets.co.uk.

Visiting Oxford? We have studio, 1, 2 and 3-bedroom apartments conveniently located for the various colleges and University departments, available from 1 week to several months. Apartments are serviced, linen provided, rental includes all bills. Most of our guests are visiting academics like you. Details, photos and prices on our website: www.weeklyhome.com. Email: info@weeklyhome.com or tel: 01993 811711.

Sunny north Oxford studio apartment with parking available for short/medium term lets, ideal for 1 person. Immaculately newly built with French doors opening onto south-facing garden, WiFi/TV provided. Lounge/dining area, fully equipped kitchenette with fridge/freezer/hob/microwave. Separate access with own hallway including washer/drier, beautiful bathroom with shower. Fresh linen regularly. £50 per night, £500 per week, £1,500 per month. £15 surcharge for second person. Email: studioflatnorthern@outlook.com. Tel: 0044 (0)7764 574700.

Short term (weekly, monthly) single and double self-contained studios with cooking, laundry, WiFi, bike and car parking facilities. Close to town and both universities, Bodleian Library, University gym and pool, shops, pubs, restaurants, bus stops for airports, London and Science Park. Rent includes taxes, weekly cleaning and fresh linen, and all outings (except food and personal items). Suit academics needing own light, clean, quiet ‘home from home’. Enquiries: stay@oxfordbythemonth.com.

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. Own on 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 Carnewas and Heligan. Each property sleeps 6. Comfortably furnished, c/h, wood burner and broadband. Ideal for reading, writing, painting, walking, bird watching. Beautiful beach perfect for bucket and spade family holidays. Short winter breaks available from £200. Tel: 01865 558503 or 07917 864113. Email: gabriel.amherst@btconnect.com. See: www.cornwallcornwall.com.

Burgundy (Vézelay): old and spacious house available for short lets in heart of medieval town, close to 12th-century basilica. Excellent walking country. Also cycling, riding, kayaking, etc. Within Morvan National Park. Flexible rates. Suitable for a couple, for family holidays and for groups of up to 12. See pictures and more information at www.gitevezeelay.com. Contact: jessica0407@talktalk.net or 07980 305775.

Lot, France. Simple cottage in quiet rural village in beautiful valley. Sleeps 4 (2, 1 + 1) and more rustic independent 4 (2 + 2 bunk beds). Private garden. Good walking, cycling (bikes available including tandem), canoeing. Varied visits, eg Rocamadour, St Cirq Lapopie, Figeac, Grotte de Peche Merle. £400 pw, jul/aug; £200 pw/£350 fortnight at other times. £190–£250, 1 night minimum, with £25 deposit. Tel: 0044 (0)7764 574700.

Privately owned cedar lodge within ½ mile of sea on award-winning site (timberhill.co.uk) in Pembrokeshire Coast National Park. Sleeps 6. Renter to supply linen and towels and leave house clean and tidy. Available 20 Jul–31 Aug, Sat–Sat. £640 pw plus deposit of £50 returnable if lodge left clean and tidy. Contact 01865 763957 or stuart.judge@dpag.ox.ac.uk.
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.

University of Oxford

Rothermere American Institute in association with Balliol; John G Winant Visiting Professor of American Government 2014–15; £25,730 (pro rata if appointed only part of academic year); 27 August; www.ox.ac.uk/about_the_university/jobs/academic/index/ac12955j

Colleges, Halls and Societies

All Souls; Examination Fellowships; up to £15,142 plus £5,237 housing allowance if eligible; 4pm, 2 September; www.allsouls.ox.ac.uk/content/Examination_Fellowships_2013; Further Particulars Lincoln; non-stipendiary BTG Junior Research Fellowship in the Biomedical Sciences; common room rights; 9 August; www.lincoln.ox.ac.uk/BTG-Junior-Research-Fellowship-in-the-Bi
Oriel; Academic Assistant; c£20,000; 29 July; www.oriel.ox.ac.uk/content/other-staff-vacancies

St Edmund Hall; Research and Development Administrator; £23,352–£27,854; 31 July; www.seh.ox.ac.uk/vacancy/research-development-administrator-full-time-35-hours-week
St Peter’s; stipendiary Lecturer in Law; 8 August; www.spc.ox.ac.uk/text/70/vacancies.html

External Vacancies

Oxford Centre for Islamic Studies; Arabic Tutor (2013/14 academic year); £40 ph; 23 August; www.oxcis.ac.uk
University of Cambridge; A G Leventis Professorship of Greek Culture; 20 September; www.admin.cam.ac.uk/offices/academic/secretary/professorships
University of Cambridge; Laurence Professorship of Ancient Philosophy; 20 September; www.admin.cam.ac.uk/offices/academic/secretary/professorships
Jesus College, Cambridge; 3-year fixed-term Research Fellowships (2 in Arts and 1 in Science); from £20,172; 4 September; www.jesus.cam.ac.uk/fellows-staff/vacancies (applications available from 5 August)
Queens’ College, Cambridge; Junior Research Fellowship in Economics (from 1 October 2014); up to £20,801 plus benefits; noon, 6 September; www.queens.cam.ac.uk/general-information/vacancies
Queens’ College, Cambridge; Junior Research Fellowship in Linguistics (from 1 October 2014); up to £20,801 plus benefits; noon, 6 September; www.queens.cam.ac.uk/general-information/vacancies
Trinity College, Cambridge; Junior Research Fellowships; up to £24,416 plus benefits; noon, 30 August; www.trin.cam.ac.uk/vacancies or jrf@trin.cam.ac.uk

This is the final Gazette of 2012–13. The first Gazette of 2013–14 will be published on 26 September, but will be limited to Council and Congregation business and changes to Examination Regulations. The first full issue of 2013–14 will be published on 3 October.

Gazette copy must be received in the week before publication. Deadline: noon on Wednesday. Inclusion is subject to availability of space.

Certain sections in the Gazette include official announcements by the University but the University accepts no responsibility for the content of any other material in the Gazette.