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Council and Main Committees

Council of the University

Changes in Regulations

Council has made the following changes in regulations, to come into effect on **22 July**.

(a) Income grants and loan from the College Contributions Fund: 2016 application round

Explanatory Note

This regulation authorises the income grants and a loan which Council has decided to make from the Oxford College Contributions Fund, on the recommendations of the College Contributions Committee following that committee's consideration of new applications submitted in 2016.

Text of Regulations

The following amounts shall be paid as income grants to the college named, in each case under the provisions of section 5 of Statute XV, for application in the financial year shown (all figures in £000s):

College	Purpose	2016-17	2017-18	2018-19	2019-20	2020-21
Harris Manchester	Maintenance and refurbishment	120.0	120.0	110.0		
Keble	Maintenance and refurbishment	100.0	50.0			
Kellogg	(1) Library (refurbishment)	22.5				
	(2) Maintenance and refurbishment	40.0	35.0	60.0	55.0	
	(3) Scholarships	36.5	45.0	47.2	58.5	
Linacre	Maintenance and refurbishment	52.4				
Mansfield	(1) Maintenance and refurbishment	100.0	100.0			
	(2) Accommodation ratios	26.3	34.3	25.3	27.9	34.1
Pembroke	(1) Library	21.0	21.0	21.0		
	(2) Maintenance and refurbishment	75.0	75.0	75.0		
St Anne's	(1) Maintenance and refurbishment	60.0				
	(2) Housing allowances	16.5	17.35	18.2		
St Edmund Hall	(1) Teaching costs	30.0	20.0	10.0		
	(2) Scholarships (graduates)	30.0	30.0			
	(3) Maintenance and refurbishment	55.0	55.0			
St Hilda's	(1) Development office	100.0	100.0	100.0		
	(2) Accommodation ratios		70.0	70.0	70.0	70.0
St Hugh's	Maintenance and refurbishment	278.9				
St Peter's	Maintenance and refurbishment	268.1	223.4	215.0		
Totals		1,432.2	996.1	751.7	211.4	104.1

The sums listed are maxima. The payment of each grant, and the precise sum payable, in each subsequent year shall be dependent on the success with which each college meets certain conditions laid down by Council on the recommendation of the College Contributions Committee.

(b) Central University Research Ethics Committee

Explanatory Note

Following a self-review of its operation and effectiveness, the Central University Research Ethics Committee (CUREC) proposes a number of changes to its legislation to: (i) amend the appointing body for members of CUREC and its subcommittees; (ii) clarify its remit to more

accurately reflect its activities; (iii) amend its reporting line from Council to Research Committee; and (iv) update an out-of-date reference. The changes are supported by the Research Committee, through which CUREC currently reports to Council.

Text of Regulations

Delete existing Council Regulations 15 of 2002, Part 13, concerning the Central University Research Ethics Committee, and

substitute as follows (new text underlined, deleted text struck through):

'13.1. The Central University Research Ethics Committee shall consist of:

- (1) a person appointed by Council who shall chair the committee;
- (2) one of the Proctors or the Assessor as may be agreed between them;
- (3) the chair of the Medical Sciences Interdivisional Research Ethics Committee;
- (4) the chair of the Social Sciences and Humanities Interdivisional Research Ethics Committee;
- (5) the chair of the Oxford Tropical Research Ethics Committee;
- (6), (7) two external persons appointed by the Research Committee of Council;
- (8)–(13) up to six persons appointed by the Research Committee of Council to ensure appropriate representation of areas of research involving human participants or personal data.

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

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.

13.4. The committee shall:

- (1) develop, promote, implement and keep under review the University's policies on research involving human participants and personal data;
- ~~(12)~~ establish, promote, implement, and keep under review policies and procedures for the consideration, and approval, and monitoring of research projects involving human participants or personal data in order to meet the University's requirement that all such research shall be the subject of ethical review;
- ~~(2) consider any matter of policy concerning the ethical approval of research involving human participants or personal data referred to the committee by the bodies set out in regulation 13.7 (1)–(3) below or any other relevant body;~~
- ~~(3) consider and advise, as it sees fit, on training provision for those bodies set out in regulation 13.7 (1)–(3) below, for any other bodies involved in considering applications for ethical review involved in considering applications under this machinery and for those undertaking~~

research involving human participants or personal data;

(4) consider any matter of policy concerning the ethical approval of research involving human participants or personal data referred to the committee by the bodies set out in regulation 13.7 (1)–(3) below or any other relevant body;

~~(45)~~ consider any issues concerning the ethics of research referred to the committee by any other University body.

13.5. The committee shall establish, implement and keep under review a procedure for considering appeals against the exercise of the power under regulation 13.13 (3) by its subcommittees.

13.6. The committee shall report to the Research Committee of Council annually on the matters set out in regulations 13.4 and 13.5 above, through the Research Committee of Council;

(1) as required on changes to the University's policies on research involving human participants and personal data; and

(2) annually on the matters set out in regulations 13.4 and 13.5 above.

13.7. The committee shall have the following subcommittees:

- (1) Medical Sciences Interdivisional Research Ethics Committee;
- (2) Social Sciences and Humanities Interdivisional Research Ethics Committee;
- (3) Oxford Tropical Research Ethics Committee.

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 Research Committee 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 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.

13.11. Notwithstanding regulation 13.8 (1), (2) above, the General Purposes Committee of Research 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.

13.12. No fewer than two of the members of the Medical Sciences Interdivisional Research Ethics Committee, whether appointed under regulation 13.8 or co-opted under regulation 13.10, shall be medically qualified members with current experience of prescribing of licensed drugs.

13.13. Each subcommittee shall:

- (1) review the ethics of all proposals submitted to it for research involving human participants or personal data conducted by University employees or by University students or conducted by others on University premises unless the research falls within the remit of the Health Research Authority, or any subsequent body to which its powers are delegated National Research Ethics Service, in which case such research must meet the requirements of that authority Service;
- (2) grant ethical approval on behalf of the University if it is satisfied that the research complies with the University's policies and procedures on research involving human participants or personal data;

(3) have the power to withhold, suspend or withdraw approval of research (whether or not the approval was given by any body established by these regulations) if it is considered to be in contravention of the University's policies and procedures on research involving human participants or personal data;

(4) establish and regularly review for approval by the Central University Research Ethics Committee:

(a) procedures for monitoring research approved by it to verify that the research continues to comply with the University's policies and procedures on research involving human participants or personal data;

(b) procedures for ensuring that all research projects involving human participants or personal data are reviewed and approved, as appropriate, under the relevant subcommittee's procedures; and

(c) standing orders.

(5) report annually to the Central University Research Ethics Committee and provide such other reports as are specified in its Standing Orders.'

(c) Academic Services and University Collections

Explanatory Note

The proposed amendments reflect the change of the name of the Academic Services and University Collections to the Gardens, Libraries and Museums with effect from 1 August 2016. The opportunity is also taken to replace the term 'chairman' with the gender-neutral term 'chair'.

Text of Regulations

1 In Council Regulations 15 of 2002, in Part 9 concerning the Budget Subcommittee of the Planning and Resource Allocation Committee, delete existing regulation 9.3 (4) and substitute (new text underlined, deleted text struck through):

'(4) receive and consider bids for annual budgets from the University Administration and Services and the Academic Services and University Collections Gardens, Libraries and Museums division and make recommendations to the Planning and Resource Allocation Committee;'

2 Ibid, in Part 20, concerning the Health and Safety Management Subcommittee of the General Purposes Committee, delete existing regulation 20.1 (3) and substitute

(new text underlined, deleted text struck through):

'(3) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums;

3 Ibid, in Part 24, concerning the Curators of the University Libraries, delete existing regulation 24.1 (1) and substitute (new text underlined, deleted text struck through):

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

(1) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums, who shall be chairman;'

4 Ibid, in Part 25, concerning the Oxford University Museums Board, delete existing regulation 25.1 (2) and substitute (new text underlined, deleted text struck through):

'(2) the Pro-Vice-Chancellor with responsibility for the Academic Services and University Collections Gardens, Libraries and Museums (to deputise in the chair);'

5 Ibid, in Part 36, concerning the Security Subcommittee of the General Purposes Committee, delete existing regulation 36.1 (11) and substitute (new text underlined, deleted text struck through):

'(11) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums, or his or her nominee;'

6 In Council Regulations 45 of 2002, concerning the Ashmolean Museum of Art and Archaeology, delete existing regulation 2.1 (b) and substitute (new text underlined, deleted text struck through):

'(b) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums;

7 In Council Regulations 48 of 2002, concerning the Oxford University Museum of Natural History, delete existing regulation 2 (3) and substitute (new text underlined, deleted text struck through):

'(3) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums;

8 In Council Regulations 49 of 2002, concerning the Pitt Rivers Museum, delete existing regulation 3 (3) and substitute (new text underlined, deleted text struck through):

'(3) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums;

9 In Council Regulations 3 of 2003, concerning the Botanic Garden, delete existing regulation 2 (2) and substitute (new text underlined, deleted text struck through):

'(2) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums;

10 In Council Regulations 5 of 2003, concerning the Museum of the History of Science, delete existing regulation 2 (3) and substitute (new text underlined, deleted text struck through):

'(3) the Pro-Vice-Chancellor with responsibility for Academic Services and University Collections Gardens, Libraries and Museums;

11 In Council Regulations 2 of 2004, in Part 3 concerning the Committee for the Language Centre, delete existing regulation 3.1 (1) and substitute (new text underlined, deleted text struck through):

'3.1. There shall be a Committee for the Language Centre, consisting of:

(1) the Pro-Vice-Chancellor (Education, Academic Services and University Collections), or his or her nominee, who shall chair the committee;'

12 This regulation shall be effective from 1 August 2016.

(d) Board of the Faculty of Music

Explanatory Note

The following change, made on the recommendation of the Music Faculty Board, amends the membership of the Faculty Board to include the Chair of the Faculty *ex officio*.

Text of Regulations

1 In Council Regulations 19 of 2002, concerning the Faculty Boards, delete existing regulation 30 and substitute (new text underlined, deleted text struck through):

'30. The Board of the Faculty of Music shall consist of:

- (1) the Heather Professor of Music;
- (2) the Choragus;
- (3) the Reader in Music;
- (4) the director of graduate studies in Music;

(5) the director of undergraduate studies in Music;

(6) the director of research in Music;

(7) the Chair of the Faculty;

(78)–(156) all members of the Faculty of Music who are the holders of University posts as defined in section 7 (1) of Statute VII;

(167), (178) two persons elected by and from among the members of the Faculty of Music.'

2 This regulation shall be effective from 1 September 2016.

(e) University student complaints and academic appeals procedures

Explanatory Note

In December 2014 the Office of the Independent Adjudicator (OIA) published a good practice framework for handling student complaints and academic appeals, recommending that universities' procedures should involve a three-stage process. Education Committee has endorsed revisions to the University's student complaints and academic appeals procedures to introduce an internal review stage following the formal investigation and decision stage conducted by the Proctors, and to make the procedures easier for students to follow and use. Changes are therefore proposed to the regulations governing the investigation of complaints to: (i) add a provision to embed the OIA three-part process in the regulations; (ii) move student-facing information from the regulations to the Procedures; (iii) move University obligations from the Complaints Procedure to the regulations; (iv) consolidate the Proctors' reporting obligations and removing the distinction between the Junior and Senior Proctor for reports to Education Committee; (v) remove the requirement for Proctors to notify supervisors in relation to taught-course appeals as this is not appropriate given the different role a supervisor has in relation to a student on a taught course as opposed to a research degree; (vi) improve clarity and style.

The revised procedures, made under Council Regulations 6 of 2003, for the handling of student complaints and academic appeals are available at www.admin.ox.ac.uk/proctors.

Text of Regulations

1 In Council Regulations 6 of 2003, concerning the investigation by the Proctors of complaints under section 22 of Statute

IX, substitute (new text underlined, deleted text struck through):

'Regulations under Section 22 of Statute IX for the Investigation by the Proctors of Complaints and Academic Appeals under Section 22 of Statute IX

1. References to sections in these regulations are to sections of Statute IX unless stated otherwise, and references to colleges shall include colleges, societies, Permanent Private Halls, and other institutions designated by Council by regulation as being permitted to present candidates for matriculation.

2. The Proctors shall lay down and publish annually, and update as necessary, guidance and procedures governing the investigation of complaints by members of the University brought to their attention under the provisions of section 22.

3. ~~The procedures shall be in two parts, namely~~ These shall include procedures for:

(1) ~~procedures for complaints which constitute appeals from a against decisions relating to an academic matters which has been taken by an academic committees or other bodies ("Appeals");~~ and

(2) ~~procedures for other complaints ("Complaints"),~~ except those set out in regulation 56 below.

4. The procedures for Appeals and Complaints brought by student members shall include an informal first stage, a formal second stage and a review stage and shall be concluded by the issue of a Completion of Procedures letter. The review shall be carried out by a reviewer who shall be a member of the academic staff not having had prior involvement in either the case or its investigation.

45. The procedures shall be drawn up in consultation with relevant ~~u~~University bodies and shall be approved by Council before publication.

56. The Proctors shall not undertake investigations under these regulations in relation to the following:

(1) ~~staff grievances in respect of for~~ which procedures are provided in the staff handbook for the category of staff concerned, or any staff grievance to which Part F of Statute XII applies;

(2) complaints concerning an individual's relationship with his or her college, which shall be ~~made addressed~~ under the relevant college procedures;

(3) ~~complaints, appeals or allegations to which other procedures under the University's apply, including the University's cCodes of Ppractice, policies, Statutes or regulations on:~~

(i) ~~bribery and f~~fraud,

(ii) ~~p~~Public ~~f~~interest ~~D~~disclosure,

(iii) ~~a~~Academic ~~f~~integrity ~~R~~research, and

(iv) the Freedom of Information Act 2000, apply;

(v) data protection,

(vi) admissions,

(vii) harassment,

(viii) special arrangements for examinations, and

(ix) dispensation from regulations.

(4) ~~allegations of breaches of the sections 2 to 6 of Statute XI. Such allegations, which shall be addressed as follows:~~

(a) in the case of student members, by the Proctors in accordance with regulations made under that statute; or

(b) in the case of other University members of the University, as directed by the Registrar under the provisions of that statute;.

(5) complaints relating to Oxford University Student Union (OUSU).

6. The Proctors shall ensure, in consultation with the University's Equal Opportunities Unit, that published procedures accord with codes of practice and policies concerning equality of opportunity or treatment published by the University or by relevant government bodies for application to the higher education sector.

7. (1) If an individual is dissatisfied with the progress of an investigation by the Proctors, he or she may request the Proctors to give, within twenty-eight days of the date of the request, a written report on the progress they have made. The report shall include an indication of the likely timescale for the completion of the investigation.

8. The Proctors shall prepare an annual report to Council setting out the number and type of complaints considered by the Proctors, the time taken to investigate and adjudicate each complaint, and, in general terms, the outcome.

7. In carrying out their investigations, the Proctors:

Congregation

(1) shall have the power to summon any member of the University to assist them; and

(2) may call on any person in or outside the University to provide specialist assistance.

8. Where both of the Proctors and all of the Pro-Proctors are conflicted, the Vice-Chancellor shall appoint to act in their place another individual or individuals, who shall have the same powers of investigation and determination as the Proctors.

9. A reference to the Proctors in these regulations includes a single Proctor, a Pro-Proctor acting on behalf of the Proctors, or a substitute appointed by the Vice-Chancellor under paragraph 8 above.

10. When investigating an Appeal about a taught-course examination:

(1) where appropriate, the Proctors shall obtain information and/or comment from the responsible academic body and those responsible for the examination administration.

(2) the Proctors shall usually send notice of the receipt of the Appeal to the chair of the responsible academic body concerned and to the responsible officer of the candidate's college.

11. When investigating an Appeal about a higher degree involving research the Proctors shall usually send notice of the receipt of the Appeal to the responsible academic body, the candidate's college and the candidate's supervisor.

12. Any published procedures made under these regulations shall accord with codes of practice and policies concerning equality of opportunity or treatment published by the University or by relevant government bodies for application to the higher education sector.

13. Where a Complaint or Appeal is upheld, the Proctors shall indicate what, if any, remedial steps should be taken by the responsible body. If the responsible body is unable or unwilling to act, the Proctors may refer the matter to Council.

14. The Proctors shall report annually on the number and type of Complaints and Appeals considered by the Proctors, the time taken to investigate and adjudicate each Complaint and Appeal, and, in general terms, the outcome, to:

(a) Council; and

(b), with recommendations, Education Committee.'

2 These regulations shall be effective from 1 October 2016.

Congregation

4 July

Degree by Resolution

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

Council of the University

Register of Congregation

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

Bordalo, P, Kellogg
Chaudhary, A R, Wolfson
Culpepper, P, Trinity
Figg, M, IT Services
Hammond, P, Oriel
Hirst, J E, Faculty of Clinical Medicine
Kirwan, R J, Social Sciences Division
Seiradake, E, Faculty of Biochemistry
Sheehy, S L, Lady Margaret Hall
Sheppard, P J, Social Sciences Division
Van Kleek, M, Department of Computer Science

Divisional and Faculty Boards

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

Congregation

11 July

Degree by Resolution

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

Congregation

28 July

Elections

Prevent Steering Group

Details are in 'Elections' section below.

Congregation

24 November

Elections

Medical Sciences Divisional Board
Board of the Faculty of Law

Details are in 'Elections' section below.

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).

Notices

Consultative Notices

St John's College: revised statutes

The Committee on Statutes before the Privy Council, acting under authority delegated to it by Council, is minded to give consent on behalf of the University to the revised statutes of St John's College, approved by the Governing Body on 9 March 2016, in so far as such consent is required by section 7(2) of the Universities of Oxford and Cambridge Act, 1923. The consent of the committee to the amendments to the statutes will be effective 12 days after publication unless written notice of a resolution, signed by at least 20 members of Congregation and calling upon Council to withhold that consent, has been given to the Registrar by **noon on Monday, 1 August**.

The effects of the amendments are:

(i) to empower the college to create new categories of Fellowships by By-Law, but only under conditions similar to those which currently apply to Honorary and Emeritus Fellows; (ii) to remove anomalous references to retirement age, and other cross-references, which are no longer relevant following amendments made to the statutes in 2012; (iii) to enable the number of Stated Meetings of Governing Body to be varied by changes to the By-Laws; and (iv) to give the college the power borrow money.

General Notices

Gazette publication arrangements

The final *Gazette* of Trinity term will be published on 21 July.

The first *Gazette* of Michaelmas term will be published on 22 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 29 September.

Oxford University Press

ANNUAL REPORT OF THE DELEGATES OF THE UNIVERSITY PRESS 2015-16

The Press published its Annual Report for the last financial year today. The report has been published online only for the first time and can be found at: annualreport.oup.com.

If you would like to receive a printable PDF of the report, please email groupcommunications@oup.com.

Gazette subscribers who have also subscribed to the print edition of the OUP Annual Report will have their subscriptions changed to an email notification subscription of the report (except in the case of subscribers whose email addresses are not on file). Anyone who does not wish to receive email notifications about future editions of OUP Annual Reports should contact gazette@admin.ox.ac.uk to let us know (current members of staff can also log on to www.staffsubs.ox.ac.uk and update their accounts themselves).

Appointments

Mathematical, Physical and Life Sciences

ASSOCIATE PROFESSORS

Dr Daniel Bulte, DPhil Tasmania, has been appointed to the Associate Professorship of Engineering Science (Cancer Imaging), in association with a tutorial fellowship at St Hilda's, from 1 September 2016 until 31 August 2021. Dr Bulte's work is focused on the development of novel cancer imaging methods. He is also involved in advising on imaging aspects of clinical trials with cancer patients, designing specific imaging protocols and arranging specialist data analysis.

Graduate Awards and Prizes

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

Exhibitions:

Bodleian Libraries

until 4 Sep, Blackwell Hall, Weston Library: The English Garden: views and visitors. Marking the tercentenary of Lancelot 'Capability' Brown, this display tells the story of 18th-century garden design, creativity and tourism

Lectures

Examinations and Boards

Medical Sciences

Litchfield Lectures

Professor John Ravits, MD, Professor of Clinical Neuroscience, California at San Diego, will deliver the following Litchfield Lectures:

4pm, 4 Aug, Sherrington Library, Department of Physiology, Anatomy and Genetics: 'What is C9orf72-ALS/FTD and why is it changing the way we are thinking about neurodegeneration?'

11.30am, 5 Aug, Lecture Theatre One, John Radcliffe Hospital: 'Neuro-anatomical propagation in ALS neurodegeneration: where did this start, and where is it going?'

Examinations for the Degree of Doctor of Philosophy

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Changes to Examination Regulations

For the complete text of each regulation listed below and a listing of all changes to regulations for this year to date, please see www.ox.ac.uk/gazette/examinationregulations.

Education Committee

GENERAL REGULATIONS FOR DEGREE OF MSC BY COURSEWORK

GENERAL REGULATIONS FOR DEGREE OF MST

GENERAL REGULATIONS FOR DEGREE OF BPHIL OR MPhil

to make clear that candidates may only resit an examination if they have failed

GENERAL REGULATIONS FOR THE FIRST AND SECOND PUBLIC EXAMINATION

to increase clarity and consistency in regulations for resits

Continuing Education Board

BACHELOR OF THEOLOGY

UGDIP IN THEOLOGICAL STUDIES

- (a) small change to availability of papers
- (b) clarification that Certificate in Theological Studies should be available to students of the BTh or the Diploma in Theological Studies who complete Part 1 but not Part 2

Continuing Education Board/ Mathematical, Physical and Life Sciences Board

MSC IN MICROELECTRONICS, OPTOELECTRONICS AND COMMUNICATIONS

PGDIP IN MICROELECTRONICS, OPTOELECTRONICS AND COMMUNICATIONS

new course

Mathematical, Physical and Life Sciences Board

HONOUR SCHOOL OF ENGINEERING, ECONOMICS AND MANAGEMENT

to reflect an amendment to submission day

HONOUR SCHOOL OF ENGINEERING SCIENCE

- (a) to allow B1 mini-project to be submitted to the Examination Schools
- (b) to replace the word 'Enterprise' with 'Entrepreneurship'

HONOUR SCHOOL OF MATHEMATICS AND STATISTICS (I)

clarification on regulations for use of calculators

HONOUR SCHOOL OF MATHEMATICS AND STATISTICS (II)

correction of errors in Part A schedule of papers

Elections

Elections

28 July

Nominations for the elections below closed at 4pm on 30 June.

Prevent Steering Group

Five persons elected by and from Congregation

<i>Current/Retiring Member</i>	<i>To hold office until</i>
[new position]	HT 2017 (31 December 2016)

The following nominations have been received:

Karma Nabulsi, MA status MPhil DPhil Oxf, Fellow of St Edmund Hall, Faculty of Social Studies

Nominated by:

B Rodger, Bodleian Libraries
P M Thornton, Merton, Faculty of Social Studies
K E Tunstall, Worcester, Faculty of Medieval and Modern Languages
R H J Willden, St Edmund Hall, Faculty of Engineering Science

Sudhir Hazareesingh, MA DPhil Oxf, Fellow of Balliol, Faculty of Social Studies

Nominated by:

K Nabulsi, St Edmund Hall, Faculty of Social Studies
B Rodger, Bodleian Libraries
P M Thornton, Merton, Faculty of Social Studies
R H J Willden, St Edmund Hall, Faculty of Engineering Science

Steven Methven, BA MPhil Lond, PhD Camb, Faculty of Philosophy

Nominated by:

L Ashe, Worcester, Faculty of English Language and Literature
S G B Cowan, Worcester, Faculty of Social Studies
M M Peramatzis, Worcester, Faculty of Philosophy
G A D Ritchie, Worcester, Faculty of Chemistry

Kate Tunstall, MA MPhil PhD Camb, MA Oxf, Fellow of Worcester, Faculty of Medieval and Modern Languages

Nominated by:

Sir Andrew J Bate, Provost of Worcester, Faculty of English Language and Literature
J S Scullion, Worcester, Faculty of Classics
C J Seth, All Souls, Faculty of Medieval and Modern Languages
C J Warman, Jesus, Faculty of Medieval and Modern Languages

Notes:

Nominations in writing, by four members of Congregation other than the candidate, were received by the Elections Office, University Offices, Wellington Square, up to 4pm on Thursday, 30 June.

For further information, please contact the Elections Office (shirley.mulvihill@admin.ox.ac.uk).

Elections

24 November

Nominations for the elections below will close at **4pm on 27 October**.

Medical Sciences Divisional Board

One person from the Department of Biochemistry and the Nuffield Department of Clinical Medicine who is also a member of the Faculty of Biochemistry, the Faculty of Clinical Medicine, the Faculty of Physiological Sciences or the Faculty of Psychological Studies, elected by the members of the Faculty of Biochemistry, the Faculty of Clinical Medicine, the Faculty of Physiological Sciences and the Faculty of Psychological Studies

<i>Current/Retiring Member</i>	<i>To hold office until</i>
Professor Peter Ratcliffe, Magdalen	MT 2017

For further information, please contact the Secretary (david.bryan@admin.ox.ac.uk).

Board of the Faculty of Law

One Official Member elected by all members of the faculty and from the persons qualified to be Official Members as per Regulation 10 of Council Regulations 19 of 2002

<i>Current/Retiring Member</i>	<i>To hold office until</i>
Professor Paul Craig, St John's	MT 2017

For further information, please contact the Secretary (charlotte.vinnicombe@law.ox.ac.uk).

Advertisements

Notes:

Nominations in writing for the elections on 24 November, by four members of Congregation other than the candidate, will be received by the Elections Office, University Offices, Wellington Square, up to **4pm on Thursday, 27 October**.

At least one nomination in respect of each candidate must be made on an official nomination form (available at www.admin.ox.ac.uk/elections/forms/index.shtml).

All candidates are asked to note the general requirements which apply to all committee members, as set out in Council Regulations 14 of 2002 (General Regulations of Council for Committees) (www.admin.ox.ac.uk/statutes/regulations/519-122.shtml). Current members seeking re-election are also asked to check for specific restrictions on consecutive service.

Candidates are invited to include with their nomination forms a written statement of no more than 250 words, setting out reasons for standing and qualifications for the office being sought. In the event of a contested election, these statements will be available online at www.admin.ox.ac.uk/elections and published in the *Gazette* dated 10 November. Voters may wish to wait until they have read these notes before returning their ballot papers.

Ballot papers will be sent out to members of Congregation as soon as possible after the closing date for nominations. Completed ballot papers must be received by the Elections Office not later than **4pm on 24 November**.

For further information, please contact the Elections Office (shirley.mulvihill@admin.ox.ac.uk).

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 £30 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.

Miscellaneous

Gazette publication arrangements

Advertisers are asked to note that the final *Gazette* of Trinity term will be published on 21 July. Publication for Michaelmas term will begin on 22 September. The usual deadline will continue to apply (see above). Please note, however, that the 22 September issue will be limited to University business only, so will not contain classified advertisements.

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.

Oxford University Hospitals NHS Trust

Oxford University Hospitals wants you to take part in its future. If you have a contract of employment with the University of Oxford in a department within the Medical Sciences Division, or hold an honorary contract award with OUH for at least 12 months, you can join our staff constituency. University of Oxford staff belonging to other departments can join us as public members. To join us, visit www.ouh.nhs.uk/ft.

Research participants sought

Oxford Biobank Study. Healthy volunteers needed aged 30-50 to attend a 1-hour visit at the Oxford Centre for Diabetes, Endocrinology and Metabolism (OCDEM), Churchill Hospital, Oxford. Visit includes measurements of blood pressure, body shape and blood sampling for analysis, including blood glucose and cholesterol. We also perform a DEXA scan measuring total and regional body fat. For further information: www.oxfordbiobank.org.uk or 01865 857284.

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

Antique furniture warehouse at Warpsgrove, near Chalgrove, 10 miles from Oxford. More than 1,500 items of antique furniture. All periods and styles from 1640 to 1940 at sensible prices. Also decorative, interesting and unusual items. Open Tues–Fri, 10am–5pm; other times by appointment. Majority of stock is sold in good original condition to home and overseas trade buyers. Tel: 07710 561505. Email: rupertsantiques@aol.com. Web: www.RupertHitchcoxantiques.co.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@mbheadington.co.uk.

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 260610. Email: oxford@packsend.co.uk.

Domestic services

DP Gardening Services. RHS-trained gardener available across Oxfordshire. Carry out garden makeovers, re-designs or just taming your wilderness! Fully insured, friendly advice, free estimates (within 5-mile radius of OX7). Member of Buy with Confidence scheme. Excellent references. Contact Debbie Payne on 07810 420711 (mobile) or www.dpgardening.co.uk for more information.

Situations vacant

The Weidenfeld-Hoffmann Trust seeks a well-organised, efficient Projects Manager to work on the administration, delivery and strategic development of its activities in Oxford. The successful candidate will have strong and demonstrable experience of project management, including events and financial management. To apply: email CV and covering letter to info@whtrust.org by 15 Jul (email subject line: 'Application for the position of Projects Manager'). Interviews: w/c 18 Jul. More information: <http://whtrust.org/2016/06/vacancy-wh-projects-manager>.

Houses to let

Central/west Oxford house to let: renovated Victorian mid-terrace house (recently decorated and carpeted), 3 double bedrooms, 2 full bathrooms, sitting room, fireplace, dining room, modern kitchen. Furnished, new gas combi-boiler, small back garden. 5 mins' walk to centre/colleges/station/schools/riverside. Friendly neighbourhood. £1,425 pcm; available Aug 2016. Best suited to visiting academics, couple or family. No pets, no smoking, please. Contact Prof A Kahane: 0208 8926263, 07799 418141, 07527 155529 or ahuvia.kahane@rhul.ac.uk.

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.

Rooms available in north Oxford for short/medium let from early Sept. Within easy walking distance of the University, town centre, London buses and trains. Breakfast provided. Non-smoking. Simple use of kitchen. Tea tray in room. Broadband. TV. Suitable for visiting academics and postgraduates. Fair rates. Tel: 01865 516142. Email: elphickjericho@gmail.com.

Self-catering apartments

Righton, founded in 2001 as OxfordShortlets, is an independent letting agent offering properties for long-term let together with serviced apartments and short-let accommodation in Oxford and the surrounding county. Righton properties are selected to be close to local amenities, transport links and businesses. We cater for professionals, groups or families visiting Oxford for holiday or business purposes. Tel: 01865 318594. Fax: 01865 511010. Email: stay@rightongroup.co.uk. Web: rightonproperty.co.uk.

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 onto 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/drier, 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.

Notifications of Vacancies

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. 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.

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; 5-year Jeffrey Cheah non-stipendiary Fellowship in Medicine (with requirement to visit Sunway University, Malaysia, for 1 week per year); membership of SCR with free meals, £2,000 honorarium/research allowance and hospitality allowance; 5 August; www.bnc.ox.ac.uk/vacancies/academic-vacancies

Exeter; fixed-term stipendiary Lecturer in Management; £4,295–£4,830; 10am, 14 July; www.exeter.ox.ac.uk/stipendiary-lecturer-management-fixed-term.html

Lady Margaret Hall; 1-year fixed-term Graduate Trainee Library Assistant; c£16,500; 18 July; www.lmh.ox.ac.uk/Vacancies/Graduate-Trainee-Library-Assistant.aspx

New College; 3-year Weston Junior Research Fellowship in Philosophy; meals in college and entertainment, research and book allowances; 19 September; www.new.ox.ac.uk/weston-junior-research-fellowship-philosophy

St Anne's; Assistant Dean; £3,150 plus accommodation; noon, 19 July; www.st-annes.ox.ac.uk/about/job-opportunities

St Catherine's; Accommodation Officer; 5pm, 13 July; www.stcatz.ox.ac.uk/node/645

Trinity; Access and Undergraduate Admissions Officer; 20 July; www.trinity.ox.ac.uk/vacancies

External Vacancies

University of Cambridge; Professorship of Public Policy; 1 August; www.admin.cam.ac.uk/offices/academic/secretary/professorships

University of Cambridge; Sheild Professorship of Pharmacology; 9 September; www.admin.cam.ac.uk/offices/academic/secretary/professorships

University of Cambridge; Al-Kindi Professorship; 5 September; www.admin.cam.ac.uk/offices/academic/secretary/professorships

Trinity College, Cambridge; Junior Research Fellowships; up to £25,404 plus benefits; midnight, 31 August; www.trin.cam.ac.uk/vacancies or jrf@trin.cam.ac.uk

Published with the authority of the University of Oxford by Oxford University Press; registered as a newspaper at the Post Office; printed at Oxuniprint, Langford Locks, Kidlington, Oxon OX5 1FP.

Editor:

D L Doohar, MA Oxf

Deputy Editor:

R S Cuomo, AB Bryn Mawr, MA Massachusetts

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*.

Next Gazette: Thursday, 21 July.

Gazette online: www.ox.ac.uk/gazette

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Gazette Office,

University Offices,
Wellington Square,
Oxford OX1 2JD

tel: Oxford (2)80549

email: gazette@admin.ox.ac.uk

