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Council and Main Committees

Council of the University

Changes in Regulations

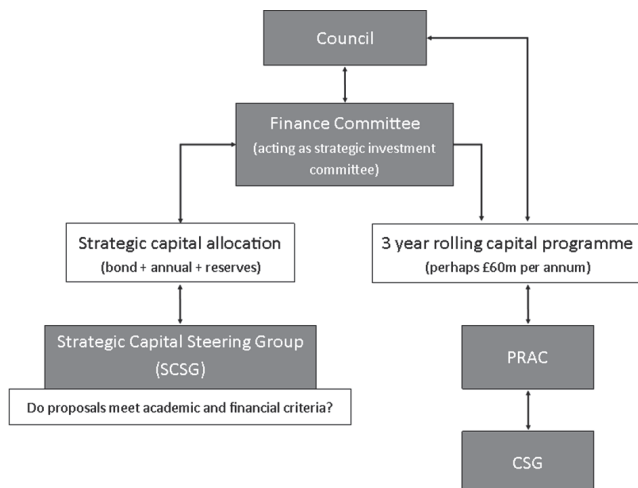
Council has made the following changes to regulations, to come into effect on **26 January**.

Regulation changes relating to the University's bond

Explanatory Note

As reported in the Vice-Chancellor's communication to all staff of 1 December 2017 and on the Staff Gateway (www.ox.ac.uk/staff/news-listing/2017-12-01-oxford-builds-future-its-first-bond-issue), the University has issued a bond. The capital from the bond will initially be invested by Oxford University Endowment Management and overseen by Council's Investment Committee.

Following that, a mechanism is needed to ensure that the funds are used only to further the University's mission and make a sufficient financial return, so that the full benefit can be taken from the bond and the interest charges can be met. Given the importance of achieving this, Council has decided to charge the Finance Committee with the task of recommending to Council whether it is appropriate to draw down the capital for particular purposes. This will ensure that Council can be satisfied that there is sufficient independent oversight of the proposals that come to it. The proposed structure is illustrated in the table below.



The Finance Committee will recommend to Council the apportionment of capital resources between an allocation for strategic capital investment and a budget for the annual rolling capital programme. The capital programme (which is determined following the conclusion of the annual planning round) will then be divided between the Finance Committee advised by a new group, the Strategic Capital Steering Group (SCSG), on the one side, and the Planning and Resource Allocation Committee (PRAC) advised by the Capital Steering Group (CSG) on the other. The former will be responsible for strategic investment funded from the strategic capital allocation (including the bond), and the latter for smaller capital projects of up to £15m funded from the budget for the rolling capital programme.

With regard to the draw-down of the funds from the strategic capital allocation to spend on strategic investments on the University's physical estate and other academic resources, the Finance Committee (advised by the SCSG) will make recommendations to Council, which will decide whether or not to authorise the draw-down.

The membership of the Finance Committee currently consists of seven members: the Vice-Chancellor (chair); four externals appointed by Council, at least two being members of Council; one person appointed by Council from among the members of Council elected by Congregation; and a

head of house appointed by Conference of Colleges. Its membership is to be augmented by an additional elected member of Council and its terms of reference have been reframed so that none of its members are also heads of division or associate heads of division (or equivalent). Heads of division will be invited to attend the meeting as business requires. The SCSG will be chaired by the Pro-Vice-Chancellor (Planning and Resources) and its members will otherwise be the Pro-Vice-Chancellors for Education and Research and Innovation, the heads of division, two external members and the Director of Finance. The Director of Estates would be in attendance.

As part of its work in advising the Finance Committee, the SCSG is authorised to spend up to £5m on developing proposals for projects that come within its remit. So that funds are not spent on preparatory work for projects that are unlikely to be approved, SCSG will be required to seek approval from the Finance Committee for preparatory expenditure of over £1m on any project within its remit. That parallels the similar delegation given by Council to PRAC and recorded in its Standing Orders.

Liaison is provided for in the draft terms of reference of the SCSG and PRAC to ensure that the two programmes are properly coordinated. That would also be facilitated by both SCSG and PRAC being chaired by the Pro-Vice-Chancellor (Planning and Resources) and serviced by officers of the Planning team.

No changes are envisaged to the management of the IT capital programme.

Text of Regulations

1 In the Financial Regulations (Council Regulations 1 of 2010), delete regulation 1.5 (2), concerning financial limits to authorise expenditure commitments, and substitute (new text underlined, deleted text struck through):

'(2) Financial Limits to Authorise Expenditure Commitments

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

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

Limit £000	Requiring University Capital Funding	Not requiring University Capital Funding
Projects over 15,000	<ul style="list-style-type: none"> • <u>Strategic Capital Steering Group recommends to Finance Committee</u> • <u>Finance Committee recommends to Council</u> • <u>Council approves</u> 	<ul style="list-style-type: none"> • <u>Strategic Capital Steering Group recommends to Finance Committee</u> • <u>Finance Committee recommends to Council</u> • <u>Council approves</u>
Projects under 15,000 within the remit of the Strategic Capital Steering Group	<ul style="list-style-type: none"> • <u>Strategic Capital Steering Group recommends to Finance Committee</u> • <u>Finance Committee recommends to Council</u> • <u>Council approves</u> 	<ul style="list-style-type: none"> • <u>Strategic Capital Steering Group recommends to Finance Committee</u> • <u>Finance Committee recommends to Council</u> • <u>Council approves</u>
Under 5,000 on developing proposals for projects within the remit of the Strategic Capital Steering Group	<ul style="list-style-type: none"> • <u>Strategic Capital Steering Group approves</u> 	<ul style="list-style-type: none"> • <u>Strategic Capital Steering Group approves</u>

Limit £000	Requiring University Capital Funding	Not requiring University Capital Funding
Over 15,000	<ul style="list-style-type: none"> • See table C 	<ul style="list-style-type: none"> • See table C
Over 5,000–15,000	<ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC recommends to Council • Council approves 	<ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC recommends to Council • Council approves
1,000–5,000***	<ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves 	<ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves
300–1,000	<ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves • Formal business case is required 	<ul style="list-style-type: none"> • Sponsoring division may approve*
Below 300	<ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves • Formal business case not needed 	<ul style="list-style-type: none"> • Sponsoring unit may approve*

* Delegated authority given to divisional boards and heads of unit is subject to the overall budgetary limits approved by PRAC (see regulation 1.4 (1) above).

** For UAS capital projects, the Budget Subcommittee of PRAC is required to receive all proposals for review. University capital funding is defined as those funds set out in the University's Capital Plan submitted to PRAC and includes funds from the Press and HEFCE as well as the University Capital Fund.

*** The Property Management Subcommittee of PRAC has a delegated authority level for sales and purchases involving amounts of up to £2m that are for property not held as an investment and are unrelated to capital projects.

Table ED Capital expenditure (centrally run IT Projects)		
Limit £000	Within the IT Capital Budget****	Not requiring University Capital Funding
Over 5,000	<ul style="list-style-type: none"> IT Committee recommends to Council Council approves 	<ul style="list-style-type: none"> IT Committee recommends to Council Council approves
300-5,000	<ul style="list-style-type: none"> IT Committee approves Formal business case is required 	<ul style="list-style-type: none"> IT Committee approves Formal business case is required
Below 300	<ul style="list-style-type: none"> IT Committee approves Formal business case not needed 	<ul style="list-style-type: none"> IT Committee approves Formal business case not needed

**** The IT Capital Budget is determined on a three-year annual rolling basis by Council on the recommendation of PRAC. In respect of the IT capital budget, CSG's role is to support PRAC in the development of the overall capital budget, of which the IT capital budget is part, but not to make recommendations on individual projects within the IT capital budget. The respective roles of IT Committee, Capital Steering Group and PRAC in respect of the IT capital budget are set out in the regulations governing those committees.

Table FE Investment decisions	
The limits in Table FE relate to making and implementing investment decisions (refer to Regulation 6.4 below)	
Limit £000	Authorising Body/Officer
200,000 and over	Chief Investment Officer, following approval by the University's Investment Committee, further to recommendation by OUEM
Over 100,000 and under 200,000	Chief Investment Officer, with prior written approval from the Chair of the Board of OUEM
Less than or equal to 100,000	Chief Investment Officer
Less than or equal to 15,000	Any OUEM Investment Director

Table GF Bad debts to be written off	
Limit £000	Authorising Body/Officer
Over 100	Finance Committee
Less than or equal to 100	Director of Finance

2 Ibid, amend regulation 2.2 (6) to update the reference to Table F as Table G.

3 Ibid, amend regulation 3.1 (2) to update references to Table G as Table H.

4 Ibid, amend regulation 6.4 to update the reference to Table E as Table F.

5 In Council Regulations 15 of 2002, Part 5, concerning PRAC, amend regulation 5.4 as follows (new text underlined, deleted text struck through):

'5.4. The committee shall be responsible for monitoring and implementing the University's Strategic Plan, setting its annual budget, and resource allocation. In particular, it shall be responsible for the following matters:

Recurrent planning and budgeting

(1) the University's Strategic Plan, reporting annually to Council on its implementation and with any recommendations on updates, with reference to the divisional and service plans and with regard to financial sustainability; as part of this exercise, PRAC shall approve, or refer back, Key Performance Indicators and associated targets proposed by divisions, the

Department for Continuing Education, Personnel Committee, Education Committee, Research and Innovation Committee and the Oxford University Museums Board related to the implementation and monitoring of the University's Strategic Plan;

(2) recommending to Council the approval, or reference back, of three-year rolling plans and budgets prepared annually by the divisional boards, the Department for Continuing Education, and three-year rolling plans and budgets prepared annually by the services, and any other spending sectors, with reference to the University's financial sustainability and against the priorities set out in the University's strategic plan;

(3) making recommendations to Council on the University's annual budget in the light of the overall plan proposed by the Finance Committee and agreed by Council, the annual operating statements from the academic divisions and other spending sectors, and other relevant information;

(4) the development, implementation, refinement and monitoring of resource

allocation procedures to enable annual budgets to be set;

(5) the monitoring of the work of the academic divisions, the Department for Continuing Education and the services against their approved plans and budgets;

Student number planning

(6) advising Council and Conference of Colleges, and collaborating with Education Committee, on the development of the University's student number planning policy, as set by Council and endorsed by Conference of Colleges;

Value for money

(7) the development and implementation of strategy, policy and guidance to promote and embed within the University's processes and culture greater economy and effectiveness, collectively known as 'value for money' (VfM). The committee shall provide an annual report for consideration by the Audit and Scrutiny Committee and Council;

Capital planning and budgeting

(8) making recommendations to Council for a three-year rolling capital budget, consisting of:

(i) a budget for capital projects, other than centrally run IT projects, up to the allocation limit set out in the Financial Regulations (the rolling capital programme); and

(ii) a budget for centrally run IT projects which will be managed by the IT Committee as set out in the regulations governing that committee (the IT capital budget);

which will be set and updated on a three-year rolling basis as set out in these regulations;

(9) in accordance with the allocation limits set out in Statute XVI and the Financial Regulations:

(i) approval of expenditure on capital projects within the rolling capital programme and of associated space allocations which do not require the approval of Council; and

(ii) submitting recommendations to Council for expenditure on capital projects within the rolling capital programme and of associated space allocations that require the approval of Council;

(10) liaising with the Strategic Capital Steering Group to ensure that the proposals in the rolling capital programme are compatible with proposals for strategic capital investment;

(8) making recommendations to Council for a three-year rolling capital budget, to include an IT capital budget which will be set and updated on a three-year rolling basis and which will be managed by the IT Committee as set out in the regulations governing that committee;

(9) in accordance with the allocation limits set out in Statute XVI and the Financial Regulations:

(i) approval of expenditure on capital projects (other than those within the IT capital budget or other centrally run IT projects) and space allocations which do not require the approval of Council; and

(ii) submitting recommendations to Council for expenditure on capital projects (other than those within the IT capital budget or other centrally run IT projects) and space allocations that require the approval of Council;

Other matters

~~(1011) the oversight of, and the making of recommendations to Council on, the institutional financial arrangements between the University and the colleges, societies and Permanent Private Halls in relation to the provision of teaching, research, administration and services;~~

~~(1112) the consideration of termly reports on the progress of the University's fundraising for capital and recurrent purposes;~~

~~(1213) the consideration of the use of any non-capital resources which are not delegated or allocated to the academic divisions, services, or other bodies (whether trust funds, University reserves, unearmarked benefactions, capital funds or reserves of any other description), and recommending to Council major new initiatives regarding such use;~~

~~(1314) the consideration of the financial relationships between the University, HEFCE and other external funding bodies, and advising Council on actions it considers necessary regarding such relationships;~~

~~(1415) on the recommendation of the Buildings and Estates Subcommittee, and following consultation with Personnel Committee, the approval of charges for parking in University-controlled car parks.'~~

6 Ibid, Part 11, concerning the Capital Steering Group, amend regulation 11.2 as follows (new text underlined, deleted text struck through):

'11.2. The Capital Steering Group shall:

(1) develop a rolling capital programme for submission to the Planning and Resource Allocation Committee;

(2) consider and make recommendations to the Planning and Resource Allocation Committee on capital project proposals (excluding those within the remit of the Strategic Capital Steering Group (SCSG) or the IT Committee the IT capital budget approved by Council on the recommendation of PRAC or other centrally run IT projects) in accordance with the financial limits set out in the Financial Regulations;

(3) consider and make recommendations to the Planning and Resource Allocation Committee on any non-recurring revenue projects referred to the Capital Steering Group by the

Buildings and Estates Subcommittee of the Planning and Resource Allocation Committee;

(4) ensure business cases, other than those that are the responsibility of the SCSG or the IT Committee as set out in the regulations governing those bodies that committee, have been appropriately prepared, signed by the appropriate officers of the University in accordance with the Financial Regulations and are consistent with the University's priorities and plans;

(5) consider and make recommendations to the Planning and Resource Allocation Committee on the acquisition, leasing and disposal of land and property in the functional estate; and

(6) oversee the financial management of the design and construction of projects submitted in accordance with these regulations (excluding those within the IT capital budget or other centrally run IT projects), including the gateway approval process, subject to obtaining approval from PRAC for expenditure on gateways 1 and 2 prior to that committee's release of full project funding;

(7) develop a long-term capital plan for submission to the Planning and Resource Allocation Committee.'

7 Ibid, insert new Part 12 as follows:

'Part 12: Strategic Capital Steering Group

1. The Strategic Capital Steering Group shall consist of:

(1) the Pro-Vice-Chancellor (Planning and Resources) who shall chair the Group;

(2)–(5) the heads of each of the divisions;

(6) the Pro-Vice-Chancellor (Education);

(7) the Pro-Vice-Chancellor (Research and Innovation);

(8), (9) two external members appointed by Council, not being members of the Audit and Scrutiny Committee or of the Finance Committee;

(10) the Director of Finance.

2. The Strategic Capital Steering Group shall:

(1) develop a long-term strategic capital investment plan for submission to the Finance Committee;

(2) consider the use of any capital resources which are not delegated or allocated to the academic divisions, services, or other bodies (whether trust funds, University reserves, unearmarked

benefactions, capital funds or reserves of any other description), and recommend to the Finance Committee major new initiatives regarding such use;

(3) in accordance with the allocation limits set out in Statute XVI and the Financial Regulations:

(i) submit recommendations to the Finance Committee for expenditure on strategic investments in the University's physical estate, and other academic resources (other than centrally run IT projects) and any associated space allocations that require the approval of Council;

(ii) approve expenditure on developing proposals for strategic investments in the University's physical estate and other academic resources (other than centrally run IT projects) that does not require the approval of Council;

(4) liaise with PRAC to ensure that the proposals for strategic capital investment are compatible with the rolling capital programme;

(5) ensure that business cases for projects being considered by the Group have been appropriately prepared, signed by the appropriate officers of the University in accordance with the Financial Regulations and are consistent with the University's priorities and plans; and

(6) oversee the financial management of the design and construction of projects submitted in accordance with these regulations, including the gateway approval process, and obtain approval from the Finance Committee for expenditure on gateways 1 and 2 prior to that committee's release of full project funding.'

8 Ibid, delete existing Part 19 concerning the Finance Committee and substitute (new text underlined, deleted text struck through):

Part 19: Finance Committee

19.1. The Finance Committee shall consist of:

(1) the Vice-Chancellor;

(2)–(5) four external persons appointed by Council, of whom at least two shall be members of Council;

(6), (7) two persons appointed by Council from among the members of Council elected by Congregation;

(8) a Head of House appointed by the Conference of Colleges.

19.2. Subject to the approval of Council on each occasion, the committee may co-opt up to two additional members.

19.3. No member of the Audit and Scrutiny Committee or a Head of Division or an Associate Head of Division (or equivalent), may also serve as a member of the Finance Committee.

19.4. The committee shall be responsible for:

(1) the consideration of the financial resources available to the University, and the proposal of a five-year financial strategy for the University (incorporating:

(i) the overall income and expenditure budget; and

(ii) the overall capital expenditure budget) on an annual rolling basis, consisting of (a) an allocation for the strategic capital investment plan and (b) an allocation for the annual rolling capital programme;

for approval by Council and communication, in the case of (ii)(a) to the Strategic Capital Steering Group, and in the case of (i) and (ii)(b) to the Planning and Resource Allocation Committee;

(2) making recommendations to Council for:

(i) the use of any capital resources which are not delegated or allocated to the academic divisions, services or other bodies on major new initiatives; and

(ii) expenditure on strategic investments on the University's physical estate and other academic resources, other than centrally run IT projects, and any associated space allocations;

as advised by the Strategic Capital Steering Group in accordance with the allocation limits set out in Statute XVI and the Financial Regulations;

(3) the provision of advice to Council on the needs of the University as established by its plans, in order that Council can take these views into account when establishing capital investment policy;

(4) as appropriate, consideration of, and provision of advice to Council on, the HEFCE financial forecast together with aspects of the financial relationships between the University, HEFCE, and other external funding bodies;

(5) the review of, and provision of advice to Council on, University's annual financial statements, prior to their approval by Council;

(6) the review of, and provision of advice to Council on, the annual accounts of the Delegates of the University Press and the report on the accounts produced by the Finance Committee of the Delegates;

(7) the approval of the University's banking and treasury arrangements;

(8) such other action on behalf of Council in relation to the University's financial business as may be required from time to time.

19.5. Regulations 1.6 and 1.7 in Part 1 apply to this committee except that the quorum is one-third plus one of those members eligible to vote upon the business of the committee (rounded to the nearest integer)';

General Purposes Committee of Council

Changes in Regulations

The General Purposes Committee of Council has made the following changes in regulations, to come into effect on **26 January**.

Professor of Bibliography and Modern Book History

Explanatory Note

The following changes, made on the recommendation of the Humanities Divisional Board, amend the regulations for the Professor of Bibliography and Modern Book History to cover the period from 1750 to the present day.

Text of Regulations

In Council Regulations 24 of 2002, concerning individual professorships, delete existing regulation §330 and substitute (new text underlined, deleted text struck through):

'§330. Professor of Bibliography and Modern Book History

1. The Professor of Bibliography and Modern Book History shall undertake research, lecture and give instruction in bibliography and the history of the book from ~~1800~~1750 to the present day.

2. The professor shall be elected by an electoral board consisting of:

(1) the Vice-Chancellor, or, if the head of the college specified in paragraph (2) below is the Vice-Chancellor, a person appointed by Council;

(2) the head of the college to which the Chair may be allocated by Council from time to time; or, if the head is unable or unwilling to act, a person appointed by the governing body of the college;

(3) a person appointed by the governing body of the college specified in (2) of this clause;

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

(6) one person appointed by the Humanities Board;

(7)–(9) three persons appointed by the Board of the Faculty of English Language and Literature.

3. The professor shall be subject to the General Provisions of the regulations concerning the duties of professors and to those Particular Provisions of the same regulations, which are applicable to the Chair.'

Congregation 11 December

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:

Allendorf, K I, Corpus Christi
 Bolorinos Allard, E, Magdalen
 Boulding, Dame Hilary, Trinity
 Bown, A S F, Queen's
 Cook, B, Primary Care Health Sciences
 Cousins, T D, St Hugh's
 Cuomo, R S, Public Affairs Directorate
 De Alarcon, M S, Pitt Rivers Museum
 Deligiannidis, G, Jesus
 Dyas-Correia, S, Collections and Resource Description
 El Masri, Y, Brasenose
 Jeans, A F, Christ Church
 King, H M, St Anne's
 McGuinness, V N, Humanities Division
 Mangla, A, Green Templeton
 Park, S G, St Anne's
 Pearson, L R, New College
 Rousseau, J N, Jesus
 Sedlacek, P, Christ Church
 Whalley, J P, Wellcome Trust Centre for Human Genetics

Divisional and Faculty Boards

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

Congregation

Congregation 15 January

Degree by Resolution

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

Congregation 16 January

The meeting of Congregation is cancelled. The sole business comprises questions to which no opposition has been notified and in respect of which no request for adjournment has been received, and the Vice-Chancellor will accordingly declare the resolution authorising the use of space in the Robert Hooke Building carried without a meeting under the provisions of Sect 7 (1) of Statute IV.

Voting on a Resolution authorising the use of space in the Robert Hooke Building

(For explanatory note and text of resolutions see *Gazette* No 5189, 7 December 2017, p165.)

Congregation 1 March

Elections

Social Sciences Divisional Board
 Board of the Faculty of Law
 Board of the Faculty of Philosophy

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

Mathematical, Physical and Life Sciences Division/Education Committee

REVIEW OF THE DEPARTMENT OF CHEMISTRY

Education Committee and the Board of the Mathematical, Physical and Life Sciences Division is undertaking a review of the Department of Chemistry as part of Council's programme of rolling reviews of departments.

Teaching and learning issues will be given preliminary consideration by a 'teaching and learning' sub-panel on 26 April 2018. This panel will be composed of internal members of the review panel, and (if available) one external, and will be chaired by the Associate Head of Division (Education), Professor Michael Bonsall. The conclusions of this sub-panel will be reported as recommendations to the full review committee, which will meet on 21 and 22 June 2018 and will be chaired by the Head of Division, Professor Donal Bradley.

The Review Committee would welcome written comments on matters falling within its terms of reference, given below. These should be sent to Jared Hutchings (jared.hutchings@mpls.ox.ac.uk). Comments on detailed learning and teaching matters should be sent by **6 April** in advance of the teaching and learning panel. Comments on any other matters should be sent by **18 May**.

The terms of reference of the review are:

1 To review the quality of academic activities in the department, by reference to:

- international standards of excellence;
- action taken since the last review of the department;
- planning statements at departmental and divisional levels, and in the context of the University's strategic plan.

In particular:

- (a) the quality of the research of the department, including its participation in interdepartmental, interdivisional

and interdisciplinary activities, its research profile and strategy, and future challenges and opportunities;

(b) the quality of undergraduate and graduate programmes, and their delivery and related issues, including:

- access and admissions;
- curriculum design and programme structure;
- teaching, learning and assessment;
- the relationship between teaching and research;
- academic and pastoral support and guidance;
- the provision and use of learning resources (including staff resources);
- specific arrangements for the pursuit of graduate studies;
- relationships with colleges;
- quality assurance mechanisms;

(c) the organisation of the department, its management structure and the relationship between the department and the Mathematical, Physical and Life Sciences Division, including such matters as:

- strategic planning (including relationship to the divisional five-year plan and the University's strategic plan);
- academic and non-academic staffing and recruitment;
- student number planning;
- terms of appointment for academic staff, including career development and equal opportunities issue;
- fundraising;

(d) the relationship (structural and operational) between units within the department, and between the department and cognate subject areas, and colleges to which they are linked in teaching and research.

2 To consider the current and long-term financial position of, and funding arrangements for, the department, and its financial strategy.

Social Sciences Board/Education Committee

REVIEW OF THE SAÏD BUSINESS SCHOOL

The Social Sciences Board and the Education Committee will jointly conduct a review of the Saïd Business School as part of Council's programme of rolling reviews of faculties and departments. This review will take place on 24 and 25 May.

The Review Committee would welcome written comments on matters falling within its terms of reference, given below. These should be sent to the joint secretary to the Review Committee, Dr Andy Garlick (andy.garlick@socsci.ox.ac.uk) by **16 March**.

The review committee's terms of reference are:

1 To review the quality of academic activities in the school, by reference to:

- international standards of excellence;
- action taken since the last review of the school;
- planning statements at school and divisional levels, and in the context of the University's mission statement and Strategic Plan.

In particular:

(a) the quality of the research of the school, including its participation in interdepartmental, interdivisional and interdisciplinary activities, its research profile and strategy, and future challenges and opportunities;

(b) the quality of undergraduate and graduate programmes and their delivery and related issues, including:

- access and admissions;
- curriculum design and programme structure;
- teaching, learning and assessment;
- the relationship between teaching and research;
- academic and pastoral support and guidance;
- the provision and use of learning resources (including staff resources);
- specific arrangements for the pursuit of graduate studies (including research degrees and research training and provision for part-time study);
- relationships with colleges;
- quality assurance mechanisms;

(c) the organisation of the school, its management structures and the relationship between the school and the division, including such matters as:

- strategic planning (including relationship to the divisional five-year plans and the University's strategic plan);
- academic and non-academic staff planning and recruitment;
- student number planning;
- terms of appointment for academic staff, including career development and equal opportunities issues;
- accommodation and future space needs;
- fundraising;

(d) the relationship (structural and operational) between units within the school, and between the school and cognate subject areas and colleges to which it is linked in teaching and research.

2 To consider the current and long-term financial position of, and funding arrangements for, the school, and its financial strategy.

University Preachers

Trinity term 2018

Thurs, 11 Jan, 8am: *Holy Communion (Latin), St Mary's*

Sun, 14 Jan, 9.30am: **Fra' John Eidinow**, Merton and St Benet's Hall. *Latin Litany and Sermon, St Mary's*

Sun, 21 Jan, 10am: **The Revd Jonathan Woodhouse**, CB, Moorlands College and former Chaplain General, British Army. *Macbride Sermon, Hertford*

Sun, 28 Jan, 10.30am: **Professor Mona Siddiqui**, University of Edinburgh. *University Sermon, St Mary's*

Sun, 11 Feb, 5.30pm: **Professor Judith Champ**, DDS, Oscott College. *Sermon on the Grace of Humility, Keble*

Sun, 25 Feb, 5.30pm: **The Rt Revd Martin Seeley**, Bishop, St Edmundsbury and Ipswich. *University Sermon and Intercollegiate Evensong, St Mary's*

*Sun, 4 Mar, 6pm: **The Revd Canon Mark Oakley**, St Paul's Cathedral. *Sermon for the Annunciation of the Blessed Virgin, Oriel*

* On this day Doctors will wear their robes

General Notices

Holding of outside appointments

All staff are reminded of the guidelines for holding outside appointments and the conduct of outside work, which are published on the Personnel Services website at www.admin.ox.ac.uk/personnel/staffinfo/handbook_acrel/codes/out_appoint.

Corrections to online Gazette

When errors are identified in the printed *Gazette*, other than errors in legislation which require a printed *corrigendum* notice in the following issue, they are updated in the online edition as soon as possible. A list of all such corrections from 2010 onward can be found on the website at www.ox.ac.uk/gazette/corrections.

Appointments

Appointment of additional Pro-Vice-Chancellor

The Vice-Chancellor has appointed **Professor Roger Goodman**, BA Durh, MA DPhil Oxf, Warden of St Antony's, as an additional deputy.

Professor Goodman was nominated and admitted by the Vice-Chancellor as a Pro-Vice-Chancellor for 2017–18 on 1 November 2017.

Mathematical, Physical and Life Sciences

REAPPOINTMENTS

Jonathan Barrett, PhD Camb, Associate Professor of Computer Science (Foundations) in association with Wolfson, from 1 October 2017 to retirement.

Ian Hewitt, DPhil Oxf, Associate Professor of Mathematical Geosciences, Mathematical Institute, and Fellow of Trinity, from 1 January 2018 to retirement.

Michael Osborne, DPhil Oxf, Associate Professor of Engineering Science (Information Engineering) and Fellow of Exeter, from 5 November 2017 to retirement.

Alexander Ritter, PhD MIT, Associate Professor of Geometry, Mathematical Institute, and Fellow of Wadham, from 1 December 2017 to retirement.

Edmond Walsh, PhD Limerick, Associate Professor of Engineering Science (Heat Transfer) in association with Brasenose, from 1 October 2017 to retirement.

Renier Van der Hoorn, PhD Wageningen, Associate Professor of Plant Sciences and Professor of Plant Science, and Fellow of Somerville, from 1 October 2018 to retirement.

Medical Sciences

LEE PLACITO PROFESSORSHIP OF GASTROENTEROLOGICAL DISEASE

Jack Satsangi, BSc MB BS St Thomas' Lond, DPhil Oxf, FRCP, FRCP (Edin), Professor of Gastroenterology, University of Edinburgh, and Consultant Physician, Western General Hospital, has been appointed to the Lee Placito Professorship of Gastroenterological Disease in the Nuffield Department of Clinical Medicine with effect from 1 March 2018. Professor Satsangi will be a fellow of Green Templeton.

Visiting Professorships

Medical Sciences

The Medical Sciences Board has reconferred the title of Visiting Professor of Infectious Diseases on **Dr Vinh Chau**, MD MSMed Ho Chi Minh, DPhil, for a further period of 3 years from 2 January 2018.

The Medical Sciences Board has conferred the title of Visiting Professor of Genomics on **Professor Arnab Pain**, PhD, for a period of 3 years from 20 December 2017.

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:

BARNETT PROFESSORSHIP OF SOCIAL POLICY

	<i>Appointed by</i>
Professor A Trefethen	The Vice-Chancellor ¹
Master of St Cross	<i>ex officio</i>
Professor S Whatmore	Social Sciences Division
Professor M Daly	Department of Social Policy and Intervention
Professor B Ebbinghaus	Department of Social Policy and Intervention
Professor P Taylor-Gooby	Department of Social Policy and Intervention
Professor B Cantillon	Council
Professor C Culpepper	Council
Professor S Strand	St Cross

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

Examinations and Boards

Examinations for the Degree of Doctor of Philosophy

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

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

**Examinations for the Degree of Master
of Science**

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

Colleges, Halls and Societies

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

Examinations for the Degree of Master of Studies in Legal Research

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.

Mathematical, Physical and Life Sciences Board

Corrigendum: this regulation change, originally published on 30 November 2017, did not include the Department of Engineering which also wishes to offer DPhil and MSc by Research candidates the opportunity to be examined by integrated thesis. This has now been added.

RESEARCH DEGREES IN MATHEMATICAL, PHYSICAL AND LIFE SCIENCES DIVISION

- (a) to create new divisional regulation for examination by integrated thesis within MPLS
- (b) to list which degrees new regulation would apply to

Social Sciences Board

MSC IN GLOBAL GOVERNANCE AND DIPLOMACY

- (a) to create a single combined foundation paper
- (b) to remove reference to the award of a distinction

Memorial Events

Merton

A memorial service will be held at 3pm on Saturday, 10 February, in the chapel, Merton, for **Professor John Michael Baker** (1930–2017), MA, DPhil, Scholar of St John's 1948–53; Senior Scholar of St Antony's 1953–5; and Fellow and Tutor in Physics 1957–98, Sub-Warden 1978–80, and Emeritus Fellow 1998–2017, Merton. Tea will be served afterwards in the hall. Those wishing to attend should contact the Chapel Administrator: 01865 616724, chapel.administrator@merton.ox.ac.uk.

St Peter's

A memorial service will be held for **David Wulstan**, 18 January 1937–6 May 2017, BLitt, BSc, MA Oxf, ARCM, Honorary Fellow 2006–17, at 2.30pm on Saturday, 20 January, in St Peter's chapel. Refreshments will be served in Hall following the service.

Wadham

A memorial will take place for **James Morwood**, 1943–2017, at 2.30pm on Sunday, 4 February, in the Sheldonian Theatre. Wadham very warmly invites those who knew James to attend. If you would like to attend, please register at www.surveymonkey.co.uk/t/KYST6LW. For queries or access requirements please contact: warden.ea@wadham.ox.ac.uk.

Obituaries

Oriel

Professor Derek Gray, 29 September 2017; Emeritus Fellow.

St Hilda's

Dr Hilary Joscelyn Eveleigh Christie (*née Allen*), 17 September 2017; 1941. Aged 94.

Mrs Rita Doreen Harris (*née Shulman*), 13 December 2017; 1950. Aged 86.

Alison Mary Holden, 27 November 2017; 1947. Aged 89.

Dr Susan Jane Kelly, 13 October 2017; 1967. Aged 68.

Leila Sara Woolf (*née Walters*), 21 October 2017; 1962. Aged 74.

St Hugh's

Nicholas Hardy, August 2017; 1994. Aged 41.

Patricia Hurford (*née Matthews*), 27 September 2017; 1948. Aged 87.

Karen Martin (*née Aldridge*); 1971. Aged 66.

Worcester

Allan Frankland Hepburn, 4 November 2016; 1954. Aged 83.

Leonard Maitland McEwen, 23 November 2017; 1950. Aged 86.

Stanley Edward Moss, 12 August 2016; 1962. Aged 94.

Godfrey Sydney Smith, 22 December 2017; 1944. Aged 91.

Julian George Stanford, 28 December 2017; 1953. Aged 84.

Elections

Elections

1 March

Call for nominations

The nomination period for the elections below will remain open until **4pm on 1 February**.

The lists of vacancies below include the names of those members whose terms of office are now coming to a close (thereby prompting the elections now advertised). This is for administrative purposes only (to better identify which places are due for election) and does not indicate the members' eligibility or willingness to stand for re-election. Current members who have already served two consecutive full terms are reminded to check if they must now stand down and may only stand for re-election after one full term has passed.

Divisional Boards

SOCIAL SCIENCES DIVISIONAL BOARD

- 1 member elected by and from the academic members of the School of Interdisciplinary Area Studies (SIAS), to hold office with immediate effect until MT 2019 [new position]*
- 1 member elected by and from the academic members of the Department of Sociology, to hold office with immediate effect until MT 2019 [new position]*

Notes:

*Under the regulations governing the composition of Divisional Boards, the above vacancies fall within the single constituency of 'two persons elected on a rotational basis by and from academic members of the following units of the division: (a) the Department for International Development; (b) the School for Interdisciplinary Area Studies; (c) the Department of Sociology; (d) the Oxford Internet Institute; (e) the Department of Social Policy and Intervention; (f) the School of Anthropology; (g) the Institute of Archaeology and Research Laboratory for Archaeology and the History of Art; (h) the Blavatnik School of Government'. The last units elected to this constituency were (i) the Department for International Development and (ii) the Oxford Internet Institute.

For further information about the Board, please contact the Secretary (catherine.paxton@socsci.ox.ac.uk).

Faculty Boards

BOARD OF THE FACULTY OF LAW

- One Ordinary Member elected by and from all members of the faculty exclusive of the persons qualified to be Official Members as per Regulation 10 of Council Regulations 19 of 2002, to hold office with immediate effect until MT 2019 [vice Lucinda A Ferguson, Oriel]

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

BOARD OF THE FACULTY OF PHILOSOPHY

- Three persons elected by and from the members of the Faculty of Philosophy, to hold office with immediate effect until MT 2019 [vice Professor Ursula Coope, Corpus Christi; Dr James Grant, Exeter; Professor Hilary Greaves, Merton]

For further information about the Board, please contact the Secretary (rachael.sanders@philosophy.ox.ac.uk).

General Notes:

Nominations in writing for the elections on 1 March, by four members of Congregation other than the candidate, will be received by the Elections Office, at the University Offices, Wellington Square, up to **4pm on 1 February**.

At least one nomination in respect of each candidate must be made on an official nomination form (available on 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. For further information, please see the eligibility and amendments to nominations sections on the General Information page of the

elections website (www.admin.ox.ac.uk/elections/geninfo.shtml).

Candidates are invited to include with their nomination forms, a written statement of no more than 250 words, setting out his or her reasons for standing and qualifications for the office being sought.

In the event of a contested election, Candidates' statements will be available online www.admin.ox.ac.uk/elections and published in the *Gazette* dated 15 February. Voters may wish to wait until they have read these statements 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 1 March**.

If the number of nominations received by the closing date is no more than sufficient to fill the vacancies, the candidates nominated shall be deemed to be duly elected as of the close of the nomination period on Thursday, 1 February 2018. When required, places will be allocated according to academic standing, as defined in Council Regulations 22 of 2002, Part 2: Academic Precedence and Standing, made by Council on 26 June 2002.

If the number of nominations received by the closing date is less than sufficient to fill the vacancies, those candidates nominated will be deemed elected unopposed, and the remaining vacancies will lapse, in which case, in accordance with the regulations, the places must remain vacant until appointments are made jointly by the Vice-Chancellor and Proctors.

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

Advertisements

Advertising enquiries

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

Telephone: 01865 (2)80548

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

Deadline

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

Charges

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

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

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

Online submission and payment

Advertisements must be submitted and paid for online, using a credit card or debit card, through a secure website. For details, see www.ox.ac.uk/gazette/classifiedadvertising.

Terms and conditions of acceptance of advertisements

You are advised to view our full Terms and Conditions of acceptance of advertisements. Submission of an advertisement implies acceptance of our terms and conditions, which may be found at www.ox.ac.uk/gazette/classifiedadvertising, and may also be obtained on application to *Gazette* Advertisements, Public Affairs Directorate, University Offices, Wellington Square, Oxford OX1 2JD.

Miscellaneous

Join Oxford Bach Choir

Would you like to sing with a respected mixed-voice choir that has a choral tradition going back over 100 years? Meet like-minded musicians and perform the great choral works with leading conductors, orchestras and

soloists. The choir is actively recruiting in all voice parts. Prospective new members are warmly invited to our open rehearsal on Mon 15 Jan. Details: www.oxfordbachchoir.org/join.html or membership@oxfordbachchoir.org.

Shezan Restaurant

Mughal Indian cuisine at Shezan: 1st floor, 135 High St, Oxford. From our kitchen to your table, we bring you fresh herbs, spices, roots, fragrances and the Mughal tradition of passion for good food. Serving as dining rooms since 1915. Open daily noon–3pm and 5.30–11pm. Tel: 01865 251600. Website: www.shezanoxford.co.uk.

Research funding

ResearchProfessional.com is an online research funding opportunities database and alerting service. The University has a sitewide 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/rp).

Research participants sought

Panic attacks? Take part in our study and receive cognitive-behavioural therapy. Time and travel reimbursed. Do you keep experiencing very strong physical symptoms such as heart racing, breathlessness or dizziness, even though you are healthy? Are these symptoms related to strong fear of having a heart attack, fainting or suffocating? You could have panic disorder. Contact andrea.reinecke@psych.ox.ac.uk.

Afraid of spiders? Looking for healthy volunteers to take part in a study. Time and travel reimbursed. Contact andrea.reinecke@psych.ox.ac.uk.

Want to contribute to scientific research about sleep? Oxford University is looking for volunteers (25–65 years) for our study investigating the link between sleep and daytime functioning. Seeking both good sleepers and those who experience difficulties sleeping. You will complete a 10-minute online questionnaire to check you are eligible and visit an Oxford University sleep laboratory once for 1.5 hours. To find out more: www.tinyurl.com/scotiasleep.

Oxford Biobank Study. Healthy volunteers aged 30–50 needed 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.

Healthy non-smoking men (18–40) needed for an MRI study to assess how a gene and a drug interact to affect mental performance and brain activity. More information: www.psych.ox.ac.uk/getinvolved/are-you-interested-in-how-the-brain-works-men-needed.

Groups and societies

The Oxford University Newcomers' Club at the University Club, 11 Mansfield Rd, OX1 3SZ, welcomes the wives, husbands or partners of visiting scholars, of graduate students and of newly appointed academic and administrative members of the University. We offer help, advice, information and the opportunity to meet others socially. Informal coffee mornings are held in the club every Wednesday 10.30–12 (excluding the Christmas vacation). Newcomers with children (0–4) meet every Fri in term 10.15–11.45. We have a large programme of events including tours of colleges, museums and other places of interest. Other term-time activities include a book group, informal conversation group, garden group, antiques group, opportunity to explore Oxfordshire and an opportunities in Oxford group. Visit our website: www.newcomers.ox.ac.uk.

Oxford Research Staff Society (OxRSS) is run by and for Oxford research staff. It provides researchers with social and professional networking opportunities, and a voice in University decisions that affect them. Membership is free and automatic for all research staff employed by the University of Oxford. For more information and to keep up to date, see: web: www.oxrss.ox.ac.uk; Facebook: <http://fb.me/oxrss>; Twitter: @ResStaffOxford; mailing list: researchstaff-subscribe@maillist.ox.ac.uk.

Restoration and conservation of antique furniture

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

Services offered

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

Carpenter/joiner. For bookcases, wardrobes, etc, made on site to your specifications. Portfolio available. Call Rob Guthrie on 01608 677423 (evening) or 07961 444957 (daytime). Email: rob.s.guthrie@gmail.com. Web: www.rob.guthrie.co.uk.

As an independent mortgage consultancy, we will review the options available for your circumstances, considering mortgages from lenders who are favourable to those in tied accommodation looking to secure their future property. For a no-obligation chat about your options, contact our Mortgage Consultant, Ed Batty, via info@shawgibbs.com or call +44(0)1865 292200.

Houses to let

Furnished house to rent for academic year 2018-19. Suitable for visiting academic family. Quiet, detached, sunny, in north Oxford village within ring road. Near good local primary, secondary, private schools, local shop/post office, pubs, church, canal, river, playgrounds and Port Meadow. Well connected with bus/cycle routes. 3 bedrooms, 2 studies, 1.5 bathrooms, enclosed gardens, off-street parking, use of allotment, 2 polite resident cats. House swap considered. Rent negotiable, c£2,000 pcm. Email: nicola.watson@open.ac.uk.

Quiet Iffley Village house available for Hilary term. Double bedroom and large open-plan living space overlooking a private garden. Parking for 1 car or space for bicycle, buses nearby. Inclusive of Wi Fi and bills. £800 pcm for 1 person or £1,000 pcm for couple. Email: diz.hill4@gmail.com.

Spacious, detached, furnished family house to let in Old Marston from mid-Aug 2018. Convenient for city centre by bike, bus, car or walking through University Parks. Large secluded and productive garden, private parking for cars. £2,400 pcm. Ideally we are looking for a family who will take it and look after it for about 1 year in the first instance. Contact Professor Richard Harley. Mobile: 07926 172483. Email: rth@phys.soton.ac.uk.

Flats to let

Fully furnished 2-bed flat for rent/sale/swap in Belgium. We have moved to Oxford from Brussels and would be willing to swap it for a property in the UK. It is located in a very calm and nice area with a panoramic view. 100 m to supermarkets, sport complex-swimming pool, tennis courts etc. Very conveniently situated for NATO, EuroControl, European Commission, European School, ring road, airport. Email: fatma.ulas@skynet.be.

Accommodation offered

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.

Attractive, 3-bedroom, central north Oxford apartment available. The adjacent apartment is occupied by a retired medical consultant and his wife, both aged 89 and previously active, now requiring care in exchange for reduced rent. Precise terms of relief of rent to be agreed. Would suit medical or academic couple. Email: gilbert.charlbury@gmail.com.

Small quiet room available for up to 6 months for single person. Near hospitals. Was family home, children now flown. £70 pw all bills and council tax incl. Email: tanyajoyce11@gmail.com.

Self-catering apartments

Visiting Oxford? Studio, 1-, 2- and 3-bed properties conveniently located for various colleges and University departments. Available from 1 week to several months. Apartments are serviced, with linen provided and all bills included. Details, location maps and photos can be found on our website at www.shortletspace.co.uk. Contact us by email on stay@shortletspace.co.uk or call us on 01993 811711.

Looking for 5-star serviced accommodation right in the heart of the city? Swailes Suites offer city-centre, award-winning maisonettes and apartments providing that 'home from home' feel that will help you get the most out of your stay. The Swailes Suites 'easy in, easy out' flexible booking arrangements, from 3 days to 6 months, together with good transport links makes arrival and departure hassle-free. Check out our website at www.swailessuites.co.uk, contact Debbie on 01865 318547 or email debbie@nops.co.uk. Office established more than 25 years in 47 Walton Street, Jericho, OX2 6AD.

The Tidmarsh: Visit England rated 5-star, Gold Award. Discounts available in Dec, Jan and Feb for stays of more than 1 week. 1-bedroom apartment in the Oxford Castle Quarter. A quiet, central location suitable for professional short-term lets. A unique self-catering experience: the intimacy of an apartment; the luxury and services of a 5-star hotel. Web: www.pmcdomus.co.uk. Email: pat@pmcdomus.co.uk. Tel: 01869 277557.

Holiday lets

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.

Provence, Vaison-La-Romaine, sleeps 4. Delightful 200-year-old cottage amongst vineyards with large private pool and pool house. 1 km from historic Vaison-la-Romaine. Wonderful views over countryside and hills. Peaceful setting with barbecue, terraces and shady areas in the garden for eating and relaxing. Very well equipped house in renowned wine area, close to Gigondas and Cairanne. Region is full of typical unspoiled Provencal villages and markets. Email: www.dubois.me.uk. Tel: 07941 419859.

Property for sale

Mosaics, Oxford - an exciting new development and demonstrator NHS Healthy New Town - within easy reach of the city and Headington via networks of cycle routes and public transport. Stylish and architecturally elegant properties: prices from £360,000 for a 2-bedroom apartment and from £595,000 for a 3-bedroom house. Show apartment open daily 10am-5.30pm. Help to Buy available. Contact Savills: 01865 269010. For more information see: <http://mosaicsoxford.co.uk>.

Notifications of Prizes, Grants and Funding

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

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

Charterhouse European Bursaries

Charterhouse Bursaries; open to Oxford undergraduate and postgraduate students to undertake a period of study or research in Europe from 3 months to 1 year; up to £6,500; 2 February; www.ox.ac.uk/students/fees-funding/international/scholarships-exchanges/charterhouse

Scatcherd European Scholarships

Scatcherd Scholarships; open to Oxford undergraduate and postgraduate students to undertake a period of study or research in Europe from 3 months to 1 year; up to £6,500; 2 February; www.ox.ac.uk/students/fees-funding/international/scholarships-exchanges/scatcherd

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:

R S Cuomo, AB Bryn Mawr, MA Massachusetts

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

Blavatnik School of Government; Blavatnik Professorship of Government and Public Policy; 26 February; www.ox.ac.uk/about/jobs/academic

Department of Social Policy and Intervention; Barnett Professorship of Social Policy; 12 February; www.ox.ac.uk/about/jobs/academic/index

Colleges, Halls and Societies

Harris Manchester; Bursar; 21 January; www.hmc.ox.ac.uk/vacancies

Nuffield with the Department of Politics and International Relations; Gwilym Gibbon Senior Research Fellow in British Policy and Politics; £86,000; noon, 9 February; www.nuffield.ox.ac.uk/the-college/jobs-and-vacancies

Queen's; College Career Development Fellowship in Law; £31,604; 12 February; www.queens.ox.ac.uk/vacancies

European Studies Centre, St Antony's; Deakin Fellowship 2018-19; £13,000; 4 March; www.sant.ox.ac.uk/about/vacancies/academic/deakin-fellowship-european-studies-centre-0

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, 18 January.

European Studies Centre, St Antony's; Santander Visiting Fellowship in Iberian and European Studies 2018-19; £17,000; 4 March; www.sant.ox.ac.uk/about/vacancies/academic/santander-fellowship-iberian-and-european-studies-european-studies-centre-1

St Cross; two non-stipendiary Junior Research Fellowships; 5pm, 23 March; www.stx.ox.ac.uk/JRF2018

Somerville in association with the Faculty of History; Associate Professorship in History: Britain and the World since 1700; noon, 29 January; www.some.ox.ac.uk/jobs

Trinity; Junior Research Fellowship in Biochemistry/Biomedical Sciences/Chemistry; 23 January; www.trinity.ox.ac.uk/vacancies

Trinity; Junior Research Fellowship in Classics/Linguistics and Philology/French/Spanish; 25 January; www.trinity.ox.ac.uk/vacancies

Wadham; Keeley Visiting Fellowship; noon, 19 February; www.wadham.ox.ac.uk/about-wadham/jobs/academic/keeley-visiting-fellowships

External Vacancies

Christ's College, Cambridge; 4-year fixed-term JH Plumb College Lectureship and Fellowship in History; noon, 29 January; www.christs.cam.ac.uk/jobs

Darwin College, Cambridge; 3-year Patrick Sissons Evelyn Trust Research Fellowship in Infection and Immunity (from 1 October 2018); 31 January; www.dar.cam.ac.uk/research-fellowships

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