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Council and Main Committees

Council of the University

Changes to Regulations

Council has made the following changes to regulations, to come into effect on **1 March**.

(a) Investment Committee

Explanatory Note

The proposed changes amend the terms of reference of the Investment Committee to clarify (i) the investments under the committee's remit; (ii) the position on reappointments and responsibility for membership fees; and (iii) the committee's responsibilities for advising on socially responsible investment-related proposals and overseeing compliance with socially responsible investment-related policies and guidelines.

Text of Regulations

In Council Regulations 15 of 2002, amend Part 23 as follows (new text underlined, deleted text struck through):

23.1. The Investment Committee shall consist of:

- (1) the Vice-Chancellor;
- (2)-(6) at least five external persons appointed by Council, all of whom shall bring recent and relevant expertise of investment management to the working of the committee, and one of whom shall be appointed by Council to serve as chairman of the committee;
- (7)-(8) up to two other members appointed by Council who shall have recent and relevant expertise of investment management.

23.2. The Director of Finance and the Chief Investment Officer of Oxford University Endowment Management Ltd ("OUEM") shall normally be in attendance at the meeting of the committee, but shall not have the right to vote.

23.3. ~~All~~The members of the committee appointed at 23.1 (2)-(8) above shall serve for five years and shall be re-eligible for reappointment for one further period of up to five years. Casual terms of office shall not count towards this limit.

23.4. Notwithstanding regulation 23.3 above, the General Purposes Committee of Council may determine that further consecutive periods are permitted in an individual case.

23.54. The committee shall be responsible for the strategic oversight and supervision of all funds invested by, or for the benefit of, the University (including any funds placed with the University by external bodies), except:

- (1) those investments which Council determines to be the responsibility of the Finance Committee or other bodies; and
- (2) those held by Societies or the Press.

23.65. In particular, the committee shall be responsible for:

- (1) recommending to Council suitable investment objectives and, where relevant, distribution policies for the ~~funds investments~~ under its remit, currently The Oxford Funds: Collegiate Feeder Units; The Oxford Funds: OCF Units; the Strategic Capital Account; the Venture Fund ("the Funds");
- (2) setting, where appropriate, investment policies, benchmarks, risk guidelines and investment restrictions for the Funds taking into account the agreed objectives and policies as set out in 23.75 (1) and including those relating to socially responsible investment;
- (3) advising Council, or such other body as Council might direct, on implications of specific socially responsible investment-related proposals with regard to any potential impact on the investment objective or strategy of the investments under its remit;

~~(4)~~ evaluating, where relevant on a regular basis, the performance of the Funds against investment objectives and agreed benchmarks and oversight and monitoring of compliance with all policies and guidelines (including those relating to socially responsible investment) relevant to the Funds;

(54) advising the Board of OUEM in the recruitment, support and appraisal of the Chief Investment Officer of OUEM and monitoring his or her performance;

(6) working with OUEM Ltd to agree the fees to be paid by the Funds;

(75) reporting to Council at least annually on the matters above and on such other matters as the committee sees fit.'

(b) Membership of the Humanities Divisional Board

Explanatory Note

The following change, made on the recommendation of the Humanities Divisional Board, amends the membership of the board.

Text of Regulations

In Council Regulations 17 of 2002, concerning the Divisional Boards, amend regulation 8 (1)-(19) as follows (new text underlined, deleted text struck through):

'8. The Humanities Board shall consist of:

- (1) the Head of the Humanities Division, who shall be chair;
- (2)-(11) the chair of faculty board for each of the nine constituent faculties of the Division and the Head of the Ruskin School of Art *ex officio*;
- (12) ~~one person elected by and from among the membersthe Deputy Chair of the Faculty of Classics~~ *ex officio*;
- (13) ~~one person elected by and nominated by the English Faculty Board Chair~~ from among the members of the Faculty of English Language and Literature;
- (14) ~~one person elected by and from among the membersthe Deputy Chair of the Faculty of Medieval and Modern Languages~~ *ex officio*;
- (15) ~~one person elected by and from among the membersthe Vice-Chair of the Board of the Faculty of History~~ *ex officio*;
- (16) ~~one person elected by and from among the membersthe Deputy Chair of the Board of the Faculty of Music~~ *ex officio*;

(17) ~~one person elected by and from among the members the Vice-Chair of the Board of the Faculty of Oriental Studies *ex officio*;~~

(18) ~~one person elected by and from among the members the Vice-Chair of the Board of the Faculty of Philosophy *ex officio*;~~

(19) ~~one person elected by and from among the members the Deputy Chair of the Board of the Faculty of Theology and Religion *ex officio*;~~

(c) Proctors' Disciplinary Regulations for Candidates in Examinations

Explanatory Note

The following changes, made on the recommendation of the Proctors, clarify the terms 'plagiarism' and 'autoplagerism'.

Text of Regulations

In Proctors' Regulations 1 of 2003, concerning Disciplinary Regulations for Candidates in Examinations, amend regulations 4-5 as follows (new text underlined, deleted text struck through):

'4. No candidate shall plagiarise by presenting someone else's work as their own, or by incorporating other people's work or ideas into their own work without full acknowledgement. Examples of this practice This includes: verbatim quotation, cutting and pasting from the internet, and paraphrasing without clear acknowledgement; collusion; inaccurate misleading citation; failure to acknowledge assistance; and unacknowledged use of material written by professional agencies or other persons; and autoplagerism.

5. Unless specifically permitted by the Special Subject Regulations for the examination concerned, no candidate shall commit autoplagerism ie submit to the examiners any work which he or she has previously submitted partially or in full for examination at this University or elsewhere. Where earlier work by the candidate is citable, he or she shall reference it clearly.'

(d) Maison Française

Explanatory Note

These proposed changes to regulations (i) expand the scope of the Maison Française d'Oxford; (ii) confirm the name change of the 'Comité Directeur' to the 'Paris Committee'; (iii) provide for increased University representation on the Paris Committee; and (iv) provide for cross-divisional representation on the Oxford Committee.

Text of Regulations

In Council Regulations 2 of 2004, amend Part 4 as follows (new text underlined, deleted text struck through):

'4.1. The Maison Française shall be recognised by the University

(1) as a centre for the exchange of information on matters of learning and scholarship pertaining to France, the French-speaking world, and their European context, and for the support of projects undertaken in collaboration with researchers in, or from, France;

(2) as an academic centre for information required by members of the University who are engaged on French studies, or who desire to visit France, or work in collaboration with colleagues based in France, in connection with their studies in any discipline;

(3) as a centre to which French academics and students may resort for the furtherance of their work research and studies in the context of the University of Oxford.

4.2. Council shall appoint a three members of Congregation, one of whom shall be the Marshal Foch Professor of French Literature, to represent the University on the ~~Comité Directeur~~ Paris Committee, which is established by the relevant authorities in Paris to appoint the Director of the Maison, and to control the activities of the Maison.

4.3. Council shall approve two further appointments to the Paris Committee made by the University.

4.34. There shall be an Oxford Committee

(1) to be answerable to the University for the conduct of the Maison;

(2) to advise the Director on relations between the Maison and the University, to assist him or her in establishing the programme of activities at the Maison, and to ensure the association of French graduates and other French academic visitors with the colleges, departments and faculties of the University;

(3) to consult when necessary with the ~~Comité Directeur~~ Paris Committee in order to ensure that the policy laid down by that ~~Comité~~ Committee shall be in harmony with the policy and regulations of the University;

(4) to make grants to the Maison out of funds deposited for the purpose with the Central Administration.

4.45. This committee shall be composed of twelve (12) members as follows:

(1) The Vice-Chancellor (or representative);

(2) The Director of the Maison;

(3)-(5) Three members of Congregation appointed by Council, one at least one of whom is appointed from the Humanities Division and two of whom shall be among the three persons appointed under regulation 4.2 above;

(6)-(8) Three members appointed by the Board of the Faculty of Medieval and Modern Languages, one of whom shall be the Marshal Foch Professor of French Literature, who will also serve on the Paris Committee;

(9)-(12) One member appointed jointly by the Divisions of Humanities and Social Sciences. Four members, one appointed by each of the University's divisions.

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

The committee shall have power to co-opt up to three additional members for periods not exceeding three years.

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

4.56. The committee shall refer such matters as it considers necessary to the General Purposes Committee of Council.'

(e) Research and Innovation Committee

Explanatory Note

Following the split of Pro-Vice-Chancellor responsibility for research and innovation in September 2018, it is proposed to make the Pro-Vice-Chancellor (Innovation) an *ex officio* member of the Research and Innovation Committee and to make the corresponding change to the title of Pro-Vice-Chancellor (Research). The opportunity is also taken to make a consequential amendment to the regulations for membership of the Strategic Capital Steering Group.

Text of Regulations

1 In Part 6.1 of Council Regulations 15 of 2002, insert a new subsection (2) and renumber other subsections (new text underlined, deleted text struck through):

‘6.1. The Research and Innovation Committee shall consist of:

(1) the Pro-Vice-Chancellor (Research ~~and Innovation~~) who shall chair the committee;

(2) the Pro-Vice-Chancellor (Innovation);’

2 Ibid, update the numbering of sub-sections in part 6.1 accordingly.

3 In Part 12 of Council Regulations 15 of 2002, concerning the Strategic Capital Steering Group, amend regulation 12.1 (7) as follows (deleted text struck through):

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

(f) Pro-Vice-Chancellor (People and Gardens, Libraries and Museums)

Explanatory Note

Minor amendments to legislation are required to reflect the new title of Pro-Vice-Chancellor (People and Gardens, Libraries and Museums) in the membership of Personnel Committee, the Strategic Capital Steering Group and the Board of Management of the Littlemore Trust.

Text of Regulations

1 In Part 4 of Council Regulations 15 of 2002, concerning the Personnel Committee, amend regulation 4.1 (1) as follows (new text underlined, deleted text struck through):

‘4.1. The Personnel Committee shall consist of:

(1) the Pro-Vice-Chancellor (People and Gardens, Libraries and Museums ~~Personnel and Equality~~), who shall chair the committee;’

2 In Part 12 of Council Regulations 15 of 2002, concerning the Strategic Capital Steering Group, amend regulation 12.1 (8) as follows (new text underlined, deleted text struck through):

‘(8) the Pro-Vice-Chancellor (People and Gardens, Libraries and Museums ~~Academic Resources and Information Systems~~);’

3 In Part 2 of Council Regulations 25 of 2002, in §211 concerning the Littlemore Trust, amend regulation 2 as follows (new text underlined, deleted text struck through):

‘2. All such grants shall be made by a Board of Management consisting of the Vice-Chancellor, the Pro-Vice-Chancellor (People and Gardens, Libraries and Museums ~~Personnel and Equality~~) and the Proctors.’

(g) Financial Regulations

Explanatory Note

The following changes amend the Financial Regulations to: (i) reflect the change of regulator from HEFCE to the Office for Students; (ii) reference the Payment Card Industry Data Security Standard (PCI DSS), an information security standard for organisations that handle branded credit cards from the major card schemes; (iii) update the officer responsible for issuing credit cards to the Chief Cashier; (iv) update references to the Expenses and Benefits Guide, which, as part of the Focus E-Expenses Project, is being renamed and the information presented in a more user-friendly format; (v) update the title of the Pro-Vice-Chancellor (Research); and (vi) create a pool of signatories for amendments to existing bank accounts or mandates. The opportunity is also being taken to amend references to HEFCE in other regulations, namely those relating to the Planning and Resource Allocation Committee (PRAC), Audit and Scrutiny Committee, Accounts of the Colleges and the Continuing Education Board.

Text of Regulations

1 In Council Regulations 1 of 2010, amend regulation 1.1 (2) as follows (new text underlined, deleted text struck through):

‘(2) fulfil any legal or financial obligations established by HM Revenue & Customs, the Higher Education Funding Council for England (~~HEFCE~~) Office for Students (OFS), and other government agencies;’

2 Ibid, amend regulation 1.3 (1) as follows (new text underlined, deleted text struck through):

1.3 Responsibilities

(1) Council

(a) Council has overall responsibility for the financial management of the University’s financial resources. The accountability for financial management within the University is delegated from Council to PRAC, the Finance Committee, and divisional boards.

(b) Council is also responsible to HEFCE OFS for ensuring that the University complies with the Financial Memorandum OfS Framework, the OfS terms and conditions of funding and related guidance from HEFCE, OFS and other bodies.’

3 Ibid, amend regulation 1.3 (2) (f) as follows (new text underlined, deleted text struck through):

‘(f) either in person or through the offices of the unit administrator, the Finance Division is supplied with any information necessary to ensure that the University complies with the Financial Memorandum OfS Framework, the OfS terms and conditions of funding and related guidance from HEFCE OFS and other bodies, by the dates published by the Director of Finance;’

4 Ibid, amend regulation 1.4 (4) as follows (new text underlined, deleted text struck through):

1.4 Financial Control

(4) Audit

(a) The University’s audit arrangements are required to accord with the HEFCE OFS Audit Code of Practice on Accountability and Audit. This Code of Practice confers responsibilities on the Audit and Scrutiny Committee, ~~on Internal Audit~~ and on the University’s internal and external auditors, each of whom has an unrestricted right of access to all vouchers, documents, books of account and computer data, and to any other information which they consider relevant to their enquiries. All budgetary units must meet the requirements arising from the audit programme approved by the Audit and Scrutiny Committee.’

5 Ibid, amend regulation 1.5 (1) as follows (new text underlined, deleted text struck through):

1.5 Authorisation Limits

(1) Authority to Enter into Contracts

(a) Part C of Statute XVI contains the basic rules about who may commit the University in contract. No authority to commit the University extends to any contract that is illegal; or which does not comply with obligations laid down by HEFCE OfS, HM Revenue & Customs, or other government authorities.'

6 Ibid, in regulation 1.5 (2) amend the footnote to Table D as follows (new text underlined, deleted text struck through):

*** 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 other funding bodies as well as the University Capital Fund.'

7 Ibid, in Part 2, amend regulation 2.1 as follows (new text underlined, deleted text struck through):

Part 2. Income

2.1 Receipts

(1) In a unit that receives cash or cheques, the head of that unit is responsible for ensuring compliance with the Cash and Banking process governing such receipts.

(2) In a unit that receives card payments, the head of that unit is responsible for ensuring compliance with the Cardholder Data Security Rules and Processes governing such receipts.

(23) All monies receivable by the University are to be regarded as income of the University.

(34) University income includes all monies made available to individuals on the basis of their association with the University (other than pursuant to authorised outside appointments: see regulation 8.6 below).

(45) All University receipts must be paid into a University bank account promptly and be properly accounted for.'

8 Ibid, amend regulation 2.5 as follows (deleted text struck through):

2.5 Personal Gifts and Hospitality Received

Gifts and hospitality received must comply with the University Policy on Gifts and Hospitality ~~as identified in the University's Expenses and Benefits Guide.~~

9 Ibid, in Part 3, amend regulation 3.1 (7) as follows (new text underlined, deleted text struck through):

Part 3. Expenditure

3.1 Purchases

(7) All procurement through the use of a credit card must comply with the financial control procedures for the card, which are issued by the Head of Payment Services Chief Cashier. It is the responsibility of the head of unit to agree the chosen credit and transaction limits with the Head of Payment Services Chief Cashier, and to ensure that the limits are adhered to.'

10 Ibid, amend regulation 3.2 (1) as follows (new text underlined, deleted text struck through):

3.2 Staff Appointments and Salaries

(1) All salaries and expenses processed within the University should meet the requirements set out in the Payroll process control framework and Expenses and Benefits Guide the expenses policy and process.

11 Ibid, in Part 4, amend regulation 4.1 (2) as follows (deleted text struck through):

Part 4. Research Projects, Grants and Contract

4.1 Research Projects

(2) All applications to outside bodies for research funds must be submitted via RS. Every application of £20,000 or more will be reviewed under the framework for the acceptability of donations and research funding for a decision on whether its acceptance may breach the guidelines governing the acceptance of gifts by the University (which may involve a referral to the Committee to Review Donations). When it is the judgment of the Pro-Vice-Chancellor (Research and Innovation) that acceptance of any funding may breach those guidelines he/she must refer the funding to that body for its consideration and decision.'

12 Ibid, in Part 6, amend regulation 6.2 (2) as follows (new text underlined, deleted text struck through):

6.2 Bank Accounts

(1) The Finance Committee is responsible for the approval of the University's banking and treasury arrangements.

(2) The Director of Finance or Registrar and Head of Treasury must approve all new bank accounts of the University; including the mandate for each account and subsequent changes to the mandate. All such bank accounts shall be in the name of the University. Amendments to existing accounts or mandates can be signed by two of the following: the Director of Finance, the Registrar, Head of Tax and Treasury, Group Financial Controller, Head of Financial Planning and Analysis.'

13 Ibid, in Part 10 amend the following definitions (new text underlined, deleted text struck through):

Part 10. Definitions and Abbreviations

Financial Memorandum	the Financial Memorandum between HEFCE and the University
OfS Framework	<u>regulatory framework for higher education in England</u>
Hospitality	hospitality can be received or provided. Sections 7 and 8 of the <u>Expenses and Benefits Manual The Gifts and Hospitality Policy and the expenses policy</u> identify the University policy on accommodation-related and entertainment-related expenses and benefits. Staff should note the personal tax liability that may arise on benefits received
HEFCE OfS	the <u>Higher Education Funding Council for England Office for Students (OfS)</u> (or any successor body)

14 In Council Regulations 15 of 2002, in Part 5 concerning the Planning and Resource Allocation Committee, amend regulation 5.4 (14) as follows (deleted text struck through):

‘(14) 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;’

15 Ibid, in Part 8 concerning the Audit and Scrutiny Committee, amend regulations 8.7 as follows (new text underlined, deleted text struck through):

‘8.7. The committee shall provide independent assurance to assist Council in fulfilling Council’s responsibilities for ensuring the adequacy and effectiveness of the University’s arrangements for risk management; control; governance; economy, efficiency and effectiveness (value for money); and the management and quality assurance of data submitted to the Higher Education Statistics Agency (“HESA”), the Student Loans Company, and to the Higher Education Funding Council for England (“HEFCE”) Office for Students and the other funding bodies. In particular, the committee shall:

...

(7) in the presence of the external auditors, review, and report to Council on, the draft annual financial statements from an audit perspective, including the external audit opinion, the statement of members’ responsibilities, the statement of internal control and risk management, and any relevant issue raised in the external auditors’ management letter, in accordance with HEFCE’s Accounts Directions issued by the Office for Students;

...

(11) ensure that all significant losses have been properly investigated and that the internal and external auditors, and where appropriate the ~~HEFCE accounting officer~~ Office for Students, have been informed;

(12) receive any relevant reports from the National Audit Office, ~~HEFCE~~ the Office for Students and other organisations.’

16 Ibid, amend regulation 8.9 as follows (new text underlined, deleted text struck through):

‘8.9. (1) Each year, at the same meeting at which Council is asked to approve the University’s financial statements, the committee shall report to Council and thereafter to Congregation and to ~~HEFCE~~ the Office for Students on its activity over the relevant financial year.

(2) When producing its annual report, the committee shall consider, *inter alia*:

...

(d) any relevant evaluations carried out by ~~HEFCE~~ the Office for Students or others.

...

(4) In addition to drawing attention to significant issues that have arisen out of the committee’s work over the year in question, the report shall include the committee’s opinion on the adequacy and effectiveness of the University’s arrangements for:

...

(e) the management and quality assurance of data submitted to HESA, the Student Loans Company, ~~HEFCE~~ the Office for Students and other funding bodies.’

17 Ibid, in Part 16 concerning the Continuing Education Board, amend regulation 16.4 (1) as follows (deleted text struck through):

‘16.4 (1) The board shall consider and advise Council on the funding requirements of continuing education across the University, with particular reference to the preparation of bids under ~~HEFCE~~ or any subsequent public funding system.’

18 Ibid, in Part 19 concerning the Finance Committee, amend regulation 19.4 (4) as follows (new text underlined, deleted text struck through):

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

19 In Council Regulations 1 of 2003, concerning the Accounts of the Colleges, amend regulation 5 as follows (deleted text struck through):

‘5. Each college shall provide to the University a statement from its auditors confirming that, in the opinion of the auditors, in all material respects public and publicly accountable funds received from the University of Oxford (out of grants ~~from~~ HEFCE and student fees) for the financial year in question have been applied for the purposes for which they were received. The statement shall use such wording as shall be agreed with the Audit and Scrutiny Committee from time to time.’

Council of the University

*Corrigendum***Professor of Taxation Law and Professor of Comparative Law**

When revisions were made to §181 and §190 Council Regulations 24 of 2002, renaming the Professor of Taxation Law (*Gazette* No 5219, 25 October 2018, p98) and the Professor of Comparative Law (*Gazette* No 5223, 22 November 2018, p155), cross-references in the Schedule of Professors and Readers, Council Regulations 19 of 2002, were overlooked. The cross-references should have been made as follows:

In Council Regulations 19 of 2002, amend the Schedule of Professors and Readers as follows (deleted text struck through):

'Schedule of Professors and Readers

LAW

...

Law, Comparative, ~~Linklaters~~

...

Law, Taxation, ~~Pinsent Masons'~~

Council of the University

Register of Congregation

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

Arton, C, Bodleian Libraries
Baxter, L, Exeter
Burgess-Brown, N A, Structural Genomics Consortium
Crary, A M, Regent's Park
De Haan, D D, Faculty of Theology and Religion
Ellis, C M, Queen's
Frazer, A C, University Sport
Graf, T, Faculty of History
Havoutis, I, Department of Engineering Science
Ogilvie, S, Harris Manchester
Salam, G P, All Souls
Sollereder, B N, Regent's Park
Thompson, S J, Balliol
Wilks, E C, Social Sciences Divisional Office

Divisional and Faculty Boards

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

Congregation

Congregation

19 February

Voting on Resolutions approving the conferment of Honorary Degrees

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 Resolutions carried without a meeting under the provisions of Sect 7 (1) of Statute VI.

(For explanatory note and text of resolution see *Gazette* No 5229, 31 January 2019, p270.)

Congregation

5 March

¶ Members of Congregation are reminded that any two members may, not later than **noon on 25 February**, give notice in writing to the Registrar that they wish to oppose or amend the legislative proposals at (1) and (2) or the resolution at (3) below (see the note on the conduct of business in Congregation below). If no such notice has been given, and unless Council has declared otherwise or the meeting has been adjourned, the legislative proposals and resolution shall be declared carried, and the meeting may be cancelled.

(1) Voting on Legislative Proposal: Jesus Professorship of Celtic Endowment Fund*Explanatory Note*

The following legislative proposal amends the electoral board for the Jesus Professorship of Celtic.

WHEREAS it is expedient to amend Part 65 of the Schedule to the Statutes to amend the electoral board for the Jesus Professorship of Celtic THE UNIVERSITY ENACTS AS FOLLOWS.

In Part 65 of the Schedule to the Statutes, concerning the Jesus Professorship of Celtic Endowment Fund, amend section 65.5 as follows (new text underlined, deleted text struck through):

'65.5 The Professor shall be elected by an electoral board consisting of:

(1) the Vice-Chancellor, or, if the Principal of Jesus College is Vice-Chancellor, a person appointed by Council;

(2) the Principal of Jesus College, or, if the Principal is unable or unwilling to act, a person appointed by the Governing Body of Jesus College;

(3) a person appointed by the Governing Body of Jesus College;

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

(6) the Head of the Humanities Division, or his or her nominee;

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

(8), (9) two persons appointed by the Board of the Faculty of Medieval and Modern Languages.

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

(9) a person appointed by the Board of the Faculty of Linguistics, Philology and Phonetics;

(2) Voting on Legislative Proposal: Hope Professor of Zoology (Entomology)*Explanatory Note*

The following legislative proposal amends the duties of the Hope Professor of Zoology (Entomology). The opportunity is also taken to amend outdated references in the regulations relating to the statutory post.

WHEREAS it is expedient to amend Part 25 of the Schedule to the Statutes to amend the duties of the Hope Professor of Zoology (Entomology) THE UNIVERSITY ENACTS AS FOLLOWS.

In Part 25 of the Schedule to the Statutes, concerning the Hope Fund, amend section 25.7 (1) as follows (new text underlined):

'25.7. The purposes for which the income shall be used under section 25.6 above may include:

(1) the support of a Professorship of Zoology (Entomology), to be called the Hope Professorship of Zoology, the holder of which shall undertake research in and shall lecture and give instruction

in Zoology (with special reference to the articulata) and generally promote its study in the University;

Regulations to be made by the General Purposes Committee of Council if the Statute is approved

In Council Regulations 24 of 2002, concerning individual professorships, amend §343 as follows (new text underlined, deleted text struck through):

'§343. Hope Professor of Zoology (Entomology)

1. The Hope Professor of Zoology (Entomology) shall undertake research in and shall give public lectures and give instruction in Zoology (Entomology) at such times as shall be prescribed or approved by Council and generally promote its study in the University.

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

(1) the Vice-Chancellor, or, if the Principal of Jesus College is Vice-Chancellor, a person appointed by Council on the occurrence of a vacancy to act as an elector on that occasion;

(2) the Principal of Jesus College, or, if the Principal is unable or unwilling to act, a person appointed by the Governing Body of Jesus College on the occurrence of a vacancy to act as an elector on that occasion;

(3) a person appointed by the Governing Body of Jesus College;

(4) ~~(5)~~ a two persons appointed by Council;

(5) ~~(6)~~ two persons appointed by the General Board

(6) ~~(7)~~ ~~(9)~~ four three persons appointed by the Board of the Faculty of Biological Sciences Mathematical, Physical and Life Sciences Board, of whom one shall be appointed after consultation with the Curators of the Hope Collections Director of the Oxford University Museum of Natural History.

3. The Hope Professor shall not hold any other professorship or readership in the University.

4. The Hope Professor shall be subject to the General Provisions of the ~~decree~~ regulations governing the duties of professors and to those Particular Provisions of the same ~~decree~~ regulations which are applicable to this chair.

(3) Voting on a Resolution authorising the use of space in the Osney Power Station

Explanatory Note

The development of Osney Power Station is intended to support the delivery of executive education programmes, and is core to the academic mission of the school.

Many of the school's executive education programmes are currently delivered at Egrove Park, a Grade II-listed building located two miles from Oxford city centre in Kennington. However, this facility is increasingly unfit for purpose. The new facility will allow the school to grow its executive education programmes by providing an integrated teaching and accommodation facility which better meets the needs of participants, and is more suitably located close to the school's main campus and transport links.

Text of Resolution

That the Osney Power Station be allocated to the Saïd Business School for a period of 125 years from the date of completion of the building, subject to review after 40 years and at regular intervals thereafter.

Congregation

7 March

Elections

DIVISIONAL BOARDS

Humanities Board
Medical Sciences Board

FACULTY BOARDS

Board of the Faculty of Law
Board of the Faculty of Music

Details are in 'Elections' section below.

Congregation

13 March

Admission of Proctors and Assessor

A Congregation will be held at noon on 13 March in the Sheldonian Theatre for the purpose of admitting to office **Professor Martin C J Maiden**, BSc R'dg, MA Oxf, PhD Camb, Fellow of Hertford, and **Professor Sophie Marnette**, Lic Brussels, MA Oxf, PhD California, Fellow of Balliol, as Proctors for the ensuing year, and **The Revd Professor William Whyte**, MA MSt DPhil Oxf, Fellow of St John's, as Assessor for the ensuing year.

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 Dr N Berry at the University Offices, Wellington Square (telephone: (2)80199; email: nigel.berry@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

Consultation on the University's IT Strategic Plan

Following the publication of the University's Strategic Plan 2018–23, the IT Committee has undertaken the renewal of the IT Strategic Plan to ensure that delivery of the systems and services required by the University remains aligned with the institution's overarching aspirations. An initial draft has been produced based on a series of workshops with groups of users from across the University and a review of trends in IT (both in Higher Education and in other sectors). As the IT Strategic Plan applies to the University, not just central IT Services, and may inform the development of IT strategies in the divisions, departments and faculties, and other units, comments are now sought from all bodies within the University as well as from individual members.

Responses should be made no later than **28 March** via the strategy discussion forum (see https://sharepoint.nexus.ox.ac.uk/UIT_consultation) where an electronic version of the strategy and more information can be found. Further details can be obtained from Dr Stuart Lee, Deputy CIO (stuart.lee@it.ox.ac.uk).

General Notices

Guidelines for academic leave

Academic staff are reminded of the guidelines for applying for and taking leave, which are published on the Personnel Services website: www.admin.ox.ac.uk/personnel/staffinfo/academic/guidelinesforleave.

Appointments

Mathematical, Physical and Life Sciences

HEADSHIP OF DEPARTMENT

The Mathematical, Physical and Life Sciences Board has conferred Joint Headship of the Department of Materials upon **Professor Angus Wilkinson**, PhD Brist, Professor of Materials, Fellow of St Cross, and **Professor Peter Nellist**, PhD Camb, Professor of Materials, Fellow of Corpus Christi, from 1 February 2019.

Visiting Professorships

Mathematical, Physical and Life Sciences

Professor Philip Charles, PhD Lond, Visiting Professor in Astrophysics, for a further period of 3 years from 1 February 2019

Medical Sciences

GEORGE EASTMAN VISITING PROFESSORSHIP

Tyler J VanderWeele, AM PhD Harvard, MA Oxf, MA Wharton, John L Loeb and Frances Lehman Loeb Professor of Epidemiology, Harvard School of Public Health, has been appointed to the George Eastman Visiting Professorship in the Nuffield Department of Population Health for a period of 1 year from 1 September 2019. Professor VanderWeele will be a fellow of Balliol.

Graduate Awards and Prizes

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Electoral Boards

Composition of an Electoral Board

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

PROFESSORSHIP OF ENGLISH LAW

	<i>Appointed by</i>
Warden of St Antony's, PVC, in the chair	Vice-Chancellor ¹
President of St John's	<i>ex officio</i>
Professor S Whittaker	St John's
Professor G Douglas	Council
Professor M Elliott	Council
Professor E McKendrick	Social Sciences Division
Professor A Davies	Law Faculty
Professor D Nolan	Law Faculty
Professor L Gullifer	Law Faculty

Revised composition of an Electoral Board

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

PROFESSORSHIP OF PURE MATHEMATICS

	<i>Appointed by</i>
Professor A Trefethen, PVC, in the chair	Vice-Chancellor ¹
Professor H Viles	Provost of Worcester
Professor E Süli	Worcester
Professor W Werner	Council
Professor R Rouquier	Council
Professor Sir Andrew Wiles	MPLS Division
Professor M Bridson	Institute of Mathematics
Professor B Green	Institute of Mathematics
Professor Dame Frances Kirwan	Institute of Mathematics

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

Lectures

Examinations and Boards

Musical and other Events

Merton

PASSIONTIDE AT MERTON 2019

A 3-day festival of concerts and services will take place 12–14 April. More information and tickets: www.merton.ox.ac.uk/passiontide-merton-2019.

12 Apr:

1.15pm: Riga Vocal Quartet: Exile Meditations (Gabriel Jackson, Arvo Pärt, Josquin des Prez)

6pm: Choral Evensong

8pm: The Cardinal's Musick: *Spem in alium*

13 Apr:

2pm: Merton College Girls' Choir and Girls' Choir of St Mary le Tower, Ipswich: Pergolesi's *Stabat mater*

6pm: Choral Evensong

9.30pm: Compline

14 Apr:

10.30am: Procession and Sung Eucharist for Palm Sunday

5pm: Merton College Choir with Instruments of Time & Truth and soloists: Bach's *St Matthew Passion*

Social Sciences

Saïd Business School

The following events will take place at the Saïd Business School.

ART AT OXFORD SAÏD – BUSINESS TALK

Philip Hoffman, Fine Art Group, will lecture at 5.45pm on 14 February. Registration required: https://art_hoffman_saïd.eventbrite.com.

Subject: 'The art of entrepreneurship'

DISTINGUISHED SPEAKER SEMINAR

Gian Maria Gros-Pietro, Intesa Sanpaolo, will be in conversation with **Dean Peter Tufano** at 5.45pm on 19 February. Registration required: https://dss_saïd_gros_pietro.eventbrite.com.

Subject: 'Building a benchmark reputation in tough times'

ENGAGING WITH HUMANITIES AND INSPIRING WOMEN

Professor Emma Smith will lecture at 12.30pm on 27 February. Registration required: https://engaging_saïd_smith.eventbrite.com.

Subject: 'Fandom, women and the Shakespearean theatre'

Examinations for the Degree of Doctor of Philosophy

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as it contains personal
information protected under the
Data Protection Act.*

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

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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 <https://gazette.web.ox.ac.uk/examination-regulations-0>.

Humanities Board

PRELIMS IN MUSIC

new assessment unit and restructuring

Colleges, Halls and Societies

Obituaries

Christ Church

- Edward Dennis Armstrong**,
24 September 2018; 1941. Aged 95.
- Alistair James Bonar**, 2018; 1958.
Aged 81.
- Robin Michael Gilkes**, October 2018;
1957. Aged 81.
- Thomas Edwin Jago**, 12 October 2018;
1943. Aged 93.
- Professor Philip Murray Jourdain
McNair**, 6 November 2018; 1941.
Aged 94.
- Pritham Anand Madhavan**, 2018; 1996.
Aged 47.
- William David Mark-Bell**, 23 July 2018;
1969. Aged 68.
- Professor Robert (Bob) Lindsay
Shuettinger**, 3 September 2018; 1987.
Aged 81.
- Murray Alexander Sinclair**,
27 September 2018; 1979. Aged 57.
- Professor Sir David John Weatherall**,
former Regius Professor of Medicine,
8 December 2018; 1992. Aged 85.

Merton

- Mr Paul Cheeseright**, 27 January 2019;
1958, MA 1965. Aged 80.

St Hugh's

- Miss Gwynne Callow**, 11 January 2019;
1970. Aged 80.
- Mrs Margaret Croft (née Nicklin)**,
21 November 2018; 1943. Aged 93.
- Mrs Kathy Davies (née Conolly)**,
18 October 2018; 1970. Aged 66.
- Dr Norma Emerton (née Bennington)**,
30 August 2018; 1950. Aged 86.
- Miss Joyce Peel**, 14 September 2018;
1937. Aged 99.
- Miss Joan Pye**, 17 January 2019; 1935.
Aged 102.
- Mrs Cynthia Short (née Hill)**, 28 August
2018; 1944. Aged 92.
- Mrs Anne Shortland-Jones (née Young)**,
14 November 2018; 1950. Aged 87.
- Miss Monica Sims**, OBE, FRSE,
20 November 2018; 1943. Aged 93.
- Dr Ann Soutter**, FRSA, (née Morris),
28 November 2018; 1953. Aged 83.
- Mrs Ann Thompson (née Toovey)**,
26 October 2018; 1943. Aged 93.

Elections

Elections

7 March

The nomination period for the elections below closed at 4pm on 7 February.

Divisional Boards

HUMANITIES BOARD

- One person elected by and from the members of the Faculty of Classics to hold office *wie* to MT 2020 [*vice* Professor Nicholas Purcell, Brasenose]
- One person elected by and from the members of the Faculty of Music to hold office *wie* to MT 2020 [*vice* Professor Owen Rees, Queen's]

MEDICAL SCIENCES 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, to hold office *wie* to MT 2021 [*vice* Professor Mark Sansom, Corpus Christi, Faculty of Biochemistry]

Faculty Boards

BOARD OF THE FACULTY OF LAW

- One Official Member elected by and from all members of the faculty as per Regulation 10 of Council Regulations 19 of 2002 *wie* to MT 2020 [*vice* Professor Birke Häcker, Brasenose]

The following nomination has been received:

W Ernst, MA Oxf, LL.M Yale, Dr iur urt hc Edin, Dr iur Bonn, Dr iur hc Vienna, All Souls

Nominated by:

A L C Davies, Brasenose
L Enriques, Jesus
L Gullifer, Harris Manchester
J Herring, Exeter

BOARD OF THE FACULTY OF MUSIC

- One person elected by and from the members of the Faculty of Music *wie* to MT 2019 [*vice* Dr Anna Stoll-Knecht, Jesus]

Notes:

Nominations in writing for the elections on 7 March, by four members of Congregation other than the candidate, were received by the Elections Office, at the University Offices, Wellington Square, up to 4pm on 7 February.

Candidates were 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 at www.admin.ox.ac.uk/elections and published in the *Gazette* dated 21 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 7 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 7 February. 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: <https://gazette.web.ox.ac.uk/classified-advertising-gazette>

Deadline

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

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.

See our website for examples of whether an advertisement is considered commercial or private: <https://gazette.web.ox.ac.uk/classified-advertising-gazette>.

Online submission and payment

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

Extracts from the terms and conditions of acceptance of advertisements

General

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

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

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

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

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

5. Voucher copies or cuttings cannot be supplied.

Charges

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

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

Disclaimer

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

Advertisers' Warranty and Indemnity

13. The advertiser warrants:

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

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

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

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

Miscellaneous

The Anchor pub, dining rooms and terrace – close to Jericho. We serve simple, honest, fresh food with daily changing seasonal specials, an extensive wine list and great beer. Our 2 private dining rooms can seat 14 and 16 and are available for meetings or dinner parties. We are open 9am–11pm Mon–Fri and 8am–11pm Sat and Sun. 2 Hayfield Rd, Oxford OX2 6TT. Tel: 01865 510282. Web: www.theanchoroxford.com.

Stone Pine Design card publisher specialising in wood engraving, linocuts and Oxfordshire. Beautifully produced, carefully selected designs by internationally renowned artists. Web: www.stonepinedesign.co.uk.

St Giles' Parish Rooms for hire. Ideally located close to the city centre at 10 Woodstock Rd OX2 6HT. There is a main hall and a meeting room that can be hired together or separately, and full kitchen facilities. For enquiries regarding availability and to arrange a site visit, contact Meg Peacock, Benefice Manager: 07776 588712 or sgsm.benefice.manager@gmail.com.

Church hall for hire: looking for a city centre location to hold meetings, classes or other community events? St Columba's United Reformed Church, a registered charity located in Alfred St, has an inclusive and caring mission reaching out to all. We depend to a large extent on income from hiring the church hall to community groups. We welcome enquiries from potential hirers. More information: www.saintcolumbas.org/building-hire/book-now. Email: facilitiesmanager@saintcolumbas.org.

PBFA Oxford Book Fair at Oxford Brookes, Headington Campus, Gipsy Lane: Sat 2 Mar (noon–6pm) and Sun 3 Mar (10am–4pm). Vast selection of antiquarian and collectable books, prints and ephemera with more than 100 exhibiting booksellers. Admission £2 or free tickets via www.oxfordbookfair.org. Tel: 01763 248400. Email: info@pbfa.org.

Research participants sought

The Oxford Institute of Population Ageing is cordially inviting employees of the University to participate in a focus group on occupation insecurity, discussing changes to employment due to technological advancements. For inquiries or to sign up, please contact lara.roll@ageing.ox.ac.uk or phone 01865 612815.

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 10.30am-noon (excluding the Christmas vacation). Newcomers with children (aged 0-4) meet every Fri in term 10.15am-11.45am. 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, an 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](http://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.

Sell your unwanted books

Sell your unwanted books at competitive prices. If you need extra space or are clearing college rooms, a home or an office, we would be keen to quote for books and CDs. Rare items and collections of 75 or more wanted if in VG condition; academic and non-academic subjects. We can view and collect. Contact Graham Nelson at History Bookshop Ltd on 01451 821660 or sales@historybookshop.com.

Antiques bought and sold

Wanted and for sale - quality antiques such as furniture, fire guards, grates and related items, silver, pictures, china and objets d'art. Please contact Greenway Antiques of Witney, 90 Corn Street, Witney OX28 6BU on 01993 705026 or 07831 585014 or email jean_greenway@hotmail.com.

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.

Airport transfer/chauffeur service. If you are looking for a reliable and experienced transfer service I would be happy to discuss your needs. Last year I handled 328 airport transfers successfully and I have over 20 years' experience. Account customers welcome and all major credit cards accepted. Comfortable and reliable Heathrow service. Contact Tim Middleton. Tel: 07751 808763 or email: timothy.middleton2@btopenworld.com.

Independent Pensions and Financial Advice. Austin Chapel Independent Financial Advisers LLP provide bespoke pensions and financial advice to staff working for the University of Oxford. We provide Annual Allowance and Lifetime Allowance pension tax mitigation advice and calculations. In addition, we can provide projections of future pension benefits to ensure your retirement plans are on course to meet your retirement income requirements. We also offer an independent investment review service to help ensure that your investment portfolio still meets your current attitude to risk and is tax efficient. The initial meeting can be held at your workplace, home or our central Oxford offices. There is no cost for the initial meeting. For more information contact Gary O'Neill on 01865 304094 or email gary.oneill@austinchapel.co.uk.

Houses to Let

Bright fully furnished house with garden and 2 double bedrooms available to let on a short- or long-term basis. Ideal for academic visitors, visiting friends or family. Moments from the vibrant Cowley Rd, and just a 10-min walk to Oxford city centre. Open-plan living/dining area; modern kitchen and bathroom; enclosed private garden with lawn, decking and outdoor seating. Fast Wi-Fi. Bills included. Email jamie.vicary@cs.ox.ac.uk for more information.

Flats to Let

Cowley Rd/St Clement's: available Apr. Large, modernised flat (unfurnished), within 4 mins' walk of Magdalen Bridge; 3 bedrooms, large sitting room, separate dining room, fully fitted kitchen, bathroom, shower room and separate toilet. Off-peak central heating, double glazed throughout. £1,025 pcm; no deposit. Email cuckooopens@aol.com or tel 07469 920505.

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.

Delightful studio annexe, tastefully furnished, to rent in Horspath, 5 miles from city centre. Suitable for 1 professional person. Private entrance. Kitchen facilities include microwave, hob, fridge, sink, washing machine. En-suite private bathroom. Quiet rural location, short walk to Shotover Country Park. No public transport therefore car or bike advisable. Safe off-street parking. £650 pcm inclusive of bills. Bank and personal references required. Contact: isabelknowland@gmail.com, 01865 806497 or 07788 174785.

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.

Shortlet studios for singles or couples needing clean, quiet self-catering accommodation for weeks or months. Handy for High St (town, colleges), Cowley Rd (shops, restaurants), University sportsground (gym, pool), Oxford Brookes campuses, buses (London, airports, hospitals). Modern, self-contained, fully furnished including cooking and laundry facilities, en-suite bathroom, Wi-Fi broadband, TV/DVD/CD, central heating, cleaning and fresh linen weekly. Off-road parking for cars and bikes. Taxes and all bills included. Enquiries: stay@oxfordbythemoth.com.

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 make 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.

Affordable serviced accommodation from £70 a night. Luxury apartments and houses within a short walk to the centre of Oxford suitable for singles, couples, families, professionals. Bills, taxes, internet, linen, housekeeping, self-check-in, cooking facilities, TV, heating, private parking (at some locations), private bathroom included. Stays from 2 days upwards with discounts for long-term bookings. Over 40 years of property letting experience. Enquiries: info@sleepandstayoxford.com.

Holiday Lets

Cornwall cottage and restored chapel in quiet hamlet on South West Coast Path 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.

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: from 1-bedroom modern apartments to spacious detached family houses. Show apartment and home open daily 10am-5.30pm. Help to Buy available. Contact Savills: 01865 269010. For more information see: <http://mosaicsoxford.co.uk>.

Notifications of Vacancies

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

The University is committed to equality and valuing diversity.

University of Oxford

Faculty of Law; Professorship of English Law; 11 March; www.recruit.ox.ac.uk/pls/hrsliverecruit/erq_jobspec_version_4.jobspec?p_id=138994

Colleges, Halls and Societies

Brasenose; Lectureship in Organic Chemistry; £13,513–£15,198 pa pro rata plus allowances; noon, 25 March; www.bnc.ox.ac.uk/vacancies/academic-vacancies/2067-stipendiary-lectureship-organic-chemistry-2019

Exeter; Academic Support Officer; £25,482–£30,395; noon, 19 February; www.exeter.ox.ac.uk/vacancies/academic-support-officer

Harris Manchester; Tutorial Fellowship and Associate Professorship in Law; £47,263–£63,463; noon, 17 March; www.hmc.ox.ac.uk/vacancies

Jesus; Junior Research Fellowship in the Science of Climate; £32,236; noon, 17 May; www.jesus.ox.ac.uk

Nuffield; Lodge Manager; £28,960–£36,032; noon, 25 February; www.nuffield.ox.ac.uk/the-college/jobs-and-vacancies

Nuffield; Director of Library Services; £45,000–£55,000; noon, 1 March; www.nuffield.ox.ac.uk/the-college/jobs-and-vacancies

Oriel; fixed-term Admissions Officer; £26,000; 22 February; www.oriel.ox.ac.uk/people/vacancies/admissions-officer-1-year-ftc

Pembroke; PA/EA to the Master; 21 February; www.pmb.ox.ac.uk/vacancies

Queen's; part-time Chaplain; £25,834 pro rata plus benefits; noon, 25 February; www.queens.ox.ac.uk/vacancies

St Catherine's; Junior Deans; £4,977 pa pro rata plus accommodation and some meals; 28 February; www.stcatz.ox.ac.uk/category/vacancies

Worcester; 3-year Isenberg Junior Research Fellowship in 20th-century British or American Fiction or Literary Journalism; £28,660–£32,236; 9am, 11 March; www.worc.ox.ac.uk/jobs

Worcester; 5-year Tutorial Fellowship in Public and EU Law; £27,070 plus accommodation or housing allowance; noon, 4 March; www.worc.ox.ac.uk/jobs

External Vacancies

University of Cambridge; Professorship of Digital Humanities; 5 March; www.hr.admin.cam.ac.uk/professorships

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Editors:

R S Cuomo, AB Bryn Mawr, MA Massachusetts
D L Doohar, MA Oxf

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