

# Gazette



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# Council and Main Committees

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## Council of the University

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### Changes to Regulations

Council has made the following changes to regulations, to come into effect on **4 April**.

#### (a) Budget Subcommittee of PRAC

##### *Explanatory Note*

The changes below align regulations on the length of the term of office of members of Budget Subcommittee with the norm for other committees (3 years); delegate the authority to appoint divisional representatives to Heads of Division, rather than requiring that they be formally endorsed by the Planning and Resource Allocation Committee (PRAC) after consultation with Heads; and add the Integrated Charging Mechanism (ICM) to the subcommittee's remit. The opportunity is also taken to update the regulations to delete out-of-date references.

##### *Text of Regulations*

In Council Regulations 15 of 2002, concerning the Budget Subcommittee of PRAC, amend Part 9 as follows (new text underlined, deleted text struck through):

'9.1. The Budget Subcommittee of the Planning and Resource Allocation Committee shall consist of:

- (1) the Pro-Vice-Chancellor (Planning and Resources) who shall chair the committee;
- (2) the Chair of the IT Committee or nominee;
- (3), (4) two external persons appointed by the Planning and Resource Allocation Committee;
- (5)–(8) four members of Congregation, one representing each of the academic divisions, appointed by ~~the Planning and Resource Allocation Committee~~ after consultation with the head of each division respectively.

9.2. Appointed members shall serve for ~~four~~ three years and shall be eligible for reappointment.

9.3. The committee will be a subcommittee of, and report to, the Planning and Resource Allocation Committee. It will:

(1) co-ordinate the work of budget groups to ensure coherence before the detailed draft budgets are submitted for the consideration of the Planning and Resource Allocation Committee, and in particular, test bids from central administrative, service and other units;

(2) receive and keep under review, on behalf of the Planning and Resource Allocation Committee, five-year plans of income, expenditure and capital commitments for the University Administration and Services and the ~~Academic Services and University Collections~~ Gardens, Libraries and Museums division and make recommendations on them to the Planning and Resource Allocation Committee;

(3) review and make recommendations on methods for charging out the costs of the University Administration and Services and the ~~Academic Services and University Collections~~ Gardens, Libraries and Museums division, specifically, the Infrastructure Charge and the Integrated Charging Mechanism, and working with units on the analysis of costs ~~and a programme for rolling out the new methods of charging, to be considered by the Planning and Resource Allocation Committee~~; subsequently the committee will review and make recommendations on any proposed significant change;

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

(5) review and monitor the income and expenditure position of the major cost centres throughout the year;

(6) consider and make recommendations to the Planning and Resource Allocation Committee regarding any requests from the units for significant variations to the planned operating budget.'

#### (b) Granting of sabbatical leave

##### *Explanatory Note*

The following changes, made on the recommendation of the Personnel Committee, update the regulations to take into account changes in legislation since the regulations were first promulgated.

##### *Text of Regulations*

In Council Regulations 4 of 2004, concerning the granting of sabbatical leave and dispensation from prescribed duties, amend regulation 8 as follows (new text underlined, deleted text struck through):

'8. A period of qualifying service shall be a period during which the member of staff has without intermission discharged his or her contractual duties, unless:

- (1) he or she has taken paid sick leave (unpaid sick leave does not count as qualifying service); or
- (2) ~~he or she has taken paid~~ maternity leave, paternity leave, adoption leave, parental leave or shared parental leave (unpaid maternity leave does not count as qualifying service); or
- (3) the relevant divisional board has agreed that a particular period in which the member of staff has not fulfilled his or her contractual duties may be reckoned as qualifying service for the purposes of these regulations.'

#### (c) Membership of the Board of the Faculty of Philosophy

##### *Explanatory Note*

The following change, made on the recommendation of the Philosophy Faculty Board, amends the membership of the Faculty Board.

##### *Text of Regulations*

**1** In Council Regulations 19 of 2002, concerning the Faculty Boards, amend regulation 31 as follows (new text underlined, deleted text struck through):

'31. The Board of the Faculty of Philosophy shall consist of:

- (1) the ~~chairman~~ of the Board of the Faculty of Philosophy;

# Congregation

- (2) the vice-chair of the Board of the Faculty of Philosophy;
- (23) the director of graduate studies in Philosophy;
- (34) the director of undergraduate studies in Philosophy;
- (5) the director of research in Philosophy;
- (6) the Equality and Diversity Officer in Philosophy;
- (7)–(10) four persons elected by and from among the members of the Faculty of Philosophy.
- ~~(4)–(10) seven persons elected by and from among the members of the Faculty of Philosophy.~~

**2** This regulation shall be effective from 1 October 2019.

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## Council of the University

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### Corrigendum

#### Investment Committee

When revisions were made to Part 23 of Council Regulations 15 of 2002, concerning the Investment Committee (*Gazette* No 5231, 14 February 2019, p290), a cross-reference in regulation 23.6 (2) was not updated correctly. The amendment should have read as follows:

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

' ...

- (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 23.65 (1) and including those relating to socially responsible investment;'

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## Congregation

19 March


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### Declaration of Approval of Legislative Proposal: Hope Professor of Zoology (Entomology)

No notice of opposition having been given, the Vice-Chancellor declared the Legislative Proposal concerning the Hope Professor of Zoology (Entomology) approved.

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### Council of the University

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#### Register of Congregation

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

- Brown, A**, Kennedy Institute of Rheumatology
- Clifton, L**, CR Big Data Institute Building
- Hsiao, Y**, St John's
- Kayente, P M**, University Safety Office
- Mackenwells, B P**, Medical Sciences Division
- McLellan, A J**, Pitt Rivers Museum
- Mannu, G S**, Nuffield Department of Surgical Sciences
- Moor, R E**, Saïd Business School
- Screnock, J J**, Oxford Centre for Hebrew and Jewish Studies
- Spitschan, M**, Linacre

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## Congregation

7 May


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A meeting will be held at 2pm on 7 May in the Sheldonian Theatre for the reading of the reply to the question made under Part 5 of Congregation Regulations 2 of 2002 at (1) below, and to put formally the legislative proposal at (2) and the resolution at (3) below to Congregation.

Members of Congregation are reminded that any two members may, not later than **noon on 29 April**, give notice in writing to the Registrar that they wish to oppose or amend the legislative proposal at (2) below or the resolution at (3) below (see the note on the conduct of business in Congregation below). If no notice of opposition or amendment has been received in advance of the meeting, it may not be necessary to proceed to a vote on the legislative proposal or the resolution. If, having taken into account the speeches at the meeting, the Vice-Chancellor considers that a consensus may have been reached, she may announce that, in her opinion, the legislative proposal or resolution is accepted or rejected as the case may be. If, however, six members of Congregation rise in their places (for example, if they disagree), a vote will be taken. If a vote is taken at the meeting, the Vice-Chancellor and the Proctors have determined that this will take place by paper ballot.

Further information on the practical arrangements will be published in due course.

#### (1) Question under Part 5 of Congregation Regulations 2 of 2002

Two members of Congregation to ask Council: 'Will Council present to Congregation before (a) inviting it to create 'Parks College' as a new Society of the University under Statute V (6) or (b) asking it to approve under Statute XVI, A, 4 the allocation to 'Parks College' of the Radcliffe Science Library or space within that building or any other sites a full Report on the following:

(i) Given that it is usual to publish a Consultative Notice<sup>1</sup> on matters affecting departments of the University, Colleges and Halls, that such a Notice was published during the framing of the current Strategic Plan, and a further such Notice was published in the *Gazette* of 14 February by the IT Committee 'following the publication of the University's Strategic Plan 2018-23', why was no such Consultative Notice published before the press was informed on 7 December of the proposal to create what is currently called 'Parks College'?

(ii) Given that a Strategic Plan Programme Board has been set up chaired by the Vice-Chancellor, will Regulations be created for its governance and will its membership, Agenda and Minutes be published?<sup>2</sup>

(iii) To what authority in the University is the Strategic Plan Programme Board immediately answerable, and what powers have been delegated to it and by what authority?

(iv) Given that a Project Board has been set up for 'Parks College', will its membership and remit be published, and also its Agenda and Minutes?

(v) To what authority in the University is the Project Board immediately answerable, and what powers have been delegated to it and by what authority?

(vi) The costings to the University of the proposed major rebuilding and 'reconfiguration' work on the Radcliffe Science Library, Abbot's Kitchen and space currently occupied by Inorganic Chemistry or alternative spaces being considered for allocation to 'Parks College'?

(vii) The calculated cost to the University of the first and second years of running 'Parks College'.

(viii) The location and scale of additional graduate student accommodation needed for the students of the new Society.

(ix) Any proposed revisions of Statute XII and dependent Regulations to clarify the rights of academic and academic-related staff in the Society, under the procedures affecting their employment.'

Peter P Edwards, St Catherine's  
Duncan Robertson, St Catherine's

## **(2) Voting on Legislative Proposal: Statute V: Colleges, Societies, and Permanent Private Halls**

### *Explanatory Note*

The case for a new graduate society/college was made in the University's 5-year Strategic Plan (2018-23), reflecting the ambition to increase postgraduate taught (PGT) student intake by up to 450 a year and postgraduate research (PGR) student intake by up to 400 a year, while maintaining quality (Education Priority 5). Such an ambition cannot be realised without the creation of at least one new graduate society/college. The creation of a new society would enable growth in the number of postgraduate students, without upsetting the balance between undergraduate and postgraduate student numbers in mixed colleges or imposing unrealistic targets for growth in the existing graduate colleges. It is now proposed to establish a new society, initially to be known as Parks College ('the society'), co-located with the Radcliffe Science Library in Parks Road.

### *1. Academic vision for Parks College*

Much of 21st-century research is interdisciplinary, and some of the most exciting research takes place at the boundary between two or more disciplines. In most cases, this occurs as a result of experts from each discipline coming together and working collaboratively on topics of joint interest.

Parks College will have a special focus on cross-disciplinary interaction, with a series of regular events designed to promote the ethos and practice of interdisciplinary exchange. The intention is to build a collaborative research and social community whose members embrace the opportunity to interact with fellow students and researchers beyond the boundaries of their own disciplines.

Parks College will provide an environment for interactions between researchers from the four academic divisions. The initial themes for the society's interdisciplinary research clusters will be Artificial Intelligence and Machine Learning; Environmental Change; and Cellular Life. All these themes provide exciting opportunities

for participation by researchers from all four divisions. Other themes will be introduced as the Parks College Fellowship grows. Once there is a full complement of graduate students, it is anticipated that the society will have six to eight interdisciplinary clusters. The society will appoint as Official Fellows champions for each of its clusters.

The vision for Parks College draws on the oldest Oxford tradition of a place where teachers and their students share together in college life. The teachers (Official Fellows) will be Research Professors (RSIVs) or Associate Professors/Senior Research Fellows (grades 9 and 10), who do not currently have a college fellowship. Early-career postdoctoral researchers will be Research Fellows of the society, and Associate Fellows will bring fresh perspectives from other parts of the University and outside. The students will be postgraduate research students working on the major themes addressed by the society, for whom interaction with other researchers in the society will be mutually beneficial. Over time there will also be a significant number of postgraduate taught students, whose courses address topics directly or indirectly related to the society's major themes.

### *2. Research clusters*

The initial research themes of Parks College - Artificial Intelligence and Machine Learning; Environmental Change; and Cellular Life - have natural synergies, enabling cross-cutting insights and research collaborations to emerge. Oxford is one of the world's leading centres for Artificial Intelligence and Machine Learning research, addressing problems of global significance. The society will also bring together researchers working on many aspects of the drivers and impacts of, and responses to, global environmental change. Recent initiatives in South Parks Road to integrate physical and life sciences make Oxford a world leader in interdisciplinary approaches to understanding the fundamental cellular mechanisms of life.

The University already has many existing interdisciplinary programmes and lecture series, together with research centres such as TORCH and the Oxford Martin School. The society will find synergies with such existing activities, not compete with them, and will look for opportunities to add value to Oxford's rich portfolio of interdisciplinary activities.

<sup>1</sup>List of Consultative Notices published in the 2018-19 academic year <https://gazette.web.ox.ac.uk/general-consultative-notices-2018-19>

<sup>2</sup><http://www.ox.ac.uk/about/organisation/strategic-plan-2018-23>

### 3. Composition of Parks College

Subject to the approval by Congregation of the establishment of the society, Council has appointed Professor Lionel Tarassenko as the first head of house (President) of Parks College.

The Official Fellows of the society will be Research Professors (RSIVs) or Associate Professors/Senior Research Fellows (grades 9 and 10), who do not currently have a college fellowship. They will be expected to organise at least one interdisciplinary seminar series or reading group each term. It is envisaged that there will be up to 40 Official Fellows in the steady state. Postdocs and University Research Fellows with relevant research interests will be appointed as Research Fellows of the society. Associate Fellows who hold relevant internal or external non-academic appointments will also be appointed, helping enrich the intellectual life of the society. There will be a professional Bursar and a professional Senior Tutor who will be members of Governing Body.

The student body will initially comprise PGR students working on the major themes addressed by the society, for whom interaction with other researchers in the society will be mutually beneficial. From Year 2, the society will admit both PGR and PGT students, whose courses address topics which are directly or indirectly related to the society's interdisciplinary themes. The intention is for the society to have 500 students when in steady state.

It is not proposed to take Parks College Fellows and graduate students away from their research laboratories or departments. The aim instead is for the society to function as a hub for interdisciplinary exchanges, mainly at lunchtime and in the late afternoon/early evening.

### 4. Space for Parks College

If Congregation approves this legislative proposal, the associated resolution on Congregation's agenda proposes the allocation of the following spaces to Parks College.

For the main site: the Worthington and Jackson buildings, housing the Radcliffe Science Library (RSL) and the museums store (subject to the negotiation of a space-sharing agreement between Parks College and Gardens, Libraries and Museums (GLAM)), and the Abbot's Kitchen, western wing of the Inorganic Chemistry Teaching Labs and connecting space (subject to Estates Services working in

consultation with the Department of Chemistry to identify alternative space to accommodate the Centre for Doctoral Training (CDT) programmes and other relevant occupants of the space as soon as possible with the agreement that, if needed, the CDT programmes can occupy space in the Inorganic Chemistry Laboratory until April 2021).

For student accommodation: in Farndon Court and Wellington Square, a total of 157 units of graduate accommodation.

#### *The main site*

Siting the society in the historic Worthington and Jackson buildings of the RSL in the heart of the University Science Area means that scholars and students can benefit from an academically appropriate and convenient hub close to their departments and research labs, where they can come together to engage in study, discussions, seminars, workshops, reading groups and social activities.

These buildings will continue to house the Radcliffe Science Library. Plans had already been put forward by GLAM to refurbish and revitalise the RSL building in order to improve the library facilities, provide much-needed space for the preservation of the museum collections and support research and teaching with them, and facilitate public engagement with research. Integrating the RSL redevelopment plans with the proposals for Parks College will ensure that all these objectives can be met, and bring mutual benefit.

Library readers will enjoy facilities that better meet the needs of 21st-century science in a refurbished building; Parks College members will benefit from an on-site library run by specialist subject librarians and a museum collections centre offering access to some of the world's most significant collections; and Bodleian and museum staff will be able to establish closer working partnerships with researchers and graduate students on areas such as open science, public engagement with research, open access and research data management.

Parks College will outsource its library provision to the Bodleian. The redeveloped science library, which will be run by Bodleian staff and remain open to all University members and other registered Bodleian readers on the same basis as all Bodleian Libraries services, will provide dedicated spaces for informal and formal study, and a wide range of services and resources. The role of a science library until well into the latter part of the 20th century was to provide access to print

books and journals. Now the changing needs of students and researchers in the sciences means that a 21st-century library requires a greater range of services, including high-bandwidth Wi-Fi, electronic access to journals and research monographs, technology-assisted seminar and conference rooms, and quiet study space. These services and their associated spaces will be integrated with the plans for Parks College. The aim is to improve the usability, comfort, quality and layout of the library, creating an accessible and modern space, which exploits new technology and facilitates the use of digital resources and access to science specialist library staff.

The museum collections centre will be integrated within the plans to facilitate collections-based teaching, research and engagement and to provide for the storage of the University collections. The proposals to create a high-quality museum object store for the University's collections in Levels 1 and 2 of the RSL will go ahead as originally planned.

Within Parks College there will be fresh spaces for communal dining, collaboration, exhibitions and public events. The western wing of the Inorganic Chemistry Laboratory has been identified as a potential space for the dining hall. This would act as the social hub of the society, providing a collegial space in which students, postdocs and academic staff can engage in discussion and attend guest lectures. During the day, it is envisaged that an area within the dining hall will be configured as a café venue for Parks College members and their guests to hold informal discussions and meetings. The GLAM staff working on the RSL site will be able to use the café facilities on the same basis as the members of Parks College.

The principle of re-configurability will be applied to as much of the space as possible so that both the society and the science library may make optimal use of the building throughout the academic year.

To ensure that these mutual benefits are realised, a space-sharing agreement between Parks College and GLAM is to be negotiated, and the allocation of the Worthington and Jackson buildings is conditional upon agreement being reached. Since this agreement will be between two parts of the University (as opposed to two distinct legal entities) it will not bind at law, but the University will ensure that the effect of the agreement is in practical terms binding on Parks College and GLAM.

Completion of the redevelopment of the RSL building, including the new science

library and museum collections centre, is provisionally scheduled for June 2021. The redevelopment of the western wing of the Inorganic Chemistry Laboratory, Abbot's Kitchen and connecting spaces will follow, with completion provisionally scheduled for June 2022. As the proposed dining hall is not scheduled for completion until just before the start of the 2022–3 academic year, the first two cohorts of students will have access to lunch and dining facilities at Linacre College. Parks College's admissions website will be clear about the expected provision in the first couple of years, and the fellowship will provide a full programme of events for these students. Being research students on four-year programmes, the first year's intake will experience steady-state levels of provision at Parks College in their final two years.

#### *Student accommodation*

Parks College will aim to provide accommodation for as many of its graduate students as possible, albeit not on the RSL site owing to a lack of space. The associated space resolution proposes an initial allocation of 157 units of accommodation to Parks College across two sites: Farndon Court, which is newly acquired by the University, and Wellington Square, which currently provides graduate accommodation. Farndon Court is scheduled to be ready for use by September 2020 and Wellington Square by September 2022.

#### *5. Financial commitments*

The proposed financial envelope for the Parks College project incorporates two other projects planned previously. These are:

- a £15.8m project to redevelop the RSL, the notional envelope for which comprised £10.8m from University funds and £5m secured from philanthropy; and
- the purchase and refurbishment of Farndon Court, for which funding of £10.3m had previously been approved.

The additional elements are:

- the extension of the RSL redevelopment to encompass the Abbot's Kitchen, Inorganic Chemistry Laboratory (ICL) and connecting space, with an associated increase in project costs for the central site from £15.8m to £24m fully funded by the University; and
- £3m to cover the operational deficit of Parks College until 2024/25 when it is expected to break even.

Council, on the recommendation of Finance Committee, has further agreed that the overall envelope should be increased

from the £37.3m set out above to £40m. The additional £2.7m would be held as a contingency under the control of Finance Committee. This is in recognition of the risks highlighted with regard to the £24m project estimate, the need to secure endowment and donations and the possibility of the operational budget needing to absorb unknown or unexpected costs.

The redevelopment of accommodation in Wellington Square is a separate project.

#### *6. Consideration of the proposal*

The proposal has been considered by the following committees of Council: Curators of the University Libraries, Education Committee, Personnel Committee and Finance Committee (advised by Buildings and Estates Sub-Committee and Strategic Capital Steering Group). It has also been considered by Conference of Colleges and Conference's Estates Bursars Committee, Graduate Committee and Domestic Bursars Committee. Council has received and considered the comments and reports from these bodies.

There have been two 75-minute Q&A sessions about Parks College for graduate students on 5 and 13 March and one 75-minute Q&A session for staff on 19 March. A further Q&A session for staff will take place on 25 March. In addition, there is now a Parks College website ([www.ox.ac.uk/about/organisation/future-projects-parks-college](http://www.ox.ac.uk/about/organisation/future-projects-parks-college)) on which further information is available.

Council fully supports the proposal. It does, however, wish to assure itself that the student experience in the first year will be satisfactory before the central site of the society is ready. Council has therefore agreed to receive, at its meeting on 15 July 2019, a report from the Parks College programme board as to whether or not the society will be able to provide a satisfactory student experience in the academic year 2020/21. If the programme board at that time decides that the student experience in the 2020/21 academic year would not be satisfactory, the admission of the first students will be postponed to the academic year 2021/22.

#### *7. Legislation*

The legislative proposal adds Parks College to the list of societies in Statute V.

The regulations to be made by Council if the revised Statute is approved by Congregation provide for the composition and governance of the new society. These are based on the regulations for the existing societies with two principal

differences. One is to provide for the specific requirements of Parks College, which is not offering employment to Official Fellows, rather an association to those otherwise employed by the University, for example in RSIV posts and grades 9–10. Another is to address some anomalies in the position of societies in terms of University governance, by establishing the role of the President and Governing Body of Parks College in administering the society's affairs, while also confirming the position of Parks College within the University's framework of statutes, regulations, policies and procedures. The regulations have been drafted to be LGBT+ aware.

Two further sets of legislation will be dealt with in the future. The regulations providing for the elections cycle for the Proctors and Assessor will be changed following consultation with the Conference of Colleges. Council will also approve the by-laws for Parks College, after they have been drafted by the governing body.

*WHEREAS it is expedient to establish a new society, initially to be known as Parks College,*  
THE UNIVERSITY ENACTS AS FOLLOWS.

In Statute V, concerning Colleges, Societies, and Permanent Private Halls, section 5, insert the following (new text underlined):

'5. The following are societies of the University:

Kellogg College  
Parks College  
St Cross College'

*Regulations to be made by Council if the Statute is approved*

**1** Insert new Council Regulations as follows:

*'Regulations for Parks College*

1. Parks College shall be a society through which persons who are graduates of other universities (or in the opinion of the governing body possess comparable qualifications) and who are not members of any college, society, Permanent Private Hall or other institution designated by Council by regulation as being permitted to present candidates for matriculation may be admitted as members of the University.

2. The governing body may admit to membership of Parks College:

- (1) students desiring to work for research degrees;
- (2) other graduate students desiring to pursue academic work in Oxford;
- (3) other persons at the discretion of the governing body.

3. The governing body shall consist of the President, who shall be its chair, and Official Fellows and such other fellows as shall be made members of the governing body in accordance with by-laws determined by the governing body and approved by Council under regulation 4 (1) below.

4. (1) The governing body may from time to time make by-laws which shall be consistent with the statutes, regulations, policies and procedures of the University and which, when approved by Council, shall be binding on all Fellows of Parks College.

(2) The governing body shall also have full powers (subject to the provisions of these regulations) to do all that may be necessary to administer Parks College as a graduate society, subject to the following conditions:

(a) it shall submit a report annually to Council;

(b) it shall submit estimates to Council in Hilary Term in respect of the ensuing financial year, and shall satisfy Council that no charge will fall on university funds except such as may be provided by Council; and

(c) the academic policy of Parks College shall be consistent with the University's strategies and plans as approved from time to time by Council. In cases in which Council thinks it appropriate, Council may direct the governing body on certain courses of action consistent with those strategies and plans.

5. (1) The President of Parks College shall be appointed by Council, after Council has considered any recommendations which the governing body may submit, on such terms and conditions as Council shall determine.

(2) The President shall be accountable to Council.

(3) The President may hold their office in conjunction with a professorship, readership, university lecturership or other university teaching or research post if Council, after consultation with

the relevant divisional board and any other bodies concerned, shall so decide.

6. The officers of Parks College shall be appointed by the governing body.

7. The governing body may elect to Official Fellowships at the society, on terms and conditions determined by the governing body and approved by Council, suitably qualified persons who are employed by the University.

8. The governing body may elect suitably qualified persons to other categories of fellowships approved by Council, on terms and conditions determined by the governing body and approved by Council.

9. Official Fellows will be appointed for a period of five years in the first instance, with re-appointment for successive five-year terms, subject to satisfactory performance of their society duties.

10. Parks College shall be subject to all the statutes, regulations, policies and procedures of the University as they may be from time to time, unless those statutes, regulations, policies or procedures specifically state otherwise. Any powers or duties afforded to a Head of department by statute, regulation, policy or procedure shall fall to the President or their nominee. Where a statute, regulation, policy or procedure specifies an action or role to be carried out by a particular officer that does not exist in or for Parks College, the Registrar shall appoint an alternate on behalf of Council.

### **(3) Voting on a Resolution allocating space for Parks College**

#### *Explanatory Note*

Further information is provided in the explanatory note under agenda item (2) above; see especially section 4.

#### *Text of Resolution*

(1) That the Worthington and Jackson buildings (Levels 1-8, approximately 5,633 sqm net usable area) be allocated to Parks College, subject to the negotiation of a space-sharing agreement between Parks College and the Gardens, Libraries and Museums (GLAM);

(2) that the Abbot's Kitchen, the western wing of the Inorganic Chemistry Lab and connecting space (together approximately 740 sqm net usable area) be allocated to Parks College, subject to Estates Services working in consultation with the Department of Chemistry to identify alternative space to accommodate the CDT programmes and other relevant occupants of the space as soon as possible (with the agreement that, if needed, the CDT programmes can occupy space in the Inorganic Chemistry Laboratory until April 2021);

(3) that Farndon Court (97 accommodation units) be allocated to Parks College; and

(4) that 60 accommodation units in the redeveloped Wellington Square be allocated to Parks College.

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### **Note on procedures in Congregation**

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¶ Business in Congregation is conducted in accordance with Congregation Regulations 2 of 2002 ([www.admin.ox.ac.uk/statutes/regulations/529-122.shtml](http://www.admin.ox.ac.uk/statutes/regulations/529-122.shtml)). A printout of these regulations, or of any statute or other regulations, is available from the Council Secretariat on request. A member of Congregation seeking advice on questions relating to its procedures, other than elections, should contact Dr N Berry at the University Offices, Wellington Square (telephone: (2)80199; email: [nigel.berry@admin.ox.ac.uk](mailto: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](mailto:elections.office@admin.ox.ac.uk)).

# Notices

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## Consultative Notices

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### Call for nominations for Honorary Degrees and for Degrees by Diploma

Honorary degrees are conferred annually at Encaenia. Degrees by diploma are conferred on heads of state and royalty. Members of Congregation are encouraged to nominate individuals on whom such degrees might be conferred. Nominations are welcome all year round - the deadline for nominations to be considered for Encaenia 2020 is **3 May**.

The Honorary Degrees Committee is charged with considering nominations received, consulting Council and making recommendations to Congregation. The committee appreciates the time taken by members of Congregation to bring names to its attention. It will be re-considering names brought to it in the last three years and hopes to receive a wide and diverse selection of new names to add to those.

When considering possible honorands, the committee will focus on individuals in the following categories:

- 1** those of high academic distinction in the fields of research and scholarship of specific interest to the University of Oxford
- 2** those distinguished in the visual, literary, musical and performing arts
- 3** those distinguished in business and industry

**4** those who have played a distinguished role in public life, for example in contributing to progress and change in society

**5** those who have made a significant contribution to the activities of the University of Oxford - such individuals would normally also fall into one of the categories above.

Within the categories above the committee will aim to produce a balanced and diverse list, which takes account of the global dimension that characterises this University's activities.

It has adopted a target that at least half of the final list of names proposed to Congregation for the conferment of honorary degrees will be women and/or minorities. Members of Congregation are therefore encouraged to nominate individuals of conspicuous distinction with particular reference to diversity.

Honorary degrees will not be conferred on anyone who holds, or who has retired from, a resident teaching, research or administrative post within the University or in any college or other society, except in exceptional circumstances such as distinguished service outside the terms of his or her paid service. In these circumstances, a proposal for an honorary MA may be put forward.

Nominations for honorary degrees and for degrees by diploma should be submitted on the approved application form, which requires the name of the nominee and a short supporting paragraph. Further information and copies of the form are available at [www1.admin.ox.ac.uk/councilsec/governance/committees/hondeggs](http://www1.admin.ox.ac.uk/councilsec/governance/committees/hondeggs) (single sign-on required) or from the Secretary to the Honorary Degrees Committee ([sarah.cowburn@admin.ox.ac.uk](mailto:sarah.cowburn@admin.ox.ac.uk), (2)70193). The completed form should

be returned to the Secretary by email under 'Strictly Confidential' cover.

While informal soundings within the University will often be desirable, every effort should be made to ensure that publicity is not at any stage given to any specific proposal for the conferral of an honorary degree. All nominations will be considered in strict confidence by the committee. The committee will report to Council and a list of honorands for Encaenia 2020 will be put to Congregation in due course.

The names of people on whom degrees by diploma and honorary degrees have recently been conferred are published in the *University Calendar* and on the aforementioned website.

The honorands at Encaenia 2019 will be:

Professor Daniel Kahneman  
 Professor Sir Simon Wessely  
 Professor Andrea Ghez  
 Professor Shafira Goldwasser  
 Dr Cyrus Poonawalla  
 Ustad Rahat Fateh Ali Khan  
 Yo-Yo Ma  
 Professor Jennifer Doudna

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## General Notices

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### Gazette publication arrangements

This is the final *Gazette* of Hilary term and is restricted to Council and Congregation business and changes to Examination Regulations only.

The first *Gazette* of Trinity term will be published on 25 April, and will include the Trinity term lecture supplement. **NOTE:** the deadline for this issue will be **noon on 10 April**, which is earlier than usual due to Easter.

### Next Gazette: Thursday, 25 April

**Gazette online:** <https://gazette.web.ox.ac.uk/home>

**Gazette subscriptions:** <https://gazette.web.ox.ac.uk/subscribing-gazette>

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This is the final *Gazette* of Hilary term. The first *Gazette* of Trinity term will be published on 25 April and will include the termly lecture supplement. Because of the Easter office closures, the deadline for that issue and supplement is noon on Thursday, 10 April.

*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*.

