



# Gazette

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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 **6 April**.

#### (a) Membership of the Board of the Faculty of Linguistics, Philology and Phonetics

##### *Explanatory Note*

The following changes, made on the recommendation of the Linguistics, Philology and Phonetics Faculty Board, amend the membership of the Faculty Board to (i) add the Professor of the Romance Languages, the Director of Graduate Studies and the Director of Undergraduate Studies as *ex officio* members; (ii) reduce the number of elected members from five to four; and (iii) reduce the number of co-opted members from three to two, one of which co-opted members must be the Director of Research if he or she is not one of the *ex officio* or elected members of the Board.

##### *Text of Regulations*

**1** In Council Regulations 19 of 2002, concerning the Faculty Boards, amend regulations 20–21 (new text underlined, deleted text struck through):

'20. The Board of the Faculty of Linguistics, Philology, and Phonetics shall consist of:

- (1) the Professor of General Linguistics;
- (2) the Diebold Professor of Comparative Philology;
- (3) the Director of the Phonetics Laboratory;
- (4) the Professor of the Romance Languages;
- (5) the board's Director of Graduate Studies;
- (6) the board's Director of Undergraduate Studies;
- ~~(4)–(8) five persons elected by and from among the members of the Faculty of Linguistics, Philology, and Phonetics.~~

~~(7)–(10) four persons elected by and from among the members of the Faculty of Linguistics, Philology, and Phonetics.~~

21. The board may co-opt not more than ~~three~~ two additional members in accordance with regulations 44–47 below. Unless the Director of Research is one of the *ex officio* or elected members of the Board, he or she must be co-opted as a member.

**2** This regulation shall be effective from 1 October 2018.

#### (b) Strategic Capital Steering Group

##### *Explanatory Note*

The regulations for the Strategic Capital Steering Group (SCSG) came into effect on 26 January 2018. In populating the SCSG it has become apparent that two modifications are required: (i) to remove the restriction that the external members of the SCSG appointed by Council may not also be members of Finance Committee; and (ii) to make one of the Proctors or the Assessor as may be agreed between them a member of the SCSG. A minor amendment to the terms of reference of the SCSG is also required to clarify that the financial management of the construction of projects will continue to be overseen by the Buildings and Estates Subcommittee of PRAC.

##### *Text of Regulations*

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

'12.1. The Strategic Capital Steering Group shall consist of:

- (1) the Pro-Vice-Chancellor (Planning and Resources) who shall chair the Group;
- (2)–(5) the heads of each of the divisions;
- (6) the Pro-Vice-Chancellor (Education);
- (7) the Pro-Vice-Chancellor (Research and Innovation);
- (8), (9) two external members appointed by Council, not being members of the Audit and Scrutiny Committee or of the Finance Committee;

(10) the Director of Finance; and

(11) one of the Proctors or the Assessor as may be agreed between them.

12.2. The Strategic Capital Steering Group shall:

- (1) develop a long-term strategic capital investment plan for submission to the Finance Committee;
- (2) consider the use of any capital resources which are not delegated or allocated to the academic divisions, services, or other bodies (whether trust funds, University reserves, unearmarked benefactions, capital funds or reserves of any other description), and recommend to the Finance Committee major new initiatives regarding such use;
- (3) in accordance with the allocation limits set out in Statute XVI and the Financial Regulations:
  - (i) submit recommendations to the Finance Committee for expenditure on strategic investments in the University's physical estate, and other academic resources (other than centrally run IT projects) and any associated space allocations that require the approval of Council;
  - (ii) approve expenditure on developing proposals for strategic investments in the University's physical estate and other academic resources (other than centrally run IT projects) that does not require the approval of Council;

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

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

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

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

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

**(c) Membership of the subcommittees of the Central University Research Ethics Committee (CUREC)**

*Explanatory Note*

The following change amends the regulations governing the membership of the subcommittees of CUREC such that either the chair or vice-chair of the subcommittees may be an external member. At present, only the vice-chair may be external.

*Text of Regulations*

In Council Regulations 15 of 2002, in Part 13 concerning the Central University Research Ethics Committee, amend section 13.8 (1), (2) as follows (new text underlined, deleted text struck through):

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

- (1), (2) Two persons appointed as chair and vice-chair of the subcommittee by the Research and Innovation Committee of Council, ideally one of whom shall not currently be involved in research involving human participants or personal data. One of the persons appointed as chair or vice-chair may be external but not both;

**(d) Oxford University Alumni Board**

*Explanatory Note*

The following changes, made on the recommendation of the Committee for Development and Alumni Relations, update and simplify the regulations of the Oxford University Alumni Society to ensure that they reflect current practice, and to ensure that its Board is able to operate effectively. A reference to the Board in the regulations of the Higher Studies Fund is also updated accordingly.

*Text of Regulations*

**1** In Council Regulations 2 of 2004, concerning Other University Bodies, amend Part 11 as follows (new text underlined, deleted text struck through):

'Part 11: Oxford University Alumni Board Society

*Membership of the alumni community*

11.1. The alumni community shall be made up of former student members of the University, and other categories of individuals, as further prescribed in the Standing Orders of the Oxford University Alumni Board.

*Purpose*

11.1. The Oxford University Alumni Society ("the Society") shall be an organisation within the University for bringing together alumni of the University and encouraging and co-ordinating their support for the collegiate University. It serves as the focus for alumni relations and related activities on behalf of the University.

*Alumni Network Groups*

11.2. The University, through the Alumni Office Society, may recognise any regional group (known as an "alumni network group") pursuing the objectives of engaging the alumni community the Society, with the agreement of and under guidelines laid down by the Alumni Office. Subject to the above, such entities will be organised by alumni volunteers members of the Society and be autonomous in their operations.

*Membership*

11.3. The membership of the Society shall be open to the following categories of individuals, as further prescribed in the Society's Standing Orders:

- (1) members of the University other than undergraduate student members; and
- (2) those who have a close association or affinity with the University, its constituent colleges or other associated bodies.

*Governance*

~~11.4. The President of the Society shall be the Chancellor.~~

11.35. The Oxford University Alumni Board of the Society ("the Board") will have the following powers and responsibilities:

- (1) to advise the ~~Committee for Development and Alumni Relations~~, the Director for Alumni Relations, the Alumni Office and the wider University on matters pertaining to alumni relations;
- (2) to manage the Society's funds from whatever source and wherever deposited, including the funds previously managed by the separate charitable company known as The Oxford University Society and the Helmore Bequest. In this regard:
  - (a) bequests, gifts, and other payments to the Oxford University Society or the Oxford University Alumni Society shall be added to these funds;
  - (b) the University may resolve that payments to the University for the purpose of alumni relations should be added to these funds;
  - (c) payments by the University for the operation of the Society will be separately identified, and accounted for by the Director of Alumni Relations to the Pro-Vice-Chancellor (Development and External Affairs);
- (3) to promote and engage in activities and develop services in furtherance of the objectives of the Society;
- (34) to offer scholarships and to make grants to students both to meet need and to encourage initiative;
- (5) to engage in other activities from time to time in furtherance of the objectives of the Society;
- (46) subject to the approval of the Committee for Development and Alumni Relations, to make, repeal and alter Standing Orders for the management of the ~~Board Society~~ and its affairs;

(7) to convene open meetings of the Society in accordance with the Society's Standing Orders; and

(58) to delegate any of its powers or the implementation of its resolutions to any committee or persons (whilst remaining responsible for the proper exercise of any such delegated powers).

11.46. The Board will report to the Committee for Development and Alumni Relations on matters relating to alumni relations on a termly basis.

11.7. The Board will provide an annual budget and report on the expenditure of Society funds for the preceding year to the Committee for Development and Alumni Relations.

11.58. The membership of the Board shall be:

- (1) a Chair appointed by the Chancellor, who may be internal or external;
- (2) a college development officer appointed by the General Purposes Committee of Council in consultation with the Chair of the Conference of Colleges;
- (3) the Director of the Careers Service;
- (4) the President of the Oxford10 alumni network group or any successor body;
- (5)-(9) ~~five~~ six persons appointed by the General Purposes Committee of Council, three of them after consultation with the Chair of the Conference of Colleges;

~~(10)-(24) fifteen~~ members of the alumni community, appointed by the Board in accordance with its Society, not fewer than five of whom shall be elected by members of the Society in accordance with the Society's Standing Orders, the remainder to be appointed by the Board after consultation with the alumni network group officers.

11.69. Appointed or elected members of the Board shall hold office for ~~three~~ four years and 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.

11.710. The Board may co-opt one additional member, who may be internal or external, and who shall serve for up to three years (as specified by the Board upon appointment) and who shall be eligible for reappointment. The co-opted member shall serve on the Board in this capacity for no more than six years in total. ~~Notwithstanding this, the General Purposes Committee of Council may determine that one further three year period of office is permitted in an individual case.~~

11.11. The Chair, or his or her nominee, will be an ~~ex officio~~ member of the Editorial Advisory Board of Oxford Today.

11.812. One member of the Board will be appointed by the Board to serve as the ~~Board's~~ Society's Treasurer for not more than two consecutive ~~three~~ four year terms.

11.913. One member of the Board appointed under regulation 11.58(10)-(24) above will be appointed by the Board to serve as Vice-Chair for not more than two consecutive ~~three~~ four year terms.

11.1014. The Director of Alumni Relations shall normally be in attendance at the meetings of the Board; other individuals shall be invited to attend as appropriate.

2 In Council Regulations 25 of 2002 §159, concerning the Higher Studies Fund amend existing regulation 3 as follows (new text underlined, deleted text struck through):

'3. The administration of the Fund, and the application of its income, shall be the responsibility of a Board of Management comprising:

- (1) the Vice-Chancellor or his or her nominee;
- (2)-(3) two members appointed by the Chancellor;
- (4)-(5) two members appointed by Council; and
- (6) one individual appointed by the ~~board of the~~ Oxford University Alumni BoardSociety.

Each appointed board member shall hold office for four years from the date of his appointment and shall be eligible for reappointment for one further period of four years.'

## General Purposes Committee of Council

### Changes in Regulations

The General Purposes Committee of Council has made the following changes in regulations, to come into effect on **6 April**.

#### Butt Colson Bequest

##### *Explanatory Note*

The following proposed changes, made at the request of the donor, amend the regulations for the Butt Colson bequest to include additional items in the bequest, standardise the language used to describe the area of study, update the membership of the board of management and clarify the legal position in relation to providing support for students of a particular ethnic origin.

##### *Text of Regulations*

In Council Regulations 25 of 2002, concerning Trusts, delete existing §55 and substitute (new text underlined, deleted text struck through):

#### '§55. Butt Colson Bequest

1. The bequests of Mr and Dr Butt Colson of certain books, manuscripts, photographs, films, recordings and artefacts for the Institute of Social and Cultural Anthropology and the Pitt Rivers Museum ("the Collection"), and the benefaction made by Mr and Dr Butt Colson in support of South American Amerindian Studies, together with any further donations for this purpose ("the Fund") shall be known as the Butt Colson South American Amerindian Studies Bequest ("the Bequest").

2. The University shall retain all of the Fund as permanent endowment and shall apply the net income of the Fund towards the support of South American (i.e. ~~South of the Panama Canal~~) Amerindian Studies ("the Object").

3. The administration of the Bequest, and the application of the income of the Fund, shall be the responsibility of a board of managers consisting of:

(a) the Vice-Chancellor or his or her nominee;

(b) the Head of the Institute School of Social and Cultural Anthropology and Museum Ethnography;

(c) the Director of the Pitt Rivers Museum;

(d) one person appointed by the Life and Environmental Social Sciences Divisional Board;

(e) one person external to the University appointed by the Visitorial Board of managers of the Bequest of the Pitt Rivers Museum;

(f), (g) two persons appointed by the Council, one of whom shall be appointed in consultation with Mr and/or Dr Butt Colson during their lifetime and thereafter, for a period of up to twenty years, in consultation with Dr Butt Colson's literary executor.

4. Members of the board of managers in classes (d)-(g) shall serve for a term of five years, renewable for one further term of five years.

5. The board of managers shall ensure that the Collection shall be clearly identified as forming part of the Butt Colson Bequest, and in so far as is possible shall be housed in clearly identifiable space.

6. The board of managers shall ensure that the Collection is made available for reference by scholars of South American Amerindian Studies and by scholars of South American Amerindian origin, subject to the general terms under which the School of Anthropology and the Pitt Rivers Museum operate.

7. The board of managers will apply the income of the fund in support of the Object, provided that:

(a) the first call on such income shall be the support of the Collection;

(b) the second call on such income shall be to support teaching, research and curatorial a posts in South American Amerindian Studies in the School of Anthropology, the level of the posts and the duration of appointments to be determined by the board of managers from time to time; the Fund to provide the salary costs of the person appointed and such travel and research and other support expenses as the board of managers may from time to time determine. The principal field of study of candidates shall be directly related to the Amerindians Peoples of South America;

(c) provided that the University may lawfully operate such a programme, any surplus income remaining shall may be applied in support of a programme to enable students of South American Amerindian origin to study in the University of Oxford.

8. In this regulation, "South American" shall be deemed to refer to nations of the South American continent south of the Panama Canal. The term "Amerindian" shall be deemed to refer to the Indigenous Peoples of Pre-Columbian origin.'

#### Congregation

20 March

#### Resolution: on the level of risk proposed by the USS trustee

The substance of this resolution has now been implemented. At a special meeting held on 7 March, Council reviewed its position on the UUK survey of USS pension risks and decided, in light of the meeting of Congregation on 6 March, to reverse its previous response. This has been communicated to UUK.

#### Council of the University

##### Register of Congregation

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

**Akyelken, N**, Kellogg

**Bell, C**, Medical Sciences Divisional Office

**Booth, W A**, St Catherine's

**Burnett, E M**, Exeter

**Eveleigh, K J**, Faculty of Law

**Ford, G A**, Green Templeton

**Hill, J L**, Linacre

**Holmes, C P**, St Anne's

**Jackson, M M**, Jesus

**Jones, C D**, MPLS Divisional Office

**Krishnan, S**, St John's

**Lawson Conquer, G B K**, Queen's

**Marsh, S J**, Department of Computer Science

**Mathur, N**, Wolfson

**Meyrick, R A**, Mathematical Institute

**Migliorini, G**, Wellcome Trust Centre for Human Genetics

**Milton, J**, Oxford Centre for Diabetes, Endocrinology and Metabolism

**Mitchell, D M**, Queen's

**Nichol, E A**, Mathematical Institute

**Roissetter, B**, IT Services

**Shebbeare, T A**, Green Templeton

**Silman, A J**, Green Templeton

**Simpson, C R**, Nuffield

**Steinberg, J R**, St Anne's

**Taylor, I H**, Estates Services

**Williams, V**, Primary Care Health Sciences

**Wright, J A E**, Oxford Internet Institute

**Zhao, J**, Department of Computer Science

##### Divisional and Faculty Boards

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

# Congregation

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## Congregation

26 March

### Degree by Resolution

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

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## Congregation

24 April

### (1) Topic for Discussion on proposed changes to the USS pension scheme and the background to the current dispute

A discussion on 'proposed changes to the USS pension scheme and the background to the current dispute' will take place on 24 April (week 1) at 2pm, open to members of Congregation. Because of the evolving nature of the negotiations concerning USS, it is recognised that the content of the topic for discussion will reflect the position as it stands in April.

Council wishes to reiterate its commitment to enabling the University and its USS staff to look for common ground and enable Oxford to play its full part in developing a sustainable solution to the USS pension issues.

There have been a number of significant developments in negotiations over the USS pension scheme. There was also a meeting of Council on Monday 12 March at which the USS scheme was discussed in some depth and it was agreed by Council that there should be a meeting of Congregation on 24 April to discuss the proposed changes to the USS scheme and the background to the current dispute. Council's views are that:

- the Pensions Working Group should actively seek new solutions to the problem of the USS deficit and the sustainability of the scheme. The Working Group will continue to look for ways to develop new approaches that meet the needs of all concerned, and feed these into the discussions which we hope will continue between UUK and the UCU;
- the Pensions Working Group should be expanded to include members of the USS scheme and younger members of the University who may be particularly affected by the proposed changes. In setting up the Working Group, Personnel Committee and Council were guided by concerns about conflict of interest and so the Working Group's membership was skewed away from those who were current members of the USS scheme. Council now considers that those legitimate concerns are overridden by the need to take full account of the interests of members of the scheme;
- Council wishes to make clear its commitment to ensuring that any consultation on changes to the USS scheme is given sufficient time to have a meaningful effect. The timing of the consultation period will be confirmed as soon as possible. Pensions law requires that the USS valuation concludes by 30 June. The University will ask UUK to press for an extension to that deadline to give more time to take into account all views and suggestions which are offered during the consultation, or to take account of a delay to the whole process.

### Arrangements for the meeting

#### Attendance and timings

The meeting will be held in the Sheldonian Theatre. Attendance at the meeting is open to members of Congregation and to nominated representatives of the Oxford University Student Union (OxfordSU) as agreed in advance by the Vice-Chancellor.

Admittance to the theatre will be on the production of a valid University card and will be on a first-come, first-served basis (places will be reserved for scheduled speakers). The doors of the theatre will open at 1.45pm and will remain open throughout the meeting. The Vice-Chancellor has decided that the wearing of gowns shall be optional on this occasion.

#### Advance notice by speakers

Those wishing to speak at the meeting are asked to indicate this intention by emailing [congregation.meeting@admin.ox.ac.uk](mailto:congregation.meeting@admin.ox.ac.uk) at the latest by **noon on Friday 20 April**. It would be helpful if members of Congregation intending to speak would explain in no more than 25 words what issues they wish to cover. Owing to time constraints, it may not be possible to call all those who wish to speak. On the other hand, if time permits those who have not indicated in advance may have an opportunity to speak.

#### Transcript

It is intended that a transcript<sup>1</sup> of the meeting will be published in the *Gazette* of 3 May and, before then, on the Congregation website. As a result of time constraints, it will not be possible to check the report of the proceedings with individual speakers before publication. Speakers are asked to provide their written texts by email to [congregation.meeting@admin.ox.ac.uk](mailto:congregation.meeting@admin.ox.ac.uk) by 9am on **Wednesday 25 April**.

#### Further information

Further information on the Universities Superannuation Scheme (USS) Valuation 2017 can be found at [www.ox.ac.uk/staff/working\\_at\\_oxford/finance/oxford-uss](http://www.ox.ac.uk/staff/working_at_oxford/finance/oxford-uss).

Further information about the meeting can be found on the Congregation Meetings website at [www.admin.ox.ac.uk/councilsec/governance/congregation](http://www.admin.ox.ac.uk/councilsec/governance/congregation).

<sup>1</sup>The transcript may be edited for legal reasons.

## (2) Voting on Resolutions approving the conferment of Honorary Degrees

¶ Members of Congregation are reminded that any two members may, not later than **noon on 16 April**, give notice in writing to the Registrar that they wish to oppose or amend any of the resolutions 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 resolutions shall be declared carried, and the meeting may be cancelled.

(i) That the conferment of the Degree of Doctor of Civil Law, *honoris causa*, upon the **Rt Hon Lord (David) Neuberger of Abbotsbury**, PC, President of the Supreme Court of the United Kingdom (2012-17), Honorary Fellow of the Royal Society, be approved.

(ii) That the conferment of the Degree of Doctor of Letters, *honoris causa*, upon **Professor Mary Beard**, OBE, Professor of Classics, Cambridge, Royal Academy of Arts Professor of Ancient Literature, Fellow of the British Academy, recipient of the Bodley Medal, be approved.

(iii) That the conferment of the Degree of Doctor of Letters, *honoris causa*, upon **Sir Matthew Bourne**, choreographer, be approved.

(iv) That the conferment of the Degree of Doctor of Letters, *honoris causa*, upon **Professor Helga Nowotny**, Professor Emeritus of Social Studies of Science, ETH Zurich, recipient of the President's Medal of the British Academy, be approved.

(v) That the conferment of the Degree of Doctor of Letters, *honoris causa*, upon **Professor Robert Putnam**, Peter and Isabel Malkin Professor of Public Policy, Harvard, recipient of the Johan Skytte Prize in Political Science, member of the American Academy of Arts and Sciences and the British Academy, be approved.

(vi) That the conferment of the Degree of Doctor of Letters, *honoris causa*, upon **Martin Scorsese**, director, producer, writer and film preservationist, be approved.

(vii) That the conferment of the Degree of Doctor of Letters, *honoris causa*, upon the **Rt Hon Lord (Nicholas) Stern of Brentford**, CH, IG Patel Professor of Economics and Government, Chair of the Grantham Institute on Climate Change and the Environment, and Director of the India Observatory, London School of Economics, be approved.

(viii) That the conferment of the Degree of Doctor of Science, *honoris causa*, upon **Professor Jennifer A Doudna**, Professor of Molecular Biophysics and Biochemistry, Berkeley, be approved.

(ix) That the conferment of the Degree of Doctor of Music, *honoris causa*, upon **Yo-yo Ma**, cellist, be approved.

¶ If the resolutions are approved, the honorary degrees at (i)-(vii) will be conferred at the Encaenia on 20 June 2018 and those at (viii) and (ix) will be conferred at the Encaenia on 26 June 2019.

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**Congregation** 7 June

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## Elections

### COUNCIL

#### COMMITTEES REPORTING TO COUNCIL

Buildings and Estates Subcommittee  
Continuing Education Board

#### OTHER COMMITTEES AND UNIVERSITY BODIES

Visitors of the Ashmolean Museum  
Visitors of the Botanic Garden  
Delegacy for Nomination of Candidates for Ecclesiastical Benefices  
Committee for the Ruskin School of Fine Art  
Curators of the Sheldonian Theatre  
Visitatorial Board Panel

#### DIVISIONAL BOARDS

Humanities Board  
Mathematical, Physical and Life Sciences Board  
Social Sciences Board

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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 Mrs F Burchett at the University Offices, Wellington Square (telephone: (2)80199; email: [felicity.burchett@admin.ox.ac.uk](mailto:felicity.burchett@admin.ox.ac.uk)); questions relating to elections should be directed to the Elections Officer, Ms S L S Mulvihill (telephone: (2)80463; email: [elections.office@admin.ox.ac.uk](mailto:elections.office@admin.ox.ac.uk)).

# Notices

## Consultative Notices

### University Strategic Plan

Members of the University are invited to attend one of a series of open meetings on the 2018 to 2023 Strategic Plan.

The purpose of the meetings will be to reflect on the input received during the initial phase of the consultation process, and to consider the main elements of the draft plan.

Three events are planned, each will be chaired by the Pro-Vice-Chancellor (Planning and Resources), two of which will be held in partnership with the Pro-Vice-Chancellors for Academic Resources and Information Systems, Education, and Research and Innovation. It is planned that the focus of each meeting will reflect their portfolios of responsibility.

The timings and locations are provided below, members are invited to register using the following link ([www.ox.ac.uk/staff/news-listing/2018-02-26-strategic-plan-2018-23-open-meetings](http://www.ox.ac.uk/staff/news-listing/2018-02-26-strategic-plan-2018-23-open-meetings)).

Time	Theme	Location
Wed 18 Apr 11am Week 0	General (capital planning)	SBS/MSD Teaching Centre
Thurs 26 Apr 4pm Week 1	Education	Richard Doll Lecture Theatre, Old Road Campus
Thurs 3 May 11am Week 2	Research and widening engagement	SBS/MSD Teaching Centre

## General Notices

### Changes to online publication of the *Gazette*

The *Gazette* is currently published both online and in hard copy. The *Gazette* is migrating to a new website with effect from the first issue of Trinity term, and the migration will result in only a pdf version of the *Gazette* being available online. Email notifications of *Gazette* issues will continue to be sent to those who have opted for these messages. Hard copies of the *Gazette* will be published and distributed as usual.

### *Gazette* publication arrangements

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

The first *Gazette* of Trinity term will be published on 19 April, and will include the Trinity term lecture supplement. The usual deadlines will apply.

### Encaenia

#### TICKET REGISTRATION FOR ENCAENIA 2018

Ticket registration for Encaenia, taking place this year on Wednesday 20 June, will open online on 24 April. Interested guests are encouraged to visit [www.ox.ac.uk/encaenia](http://www.ox.ac.uk/encaenia) for information on eligibility, registration process, dress codes, event timings and answers to frequently asked questions. Invitations to the Encaenia Garden Party will be sent electronically at the end of April to all those eligible to attend.

## LORD CREWE'S BENEFACTION

Heads of House, University Officers (as given in Statute IX), holders of the Oxford degrees of Doctor of Divinity, Civil Law, Medicine, Letters, Science and Music, and the honorands are invited to partake of Lord Crewe's Benefaction to the University on the morning of the ceremony and then to walk in procession to the Sheldonian Theatre. Holders of the Oxford Higher Degrees (described above) who wish to participate are invited to contact the Events Office at [encaenia@admin.ox.ac.uk](mailto:encaenia@admin.ox.ac.uk) or on 01865 280524 for more information. All other guests, listed above, will be sent an invitation by the Events Office.



# Examinations and Boards Elections

## Changes to Examination Regulations

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

### Social Sciences Board

**PGDIP IN ORGANISATIONAL LEADERSHIP**  
correction to the order of the modules listed

Please note: in the tables provided below, the names listed under 'Current/Retiring Member' are simply those of the persons currently in office, whose terms of office are now coming to a close (thereby prompting all the vacancies now advertised for election). When the start-date is abbreviated 'wie' (with immediate effect) two possible dates are indicated: if the election is uncontested, the candidate deemed elected will take up office as of the close of the nomination period (10 May); if the election is contested, the candidate elected will take up office following the close of the voting period (7 June).

## Elections 7 June

### Call for nominations

The nomination period for the elections below will close at **4pm on 10 May**.

### Council

- One member of Congregation elected by Congregation from members of the faculties in the Divisions of Mathematical, Physical and Life Sciences and of Medical Sciences to hold office from MT 2018 to MT 2022 [*vice* Professor Helen I McShane, Harris Manchester]
- One member of Congregation elected by Congregation from members of the faculties in the Divisions of Humanities and of Social Sciences to hold office from MT 2018 to MT 2022 [*vice* Dr Ian M C Watson, Christ Church]
- One member of Congregation, not necessarily being a member of any division and not in any case being nominated in a divisional capacity, elected by Congregation to hold office from MT 2018 to MT 2022 [*vice* Professor Anne E Trefethen, St Cross]

*Note:* Full details of Council's remit, composition, functions and powers can be found at: [www.admin.ox.ac.uk/statutes/783-121.shtml](http://www.admin.ox.ac.uk/statutes/783-121.shtml).

Elected members of Council will ordinarily be expected to serve on a small number of other committees (typically between one and three, usually including at least one of

the main committees of Council ie PRAC, GPC, Education Committee, Personnel Committee, Research Committee).

For further information, please contact the Senior Assistant Registrar (Governance) ([nigel.berry@admin.ox.ac.uk](mailto:nigel.berry@admin.ox.ac.uk)).

### Committees reporting to Council

#### BUILDINGS AND ESTATES SUBCOMMITTEE

- One person elected by Congregation to hold office from MT 2018 to MT 2021 [*vice* Ms Rosie Mortimer, Department of Chemistry]

For further information, please contact the Secretary ([shaka.obhiozele@admin.ox.ac.uk](mailto:shaka.obhiozele@admin.ox.ac.uk)).

#### CONTINUING EDUCATION BOARD

- One member of the Department for Continuing Education elected by and from among the members of the department to hold office from MT 2018 to MT 2021 [*vice* Dr Nazila Ghana, Kellogg]

For further information, please contact the Secretary ([peter.gambles@admin.ox.ac.uk](mailto:peter.gambles@admin.ox.ac.uk)).

### Other Committees and University Bodies

#### VISITORS OF THE ASHMOLEAN MUSEUM

- Two members of Congregation elected by Congregation to hold office from MT 2018 to MT 2022 [*vice* Professor A C Clunas, Trinity; Professor M J Snowling, St John's]

*Note:* Further information on the Visitors can be found at: [www.admin.ox.ac.uk/statutes/regulations/489-112.shtml](http://www.admin.ox.ac.uk/statutes/regulations/489-112.shtml).

For further information, please contact the Secretary ([emma.brown@ashmus.ox.ac.uk](mailto:emma.brown@ashmus.ox.ac.uk)).

#### VISITORS OF THE BOTANIC GARDEN

- One person elected by Congregation to hold office from MT 2018 to MT 2021 [*vice* Professor H C J Godfray, Jesus]

For further information, please contact the Secretary ([stephen.harris@plants.ox.ac.uk](mailto:stephen.harris@plants.ox.ac.uk)).

#### DELEGACY FOR NOMINATION OF CANDIDATES FOR ECCLESIASTICAL BENEFICES

- Two members of Convocation elected by Congregation to hold office from MT 2018 to MT 2024 [*vice* Dr Jennifer Strawbridge, Mansfield; The Revd Bruce R L Kinsey, Balliol]

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

#### COMMITTEE FOR THE RUSKIN SCHOOL OF FINE ART

- Two persons holding teaching posts in the Ruskin School, who shall be elected by all those holding such posts except the Ruskin Master of Drawing under arrangements as per Council Regulation 19 of 2002 to hold office from MT 2018 to MT 2021 [*vice* Professor B D Catling, Linacre; Professor M Chevaska, Brasenose]

For further information, please contact the Secretary (bob.green@ruskin-sch.ox.ac.uk).

#### CURATORS OF THE SHELDONIAN THEATRE

- One member of Congregation elected by Congregation to hold office from MT 2018 to MT 2024 [*vice* Professor D A Hills, Lincoln]

Note: Further information on the board can be found at: [www.admin.ox.ac.uk/statutes/regulations/181-084.shtml#\\_Toc86825837](http://www.admin.ox.ac.uk/statutes/regulations/181-084.shtml#_Toc86825837).

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

#### VISITATORIAL BOARD PANEL

- Four members of Congregation required to engage in academic teaching and/or research either by their written contracts of employment or by established and agreed practice elected by Congregation to hold office from MT 2018 to MT 2022, except where noted [*vice* Professor M D Goodman, Wolfson; Professor H I McShane, Harris Manchester; Dr Chrystalina Antoniadou, Brasenose; Dr Amy Beth Zavatsky, St Edmund Hall (wie to MT 2019)]

Note: Further information on the panel can be found at: [www.admin.ox.ac.uk/statutes/353-051a.shtml](http://www.admin.ox.ac.uk/statutes/353-051a.shtml) and <http://www.admin.ox.ac.uk/statutes/regulations/248-062.shtml>.

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

#### Divisional Boards

##### HUMANITIES BOARD

- One person elected by and from among the members of the Faculty of Oriental Studies to hold office with immediate effect to MT 2020 [*vice* Professor Barend Ter Haar, University College]

For further information, please contact the Secretary (lynne.hirsch@humanities.ox.ac.uk).

##### MATHEMATICAL, PHYSICAL AND LIFE SCIENCES BOARD

- One person elected by and from among the members of the Faculty of Materials to hold office from MT 2018 to MT 2022 [*vice* Professor M R Castell, Linacre]
- One person elected by and from among the members of the Faculty of Plant Sciences to hold office from MT 2018 to MT 2022 [*vice* Professor R P Jarvis, Wolfson]

For further information, please contact the Secretary (saira.shaikh@mpls.ox.ac.uk).

##### SOCIAL SCIENCES BOARD

- One member elected by and from the academic members of the Faculty of Law to hold office from MT 2018 to MT 2020 [new position]\*
- One member elected by and from the academic members of the Department of Politics and International Relations to hold office from MT 2018 to MT 2020 [new position]\*
- One member elected by and from the academic members of the Saïd Business School to hold office from MT 2018 to MT 2020 [new position]\*

\*Under the regulations governing the composition of Divisional Boards, the above vacancies fall within the single constituency of 'three persons elected on a rotational basis by and from academic members of the following units of the division, with each person serving a two-year period: (a) the Department of Economics; (b) the Department of Education; (c) the Faculty of Law; (d) the Department of Politics and International Relations; (e) the School of Geography and the Environment; and (f) the Saïd Business School'. The last units elected to this constituency were (i) the Department of Economics, (ii) the Department of Education and (iii) the School of Geography and the Environment.

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

**Notes:**

Nominations in writing for the elections on 7 June, by four members of Congregation other than the candidate, will be received by the Elections Office, at the University Offices, Wellington Square, up to **4pm on 10 May**.

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

All candidates are asked to note the general requirements which apply to all committee members, as set out in Council Regulations 14 of 2002 (General Regulations of Council for Committees) ([www.admin.ox.ac.uk/statutes/regulations/519-122.shtml](http://www.admin.ox.ac.uk/statutes/regulations/519-122.shtml)). Current members seeking re-election are also asked to check for specific restrictions on consecutive service. Please note that a candidate may not be nominated to more than one constituency on the same committee at the same time. For further information, please see the eligibility and amendments to nominations sections on the General Information page of the elections website ([www.admin.ox.ac.uk/elections/geninfo.shtml](http://www.admin.ox.ac.uk/elections/geninfo.shtml)).

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

In the event of a contested election, candidates' statements will be available online at [www.admin.ox.ac.uk/elections](http://www.admin.ox.ac.uk/elections) and published in the *Gazette* dated 24 May. 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 June**.

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 10 May. 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](mailto:shirley.mulvihill@admin.ox.ac.uk)).

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