

Gazette

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External Vacancies



Council and Main Committees

Council of the University

Declaration of approval of nomination of Charles Harman as an external member of Council

No request for a ballot having been received, the proposal to appoint Charles Harman as a member of Council for four years from Hilary term 2020 is deemed to have been approved on 28 November 2019.

General Purposes Committee of Council

Changes to Regulations

The General Purposes Committee of Council has made the following changes in regulations, to come into effect on **20 December**.

Rouse Ball Professor of Mathematics

Explanatory Note

The following changes, made on the recommendation of the Mathematical, Physical and Life Sciences Board, update the duties of the professor in the regulations.

Text of Regulations

In Sect III of Council Regulations 24 of 2002, concerning individual professorships, substitute (new text underlined):

'§215. Rouse Ball Professor of Mathematics

The Rouse Ball Professor of Mathematics shall undertake research in and shall lecture and give instruction in the applications of Mathematics to the Physical Sciences and generally promote its study in the University. The professor may also, in accordance with the wishes of the founder, treat from time to time of the historical and philosophical aspects of Mathematics.

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

(1) the Vice-Chancellor, or, if the Warden of Wadham 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 Warden of Wadham College, or, if the Warden is unable or unwilling to act, a person appointed by the

Governing Body of Wadham College on the occurrence of a vacancy to act as an elector on that occasion;

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

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

(6) a person appointed by the Mathematical, Physical and Life Sciences Board;

(7)–(9) three persons elected by the Departmental Committee of the Mathematical Institute.

The professor shall be subject to the General Provisions of the regulations concerning the duties of professors and to those Particular Provisions of the same regulations which are applicable to this chair.

Congregation

3 December

Declaration of Approval of Legislative Proposal: Statute VI

No notice of opposition having been given, the Vice-Chancellor declared the Legislative Proposal concerning Statute VI approved.

Council of the University

Register of Congregation

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

Bruzzone, A, Oriel
Kendall, J M, St Cross
Knesl, J, Kellogg
Middleton, A J, Christ Church
Schentuleit, M, University College
Schneider, S A I, New College
Young, P M E, Legal Services Office

Divisional and Faculty Boards

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

Congregation

Congregation

28 November

Elections

CONTESTED ELECTIONS

Faculty of Oriental Studies

Details are in 'Elections' section below.

Congregation

9 December

Degree by Resolution

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Congregation

5 March

Elections

Pool for Constituting Panels convened under Statute XII Parts B, D and H

Details are in 'Elections' section below.

Note on procedures in Congregation

¶ Business in Congregation is conducted in accordance with Congregation Regulations 2 of 2002 (www.admin.ox.ac.uk/statutes/regulations/529-122.shtml). A printout of these regulations, or of any statute or other regulations, is available from the Council Secretariat on request. A member of Congregation seeking advice on questions relating to its procedures, other than elections, should contact Mrs R Thomas at the University Offices, Wellington Square (telephone: (2)80317; email rebecca.thomas@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

Social Sciences Board/Education Committee

REVIEW OF THE SCHOOL OF ARCHAEOLOGY

The Social Sciences Board and the Education Committee will jointly conduct a review of the School of Archaeology as part of Council's programme of rolling reviews of faculties and departments. This review will take place on 28 and 29 May.

The Review Committee would welcome written comments on matters falling within its terms of reference, given below. These should be sent to Peter Franklin Routh (peter.franklinrouth@socsci.ox.ac.uk) by **27 March**.

The review committee's terms of reference are:

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

- international standards of excellence
- planning statements at departmental and divisional level, and in the context of the University's mission statement and Strategic Plan.

In particular:

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

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

- access and admissions
- curriculum design and programme structure
- teaching, learning and assessment
- the relationship between teaching and research
- academic and pastoral support and guidance
- the provision and use of learning resources (including staff resources)

- specific arrangements for the pursuit of graduate studies (including research degrees and research training and provision for part-time study)
- relationships with colleges
- quality assurance mechanisms;

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

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

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

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

General Notices

Gazette publication arrangements

The final *Gazette* of Michaelmas term will be published on 12 December.

The first *Gazette* of Hilary term will be published on 16 January. The usual deadlines will apply.

MSc in Neuroscience

HILARY TERM 2020

Approval deadlines

Essay topics must be approved by the appropriate module organiser before the deadlines given below:

Module A1/A2 - Cognitive Neuroscience: 9 March

Module B1 - Motor Systems: 17 March

Module C1 - CNS Development, Plasticity and Repair: 4 March

Submission deadlines

Essays must be submitted online via WebLearn (or as hard copy to the Examination Schools as stated) by noon (UK time) on the deadlines given below:

Module A1/A2 - Cognitive Neuroscience: 20 March

Module B1 - Motor Systems: 30 March

Module B2 - Computational Neuroscience (hard copy submission): 13 March

Module C1 - CNS Development, Plasticity and Repair: 16 March

Industrial action

Strike action related to the dispute with UCU over pay and working conditions took place on 25, 26, 27, 28 and 29 November and on 2, 3 and 4 December.

Those members of staff who participated in the strike will have their pay withheld at the rate of 1/365 of annual salary for each day of strike action and must complete a form notifying payroll of the days of strike action and making a choice regarding maintaining pensionable service for days of strike action. The form can be downloaded from the Finance Division's website at <https://finance.web.ox.ac.uk/payroll-forms#collapse1110926>.

Forms should be returned to payroll within a week of the last day of strike action taken.

No pay will be withheld in the December payroll; a maximum of five days' pay will be withheld in January, and for members of staff who were on strike for more than five days, the remaining three days' pay will be withheld in February.

Examinations and Boards

Selection Committees

Revised Composition of a Selection Committee

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

HEAD OF MATHEMATICAL, PHYSICAL AND LIFE SCIENCES DIVISION

Appointed by

Vice-Chancellor	<i>ex officio</i>
Professor M Calder	Council
Professor P Grant	Council
Dr J Maxton	Council
Professor Sir Adrian Smith	MPLS Division
Professor A Etheridge	MPLS Division
Professor J Wheeler	MPLS Division

Exhibitions

Christ Church Picture Gallery

The following exhibitions will be open Mondays and Wednesdays-Saturdays, 10.30am-1pm and 2-4.30pm. £4 adults, £2 concessions, free for members of Oxford University and Art Fund. More information: www.chch.ox.ac.uk/gallery.

7 Dec-30 Mar: Drawing in Ink

12 Dec-6 Apr: Following Leonardo: Two Madonnas Examined

Examinations for the Degree of Doctor of Philosophy

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Data Protection Act.*

Colleges, Halls and Societies

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

Examinations for the Degree of Master of Philosophy

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

Changes to Examination Regulations

For the complete text of each regulation listed below and a listing of all changes to regulations for this year to date, please see <https://gazette.web.ox.ac.uk/examination-regulations-0>.

Continuing Education Board and Medical Sciences Division

PGCERT IN EVIDENCE BASED HEALTH CARE

introduction of new Postgraduate
Certificate within the programme

Memorial Events

New College

A memorial service will be held on Saturday, 11 January, at 2.30 pm in New College Chapel for **Peter Dickens** (30 September 1932–1 October 2019), Queen's 1952–6; Merton 1956–9; New College, Junior Research Fellow 1959–62, Fellow 1962–97, Emeritus Fellow 1997–2019. There will be tea in hall after the service. All those wishing to attend are asked to contact the Chapel Office (chapel.administrator@new.ox.ac.uk).

Obituaries

St Hilda's

- April Heather Allen** (*née* Wightman), 2019; 1958. Aged 80.
Sylvia Vera Egan (*née* Binns), 9 March 2019; 1958. Aged 83.
Rebecca Mary Gavin (*née* King), 2019; 2001. Aged 35.
Joan Greenwood, 26 September 2019; 1946. Aged 91.
Janet Christine Missen (*née* Stephan), 5 November 2019; 1953. Aged 85.
Philippa Ely Elizabeth Revill, 2019; 1952. Aged 86.
Trude Rice (*née* Van Voorhis), 15 June 2018; 1964. Aged 72.
Elizabeth Margaret Sullivan (*née* Bayley), 23 October 2013; 1938. Aged 93.

Worcester

- John Cowper Barford**, 9 September 2018; 1979. Aged 86.
Michael Frankland Davies, 25 September 2019; 1959. Aged 79.
David Orrin Morgan, 23 October 2019; 1963. Aged 74.
Robert Henry Lister Richards, July 2019; 1959. Aged 81.
Christopher Robin Rowlands, 7 November 2019; 1951. Aged 90.
Arthur Bryan Saunders, 6 October 2019; 1940. Aged 97.

Elections

Contested Election 28 November

Faculty Boards

BOARD OF THE FACULTY OF ORIENTAL STUDIES

The results of the 28 November contested election will be published in the *Gazette* in due course.

Elections 5 March

Call for nominations

The nomination period for the elections below will remain open until **4pm on 6 February**.

Other Committees and University Bodies

POOL FOR CONSTITUTING PANELS CONVENED UNDER STATUTE XII PARTS B, D AND H

- One of four members of Congregation to whom Statute XII applies to represent the Division of Mathematical, Physical and Life Sciences, elected by members of Congregation, to hold office with immediate effect until HT 2021 [*vice* Ms Rosie Mortimer, Chemistry]
- One of four members of Congregation to whom Statute XII applies to represent the Division of Social Sciences, elected by members of Congregation, to hold office with immediate effect until HT 2021 [*vice* Eve Rodgers, Education]
- One of eight members of Congregation to whom Statute XII applies, not necessarily representing any division and not in any case being nominated in a divisional capacity, elected by members of Congregation, to hold office with immediate effect until MT2021 [*vice* Professor William Mander, Harris Manchester, Philosophy]

Notes:

It is expected that candidates for election to represent one of the six constituencies will also be members of the relevant constituency (ie a member of one of the divisions, GLAM or UAS). Candidates for election to represent Congregation as a whole (ie in a 'non-divisional' capacity) need

only be a member of Congregation to whom Statute XII applies. However, 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 at www.admin.ox.ac.uk/elections/geninfo.shtml.

Statute XII applies to: (a) professors, readers and associate professors or lecturers; (b) any employee of the University who is a member of the Universities Superannuation Scheme or who would be a member if he or she had not been exempted under the provisions of Statute XIV. In Statute XII, any reference to 'a member of the academic staff' is a reference to a person to whom the statute applies (Statute XII, Section 3 (1) and (2) (www.admin.ox.ac.uk/statutes/353-051a.shtml)). College staff are not covered by Statute XII as colleges have their own statutes. The exception is college staff at Kellogg, St Cross and Parks, which follow the University's statutes. Any staff holding joint appointments will, however, be covered by Statute XII in respect of their University contract of employment and duties.

Members of the Pool will be chosen by lot to serve on a number of Panels under Statute XII (ie Redundancy Panel (Section 14 (6)), Staff Employment Review Panel (Section 35) and University Appeal Panel (Section 52 (2))) and may be expected to also chair a Panel. Each member of the Pool will be required to attend appropriate training, including on equality and diversity, before serving on a Panel.

Nominations from men and from academic and research staff are particularly encouraged.

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

General Notes:

Nominations in writing for the elections on 5 March, by four members of Congregation other than the candidate, will be received by the Elections Office, at the University Offices, Wellington Square, up to **4pm on 6 February**.

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

All candidates are asked to note the general requirements which apply to all committee members, as set out in Council Regulations 14 of 2002 (General Regulations of Council for Committees) (www.admin.ox.ac.uk/statutes/regulations/519-122.shtml). Current members seeking re-election are also asked to check for specific restrictions on consecutive service. For further information, please see the eligibility (<https://governance.admin.ox.ac.uk/elections-by-congregation#collapse1580081>) and amendments to nominations (<https://governance.admin.ox.ac.uk/key-election-stages-and-procedures#collapse1577651>) sections within the Information about University Elections pages of this site (<https://governance.admin.ox.ac.uk/information-about-university-elections>).

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 are online at www.admin.ox.ac.uk/elections and published in the *Gazette* dated 20 February. Voters may wish to wait until they have read these statements before returning their ballot papers. Ballot papers will be sent out to eligible voters 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 5 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 6 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.

Advertisements

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).

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

Gazette publication arrangements

Advertisers are asked to note that the final *Gazette* of Michaelmas term will be published on 12 December. Publication for Hilary term will begin on 16 January. The usual deadline will continue to apply (see above).

Tandem is looking for volunteer

befrienders to support local people living with mental health problems. As a befriender you will spend an hour a week helping someone build self-confidence and reduce their isolation. At the same time you will be learning new skills, making a positive difference to the community and helping to change someone's life for the better. Full training and ongoing support given. Please contact teresa.tandembefriending@gmail.com.

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.

Ardington School of Crafts offers short courses with practising craftspeople in beautiful surroundings near Wantage. 200 courses between 1 and 3 days, from stained glass and silver jewellery to textiles and carving, all held in our well-equipped workshops. Unearth your hidden talents and discover why people keep coming back to Ardington School of Crafts. Gift vouchers available. See: www.ardingtonschoolofcrafts.com. Tel: 01235 833433.

UK Brain Bank for Autism and Related Developmental Research, JR. The developing brain is altered in autism but neuroscientists do not know how or why. Research is needed to understand the causes and biological basis of autism, to develop better interventions to improve the lives of those directly affected by it. Such critical research is hindered by

the scarcity of donated human brain tissue. Control tissue, donated by people who do not have autism, is needed for comparison just as much as donations by people who do - and the NHS organ donor scheme does not include brain donation. We particularly want younger people to consider making a pledge to donate their brain after death (the further the brain is from its inception, the more difficult it is to understand the process of its development, so we do not take donations from people over 65 not directly affected by autism). See <https://grand.tghn.org/autism-brain-bank> for information and to register as a donor.

Restore Garden Café is a spacious café set in award-winning gardens with delicious food and coffees using organic, Fairtrade and local produce where possible. Plants, handmade gifts and cards for sale. Open Mon-Sat, 10am-4pm, Manzil Way, Cowley Rd, Oxford OX4 1YH. All proceeds to Restore, Oxfordshire mental health charity (registered charity number 274222): www.restore.org.uk.

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

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.

Research participants sought

Research volunteers needed for study in Oxford. We are looking for healthy men and women aged 18-65 interested in taking part in our study to investigate the effect that specific dietary nutrients (eg sugars, fats) have on liver and adipose tissue metabolism and function. For more information please contact one of the research nurses, Louise Dennis (01865 857203, louise.dennis@ocdem.ox.ac.uk) or Rachel Craven-Todd (01865 857331, rachel.craven-todd@ocdem.ox.ac.uk) at the Oxford Centre for Diabetes, Endocrinology and Metabolism.

Could you help us investigate Typhoid Fever? We're looking for volunteers aged 18-60 to help us understand more about typhoid fever. If you are interested in finding

out more, please visit our website: <https://trials.ovg.ox.ac.uk/bottlenecks>. If you would like any further information regarding the study please contact us: email info@ovg.ox.ac.uk or tel 01865 611400.

Investigating a new vaccine against Meningitis B in Oxford. Help us develop a new Meningitis B vaccine! All participants will be reimbursed for their time, travel and inconvenience, up to £630.00. To check your eligibility please visit: <https://trials.ovg.ox.ac.uk/trials/vambox>. If you would like any further information regarding the study please contact us: email info@ovg.ox.ac.uk or tel 01865 611400.

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; 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.

Oxford's low-cost packing and shipping experts. Lowest price rates for University students, staff and departments, discounted boxes and collection for all shipments. Whether clothing, books, computers, musical instruments, fragile laboratory equipment, rowing oars, valuable paintings or other household items, we specialise in custom packing and worldwide delivery by road, sea and air. Pack & Send, 3 Botley Rd, Oxford, OX2 0AA. Tel: 01865 260610. Email: oxford@packsend.co.uk.

Airbnb and short-let management services that work for property owners! We are local and handle everything for you: listings, guest communications, 24-hr check-in, cleaning, linen, restocking etc. Find out more on www.oxservices.co.uk or contact us on oxfordhosting@gmail.com or phone 07715 624409.

Domestic Services

Fantastic Services now in Oxford. Enjoy more free time. Have your home chores and garden care solved by dedicated and fully equipped pros. Go to fantasticservices.com/oxford - simply check the availability and prices for your area and book for whenever it is most convenient! Use promo code OXUNI to get £15 off all cleaning, gardening and handyman services. T&Cs apply.

Houses to Let

Lovely 57' narrowboat moored in central Oxford location on residential mooring, ideal for couple wanting a quiet space. Open-plan kitchen with fridge, microwave, gas hob and oven. Living/dining area with wood-burning stove. Bathroom with shower, basin and toilet. Double bed and wardrobe. Mains electricity and central heating. Access to communal washer/dryer. Council tax included in rent. £1,250 pm. Tel: 07912 512642 for information.

Flats to Let

2-bed flat in central location, for rent to member of the University. £2,000 pm. All bills paid. Please contact krc@orinst.ox.ac.uk for further information.

Basement/garden flat in St Margaret's Rd, north Oxford OX2 6RX. Available from early Dec. The self-contained accommodation comprises: hall, kitchen, double bedroom with en-suite bathroom and walk-in wardrobe, sitting room and utility room. The flat is fully furnished and equipped. Virgin broadband, television and Wi-Fi are included in the rent of £1,095 pcm. Utility bills and council tax not included. Further details are available. Email: stephen.eeley@retired.ox.ac.uk.

Accommodation Offered

Visiting academics welcomed as paying guests for short or long stays in comfortable home of retired academic couple. Situated in quiet, leafy close in north Oxford within easy distance of main University buildings, town centre, river, shops and restaurants. Rooms have free TV, Wi-Fi, refrigerator, microwave, kettle, tea, coffee, central heating. Linen, cleaning, breakfast all included in the very moderate terms. Email: DVL23@me.com.

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Quiet single room available from mid-Jan in central north Oxford, and within easy walking distance of the University. Breakfast included. Suitable for visiting academics and postdocs. Email: elphickjericho@gmail.com. Tel: 01865 516142.

Room to rent from Feb in a clean, comfortable house in east Oxford. £750 pcm including bills, council tax and Wi-Fi. Also available: a study, £250 pcm with a view of Magdalen Tower! New bathroom. Very close to the amenities of Cowley Rd. Single person only. Email: sophie.huxley@gmail.com.

Room in Park Town house to let from 6 Jan. Would suit senior academic needing an Oxford base. Non-smoker. Contact Diana Sichel on email: Diana.sichel@btinternet.com for further details.

Self-catering Apartments

The only Visit England 5-star accredited self-catering accommodation in the heart of the city. An award-winning 1-bedroom apartment in the historic Castle Quarter: a quiet, central location ideal for academic professional lets from 4 days to 5 months. All utilities, including Wi-Fi, included; weekly linen change. We manage all duties ourselves to ensure that superior quality is maintained. Web: www.pmcdomus.co.uk; email: pat@pmcdomus.co.uk; tel: 01869 277557.

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.

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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.

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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 <https://www.jobs.ox.ac.uk/home>.

The University is committed to equality and valuing diversity.

University of Oxford

Department of Materials; Professorship of Materials Modelling; 10 February; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=141641

Department of Statistics; Postdoctoral Research Assistant in Computational Statistics and Statistical Machine Learning; £32,817–£40,322; 20 January; www.stats.ox.ac.uk/vacancies or jobs@stats.ox.ac.uk

Colleges, Halls and Societies

Exeter; fixed-term Gwyneth Emily Rankin Fellowship in English Literature 1660–1830; £39,103–£41,874 including housing allowance; noon, 2 January; www.exeter.ox.ac.uk/vacancies/gwyneth-emily-rankin-fellow-in-english-literature-1660-1830-fixed-term

Jesus; Visiting Senior Research Fellowship; 21 February; www.jesus.ox.ac.uk

Oriel; Official (Tutorial) Fellowship in French and Associate Professorship or Professorship of Francophone Post-colonial Literatures and Cultures; £48,114–£64,605 plus allowances; 2 January; www.oriel.ox.ac.uk/people/vacancies/official-tutorial-fellowship-french-and-associate-professorship-or-professorship

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D L Doohar, MA Oxf

Pembroke; Postdoctoral Research Fellow – CONPEACE; £32,236; 17 December; www.pmb.ox.ac.uk/vacancies

Pembroke; Computing Technician; £23,000–£28,000; 13 December; www.pmb.ox.ac.uk/vacancies

St Anne's; Lectureship in Political Sociology; £4,722 pa; noon, 6 December; www.st-annes.ox.ac.uk/about/job-opportunities

Worcester; Human Resources Manager; £41,526–£49,553; noon, 3 January; www.worc.ox.ac.uk/jobs

External Vacancies

Corpus Christi College, Cambridge; Early-Career Research Fellowship; £20,452–£23,036; noon, 16 January; www.corpus.cam.ac.uk/about-corpus/people/academic-vacancies

Gonville and Caius College, Cambridge; College Lectureship and Fellow in French; £36,914–£46,718; 22 December; www.cai.cam.ac.uk/discover/vacancies/college-lectureship-french

Murray Edwards College and Peterhouse, Cambridge; 3-year College Lectureship and Fellowship in Spanish; 3 January; www.murrayedwards.cam.ac.uk/about/work-us

Gazette copy must be received in the week before publication. Deadline: noon on Wednesday. Inclusion is subject to availability of space.

Certain sections in the *Gazette* include official announcements by the University but the University accepts no responsibility for the content of any other material in the *Gazette*.

Next Gazette: Thursday, 12 December

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