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Council and Main Committees

Council of the University

1 Nomination of two external members of Council

Under [Regulation 9.3 of Congregation Regulations 2 of 2002](#), the nominations below shall be deemed to be approved unless not later than **4pm on 2 January** the

Approval of the nomination of Monica Burch and Hamish Forsyth as external members of Council

The nomination by Council, under the provisions of section 4 (7)–(10) of Statute VI, of Monica Burch and Hamish Forsyth as external members of Council, to fill two current vacancies, is submitted for approval. In the first instance, these appointments are to fill two ‘casual vacancies’ (the remaining periods of membership of

Notes on the nominated external members of Council

Monica Burch had an executive career as a solicitor, including acting as Senior Partner at Addleshaw Goddard. She is currently Chair of Board and Lead Non-Executive Board member for the Crown Prosecution Service and of the Mentoring Foundation, which operates a FTSE 100 cross-company mentoring programme. Previous non-executive appointments include the Channel 4 Corporation and Talbot Underwriting Limited.

Monica’s education was at Pembroke College (BA Jurisprudence, 1987), the Guildford College of Law (1988) and Nottingham Trent University (LLM in Commercial Intellectual Property, 2007).

2 Changes to Regulations

Council has made the following changes to regulations to come into effect on **20 December**, unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by **noon on 16 December** (as set out in [Statute VI: Council](#)).

(a) Regulations for People Committee

Explanatory Note

Starting in January 2025, the role of Pro-Vice-Chancellor (People and Digital) will become Pro-Vice-Chancellor (Digital). Professor Lady Sue Black, President of St John’s, will chair the People Committee with support from the HR Director. The Vice-Chancellor is aligning Pro-Vice-Chancellors’ roles and their time allocation with current needs and the developing strategic plan.

Text of Regulations

In [Part 4 of Council Regulations 15 of 2002](#), concerning People Committee, amend as follows (new text underlined, deleted text struck through):

Registrar has received from not fewer than 20 members of Congregation a written request for a postal ballot to be taken in respect of those nominations.

previous members). The initial appointment of Monica Burch will be from the start of Hilary term 2025 until the start of Hilary term 2028; the appointment of Hamish Forsyth will be from the start of Hilary term 2025 until the start of Hilary term 2027.

Hamish Forsyth has spent his entire executive career at Capital Group, one of the most respected global asset management businesses, and is currently President of Capital’s European and Asian businesses. He brings extensive non-executive experience, currently holding six roles including within the Oxford International Song Festival (Chair) and Oxford Cultural Programme (Steering Group Member).

Hamish has a BA in PPE from Trinity College.

‘4.1. The People Committee shall consist of:

- (1) a Chair, who shall be a member of Congregation appointed by the Vice-Chancellor~~the Pro-Vice-Chancellor with responsibility for People, who shall chair the committee;~~
- (2) one member of Council appointed by Council;
- (3)–(5) the Proctors and the Assessor;
- (6) the Chair of the Committee of Senior Tutors;
- (7)–(10) the heads of each of the divisions;
- (11) one external member appointed by Council;
- (12)–(15) one person appointed by each of the divisional boards.’

Council has made the following changes to regulations, to come into effect on **27 December**, unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by **noon on 16 December** (as set out in [Statute VI: Council](#)).

(b) Conflict of Interest Committee

Explanatory Note

To align the oversight and assurance arrangements around conflicts of interest and outside appointments, the Conflict of Interest Committee has been disestablished and responsibility transferred to the People Committee. A process improvement programme is underway but individual responsibilities for making declarations and managing conflicts are unchanged.

Text of Regulations

In [Council Regulations 15 of 2002](#), delete Part 15: Conflict of Interest Committee.

(c) Continuing Education Strategic Management Board

Explanatory Note

The following changes have been made to facilitate college engagement and foster greater collaboration between Oxford University Department for Continuing Education (OUDCE) and colleges by including a college representative in the membership. Changes to student representation are intended to reduce the potential for conflicts of interest to arise and to provide a fuller student perspective in consideration of strategic matters.

Text of Regulations

In [Part 16 of Council Regulations 15 of 2002](#), concerning Continuing Education Strategic Management Board, amend as follows (new text underlined, deleted text struck through):

‘16.1. The Continuing Education Strategic Management Board shall consist of:

...

(8) a Senior College Officer appointed by the Board¹.

16.2. The board may co-opt up to two additional members, who shall not be members of the Department for Continuing Education. ~~If the Chair or member appointed by Education Committee is not a senior college officer then the board shall co-opt such a member as one of these additional members.~~

16.3. Students shall have the right to be represented at meetings of the Continuing Education Strategic Management Board in accordance with Part 2 of Council Regulations 14 of 2002 (Regulations for Committees).

~~(1) For the purpose of this regulation, a student is any individual who has a current contract of study with the University in relation to an award-bearing course run by the Department for Continuing Education.~~

The student body shall be represented at the board by one of the sabbatical officers of the Oxford University Student Union.

~~(2) The student body shall be represented at the board by one student, who may be selected by election or direct nomination. The representative shall be~~ nominated as agreed between the Student Union and the board from amongst the sabbatical officers of the Student Union, ideally where their remit aligns closely with a key aspect or aspects of the mission of the Department for Continuing Education.

~~(3) The representative shall be nominated as agreed between the student body and the board from amongst the student representatives on the academic committees of the Department for Continuing Education. The representative shall serve for one year, and shall be eligible for re-nomination if they remain or are reappointed as a sabbatical officer of the Oxford Student Union.~~

~~(4) The representative shall serve for one year, and shall be eligible for renomination if they remain a student. The student representative shall be entitled to speak at meetings but not to vote.~~

~~(5) The student shall be entitled to speak at meetings but not to vote.~~

16.4. In discharging its responsibilities under section 14 of Statute VII the board shall, subject to plans, policies and guidelines set by Council and its committees, have the following functions and powers, together with such other functions and powers as may be assigned to it by Council: ².

¹The Senior College Officer is likely to be either a Head of House or a Senior Tutor of long standing, with broad experience of University business.

² <https://governance.admin.ox.ac.uk/legislation/statute-vii-divisions-faculties-sub-faculties-departments-department-for-continuing-educ#collapse1381856>

(d) Finance Committee*Explanatory Note*

The following changes have been made to add the Chief Financial Officer to the membership of Finance Committee, due to the value they can bring to the committee's decisions through their knowledge and understanding.

Text of Regulations

In [Part 18 of Council Regulations 15 of 2004](#), concerning Finance Committee, amend the regulation as follows (new text underlined, deleted text struck through):

'19.1. The Finance Committee shall consist of:

(1) the Vice-Chancellor; who shall chair the committee;

(2) The Chief Financial Officer;

~~(2)-(5)~~ ~~(3)-(6)~~ four external persons appointed by Council, of whom at least two shall be members of Council;

~~(6);(7)-(8)~~ two persons appointed by Council from among the members of Council elected by Congregation;

~~(8)-(9)~~ a Head of House appointed by the Conference of Colleges.

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

(e) Regulations for the holding of outside appointments and the conduct of outside work*Explanatory Note*

If the proposed disestablishment of the Conflict of Interest Committee set out in (a) above is approved, this must be reflected in the regulations for the holding of outside appointments.

Text of Regulations

In [Part 3 of Council Regulations 5 of 2004](#), concerning the holding of outside appointments and the conduct of outside work, amend as follows (new text underlined, deleted text struck through):

'(8) the employee shall consult the ~~Conflict of Interest Committee~~ Director of Assurance if in the ongoing performance of the outside work or appointment he or she at any time perceives a conflict or potential conflict with his or her duties to the University, or with the wider interests of the University.'

Congregation 2 December**Degree by Resolution**

This content has been removed as it contains personal information protected under data protection legislation.

[Members of the University with a SSO account can log in to read the redacted content.](#)

Council of the University

Register of Congregation

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

Norman Aselmeyer, Wadham

Jack Beaulieu, Magdalen

Emma Elizabeth Carter-Biggs, Nuffield Department of Orthopaedics, Rheumatology and Musculoskeletal Sciences

Katherine Elizabeth Collins, Faculty of English Language and Literature

Paola Conconi, Department of Economics

Mohit Dalwadi, Mathematical Institute

Lucy Elizabeth Farrimond, Nuffield Department of Clinical Neurosciences

Monica Kundan Finlayson, Research Services

Elaine Claire Johnstone, Nuffield Department of Orthopaedics, Rheumatology and Musculoskeletal Sciences

Dejoy Shastikk Kumaran, All Souls

Steven Kuo, Nuffield Department of Medicine

Yuan Jenq Lui, Radcliffe Department of Medicine

Katharina Marquardt, Department of Materials

Christopher Stephen McVeigh, Estates Services

Juan Pablo Orjuela Mendoza, School of Geography and the Environment

Alessandro Mirto, Research Services

Gabriela Pavarini, Department of Social Policy and Intervention

Sheryl Parker, Education Services

Anthony George Reddie, Faculty of Theology and Religion

Sibel Ruc, Nuffield Department of Orthopaedics, Rheumatology and Musculoskeletal Sciences

Laura Scifo, Research Services

Alexander James Sparrow, Radcliffe Department of Medicine

Julie Maureen Stevens, Department of Paediatrics

Ian Williams, St John's

Princy Wilson Abraham, IT Services

It is also confirmed that **Dr Duncan Andrew Robertson**, St Catherine's, is a member of Congregation. Dr Robertson had been incorrectly removed from the register.

Congregation

Congregation 9 December

Degree by Resolution

This content has been removed as it contains personal information protected under data protection legislation.

[Members of the University with a SSO account can log in to read the redacted content.](#)

Congregation 17 December

Voting on a Resolution authorising the allocation of space in New Radcliffe House to the Department of Experimental Psychology.

(For explanatory note and text of resolution see [Gazette No 5439, 28 November 2024, p199.](#))

Meeting information

Members of Congregation are reminded that any two members may, not later than **noon on 9 December**, give notice in writing to the Registrar that they wish to oppose or amend the resolution above (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.

Note on procedures in Congregation

Business in Congregation is conducted in accordance with Congregation Regulations 2 of 2002 (<https://governance.admin.ox.ac.uk/legislation/congregation-regulations-2-of-2002>).

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 Louise Hasler, Council Secretariat, University Offices, Wellington Square (email: congregation.meeting@admin.ox.ac.uk); questions relating to elections should be directed to the Elections Officer, Ms S L S Mulvihill (email: elections.office@admin.ox.ac.uk).

Notices

General Notices

Gazette publication arrangements

The remaining *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.

Professorial Merit Pay 2025

Applications are invited for the 2025 Professorial Merit Pay exercise to recognise academic colleagues for their outstanding performance and contributions. The scheme is designed to reward those holding professorial titles for their significant achievements in research, teaching, and leadership. All those employed by the University with the title of full professor (except those with clinical contracts) as well as non-clinical statutory professors and readers are invited to apply. Applications

are especially welcome from women and black and minority ethnic staff, who are under-represented in senior academic roles.

The online system is now open; the closing date for applications will be **noon, 10 February**. The Call for Applications and Procedures document, with full details of the exercise and how to apply, is available at: <https://hr.web.ox.ac.uk/professorial-merit-pay>.

Visiting Professorships

Mathematical, Physical and Life Sciences

RECONFERRALS

Nick McKeown, PhD Berkeley, Emeritus Professor of Electrical Engineering and Computer Science, Stanford; Visiting Professor of Engineering Science for a further period of 14 months from 24 July 2026

Maria Prandini, PhD Brescia, Professor of Automatic Control, PU Milan; Visiting Professor of Engineering Science for a further period of 3 years from 17 January 2025

Lectures

Gardens, Libraries and Museums

History of Science Museum

Professor Russell Foster will lecture at 5.30pm on 9 January in the Sir Victor Blank Lecture Theatre, Weston Library. Free but registration required: www.hsm.ox.ac.uk/event/life-time-talk.

Subject: 'Life time: the new science of the body clock, and how it can revolutionise your sleep and health'

Examinations and Boards

Examinations for the Degree of Doctor of Philosophy

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Examinations for the Degree of Master of Science

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Colleges, Halls and Societies

Obituaries

Merton

Mr John Geoffrey Patrick Barber, 15 May 2024; 1950.
Aged 94.
Professor Richard G Mulgan, 15 November 2024; 1960.
Aged 84.

St Hilda's

Dr Susan Elizabeth Foden, November 2024; 1971. Aged 71.
Josephine Lanfear Thompson, November 2024; 1951.
Aged 95.



Detail of carved teak panel from Myanmar (Burma), Pitt Rivers Museum
(©OUIImages/Ian Wallman)

Advertisements

Email: gazette@admin.ox.ac.uk

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.

Publication

The *Gazette* is only published online, except for library and archive copies. Charges for all adverts have been reduced to reflect this.

Charges

Non-commercial advertisers: £10 per insertion of up to 70 words, or £20 per insertion of 71–150 words.

Commercial advertisers: £20 per insertion of up to 70 words, or £40 per insertion of 71–150 words.

Advertisers may also purchase advertising space for a whole academic year (a minimum of eight insertions per term) at a discount of over 50% on the individual advertisement rate: £9.50 per insertion of up to 70 words, or £19 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>.

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/terms-and-conditions-acceptance-advertisements>, and may also be obtained on application to gazette@admin.ox.ac.uk.

Miscellaneous

Advertisers are asked to note that the remaining *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).

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 the Benefice Manager at manager@stgilesstmargarets.org.

Conference and meeting venue. Looking for an excellent off-site conference or meeting venue? The modern award-winning Beckley Village Hall may be your answer, accommodating up to 120 people. Plenty of parking, excellent audio-visual facilities, fully equipped kitchen, and great views over countryside. Close to M40 and Headington. See http://beckleyvillagehall.org/our_hall.php for a full description and the location. Abingdon Arms pub close by!

Groups and societies

Oxford University Newcomers' Club welcomes the partners of graduate students, of academics and researchers, and of University staff, as well as others with a connection to the collegiate University such as visiting scholars. Our Membership Guidelines are on our website: www.newcomers.ox.ac.uk. We are run by volunteers and supported by the University. We provide information about the local community and many opportunities to share experiences as well as to take part in organised events and activities in and around Oxford. We meet at the University Club (11 Mansfield Road) every Wednesday morning from 10.30am–noon during 0th to 9th week, and informally during the vacations.

Oxford Research Staff Society (OxRSS): run by and for OU researchers, OxRSS offers social and professional networking opportunities, such as pub and games nights, Oxford walks, college dinners, and interdisciplinary discussion forums. Membership is free, and all OU researchers are welcome. To hear about events and other information, join the mailing list by emailing researchstaff-subscribe@maillist.ox.ac.uk or by writing to committee@oxrss.ox.ac.uk. For more information, see: <https://oxrss.web.ox.ac.uk/home>, X/Twitter [@ResStaffOxford](https://twitter.com/ResStaffOxford), and Facebook www.facebook.com/oxrss.

Antiques wanted and for sale

Greenway Antiques of Witney are a well-established family business. We hand-pick items suitable for the town house or country cottage. We seek to purchase quality antiques such as furniture, fire guards, grates and fireplace-related items. We also buy silver, pictures, china, objets d'art and garden statuary. Please telephone us for a discreet service on 01993 705026 or 07831585014 or email contact@greenwayantiques.co.uk.

Services offered

Oxford's affordable packing and shipping experts. Specialising in safely packing and shipping fine art and antiques, computers, instruments, delicate lab equipment, rowing gear, books, clothing, and various household goods, we offer custom packing and global delivery by road, sea, or air. Trust us to handle your items with care. Visit Pack & Send, 3 Botley Rd, Oxford, OX2 0AA. Tel: 01865 260610 or email oxford@packsend.co.uk.

TGM Cars: 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.

Experienced freelance proofreader and editor available to work on papers, reports and case studies (in compliance with University requirements), journals/magazines, and public communications materials. To discuss your project, please email me via: <https://greenquillproductions.co.uk/contact>, quoting Proof/editing_Gaz2024/25.

Houses to let

Gracious family home to let with hot tub and parking in north Oxford from 20 Dec to 22 Jan for minimum of 7 nights. 4 double bedrooms, 3 bathrooms, sleeps up to 8. Spacious, extremely well-equipped kitchen/dining room with garden room and sitting room too. Large sliding doors into patio and garden with relaxing hot tub. Contact Diane on +44 7764 574700.

House to rent in Iffley Fields from Jan. 1-bedroom, 2-storey terraced house renovated at high standards; fully furnished, in excellent condition; south-facing garden; private parking space. 15 mins' walk from Magdalen, near sport facilities, natural reserve and shops; lovely neighbourhood. Monthly rent: £1,350 for single occupancy, £1,500 for couples (excluding bills). No pets, no smokers, long let only. Please text 07964 865148 for details.

Accommodation offered

City loft living apartment with vaulted ceilings, great light and fully equipped kitchen. Separate bedroom and bathroom. A beautiful, fully furnished space that is private and quiet whilst being near to the restaurants and culture of Magdalen Rd and surrounding areas. This serviced apartment is just a short walk, bike ride or bus trip into the city centre and is the perfect place for anyone who needs a hassle-free, part-week rental. Between £1,800 and £3,000 pm (depending on number of days required). All linen and bills included. Call 07779 313902 for more information.

Looking for a perfect central Oxford location to stay for 1 night or more? The University Club (11 Mansfield Rd, OX1 3SZ) has 14 bedrooms situated on the top floor of the Club, complete with everything you need for a comfortable stay. Ideal for visiting colleagues and guests who need a city centre location close to the University and the attractions of central Oxford. Rooms available to book on the University Club website: www.club.ox.ac.uk/accommodation.

Idyllic accommodation offered: friendly family offer large double room with bathroom. Suits anyone linked to Oxford University. 18th-century farmhouse, log fires, horses, dogs, beautiful countryside. 10 mins to Oxford. Ideal for studying. Contact: Shena.guild@btinternet.com.



Museum of Natural History
(©OUIImages/John Cairns Photography)

Notifications of Prizes, Grants and Funding

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

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

Peterhouse, Cambridge: Graduate Studentships

Peterhouse, Cambridge; Graduate Studentships 2025; maintenance and fees available subject to status; 5pm, 3 January; www.resfell.pet.cam.ac.uk/phd_2025

Peterhouse, Cambridge: Professors C H Lee & M Perutz Studentship

Peterhouse, Cambridge; Professors C H Lee & M Perutz Studentship 2025; to a female graduate student studying for a PhD in the field of Applied Medical Biotechnology, with a strong preference for an international student from a resource-poor setting and/or a low-to-middle-income country; maintenance and fees available subject to status; 5pm, 3 January; www.resfell.pet.cam.ac.uk/phd_2025

Peterhouse, Cambridge: Hayes Allen Studentship

Peterhouse, Cambridge; Hayes Allen Studentship 2025; to a graduate student studying for a PhD in the field of nutrition and its connection with human health, including mental health; maintenance and fees available subject to status; 5pm, 3 January; www.resfell.pet.cam.ac.uk/phd_2025



View from the Weston Library roof terrace (©OUIImages/John Cairns Photography)



Notifications of Vacancies

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

The University is committed to [equality and valuing diversity](#).

University of Oxford

Mathematical Institute; Postdoctoral Research Associate in Mathematical Physics; £40,855–£46,913; 16 December; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=176913

Oxford University Museum of Natural History; Director; 6 January; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=176536

Radcliffe Department of Medicine in association with Wolfson; Rhodes Professor of Experimental Therapeutics and Clinical Pharmacology; noon, 14 February; https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=176955

Colleges, Halls and Societies

St Peter's; part-time College Archivist and Records Manager (60% FTE); £37,174–£45,413 pro rata; noon, 6 January; www.spc.ox.ac.uk/vacancies

External Vacancies

University of Cambridge; Dobson Professorship of Materials Science and Metallurgy; 31 January; www.hr.admin.cam.ac.uk/professorships

Queen's College, Cambridge; Rokos–Menon Visiting Senior Research Fellowship 2025/26; 17 January; www.queens.cam.ac.uk/life-at-queens/vacancies/rokos-menon-visiting-senior-research-fellowship

Queens' College, Cambridge; President; 20 December; www.saxbam.com/appointment/queens-college-cambridge-2

Editor:

D L Dooher, MA Oxf, MSc Oxf Brookes

Deputy Editor:

R M Anderson, BA Bath Spa

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Contact us: gazette@admin.ox.ac.uk

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