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Council of the University

Changes in Regulations

Council has made the following changes in regulations, to come into effect on **20 March**.

(a) Regulations relating to heads of units' authorisation limits for non-capital and capital expenditure

Explanatory Note

Council, on the recommendation of the Planning and Resource Allocation Committee (PRAC) and of its General Purposes Committee, proposes that the level of authority for heads of departments and other units to make purchases in respect of (a) non-capital departmental

expenditure, and (b) capital items not requiring University capital funding, should be reduced from the current level of £500k to £100k. The purpose of this change is to strengthen University financial controls.

Text of Regulations

In the Financial Regulations (Council Regulations 1 of 2010), amend regulation 1.5(2) as follows (new text underlined, deleted text struck through):

'(2) Financial Limits to Authorise Expenditure Commitments

Tables B, C, D, E and F below summarise the upper internal limits on authority to commit to levels of expenditure (in contract or otherwise). Table B sets out those limits in respect of non-capital departmental

expenditure (the rules concerning the authorisation and approval of research projects are set out in regulation 4.1.) Tables C and D set out limits in respect of capital expenditure together with reporting requirements. Table E sets out the limits applicable to investment decisions and Table F the limits applicable to the financial write-off of bad debts.

Table B Non-capital departmental expenditure*

| Limit £000 | Authorising Body/Officer | Signatory |
|------------|--------------------------|----------------------------------|
| Unlimited | Council | Chairman of Council |
| 4,000 | PRAC | Chairman of committee |
| 1,000* | Divisional board | Head of division |
| 100* 500* | Head of unit | Head of unit or delegated person |

Table C Capital expenditure (other than centrally run IT projects)**

| Limit £000 | Requiring University Capital Funding | Not requiring University Capital Funding |
|----------------|---|--|
| Over 4,000 | <ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC recommends to Council • Council approves | <ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC recommends to Council • Council approves |
| 1,000–4,000*** | <ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves and reports to Council | <ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves and reports to Council |
| 100–1,000 | <ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves • Formal business case is required | <ul style="list-style-type: none"> • Sponsoring unit may approve up to £500k* • Sponsoring division may approve up to £1,000k* |
| Below 100 | <ul style="list-style-type: none"> • CSG recommends to PRAC • PRAC approves • Formal business case not needed | <ul style="list-style-type: none"> • Sponsoring unit may approve* |

* Delegated authority given to divisional boards and heads of unit is subject to the overall budgetary limits approved by PRAC (see regulation 1.4(1) above).

** For UAS capital projects, the Budget Subcommittee of PRAC is required to receive all proposals for review. University capital funding is defined as those funds set out in the University's Capital Plan submitted to PRAC and includes funds from the Press and HEFCE as well as the University Capital Fund.

*** The Property Management Subcommittee of PRAC has a delegated authority level for sales and purchases involving amounts of up to £2m that are for property not held as an investment and are unrelated to capital projects.'

(b) Regulations for the University Club*Explanatory Note*

These changes disband the University Club Management Committee and establish an informal Club Forum, to include representatives of interested parties, to provide a more interactive, less formal method of engagement and communication with Club members. The founding principles of the Club and the regulations relating to admission for membership are not being changed.

Text of Regulations

In Council Regulations 2 of 2004, delete existing Part 9 and substitute as follows:

'Part 9: University Club

9.1 The University Club shall be a social and recreational facility principally for University staff and graduate students. The Club will offer social, catering and recreational facilities to its members and their guests, with particular reference to those members who do not have access to college facilities. It will aim to provide an environment in which all members can interact both socially and professionally, regardless of institution, employment grade or college affiliation.

9.2 Admission to membership of the Club shall be open to the following classes of persons:

- (1) members of the University engaged within the University in advanced study or research, in teaching or in administration;
- (2) employees of the University and those of Recognised Independent Centres;
- (3) visitors, whether members of the University or not, who are temporarily in residence at Oxford for the purpose of advanced study or research in the University;
- (4) persons registered as graduate students of the University; and
- (5) other persons at the discretion of the Forum.

9.3 Consultation with interested parties will be through a Forum, the purpose of which will be to ensure engagement and communication.

9.4 The membership of the Forum shall include:

- (1) the Director of Sport (or his or her nominee);
- (2) the Director of Human Resources (or his or her or nominee);
- (3) the General Manager of the University Club;
- (4) the Head or Deputy Head of Strategic Facilities Management (Estates Services); and
- (5) representative members of the University Club, including sporting facilities and clubs.

9.5 Others may be invited to attend meetings at the discretion of the Forum.

9.6 Day-to-day management and direction of the Club will be the responsibility of Estates Services.

9.7 Estates Services shall submit an annual report to the Director of Human Resources.'

(c) Regulations to disband the Value for Money Subcommittee and revise the terms of reference of the Planning and Resource Allocation Committee*Explanatory Note*

Council, on the recommendation of the Planning and Resource Allocation Committee (PRAC) and of its General Purposes Committee, proposes that (i) the Value for Money (VfM) Subcommittee of PRAC be abolished; (ii) responsibility for promoting and monitoring VfM activity should henceforward come directly under the aegis of PRAC; and (iii) PRAC's own terms of reference be revised accordingly. PRAC considers that the VfM Subcommittee has made significant progress in raising awareness about VfM issues and assuring the success of a number of important projects. It notes however that HEFCE advises that VfM activity should form part of routine management practice, and that the 2013/14 internal audit report recommends

that responsibility for monitoring VfM activity should come directly under the aegis of PRAC. This recommendation has been supported unanimously by the VfM Subcommittee.

Text of Regulations

1 In Council Regulations 15 of 2002, concerning committees reporting directly to Council or one of its main committees, delete Part 34, concerning the Value for Money Subcommittee of the Planning and Resource Allocation Committee, and renumber existing Parts 35–37 as Parts 34–36.

2 Ibid, in Part 5, concerning the Planning and Resource Allocation Committee, delete regulation 5.1(19) and renumber existing regulation 5.1(20) as regulation 5.1(19).

3 Ibid, amend regulation 5.4(10) as follows (new text underlined, deleted text struck through):

'(10) the development and implementation of strategy, policy and guidance to promote and embed embedding within the University's processes and culture of greater economy (minimising the cost of an activity), greater efficiency (making the best use of available resources the relationship between the output of goods and services and the resources used to produce them), and greater effectiveness (the extent to which objectives are met), collectively known as 'value for money' (VfM). The committee shall provide an annual report for consideration by the Audit and Scrutiny Committee on:

(a) the University's VfM strategy;

(b) the University's VfM objectives, which will be specific, measureable and focused on the major resource areas; and

(c) the impact of VfM initiatives, through the monitoring of progress and the measurement of effectiveness;'

(d) Education Committee*Explanatory Note*

The following changes, made on the recommendation of Education Committee, provide up-to-date regulations consistent with the range of cases dealt with by Education Committee as a dispensation from the regulations.

A change is also made to provide for an appeal route in relation to Education Committee decisions.

Text of Regulations

In Part 2 of Council Regulations 15 of 2002, concerning the Education Committee, delete existing regulation 2.4 and substitute (new text underlined, deleted text struck through):

'2.4. (1) The committee shall have power to make, amend and repeal regulations concerning the courses and examinations for undergraduates and graduate and other students (including Recognised and Visiting Students), and to approve regulations of that kind which the divisional boards and other bodies responsible for such courses propose to make under the relevant provisions.

(2) The committee shall have power to grant (or reject) applications in individual cases in respect of any of the following matters in regard to the statutes and regulations concerning the courses and examinations for undergraduates and graduate and other students (including Recognised and Visiting Students):

(a) dispensation from matriculation requirements;

(b) admission to the status and privileges of a Senior Student;

(c) extension of standing for honours, or for a University prize or other award;

(d) taking deleted options, forbidden combinations of subjects, subjects not provided for in regulations, or examinations under old regulations;

(e) entering examinations earlier or later than prescribed;

(f) antedating of admission and of residence;

(g) viva voce and other oral examinations;

(h) practical work;

(i) dispensation from the requirement to sit an examination or part of an examination, or from a prerequisite for an examination;

(j) subjects for the First BM Examination;

(k) extension of time within which to supplicate (beyond that which divisional boards, faculty boards and other bodies are empowered to grant);

(l) reinstatement out of time;

(m) permission to transfer from one status to another out of time;

(n) extension of time within which a student is allowed to hold Probationer Research Student status;

(o) questions relating to the direct admission to DPhil status of suitably qualified candidates from outside Oxford;

(p) dispensation from the prescribed period of study in Oxford (beyond that which divisional boards, faculty boards, and other bodies are empowered to grant);

(q) regulations governing graduate students and second or higher degrees;

(r) questions arising from the reference back by divisional boards, faculty boards, and other bodies of students' applications for leave to supplicate for research degrees;

(s) permission to make a further attempt at an assessment, beyond the provision of the regulations;

(t) extensions to submission dates for assessed work that are likely to take the submission date beyond the term of office of the current board of examiners;

(u) major adjustments to assessment on the grounds of disability;

(v) permission to change mode of study.

(3) Decisions on applications will be made on behalf of Education Committee by the Pro-Vice-Chancellor (Education) or his or her nominee.

(4) An applicant who is dissatisfied with a decision made on behalf of Education Committee, may, or his or her college or department may, appeal against it. An appeal must be made within fourteen days of the date of Education Committee's decision. Any such appeal must be made in writing and sent to the Director of Education Policy Support. The appeal will be heard by two members of Education Committee with no previous connection to the case.'

(e) Proctors' Disciplinary Regulations for Candidates in Examination*Explanatory Note*

The following changes, made on the recommendation of Education Committee and the Proctors, provide a clearer and more comprehensive regulation that coheres better with Education Committee's published guidance for students on plagiarism.

A change is also made to the preamble to clarify the link between the relevant Statute and the regulations and to correct a reference.

Text of Regulations

In the Proctors' Regulations 1 of 2003, concerning Disciplinary Regulations for Candidates in Examinations¹, delete existing regulations 1–5 and substitute (new text underlined, deleted text struck through):

'1. These regulations are made by the Proctors in the exercise of their powers under section 22 of Statute IX and are designated by Council as disciplinary regulations under section 62 (2) of Statute XI. In accordance with that Statute, candidates who deliberately or recklessly breach any of the following regulations may be subject to disciplinary procedures.

2. In these regulations: (1) "examination" includes where the context so permits the submission and assessment of a thesis, dissertation, essay, Transfer of Status materials, Confirmation of Status materials, or other coursework which is not undertaken in formal examination conditions but is a requirement for, counts towards or constitutes the work for a degree or other academic award; and (2) "examination room" means any room designated by the University's Registrar or his or her deputy or approved by the Proctors as a place for one or more candidates to take an examination.

3. No candidate shall cheat or act dishonestly, or attempt to do so, in any way, whether before, during or after an examination, so as to obtain or seek to obtain an unfair advantage in an examination.

4. No candidate shall present for an examination as his or her own work any part or the substance of any part of another person's work. No candidate shall plagiarise by presenting someone else's work as their own, or by incorporating other people's work or ideas into their own work without full acknowledgement. This includes: verbatim quotation, cutting and pasting from the internet, and paraphrasing without clear

acknowledgement; collusion; inaccurate citation; failure to acknowledge assistance; use of material written by professional agencies or other persons; and auto-plagiarism.

5. In any written work (whether thesis, dissertation, essay, coursework, or written examinations) passages quoted or closely paraphrased from another person's work must be identified as quotations or paraphrases, and the source of the quoted or paraphrased material must be clearly acknowledged.

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

¹Duplicated in Part 19 of the Regulations for the Conduct of University Examinations in *Examination Regulations*.

Planning and Resource Allocation Committee of Council

Changes in Regulations

The Planning and Resource Allocation Committee of Council has made the following changes in regulations, to come into effect on **20 March**.

(a) Gladstone Professorship of Government

Explanatory Note

The following changes, made on the recommendation of the Social Sciences Board, update the regulations for the Gladstone Professorship of Government, removing outdated references.

Text of Regulations

In Sect III of Council Regulations 24 of 2002, concerning Academic and Other Posts, delete §118 and substitute (new text underlined, deleted text struck through):

'§118. Gladstone Professor of Government

1. The Gladstone Professor of Government shall lecture and give instruction in empirical politics, and shall promote generally the study of that subject in the University.

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

- (1) the Vice-Chancellor, or, if the Warden of All Souls 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 All Souls College, or, if the Warden is unable or unwilling to act, a person appointed by the Governing Body of All Souls College on the occurrence of a vacancy to act as an elector on that occasion;

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

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

(5), (6) two persons appointed by the General Social Sciences Board;

(7), (8)–(9) two three persons elected appointed by the Department of Politics and International Relations, Board of the Faculty of Social Studies;

(9) a person elected by the Sub-faculty of Politics.

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

(b) Professorship of Molecular Medicine

Explanatory Note

The following change amends the composition of the electoral board of the Professorship of Molecular Medicine to comply with the general provisions for electoral boards laid down in Council Regulations 3 of 2004. It also removes other outdated references.

Text of Regulations

In Sect III of Council Regulations 24 of 2002, concerning individual professorships, delete §229 and substitute (new text underlined, deleted text struck through):

'§229. Professorship of Molecular Medicine

1. The Professor of Molecular Medicine shall undertake research, lecture and give instruction in Molecular Medicine.

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

- (1) the Vice-Chancellor, or, if the head of the college specified in (2) of this clause is Vice-Chancellor, a person appointed by Council;
- (2) the head of the college to which the professorship shall be for the time being allocated by Council under any regulation decree in that behalf, or, if the head is unable or unwilling to act, a person appointed by the governing body of the college;

(3) a person appointed by the governing body of the college specified in (2) of this clause;

(4), (5) two persons appointed by Council, of whom one shall be appointed in agreement with the Medical Research Council;

(6), (7) two persons appointed by the General Board, of whom one shall be appointed in agreement with the Imperial Cancer Research Fund;

(6)–(10)(8)–(10) five three persons appointed by the Medical Sciences Board Board of the Faculty of Clinical Medicine;

(11) a person holding a clinical appointment appointed by the Oxford University Hospitals NHS Trust or any successor body Oxfordshire Health Authority.

At least three members of the board, of whom one shall be a professor, shall hold clinical appointments.

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

(c) Professorship of Marketing

Explanatory Note

The following changes, made on the recommendation of the Social Sciences Board, update the regulations for the Professorship of Marketing, removing outdated references.

Text of Regulations

In Sect III of Council Regulations 24 of 2002, concerning Academic and Other Posts, delete §204 and substitute (new text underlined, deleted text struck through):

'§204. Professor of Marketing

1. The University accepts with deep gratitude the munificent benefaction provided anonymously to establish a Professorship of Management Studies which shall be known as the Professorship of Marketing.

2. The Professor of Marketing shall undertake research, lecture and give instruction in Management Studies in the area of Marketing.

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

- (1) the Vice-Chancellor, or, if the Warden of Green Templeton College is Vice-Chancellor, a person appointed by Council;

Congregation

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

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

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

(5), (6) two a persons appointed by the General Social Sciences Board;

(7), (8)–(9) two three persons appointed by the Saïd Business School, Board of the Faculty of Management;

(9) a person appointed by the Board of the Faculty of Social Studies.

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

5. Council shall have power to amend this decree these regulations from time to time, provided that the main objects of the benefaction, as defined in clause 1 above, shall always be kept in view.

Congregation

10 February

Voting on Resolution

Since more than 50 members of Congregation have requisitioned a postal vote on the resolution relating to Castle Mill, the rejection of the resolution in Congregation on 10 February (see *Gazette* no 5086, 12 February 2015, p345) is not confirmed, and a postal vote will now take place.

For further information see 'Congregation' below.

Congregation

2 March

Degree by Resolution

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

Council of the University

Register of Congregation

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

Alvand, A, Wolfson
Arndt, K, Sub-department of Particle Physics
Baimbridge, D A, Safety Office
Ballance, C J, Magdalen
Brindley, D A, Worcester
Bruce, P G, St Edmund Hall
Cook, A, Graduate Admissions and Funding
East, J E, Faculty of Clinical Medicine
Evans, J V, Faculty of Clinical Medicine
Garside, P, Pembroke
Kirtley, S, Nuffield Department of Orthopaedics, Rheumatology and Musculoskeletal Sciences
Lay, L N, Estates Services
Novacovschi, R M, St Cross
Pleydell-Pearce, S E, Social Sciences Division
Talwar, A, Faculty of Clinical Medicine

Divisional and Faculty Boards

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

Congregation

10 February

Voting on Resolution

Since more than 50 members of Congregation have requisitioned a postal vote on the resolution relating to Castle Mill, the rejection of the resolution in Congregation on 10 February (see *Gazette* no 5086, 12 February 2015, p345) is not confirmed, and a postal vote will now take place.

Signatories to requisition:

Jack Beatson, Merton
 Mette Berg, Anthropology
 W J Blair, Queen's
 Timothy Bradshaw, Regent's Park
 Julia Bray, St John's
 W R C Briant, St Cross
 Anna Brown, Nuffield Department of Population Health
 Christopher Brown, Worcester
 Theresa Burt de Perera, St John's
 Dexter Canoy, Nuffield Department of Population Health
 Jane Caplan, St Antony's
 E Carmichael, St John's
 Peter J Collins, St Edmund Hall
 Rory Collins, St Cross
 Stephanie Dalley, Somerville
 Jill M Dawson, Nuffield Department of Population Health
 Jan-Georg Deutsch, St Cross
 Robert J W Evans, Oriel
 Keith N Frayn, Green Templeton
 Judith Freedman, Worcester
 Robert Gildea, Worcester
 Susan Gillingham, Worcester
 Stephen Goddard, St Catherine's
 C Gosden, Keble
 A S Goudie, St Cross
 R B P Harrison, Saïd Business School
 Paul Harvey, Jesus
 M Hawcroft, Keble
 Martin Henig, Wolfson
 William Herrington, Nuffield Department of Population Health
 Daniel Isaacson, Wolfson
 Jane Kaye, St Cross
 Basil Kouvaritakis, St Edmund Hall
 John R Krebs, Jesus
 Diarmaid MacCulloch, St Cross
 Peter Mackridge, St Cross
 Judith Maltby, Corpus Christi

Timothy Morris, Green Templeton
 Piers Charles Gillespie Nye, Balliol
 Avner Offer, All Souls
 Sarah Phibbs, Museum of Natural History
 Fernanda Pirie, St Cross
 Oliver Pooley, Oriel
 Hilary Priestley, St Anne's
 C W G Redman, LMH
 Jane Roberts, Nuffield
 S G Roberts, St Edmund Hall
 Antony Gervase Rosser, St Catherine's
 Michael Sharpe, St Cross
 Wendy Shepherd, Museum of Natural History
 Janet Stott, Museum of Natural History
 Kate Tunstall, Worcester
 N Van Hear, St Cross
 Robin Ward, St Stephen's House
 Simon Richard Whalley, Keble
 Andrew Wilkinson, All Souls
 R W Zetter, Green Templeton

Text of Resolution

Congregation welcomes the conclusions of the EIA, resolves that of the three options that it offers for mitigation of the environmental damage caused by the Castle Mill Development, Option 3 is the only one that offers substantial mitigation, and therefore instructs Council to proceed with mitigation work according to the recommendations of Option 3.

(For a full list of the proposers of the Resolution and Council's response, see *Gazette* No 5083, 22 January 2015, p254.)

Voting

At the Congregation meeting on 10 February the resolution was rejected (for: 210; against: 536). Following the requisition of a postal vote by more than 50 members of Congregation, the resolution will be submitted to a postal vote for confirmation or rejection in accordance with Part 4 of Congregation Regulations 2 of 2002.

Voting papers were dispatched to members of Congregation on 19 February.

Completed voting papers must be returned to the Registrar's Office (University Offices) not later than **noon on Thursday, 5 March**. Voting papers received after this time will not be counted.

Every member of Congregation may vote in the postal vote regardless of whether he or she voted at the meeting on 10 February. Please note that votes cast in the Congregation meeting will not be included in the postal vote.

Any queries should be addressed to congregation.meeting@admin.ox.ac.uk.

The transcript of the debate on the resolution was published as Supplement (2) to *Gazette* No 5086 and on the Congregation website.

The Congregation website is at www.admin.ox.ac.uk/councilsec/governance/congregation.

Congregation 10 March

The meeting of Congregation is cancelled. The sole business comprises questions to which no opposition has been notified and in respect of which no request for adjournment has been received, and Mr Vice-Chancellor will accordingly declare the resolutions carried, and the Annual Review presented, without a meeting under the provisions of Sect 7 (1) of Statute IV.

(1) Voting on Resolutions approving the conferment of Honorary Degrees

(For explanatory note and text of resolutions see *Gazette* No 5087, 19 February 2015, p377.)

(2) Presentation of the Annual Review of the University

The Annual Review of the University for 2013-14 (Supplement *1 to *Gazette*, Vol 145, January 2015) will be declared presented.

Congregation 18 March

Admission of Proctors and Assessor

A Congregation will be held on 18 March in the Sheldonian Theatre for the purpose of admitting to office **George Garnett**, MA PhD Camb, MA Oxf, Fellow of St Hugh's, and **Lisa Bendall**, BA UCL, MPhil PhD Camb, MA Oxf, Fellow of Keble, as Proctors for the ensuing year, and **Patricia Daley**, BSc Middx, MA Lond, MA DPhil Oxf, PGCE, Fellow of Jesus, as Assessor for the ensuing year.

Congregation

24 March

¶ Members of Congregation are reminded that any two members may, not later than **noon on 16 March**, give notice in writing to the Registrar that they intend to oppose or amend the legislative proposal at 1 or either of the resolutions at 2-3 below (see the note on the conduct of business in Congregation below). If no such notice has been given, and unless Council has declared otherwise or the meeting has been adjourned, the legislative proposal and resolutions shall be declared carried, and the meeting may be cancelled.

(1) Voting on Legislative Proposal: Transport Studies Fund and Reader in Transport Studies

Explanatory Note

The following proposal renames the Readership in Transport Studies as the Associate Professorship in Transport Studies. The change is necessary on the retirement of the present incumbent in September 2015 as the use of the title of readership is no longer in use for new conferrals. The opportunity has also been taken to rationalise the three current provisions relating to Transport Studies into one comprehensive provision and to remove superfluous material.

WHEREAS it is expedient to change the existing provisions governing the Transport Studies Fund and the Reader in Transport Studies, NOW THE UNIVERSITY OF OXFORD, in exercise of the powers in that behalf conferred upon it by the Universities of Oxford and Cambridge Act, 1923, and of all other powers enabling it, ENACTS, subject to the approval of Her Majesty in Council, AS FOLLOWS.

In the Schedule to the Statutes delete Part 59 and substitute (new text underlined, deleted text struck through):

'Part 59: Reader Associate Professor in Transport Studies

59.1. The sums contributed between 1958 and 1968 by the Chartered Institute of Transport acting on behalf of the contributors shall be applied to the establishment and maintenance of an Reader Associate Professor in Transport Studies ("the Associate Professorship") and the promotion of transport studies in the University under the arrangements set out in sections 59.2 and 59.3 below.

59.2. (1) ~~The first charge on the net income of the endowment shall first be applied towards the cost salary and expenses of the holder of the readership Associate Professorship and associated overheads.~~

(2) Such part of the income of the endowment in any year that remains following the discharge of the costs referred to at Part 59.2(1) as exceeds the cost of the readership shall be carried to a separate fund which shall be known as the Transport Studies Fund and which shall be applied under such conditions as may be laid down by Council by regulation for the may be applied to support of the work of the reader Associate Professor and for the encouragement and advancement of Transport Studies in the University as the board of management shall see fit.

(3) During any vacancy in the readership Associate Professorship the whole of the income of the endowment shall be paid into the fund may be applied in accordance with Part 59.2(2).

59.3. The duties of the reader, which shall always be consistent with the primary purpose of the endowment to promote the study of transport in the University, and the manner of the reader's election shall be laid down by Council by regulation. The Associate Professor shall engage in advanced study and research in the field of Transport Studies, and shall lecture and give instruction in Transport Studies under the direction of the Head of the School of Geography and the Environment. The Associate Professor shall be required to be the director (without emoluments) of the Transport Studies Unit if appointed as such by the Head of the School of Geography and the Environment.

59.4. The administration of the endowment, and the application of its income, shall be the responsibility of the board of the School of Geography and the Environment.

59.5. Subject to Part 59.6, Council may amend, repeal or add to this Part 59 in accordance with Part D of Statute XVI, but no amendment is valid if it would cause the endowment to:

- (1) cease to be exclusively charitable according to the law of England and Wales; or
- (2) be outside the objects of the University.

59.6 Any amendment to Part 59.2 is an amendment to the main objects of the endowment fund for the purposes of Part D of Statute XVI and must be approved both by Congregation of the University and subsequently by Her Majesty in Council.

Regulations to be made by Council if the Statute is approved by Her Majesty in Council

1 In Sect III of Council Regulations 25 of 2002, concerning Trusts, delete §357 (Transport Studies Fund) and renumber the subsequent regulations accordingly.

2 In SCHEDULE A of Council Regulations 3 of 2004, concerning statutory professorships, delete 'Readership in Transport Studies'.

3 In Sect III of Council Regulations 24 of 2002, concerning Academic and Other Posts, delete §325 (Reader in Transport Studies) and renumber the subsequent regulations accordingly.

4 These regulations shall be effective from the date on which the Statute approved by Congregation on 24 March is approved by Her Majesty in Council.

(2) Voting on a Resolution authorising the use of space at the Begbroke Science Park

Explanatory Note

The University established the Begbroke Science Park in order to provide capacity for space-intensive research and support small and medium-sized science businesses to take their projects to market. Begbroke Science Park is home to research activities from across the Mathematical, Physical and Life Sciences Division and provides co-location of academic and industrial interests within an integrated campus, helping to promote interaction, synergies, the translation of knowledge and technology, and innovation.

The Begbroke Innovation Accelerator is one of four innovation centres funded through the Oxford and Oxfordshire City Deal. This new development will build upon the existing work at the Begbroke Science Park, providing further and much-needed capacity for research and business to be co-located in a single facility.

Text of Resolution

That a site immediately adjacent to the Centre for Innovation and Excellence on the Begbroke Science Park be allocated for the construction of the Begbroke Innovation Accelerator (Phase 1) building. The building is expected to have a gross internal area¹ of 1,900 sqm.

¹Exceptionally, gross internal area, rather than net usable area (NUA), is used for this site allocation as the project is at too early a stage for NUA to be defined.

(3) Voting on a Resolution authorising the use of the Old Power Station building, Arthur Street

Explanatory Note

The Old Power Station building on Arthur Street was acquired by the University in 1971 in order to provide space for the Department of Engineering Science and for museum storage purposes. While the Department of Engineering Science moved out in 2010, the museum storage usage remains. However, the functional suitability of this space is poor and the premises are in need of significant capital investment if this is to change.

The capital investment priorities of the University, covering building, equipment, IT infrastructure and provision for matching emerging opportunities, are set out in the Capital Masterplan approved by Council. Two of the capital priorities have bearing on the future of the Old Power Station building.

The first is a need for a Joint Museums' Collections Study Centre – a facility that would bring together those parts of the museums' collections which are not on display, or otherwise located, within their main premises (including artefacts currently located in the Old Power Station), in a state-of-the-art facility.

The second is a need for better and more centrally located facilities for the Executive Education programme offered by the Saïd Business School. That facility would provide space for teaching and social interaction, together with accommodation. The Old Power Station has been identified as an ideal location for this facility, being in close proximity to both the school and the railway station.

Notices

As each individual project within the Capital Masterplan remains subject to the usual approval processes within the University, Congregation's authority for this future use of space at the Old Power Station is now sought. Project approval, through Council and its Planning and Resource Allocation Committee, will be sought in due course.

Text of Resolution

That the Old Power Station building (building number 189), approximately 4,020 sqm net usable area, be allocated to the Said Business School for a period of thirty years, the allocation being effective upon the building becoming vacant and subject to Council giving approval for the project to convert the building into a new Executive Education facility to proceed to completion.

Convocation

19 June

Elections

PROFESSOR OF POETRY

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 F Burchett at the University Offices, Wellington Square (telephone: (2)80199; email: 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).

General Notices

Gazette publication arrangements

The final full *Gazettes* of Hilary term will be published on 12 and 19 March. A further issue will be published on 26 March, but this will be limited to Council and Congregation business and changes to Examination Regulations. Publication for Trinity term will begin on 23 April and the normal deadlines will apply.

Visiting Professorships

Medical Sciences

The Medical Sciences Board has conferred the title of Visiting Professor of Chemical Biology on **Professor Aled Edwards**, BSc PhD McGill, for a further period of 5 years from 1 March 2015.

Electoral Boards

Composition of an Electoral Board

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

MARSHAL FOCH PROFESSORSHIP OF FRENCH LITERATURE

| | <i>Appointed by</i> |
|---------------------------------|--|
| The President of Corpus Christi | Mr Vice-Chancellor ¹ |
| The Warden of All Souls | <i>ex officio</i> |
| Professor R Gildea | Humanities Division |
| Professor J Cerquiglini-Toulet | Council of the University of Paris |
| Professor M-P Berranger | Council of the University of Paris |
| Professor R Cooper | Faculty of Medieval and Modern Languages |
| Professor D Holmes | Faculty of Medieval and Modern Languages |
| Professor T Farrant | Council |
| Professor N Kenny | All Souls |

PROFESSORSHIP OF THE HISTORY OF SCIENCE

| | <i>Appointed by</i> |
|-------------------------------------|---|
| The Principal of Lady Margaret Hall | Mr Vice-Chancellor ¹ |
| The Principal of Linacre | <i>ex officio</i> |
| Professor M Harrison | Humanities Division |
| Professor R Harris | Faculty of History |
| Professor J Humphries | Faculty of History |
| Professor L Jordanova | Council |
| Professor D Oxley | Council |
| Professor P England | Mathematical, Physical and Life Sciences Division |
| Professor S Schaffer | Mathematical, Physical and Life Sciences Division |
| Dr S Ackermann | Linacre |

PROFESSORSHIP OF MOLECULAR MEDICINE

| | <i>Appointed by</i> |
|--|----------------------------------|
| Professor W James, Pro-Vice-Chancellor, in the chair | Mr Vice-Chancellor ¹ |
| Professor S Bhattacharya | The Principal of Green Templeton |
| Professor W Bickmore | Medical Sciences Division |
| Professor A Buchan | Medical Sciences Division |
| Professor Dame Kay Davies | Medical Sciences Division |
| Professor D Higgs | Medical Sciences Division |
| Professor H Watkins | Medical Sciences Division |
| Mr T Berendt | OUH NHS Trust |
| Professor M Freeman | Council |
| Professor J Smith | Council |
| Professor R Gibbons | Green Templeton |

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

Examinations and Boards

Supplications for the Degree of Doctor of Divinity

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

Examinations for the Degree of Doctor of Philosophy

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

Examinations for the Degree of Master of Science

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 www.ox.ac.uk/gazette/examinationregulations.

Education Committee

REGULATIONS FOR THE DEGREE OF DPHIL

to remove an inconsistency in regulations for Confirmation of Status

GENERAL REGULATIONS GOVERNING RESEARCH DEGREES

to remove an inconsistency in regulations for Transfer of Status

Colleges, Halls and Societies

Conference of Colleges

Elections for Michaelmas term 2015

RESULTS

The following have been duly elected to the Conference of Colleges for the period shown:

Chairman of Conference until the end of TT 2017: **Professor Paul Madden**, Provost of Queen's

Steering Committee until the end of TT 2018: **Sir Mark Jones**, Master of St Cross

Admissions Committee until the end of TT 2017: **Ms Moira Wallace**, Provost of Oriel

Continuing Education Board until the end of TT 2018: **Baroness Helena Kennedy**, QC, Principal of Mansfield

Joint Fees and Student Support Advisory Group until the end of TT 2018: **Professor Keith Gull**, Principal of St Edmund Hall

Careers Service Subcommittee until the end of TT 2018: **Mr Will Hutton**, Principal of Hertford

Lectures

Medical Sciences

Department of Experimental Psychology

DEPARTMENTAL SEMINAR

Dr James Kilner, UCL, will lecture at noon on 12 March in Lecture Theatre C, Tinbergen Building, 9 South Parks Road.

Subject: 'Towards a unified framework for action perception and execution in health and disease'

Elections

Convocation

19 June

Election of the Professor of Poetry

An election by Convocation will be held in Trinity term 2015 in order to elect the Professor of Poetry, to hold office for four years from the first day of Michaelmas term 2015. A meeting of Convocation will be held on Friday, 19 June 2015, to announce the results.

DUTIES AND STIPEND OF THE PROFESSOR

The duties of the professor are: normally to give one public lecture each term; to deliver an inaugural lecture; normally to offer one more event each term; to give the Creweian Oration at Encaenia every other year (a duty established by convention); each year, to be one of the judges for the Newdigate Prize, the Lord Alfred Douglas Prize and the Chancellor's English Essay Prize; every third year to help judge the prize for the English poem on a sacred subject; and generally to encourage the art of poetry in the University.

The professor receives a stipend of £12,000 per annum plus £40 for each Creweian Oration. The professor may hold the post in conjunction with another professorship or readership within the University. The post enjoys an association with All Souls College but there may be occasions when the postholder is offered an association by another college (eg if the postholder has a prior association with another college).

Further particulars of the professorship are available on the University website (www.ox.ac.uk/poetryprofessor2015). Informal enquiries about the post may be made to the Chair of the Faculty of English (seamus.perry@ell.ox.ac.uk).

ELECTION PROCEDURES

Eligibility to vote in this election

All members of Convocation who wish to vote in this election must first register their intention to vote (see 'Voter registration' below).

Convocation consists of all the former student members of the University who have been admitted to a degree (other than an honorary degree) of the University, and of any other persons who are members of

Congregation or who have retired having been members of Congregation on the date of their retirement.

Membership of Convocation is conferred automatically to members of Congregation whose names have been entered in the Register of Congregation and to degree holders after having attended a formal degree-ceremony (either in person or *in absentia*). Those wishing to verify their current status as members of Convocation are asked to contact their college secretary or departmental administrator.

The functions of Convocation are set out in the University Statutes (www.admin.ox.ac.uk/statutes/780-121.shtml).

Eligibility to stand for election

The single criterion for eligibility, in addition to not having held the Professorship on a previous occasion, is that candidates be of sufficient distinction to be able to fulfil the duties of the post.

Eligibility to nominate in this election

All members of Convocation are entitled to nominate a candidate in this election (see 'Nominations' below). Please note that members also wishing to vote must also register their intention to vote (see 'Voter registration' below).

Nominations

Nominations by 50 members of Convocation other than the candidate (who need not be a member of Convocation) must be received by the Elections Office at the University Offices, Wellington Square, up to **4pm on Wednesday, 6 May**. Copies of the nomination form may be downloaded from the University website (www.ox.ac.uk/poetryprofessor2015) or obtained from the Elections Office (email: poetry.election@admin.ox.ac.uk). Nominations must clearly show for each signatory the name, date of birth, and college and year of matriculation (for degree-holders), or the college or department (for non-matriculated members of Congregation). Faxed nomination forms or electronic signatures will not be accepted. The names of those nominators whose eligibility to nominate has been verified will be published online and in the *University Gazette*.

Nominations must also be accompanied by a statement signed by the person nominated consenting to the nomination, and including either his/her contact details or the name and contact details of the person he/she has nominated to act as his/her representative to the University throughout the election (the 'authorised representative'). Faxed candidate forms or electronic signatures will not be accepted. Copies of the form for candidates may also be downloaded from the University website (www.ox.ac.uk/poetryprofessor2015) or obtained from the Elections Office.

Candidate statements

Each candidate for election, or authorised representative, may submit for publication a written statement, of no more than 500 words, setting out the candidate's reasons for standing. If they so wish, each candidate may include for publication one photograph of themselves and one URL to the candidate's own website. These statements must be received by the Elections Office at the University Offices, Wellington Square, by **4pm on Wednesday, 6 May**. In the event of a contested election, these statements shall be published in the *University Gazette* and on the official University website.

Congregation flysheets

Ten or more members of Congregation may arrange to have a flysheet circulated with the *Gazette* in regard to this election. The rules made by Council governing the circulation of flysheets are given in Appendix B of Congregation Regulations 2 of 2002 (www.admin.ox.ac.uk/statutes/regulations/529-122b.shtml#_Toc28141352).

Voting arrangements

If the election is not contested the result will be announced in the *Gazette* following the close of nominations. In the event of a contested election, a ballot will be conducted by the Electoral Reform Services in accordance with the following procedures and the results announced at a meeting of Convocation on Friday, 19 June.

Voter registration

In the event of a contested election, members of Convocation must register their intention to vote. The registration period will open on Monday, 13 April 2015, and close at noon on Monday, 8 June 2015 (BST). A website will be available during this period for prospective voters to register their intention to vote during the election. Once you have submitted your request to register and confirmed this via an emailed link to your email account, your details will be checked to ensure you are a member

of Convocation and eligible to vote in this election. You will be notified by email if your request has been unsuccessful. If you are unable to register online, or have any queries about the registration process, a telephone helpline will be available during the registration period.

Voting

Registered voters will have the option of voting, either online or in person at the University Offices, from Friday, 22 May, until noon on Wednesday, 17 June (BST). Voters who have registered to vote online will be sent instructions on how to vote once their eligibility to vote has been verified. To allow time for verification of eligibility, members wishing to vote in person must register at least five working days before collecting their ballot paper from the University Offices at Wellington Square, Oxford, between 9am and 5pm Monday to Friday. Members voting in person must bring some form of photo identification, such as a University card, Bodleian reader's card, new-style driving licence or passport.

Result of a contested election

The result of a contested election will be announced by the Proctors in a meeting of Convocation at 4pm on Friday, 19 June, in Convocation House. Members of Convocation wishing to attend the meeting are asked to note that the wearing of gowns is optional. The result will subsequently be reported on the University's website and published in the *Gazette*.

FURTHER INFORMATION

Informal enquiries about the post may be made to the Chair of the Faculty of English (seamus.perry@ell.ox.ac.uk).

Further information about election procedures may be found in Council Regulations 8 of 2002 (www.admin.ox.ac.uk/statutes/regulations/1089-120.shtml).

Those wishing to verify their current status as members of Convocation are asked to contact their college secretary or departmental administrator.

Media enquiries should be directed to the University of Oxford News and Information Office (email: news.office@admin.ox.ac.uk; tel: +44 (0)1865 (2)80528 or email: matt.pickles@admin.ox.ac.uk; tel: +44 (0)1865 280532).

All other queries should be addressed to the Elections Officer, Ms S L S Mulvihill, Council Secretariat, University Offices, Wellington Square, Oxford, OX1 2JD (email: poetry.election@admin.ox.ac.uk; tel: +44 (0)1865 (2)80463).

Advertisements

Advertising enquiries

Email: gazette.ads@admin.ox.ac.uk

Telephone: 01865 (2)80548

Web: www.ox.ac.uk/gazette/classifiedadvertising

Miscellaneous

***Gazette* publication arrangements**

Advertisers are asked to note that the remaining *Gazettes* of Hilary term will be published on 12, 19 and 26 March. Please note, however, that the 26 March issue will be limited to University business only, so will not contain classified advertisements. Publication for Trinity term will begin on 23 April. The usual deadline will continue to apply (see back page).

Oxford Book Fair

Annual PBFA Oxford Book Fair at Oxford Brookes, Headington Campus, Gypsy Lane. Sat 25 Apr (noon–6pm) and Sun 26 Apr (10am–4pm). Vast selection of antiquarian and collectable books, prints, maps and ephemera, with 100+ booksellers exhibiting. Admission £2, or free tickets available from www.oxfordbookfair.org. Tel: 07921 151496.

Call for papers

Call for papers: modernities, transformations and evolving identities in post-1945 Poland. The Programme on Modern Poland is organising a conference to be held 11–12 Jun focusing on the notion of modernities and sweeping socio-economic, political and cultural changes in post-1945 Poland. Submissions invited from doctoral candidates and early-career academics (completion of doctorate in last 2 years). Deadline: 15 Mar. Further inquiries: hubert.czyzewski@sant.ox.ac.uk. Website: <http://production.sant.ox.ac.uk/research-centres/programme-modern-poland>.

Green Economics 10th Anniversary Conference

Green Economics Institute's Green Economics 10th Anniversary Conference and Celebration at Trinity, Oxford, 22–25 Mar 2015. Call for papers. The Green Economics Institute stands at the forefront of debate, developing and informing a green perspective on current events. Every year ideas exchanged at this conference have been key to the transformation of economic, social and environmental policy around the globe.

The 10th Anniversary Green Economics Conference is an incubator for intellectual debate and innovative responses to critical global issues. Current events and urgent issues such as rebalancing the global economy for social, economic and environmental justice, fracking, renewables, women's empowerment, inequality, environmental and economic collapse, human rights, and cutting edge research on climate change and biodiversity loss. Registration, speakers and participants: www.greeneconomicsbookshop.com; www.greeneconomics.org.uk. Email: greeneconominstitute@gmail.com.

Restore Garden Café

Spacious café set in award-winning gardens with delicious food and coffees using organic, fair-trade 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

Oxford University Hospitals 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.

Ruskin School of Art: short courses

The Ruskin School of Art is a dynamic department within the University, continuing a tradition of teaching art at Oxford that began with Ruskin in 1871. We also offer a selection of short courses. Structural Life Drawing for Beginners, Mon 23-Thurs 26 Mar: this is an intensive 4-day course with specialist tuition designed for those who wish to learn the fundamental principles of life drawing. Renowned artist and tutor Weimin He will guide students to explore the anatomical forms of the human body. Advanced Life Drawing Course, Mon 30 Mar-Thurs 2 Apr: this 4-day course for the experienced artist is led by Weimin He and includes 1 day of instruction in watercolour painting by Ruskin tutor Rebecca Hind. The course will combine intensive workshops, talks, one-to-one tuition and critiques. Course fees: standard adult: £360; alumni: £324 (10% discount). To book a place, please visit: www.oxforduniversitystores.co.uk.

Research funding

ResearchProfessional.com is an online research funding opportunities database and alerting service. The University has a sitewide licence, so it is freely accessible to anyone with an ox.ac.uk email address. Find out more

about ResearchProfessional.com, including user guides and training sessions, on the Research Services website (www.admin.ox.ac.uk/researchsupport/findfunding/tp).

Research participants sought

Female volunteers aged 18 or older required for iron and metabolism study. 2 Wed mornings, 7am to midday, John Radcliffe Hospital. Tests include: leg muscle MRI scan, bicycle exercise and bloods. Time and travel expenses compensated. You must be in good health, not pregnant, and be able to have an MRI scan. Blood donors deferred due to anaemia or iron deficiency also needed. Ethical approval: 13/SC/0439. Email: matthew.frise@dpag.ox.ac.uk.

Digital technologies in teaching: online survey

IT Services' DIGE 2 project is investigating Oxford students' digital experience from both sides of the teaching-learning divide. Contributions welcomed from staff who teach undergraduates or postgraduates (taught Masters' programmes). Complete our online survey: <http://tinyurl.com/dige2staff>, or arrange an interview via Dr Liz Masterman (project manager) (liz.masterman@it.ox.ac.uk). The research has been reviewed by, and received clearance through, the University of Oxford Central Ethics Committee.

Oxford University Newcomers' Club

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 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 10.30-12 (excluding the Christmas vacation). Newcomers with children (0-4) meet every Fri in term 10.15-11.45. 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, opportunity to explore Oxfordshire and an opportunities in Oxford group. Visit our website: www.newcomers.ox.ac.uk.

Antiques bought and sold

Antiques bought and sold: we are always looking to purchase - and we also sell - 17th-early-20th-century furniture and objets d'art including silver, pictures, library furniture, fireplace-related items, garden stoneware and seating. Contact us at Greenway Antiques, 90 Corn Street, Witney, Oxon. Open Mon-Fri 9.30-5, Sat 10-5. Tel: 01993 705026. Mobile: 07831 585014. Email: jean.greenway@hotmail.com. Website: www.greenwayantiques.com.

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.

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We buy academic and non-academic used books. If you are moving office or home, leaving the University or just need more space, we can help. We are most interested in arts, history and social sciences. Good prices paid for large or small collections and we collect from anywhere in the Oxford area. Please contact Ross on 07720 288774 or bd@beadledavies.co.uk.

Services offered

Big or small, we ship it all. Plus free pick-up anywhere in Oxford. Also 24-hour photocopying, private mailing addresses (24-hour access and mail forwarding worldwide), binding, fax bureau, colour photocopying, 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.

Car/taxi service. Professional, reliable service for business or pleasure. Superb brand new Seat Alhambra: luxury combined with versatility. Panoramic roof, leather seats, air conditioned, lots of luggage room. Also available: luxury Audi A8 limousine with beige leather seats and air suspension to waft you to your destination in comfort and style. Alhambra prices: Heathrow £75; Eurostar £95; Cambridge £125. For more prices or advice: cliveroberts@talktalk.net. Tel: 01865 778608/07917 566077. Accounts welcome.

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having been collected promptly by a smartly dressed driver, driven competently and with minimal intrusion on your journey. Bookings via phone: 07759 700930 or email: travel_with_stile@live.com.

Project and grant management

consultancy for research projects. Use your funds intelligently. Get smart, targeted support for your project. Professional assistance with project planning and scheduling. Also communications and consortium team building. Highly experienced, qualified project manager (PMP). Specialised in large international projects. Also support with grant preparation and management. Flexible and collaborative approach. Daily rates available. Contact Penny at oxfordpmo@gmail.com or see www.oxfordpmo.org.uk.

Tuition offered

Learn Italian in a beautifully renovated palazzo in San Severino Marche, one of Italy's loveliest and most welcoming small towns. Excellent teaching by highly trained, enthusiastic young staff who work in small classes with international students of all ages. Explore this unspoilt region with its artistic treasures and traditional cuisine. Visit Florence, Rome and other cities with your teacher guides. Students are warmly welcomed and supported. See www.edulingua.it.

Situations vacant

House-for-Duty priests sought for 2 lovely villages close to Oxford. The Ray Valley Benefice is recruiting 2 priests to serve Islip and Charlton-on-Otmoor. You will join a committed, supportive ministry team and worshipping community. You will be provided with a good-quality detached home. Application form and Benefice Profile available at: www.oxford.anglican.org. Further details from the Rector, The Revd Canon Charles Masheder (01869 247813 or chasmash@ic24.net).

Houses to let

4-bedroom house off Ifley Rd near the University sports ground. Available from early Jul to the end of Aug 2015. Large kitchen and dining room, sitting room and study with eclectic books. Ideal for visiting academic family. Large sunny garden with fruit trees and lawn. Off-street parking. Convenient for city centre, local shops, river, local and London transport. £500 pw. Email: jim.hall@eci.ox.ac.uk.

House for rent in Wolvercote, north Oxford, from Apr-Oct 2015. Attractive fully furnished home with 3 double bedrooms, 2 bathrooms and a garden. Includes a friendly cat, cleaner and gardener. £2,000 pcm. Email: hortensiajw@yahoo.co.uk.

Central north Oxford: to let between 25 Jul and 8 Aug 2015 (1 week minimum). Spacious, architect-designed modern house, 4 double bedrooms, off Woodstock Rd near Summertown shops, city centre 20-min walk/regular bus. Large open-plan living area, fully equipped kitchen, 4 bathrooms, private garden, heated swimming pool (Fluvo swim jet), off-street parking. Child-friendly (2 travel cots). £1,500/week, £225/extra day(s). Contact Professor Oliver Braddick (oliver.braddick@psy.ox.ac.uk).

House swaps

Family from Paris seeking to swap their home for a home in Oxford in Aug 2015 (ideally the first 3 weeks). The parents are university professionals attending a conference. Would like to be centrally placed and require a large enough home to sleep 6. Their own home is 4 mins' walk to the Porte de Versailles metro station; large flat, 5 bedrooms, accommodating 7 people. Please contact: famille.bermon@free.fr.

Accommodation offered

Graduate Accommodation Office

The Graduate Accommodation Office provides affordable accommodation to full-time graduate students of the University. Please see www.admin.ox.ac.uk/graduateaccommodation. Academic visitors, staff and part-time students may wish to register for Student Pad, a website where private landlords advertise for tenants associated with the University: www.oxfordstudentpad.co.uk.

Scott Fraser - market leaders for quality Oxfordshire property. Selling or letting, buying or renting, we are here to help. Visit www.scottfraser.co.uk for more information or call: Oxford sales: 01865 759500; Witney sales: 01993 705507; Headington lettings: 01865 761111; Summertown lettings: 01865 554577; East Oxford and student lettings: 01865 244666; Witney lettings 01993 777909.

Affordable accommodation available.

Academics, parent or students looking for a nice place to stay. Short- or long-term. B&B or self-catering rooms, which are all personally visited to offer quality accommodation in welcoming private homes in many Oxford locations. B&B from £28/night or £190/wk, all-inclusive. Long-term discount available. TV, free wireless internet, tea/coffee facilities, use of microwave. Linen and towels. For information, tel: 01865 435229, email: info@abodesuk.com or visit: www.abodesofoxford.com.

Single rooms available in sought-after street in central north Oxford and within

easy walking distance of the University, town centre, London buses and trains. Breakfast provided. N-s. Access to kitchen. Broadband. Suitable for academics and postgraduates. Minimum stay 3 days. Fair rental. Email: elphickjericho@gmail.com. Tel: 01865 516142.

Accommodation sought

University Accommodation Office

Landlords - do you have a spare room, flat or house to let? Oxford University Accommodation Office seeks all types of short- and long-term accommodation for students, academic visitors, postdocs and members of the University. Our Studentpad software allows landlords to quickly advertise properties online, amend details and upload photos. See: www.admin.ox.ac.uk/accommodation/landlord. For information: 01865 280811.

Furnished 1-bedroom accommodation

sought for Trinity term 2015. I am moving to Oxford and would like to rent/lodge while looking for permanent home. Are you looking for someone to let or sub-let your home or flat? I am a conscientious, retired home-owner. I do not smoke, have no pets and last held a riotous party in 1968. Your home would be safe with me! Dates/accommodation type flexible. Contact: djm@deb321miller.plus.net, 07962 272019.

Recently arrived member of staff seeks long-term accommodation for family (wife and 2 teenage sons) from Jun/Jul 2015 onwards. All types of property considered in or near to Oxford. Please email dovertcourt4.5@gmail.com with further details.

Self-catering apartments

OxfordShortlets offers a portfolio of high-quality, self-catering, short-let properties as an excellent alternative to hotel, guesthouse or bed and breakfast accommodation in Oxford and surrounding villages. Wide selection of quality homes available for short-stay lets from 1 week to several months. OxfordShortlets caters for professional individuals, groups or families visiting Oxford for holiday, business, academic and relocation purposes or for temporary accommodation between homes. Tel: 01865 311696. Fax: 01865 511010. Email: admin@oxfordshortlets.co.uk. Web: www.oxfordshortlets.co.uk.

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.

Sunny north Oxford studio apartment with parking available for short/medium-term lets, ideal for 1 person. Immaculate newly built with French doors opening onto south-facing garden. Wi-Fi/TV provided. Lounge/dining area, fully equipped kitchenette with fridge/freezer/hob/microwave. Separate access with own hallway including washer/drier, beautiful bathroom with shower. Fresh linen regularly, £60 per night, bills included, minimum 3 nights. £25 surcharge for second person. Email: enquiries@studioflatnorthoxford.com. Tel: 0044 (0)7764 574700.

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, trains, Science Park). Modern, self-contained, fully furnished including cooking and laundry facilities, 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.

Holiday lets

Midhurst. Romantic, primitive, 2-bedroom gamekeeper's cottage up a muddy farm track in national park at the foot of the South Downs. Open fire, polished floor, simple kitchen; dishwasher, washing machine; broadband, no TV, large study. On own 190-acre organic farm – woods, valleys, river, bluebells, deer. Available weekends; discounts for junior academics. Pictures at www.wakehamfarm.com or email haroldcarter@mac.com.

Cornwall, cottage and restored chapel in quiet hamlet on South-west Coastal Footpath 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 £200. Tel: 01865 558503 or 07917 864113. Email: gabriel.amherst@btconnect.com. See: www.cornwallcornwall.com.

Dordogne holiday rental. Stone house with pool, patio, terrace in 2 acres of garden, with a fabulous 270° panorama. Views to cliffs of the Dordogne. Sleeps 10 in 6 bedrooms, 2 shower rooms, dishwasher, washer, drier. 'We were very happily surprised by the magnificent house and brilliant view. Really, a perfect holiday.' £350–£1,100 pw. Private owner. Details via 01223 353603 or jo.whitehead@ashridge.org.uk.

In the middle of open fields high up in the Coed y Brenin forest near Dolgellau, southern Snowdonia, restored and extended former forester's cottage. Many walks from the door, superb mountain biking with trails suitable for the inexperienced (bike rentals available nearby), diverse birdlife, beaches 25 minutes. Warm, comfortable, well equipped, light, secluded and extremely quiet. Wood-burning stove. Wi-Fi. Sleeps 6–8. More details at www.myew.co.uk or from 01865 339967.

France: Charente/Dordogne border.

Fully restored, early-19th-century luxurious house on top of hill in Villebois-Lavalette. 5 bedrooms (4 with modernised en-suite bathrooms); 2 bedrooms are interconnected and could be family suite. We do limit the number of guests to 8 (including children). Heated swimming pool 5m x 10m. Available early-Jun to mid-Oct, £1,500 pw. Website: www.villeboisien.com (contact email address: hughdowsett@yahoo.com or through website).

Chartres, France. Wine- and food-tasting holiday weekends in Jun and Sept held in a spectacular 11th-century chapel. Tutored wine tastings on Loire Valley wine. Authentic French cuisine prepared with local ingredients and using regional heritage recipes. Courses are limited to 10 participants and conducted in English. Accommodation, wine, meals included. Exclusive 10% discount to Oxford University members. Visit www.tasteunlocked.com for more details and mention the *Gazette* when booking.

Property for sale

Vejer de la Frontera, Cadiz, Spain. Charming fully furnished 3-bedroom traditional old patio house with large terrace with views over Africa. In historic hill-top town, close to miles of unspoilt Costa de la Luz beaches. Well maintained and fully equipped. Includes separate self-contained guest annexe. Within easy reach of Seville and Jerez. €175,000. For information and photographs see <https://vejercostadelaluzhousesale.blogspot.com>. Tel: 01865 429388; email phillip.dove@ntlworld.com or Spanish agent: www.tucasaenvejer.com.

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/feesandfunding.

History of Art Committee: Laurence Binyon Prize

History of Art Committee; Laurence Binyon Prize 2015; open to all members of the University who have not exceeded 21 terms from matriculation; for travel to Asia, the Far East or another area outside Europe, not related to academic discipline, to extend knowledge and appreciation of the visual arts; up to £1,000; 26 March; www.hoa.ox.ac.uk/applicants/funding/laurence-binyon-prize.html

Faculty of Classics: Conington Prize 2015

Faculty of Classics; Conington Prize 2015; for a dissertation in English or Latin on a subject to be chosen by the writer and approved by the Board of the Faculty of Classics within the field of Ancient History, Religion, Art and Archaeology; open to University members who, on 1 July 2015: (i) will have qualified by examination for a degree of the University, (ii) will have completed 6 years, and not exceeded 15 years, from matriculation, except that graduates whose first degrees are from other universities shall have completed 2 years, and not exceeded 11 years, from matriculation, and (iii) will be of postdoctoral status or equivalent; c£1,000; applications for permission to offer an intended subject must be submitted by 1 April to lindsay.rudge@classics.ox.ac.uk; electronic submission is permitted for dissertations; www.classics.ox.ac.uk/classics-news.html

Notifications of Vacancies

Oxford Italian Association: Clara Florio Cooper Memorial Bursaries and Grants

Oxford Italian Association; Clara Florio Cooper Memorial Bursaries and Grants; open to graduates researching any aspects of Italian culture; up to a total of £1,500; 1 May; <http://toia.co.uk/resources/bursaries>; enquiries: dante.ceruolo@lang.ox.ac.uk

St John's College, Cambridge: Harper-Wood Studentship for English Poetry and Literature

St John's College, Cambridge; Harper-Wood Studentship for English Poetry and Literature; up to £13,600; 6 May; www.joh.cam.ac.uk

European Studies Centre: Richard von Weizsäcker Visiting Fellowship

European Studies Centre, St Antony's; Richard von Weizsäcker Visiting Fellowship (*Gastprofessur*); 9-month (1 October–30 June) fellowship open to established scholars in the field of post-1800 history or historical social sciences, preferably with an interest in transnational contents and contexts of German historical studies, with an outstanding record of publication and employed at a German university; 15 April; www.sant.ox.ac.uk/research-centres/european-studies-centre

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

The University is committed to equality and valuing diversity.

University of Oxford

School of Anthropology and Museum Ethnography in association with St Hugh's; Associate Professorship of Palaeoanthropology; from £44,620; noon, 16 April; www.ox.ac.uk/about/jobs/academic/index/ac17463j

Department of Politics and International Relations in association with Lady Margaret Hall; Associate Professorship of Government (Quantitative Methods); £44,620–£59,914 plus pensionable college allowance of £7,750 pa; noon, 26 March; www.ox.ac.uk/about/jobs/academic/index/ac17504j

Department of Politics and International Relations in association with Oriel; Associate Professorship of Political Theory; £44,620–£59,914 plus pensionable college allowance of £7,763 pa; noon, 23 March; www.ox.ac.uk/about/jobs/academic/index/ac17479j

Colleges, Halls and Societies

Lincoln; fixed-term Darby Fellowship in Modern History; £31,342–£35,256 plus benefits; 30 March; www.lincoln.ox.ac.uk/Darby-Fellow-in-History

Queen's; Head of Development; c£50,000; 27 March; www.queens.ox.ac.uk/about-queens/vacancies

St Hilda's; Junior Dean; £3,000 pa plus free meals and single accommodation; noon, 27 March; www.st-hildas.ox.ac.uk/appointment-junior-dean-0

St John's; stipendiary Lectureship in Inorganic Chemistry; noon, 30 March; www.sjc.ox.ac.uk

St John's; stipendiary Lectureship in Biological Sciences; noon, 30 March; www.sjc.ox.ac.uk

St John's; stipendiary Lectureship in History; noon, 30 March; www.sjc.ox.ac.uk

St Peter's; part-time Academic Office Assistant (3.5 days pw); £20,781–£24,057 pro rata; 17 March; www.spc.ox.ac.uk/content/vacancies

Wolfson; Nursery Nurse (permanent), Nursery Nurse (maternity cover) and Apprentice Nursery Nurse; 19 March; www.wolfson.ox.ac.uk/vacancies

Wolfson; Creative Arts Fellowship in Creative Writing 2015; 27 March; www.wolfson.ox.ac.uk/fellowships

Wolfson; non-stipendiary Junior Research Fellowships in Humanities and Social Sciences 2015; 20 March; www.wolfson.ox.ac.uk/fellowships

Wolfson; non-stipendiary Research Fellowships in Humanities and Social Sciences 2015; 20 March; www.wolfson.ox.ac.uk/fellowships

External Vacancies

Christ's College, Cambridge; 1-year fixed-term College Lectureship in Economics associated with a Fellowship of Christ's College; 26 March; www.christs.cam.ac.uk/jobs

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