

# OXFORD UNIVERSITY GAZETTE



## NEW UNIVERSITY STATUTES AND CONGREGATION REGULATIONS

SUPPLEMENT (1) TO NO. 4633

WEDNESDAY, 9 OCTOBER 2002

New University Statutes, having been approved by Congregation and then (where necessary) by Her Majesty in Council, came into effect on 1 October 2002. The complete text of these Statutes as they stood at that date is republished below for ease of reference, together with the new Regulations of Congregation for the Membership of, and Conduct of Business in, Congregation.

Annexed at I is a table of all the new regulations so far enacted with effect from 1 October 2002, with references to the page of the *Gazette* on which each set of regulations was published. Arrangements are in hand to make it possible to access these regulations via the relevant issue of the *Gazette*, through a hyperlink on the University Web site at [www.admin.ox.ac.uk/councilsec/newregs.shtml](http://www.admin.ox.ac.uk/councilsec/newregs.shtml). The Examination Regulations, have also, as usual, been published in a separate volume as *Examination Regulations*, 2002.

Annexed at II, again for ease of reference, are the Vice-Chancellor's current Regulations relating to Academic Dress.

There have been a number of amendments to the Regulations of Council for Committees reporting directly to Council or one of its Main Committees since these were published in *Gazette*, Vol. 132, pp. 1391–1405, and the current text will be published as a Supplement to *Gazette* No. 4634, to be dated 16 October 2002.

### PREFACE

#### CONSTITUTION AND STATUTE-MAKING POWERS OF THE UNIVERSITY

##### 1. *Legal status of the University*

The University of Oxford is a lay corporation first established at common law by custom or prescription and later formally incorporated by statute. It has no founder and no charter. The early history of the University<sup>1</sup> shows that it evolved from a group of Masters and students residing in Oxford in the latter part of the twelfth century. The academic society which they collectively brought into life paralleled similar associations at other centres of learning in Europe, notably Bologna and Paris. The term originally used throughout Europe to describe such a society was *studium generale*. The purpose of the *studia generalia* was to provide instruction in the seven liberal arts—grammar, logic, and rhetoric (the *trivium*) and arithmetic, geometry, astronomy, and music (the *quadrivium*). Graduates in arts could embark upon a higher course of study leading to degrees in law, medicine, or theology.

In 1214 the body of Masters and Scholars at Oxford was placed under the jurisdiction of a Chancellor, to be appointed by the Bishop of Lincoln. The office was created under the terms of an award of the papal legate, Nicholas Cardinal Bishop of Tusculum, made in settlement of a dispute with the townspeople over the hanging of two students in 1209 for complicity in murder. This incident had resulted in the closure of the schools and the summary departure of the scholars in protest, some of whom went on to establish a *studium* in Cambridge. Later in the century it became the practice for the Bishop of Lincoln to confirm in office the Chancellor elected by the Oxford Masters themselves.

After 1214 the Chancellor, Masters, and Scholars of Oxford quickly gained recognition as a corporate body distinct from the individuals who were its members. The word *universitas*, which at the time meant any body of persons having a distinct purpose and legal status, was first applied to the Masters at Oxford in 1216<sup>2</sup> and within the next two decades was applied to the body of Chancellor, Masters, and Scholars collectively in grants of royal and papal legal privileges. The enactment of statutes began not later than 1230; a Common Chest was established by 1240; and the use of the Common Seal was firmly established by 1276.<sup>3</sup> Proctors and Bedels were established in office at the beginning of the thirteenth century,<sup>4</sup> although the University had to wait until 1448 for the office of Registrar,<sup>5</sup> and the post of Vice-Chancellor was not fully established until 1549.<sup>6</sup> The earliest recorded depiction of the coat of arms is 1412–17. Its use had become official by 1429.<sup>7</sup> The first buildings owned by the University were Congregation House and the Divinity School, with Duke Humfrey's Library.

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The establishment of the Universities of Oxford and Cambridge may be contrasted with the foundation of their colleges. All the colleges are founded by charter. With the exception of the more modern foundations they are eleemosynary corporations, that is to say they were established and endowed for the perpetual distribution of the bounty of the founder and were frequently charged with the duty of saying masses or prayers for the founder and his or her kin.<sup>8</sup>

## 2. *Act of incorporation*

After more than three centuries, Oxford and Cambridge Universities were formally incorporated in 1571 by statute. The Act for the Incorporation of Both Universities is a short Act containing a preamble and seven sections. The principal intention of the Act, stated in the preamble, is ‘that the ancient Privileges Liberties and Franchises of either of the said Universities herebefore granted ratified and confirmed by the Queen’s Highness and her most noble Progenitors may be had in greater Estimation and be of greater Force and Strength ...’

Section 1 enacts that the Chancellor, Masters, and Scholars of Oxford shall be incorporated and have perpetual succession in fact, deed, and name ‘by the Name of the Chancellor Masters and Scholars of the University of Oxford’. The University is to be known by that name, is to have a Common Seal, and may sue and be sued accordingly. Corresponding provision is made for the University of Cambridge. Although the Act did not create the Universities it stands as the highest legal confirmation of their corporate status.

## 3. *Early statutes*

At common law a corporation has the power to enact rules for the regulation of its internal affairs including procedures for the creation of new rules and the repeal or amendment of existing ones. These rules are of course subject to and may be overridden by the general law of the land.

In its first 400 years Oxford University exercised its rule-making power in full measure.<sup>9</sup> The early statutes recognised the Congregation of the Regent Masters, that is those teaching and resident in Oxford, as the principal governing body of the University for most purposes. They provided for the summoning of Congregation, the procedure to be followed at meetings, and the taking of votes. A great Congregation, or Convocation, of Non-regent and Regent Masters was established as the University’s supreme governing body, meeting from time to time. Convocation, not Congregation, exercised the power to make, amend, and annul statutes. The officers of the University were provided for and the manner of their election. Statutes were made governing admission to degrees, the giving of lectures, student discipline, academic dress, the administration of the Chancellor’s Court, and many other matters.

## 4. *The Laudian Code*

During the sixteenth century it was recognised that the statutes had fallen into an unco-ordinated if not chaotic state. No single authoritative version existed, various copies being in the hands of different university officers. Attempts were made during that century and in the reign of James I to revise them and give them a more coherent shape. The accession of Charles I in March 1625 and the election of Archbishop Laud as Chancellor of the University in April 1630 finally produced a comprehensive and accessible code of statutes which was to govern the University for the next 200 years.<sup>10</sup>

King Charles and the Archbishop were as much concerned with the need to control religious divisions inside the University, and student indiscipline, as they were with the unsatisfactory state of the statutes themselves. The Laudian Code was preceded by the creation in 1631 of the Hebdomadal Board, the weekly meeting of the Vice-Chancellor and college heads to discuss university business, designed by Laud to dilute the influence of Congregation and Convocation, and by the grant by Charles I of the Great Charter of 3 March 1636. This charter enlarged the University’s legal privileges, and the jurisdiction of the Chancellor’s Court in both civil and criminal matters at the expense of the courts of common law, and reinforced the rights and privileges of the University Press.

The text of the Code, after a gestation period of five years, was finally settled by Laud himself and presented to the King who ratified it by Royal Letters of Confirmation on 3 June 1636.<sup>11</sup> The political purpose of this document is clear, but its legal effect was more debatable. The operative part states that the King ‘accepts approves ratifies and confirms’ the Code. It directs the heads of colleges to give their written assent to the Code on the day of its presentation to and promulgation by Convocation and requires all the Masters and Scholars of the University to swear their allegiance to it within six months of that event. It was formally adopted on 22 June.<sup>12</sup>

The Code incorporated three statutes previously sent by the King to Convocation under the royal signet—the so-called *Statuta Carolina*, or Royal Statutes—which concerned among other things the appointment of Proctors and the establishment of the Hebdomadal Board. On the other hand it did not codify all the earlier statutes, some of which were unaffected by it. The provisions of the Code which dealt with Convocation’s law-making powers, taken with the Royal Letters of Confirmation, gave rise to the question whether the University had retained any power, and if so what, to alter or annul its existing statutes—the Code generally, the three Royal Statutes in particular, or any of the others—or to make new statutes. Counsels’ opinion delivered in 1759<sup>13</sup> brushes aside the legal effect of the Letters of Confirmation and is a robust statement of the University’s continuing legal independence.

‘... we think that the King has no power vested in him by his prerogative, or otherwise, to give laws or Statutes to the University after its original Act of Incorporation, without their acceptance, assent, or confirmation. And we also think, that it was not in the power of the University to delegate their right of making perfect By-Laws or

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Statutes to any subject, or even to the King: and that no Statutes, made by such delegation, would be valid without the assent or confirmation of the Convocation. It is that which we think gives *vitam et modum* to every Statute, and as it was not in the power of the University itself to enact any Statutes which should remain unalterable or unrepealable, so we think it could not delegate a power to any subject or to the Crown, to enact or make any laws that should not be repealable without the consent of such subject or his heirs, or such King or his successors; and though powers have in some instances been actually delegated by the University to the Crown, to give them Statutes for their government, and the Crown has accordingly so done, and such Statutes have been confirmed by Royal authority, yet even such Statutes so made and so confirmed cannot (we think), abrogate the legislative power necessarily inherent in, and incident to the University ...'

Blackstone gave advice to the same effect.<sup>14</sup>

Not surprisingly Convocation was prepared to act on that advice, but the issue was revived when, in response to a controversial election to the Regius Professorship of Divinity in 1836, Convocation purported to annul those parts of the Laudian Code which gave the professor jurisdiction over preachers. The University obtained legal opinions to the effect that the University's power to override the Code was limited by the provisions of the Code itself, on the ingenious ground among others that the Letters of Confirmation should be construed as a new charter. This advice was not followed, but the issue was again debated with the University Commissioners of 1850, who recommended that the University should petition the Crown for the removal of any fetter on the University's powers which the Code and the Letters of Confirmation might have imposed. Full power of dealing with the Code was granted by Royal Licence on 10 July 1854<sup>15</sup> with the exception of the Royal Statute which constituted the Hebdomadal Board. Licence was also given to repeal and alter any other statutes without further licence or authority. The document is silent on the power to make new statutes outside the scope of the Code, which must have been implicitly accepted.

For all practical purposes therefore, before the work of the University Commissioners in the nineteenth and twentieth centuries, the powers of the University now corresponded with the description given by Counsel in 1759, with the possible exception of the statute relating to the Hebdomadal Board.

#### 5. University Commissioners 1850–81

From the nineteenth century onwards the University's power to make its own statutes has been reduced. A Royal Commission appointed in 1850 proposed a long list of reforms for the University including major changes to its constitution and the internal balance of power. It perceived that the influence of the University, represented by the professors and the Regent Masters in Congregation, had virtually evaporated, and that the real power base at the centre consisted of Laud's Hebdomadal Board, comprising all the heads of house, and Convocation. In consequence the colleges, now far more generously endowed than the University, had become in large measure autonomous, secretive, and unsupervised institutions enjoying a degree of privilege and control over their assets which was inimical to academic and social progress.

Lord Curzon<sup>16</sup> described the situation at Oxford in 1852 in these terms: 'The first Commission found the Fellows a powerful body of nearly 550 strong, appointed by favour from a narrowly restricted class, drawing large but irregular stipends, all unmarried and in Holy Orders, holding office for life, and mostly living away from Oxford.'

The Oxford University Act 1854 was passed to give effect to the Commission's main recommendations. A new statutory Commission was appointed to exercise its powers until 1 January 1857 (or 1858 if necessary).<sup>17</sup> Subsequent provisions of the Act then imposed new constitutional arrangements directly upon the University by the force of the Act itself. The Hebdomadal Board was abolished and replaced by a new elected Hebdomadal Council.<sup>18</sup> Detailed provisions were made for the membership of the new Council and the mode of election.<sup>19</sup> The Council was empowered to make rules for the regulation of its own proceedings.<sup>20</sup> Subject to the supervision of the Council, the Vice-Chancellor was required to draw up a new register of members of Congregation, the composition of which was specified in detail by the Act.<sup>21</sup> Statutes promulgated by the Hebdomadal Council were to be laid before Congregation for debate;<sup>22</sup> but Convocation remained the supreme law-making body.<sup>23</sup>

In order to widen access to the University to individuals who could not for a variety of reasons gain admission to a college or existing hall, power was given to the Vice-Chancellor to license members of Convocation to open their residences as private halls;<sup>24</sup> and the University was given the right to make statutes for private halls.<sup>25</sup>

The colleges were empowered to alter and amend their statutes subject to the Commissioners' approval.<sup>26</sup> The intention was that the colleges should modernise themselves, but if they failed to do so the Commissioners could make statutes for them.<sup>27</sup> The University had the same powers as the colleges in relation to halls and private halls, with the same default powers reserved to the Commissioners.<sup>28</sup> Statutes made under these provisions were to be published in the *London Gazette* and laid before Parliament. Objections could be made and would be considered by the Privy Council.<sup>29</sup>

The Act also gave the University power to alter trusts or directions affecting gifts or endowments of more than fifty years' standing, with the consent of the Commissioners and the Privy Council.<sup>30</sup>

The University and the colleges were entitled to repeal or alter any statute made under the Act in the same manner as they could amend any other statute;<sup>31</sup> but statutes made by the Commissioners could not be repealed or altered except with the approval of the Privy Council.<sup>32</sup> The University was also authorised to alter the sections of the Act itself which provided for the constitution, powers, and proceedings of the Hebdomadal Council and Congregation, subject again to the Privy Council's consent.<sup>33</sup>

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Commissioners for Cambridge worked on parallel lines. Their report produced the Cambridge University Act 1856.

Gladstone's Universities Tests Act 1871 abolished any requirement imposed at Oxford, Cambridge, or Durham that, before taking a degree (other than in divinity) or exercising any right or privilege or taking up any lay office or appointment, a person should make a declaration of religious faith or affiliation. The process of reform was then continued by the appointment of new Royal Commissioners in 1872, with specific terms of reference and powers to investigate and report upon the financial resources of Oxford and Cambridge and their colleges. The report of the 1872 Commissioners, published in 1874, resulted in the passing of the Universities of Oxford and Cambridge Act 1877.

Unlike the 1854 Act, the 1877 Act did not directly impose new laws on the Universities or their colleges. The Act was an enabling and procedural Act, empowering Commissioners appointed under the Act to make statutes for the Universities and colleges as they thought fit in accordance with a statutory procedure. As before, this power included the right to alter trusts of more than fifty years' standing.<sup>34</sup> Section 16 of the Act set out an extensive list of objects for which university statutes could be made, including the setting up of a scheme requiring colleges to make contributions to a common fund 'for University purposes'. Statutes made by the Commissioners were again required to be submitted to the Privy Council for approval, and after that to be laid before Parliament.<sup>35</sup> The 1854 Act was not repealed, but section 51 of the 1877 Act provided that statutes duly made by the Commissioners should take effect 'notwithstanding any instrument of foundation or any Act of Parliament ...' or other instrument or document. The substantive sections of the 1854 Act would accordingly remain in force until overridden by new Commissioners' statutes. The Universities and the colleges retained the power to alter statutes made by the Commissioners, but no alteration would be effective unless approved by the Privy Council.<sup>36</sup>

Neither of these two Acts abolished the University's inherent power to make statutes for itself, or to amend or annul those statutes. To the extent that existing statutes were inconsistent with Commissioners' statutes (or the provisions of the 1854 Act) they were ineffective; and Privy Council approval was required whenever the University wished to pass new legislation which would have some effect on the laws imposed by Parliament or the Commissioners. Otherwise the University's right to govern its own internal affairs was unimpaired. One important example of purely internal legislation was the creation of the faculties and the General Board of the Faculties in 1910.

#### 6. *Asquith's Commission and the Act of 1923*

Royal Commissioners were again appointed in 1919 and reported in 1922. The Oxford Committee was chaired by Asquith. Their deliberations resulted in the Universities of Oxford and Cambridge Act 1923, which remains in force. This Act follows the model of the 1877 Act, and incorporates many of its provisions, as set out in the Schedule. Commissioners were again appointed to make statutes and regulations for each University and its colleges and halls,<sup>37</sup> and they were directed in particular to 'have regard to the need of facilitating the admission of poorer students to the Universities and colleges.'<sup>38</sup> The power to make statutes altering trusts was again confirmed, the time bar being increased from fifty to sixty years.<sup>39</sup>

Section 7 of the 1923 Act is concerned with the power of the Universities and colleges to alter or make statutes after the cesser of the Commissioners. Under section 7(1) statutes made by the Commissioners or any other authority which affects the University may be altered by the University by a further statute made under the Act. If the statute affects a college, the college's consent must be obtained. The procedures applicable to the making of a statute by the Commissioners must be followed: section 7(3). These include the submission of the proposed statute to the Privy Council for approval.

Until 1969, when the statutes were revised in the light of the recommendations of the Franks Commission, the form and sequence of the statutes continued to follow as faithfully as it could the Laudian Code. The older statutes, which were untouched by the 1854 Act or the Commissioners, continued to be published in Latin. The Commissioners' statutes, as amended from time to time, now commonly called 'Queen-in-Council' statutes, and the University's own modern statutes, were interposed where appropriate and published in English.

#### 7. *Decrees and regulations*

The practice of enacting subordinate legislation, below the level of statutes, for more detailed administrative matters is also of high antiquity. When Convocation, meeting less frequently, possessed the primary statute-making power, it was understandable that it should delegate to Congregation a power to make subordinate rules and regulations for the more detailed implementation of law and policy. There is evidence of an ordinance passed by Congregation alone as early as 1278.<sup>40</sup> The 1854 Act recognised this practice by giving to the Hebdomadal Council and to Congregation the power to make rules for the regulation of their own proceedings.<sup>41</sup>

In more modern times the Hebdomadal Council and (after 1 October 2000) the Council have enjoyed a general power to make, amend, and repeal subordinate legislation not inconsistent with the statutes, and to authorise any other body or person to do so. Decrees and regulations, which include the voluminous decrees and regulations relating to examinations, came to exceed by a very considerable amount the volume of the University's statutes.

#### 8. *Franks Commission*

In 1964 the University appointed a Commission under the chairmanship of Sir Oliver (later Lord) Franks to carry out a comprehensive review of the University in the light of the Government's Robbins Report and to make recom-

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mendations for reform. Its report was published in 1966 and included a number of significant recommendations for reform of the statutes.

By the time of Franks the jurisdiction of Convocation over statutes had been reduced but not entirely abolished. The 1923 Act Commissioners had left Convocation with the following functions: electing the Chancellor; electing persons for presentation to benefices in the gift of the University; conferring degrees by diploma and honorary degrees; and approving letters from the University to the sovereign and certain other bodies. With regard to statutes, under the then Title X, Section 1, clause 6 statutes accepted by Congregation by votes of less than two-thirds of the members present and voting were required to be submitted to Convocation; and there was a corresponding provision concerning the passing of decrees under Title X, Section 1, clause 7. Convocation was also obliged to perform such further duties as might be assigned to it by the University Statutes.

The Franks Commission recommended that Congregation alone should have the power to make statutes or to amend or repeal them. It also drew up a new set of statutes, for the first time entirely in English, in a new sequence which finally dispensed with the order devised by Archbishop Laud. Its report recognised<sup>42</sup> the established distinction between 'Queen-in-Council' statutes and others, but suggested that, since the majority of its proposed new statutes covered matters which had been dealt with in Commissioners' statutes in the past, the new code in its entirety should be sent to the Privy Council for approval.

The University adopted virtually the whole of the code recommended by Franks. Only the provisions relating to student discipline remained unreformed. The University did not however adopt the suggestion that all the statutes should be brought within the jurisdiction of the Privy Council. Correspondence passed between the then Secretary for Administration, on behalf of the University, and Sir Godfrey Agnew, Clerk to the Privy Council, between November 1966 and January 1967 as a result of which it was possible to identify by agreement the statutes in the new code which should be treated as 'Queen-in-Council' statutes and those which should not. The correspondence thus acknowledged the University's continuing right to pass, amend, and repeal some of its statutes without the need to obtain Privy Council approval. In the process of categorisation regard was had not only to the history of statute-making by Commissioners but also the necessity to ensure that the Privy Council continued to oversee important matters and the desirability so far as possible to relieve the Privy Council of the task of scrutinising matters of less importance.

The new statutes came into force in 1969. After more than 700 years Convocation was finally deprived of all jurisdiction over statutes, its role being limited to the historic role of electing the Chancellor, and performing such other duties as Congregation might decide. The only other duty assigned to Convocation since that date is the election of the Professor of Poetry.

#### 9. *Education Reform Act 1988*

Commissioners were appointed under the Education Reform Act 1988 to make statutes for all the Universities in England and Wales concerning the tenure of office and dismissal of academic staff, the procedures to be followed in cases of ill-health, and the handling of staff grievances. The statute made for Oxford by the 1988 Act Commissioners has been re-enacted within Statute XII in these statutes. It cannot be altered without the consent of the Privy Council under the terms of the 1988 Act. It is therefore properly described as a 'Queen-in-Council' statute, although it does not derive that status from the 1923 Act. Unlike other Commissioners' statutes it also requires the University to make by-laws on matters of detailed implementation.

#### 10. *North Commission*

In 1997–8 a Commission under the chairmanship of the then Vice-Chancellor, Sir Peter North, which had been appointed by the University to carry out a review of the organisation, management, and financing of the University, and to recommend reform where appropriate, submitted its report. A Joint Working Party on Governance, established by the University and the colleges under the chairmanship of Sir Peter's successor, Dr (later Sir) Colin Lucas, to consider the North Report, then promoted important changes to the University's internal structures which came into force on 1 October 2000. The main changes were: the merger of the University's two principal governing committees—the Hebdomadal Council and the General Board of the Faculties—into a single exclusive Council, subject to the overriding sovereignty of Congregation; the inclusion in the new Council of members who were not members of Congregation; the delegation of much of the central business of the University to four main committees, each chaired by the Vice-Chancellor or a Pro-Vice-Chancellor; the arrangement of the faculties, sub-faculties, and departments into five new academic divisions with overall responsibility for their activities and funding; the appointment of a permanent head of each division, who would automatically be a member of Council; and statutory representation of the colleges on each of these bodies.

The North Commission also noted that the statutes and subordinate legislation of the University again needed substantial revision. The statutes themselves had become burdened with unnecessary detail, and the whole needed to be set out in a more accessible and comprehensible form.

The current Statutes and Regulations were prepared by a working party chaired by the then Principal of St Hugh's College, Mr Derek Wood, QC, appointed to implement the Commission's recommendations. The opportunity was taken to include within the statutes some basic constitutional provisions normally found in a charter (for

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example Statute I, sections 1–4 and Statute II) and to bring the University’s disciplinary and dispute-resolution procedures in line with current legal practice (Statutes XI and XVII).

For the first time in its history the University repealed the whole of its existing legislation and replaced it with an entirely new code. The Statutes were approved by Congregation on 11 December 2001. The ‘Queen-in-Council’ Statutes were then approved by Her Majesty in Council on 17 April 2002. The subordinate legislation (previously split between decrees and regulations) was substantially and progressively revised and recast as Regulations in a new form intended to make them easier to identify and understand and to allow further revision and replacement to be carried out more efficiently.

The new code came into force on 1 October 2002.

DW  
Oxford  
October 2002

<sup>1</sup> See Rashdall: *The Universities of Europe in the Middle Ages* (Second Edn OUP 1936); *History of the University of Oxford*, Vol. 1, Chap. 1 (Southern) and Chap. 2 (Hackett) (OUP 1984); and Cobban: *The Medieval Universities* (Methuen 1975), Chap. V.1.

<sup>2</sup> Hackett, loc. cit., p. 47.

<sup>3</sup> Hackett, loc. cit., p. 51.

<sup>4</sup> Hackett, loc. cit., pp. 56 and 82–7.

<sup>5</sup> *Statuta antiqua universitatis oxoniensis*: ed. Strickland Gibson (OUP 1931), p. xx and pp. 283–5.

<sup>6</sup> Strickland Gibson, op. cit., p. lxxiv and pp. 350–1.

<sup>7</sup> Hackett, loc. cit., p. 94.

<sup>8</sup> See the definition in Picarda: *Law and Practice Relating to Charities* (Second Edn Butterworths 1995), p. 379.

<sup>9</sup> Strickland Gibson, op. cit.

<sup>10</sup> For an account of the enactment of the Laudian Code and the events which brought it about see: C. L. Shadwell’s Preface to *The Laudian Code of Statutes* (ed. Griffiths) (OUP 1888) (‘LCS’) and *History of the University of Oxford*, Vol. IV, Chap. 4 (Fincham) (OUP 1997).

<sup>11</sup> Reproduced in *LCS*, pp. 294–6.

<sup>12</sup> The document bearing the signature of the heads of the colleges and halls is reproduced in *LCS* after p. xxiii.

<sup>13</sup> The opinion of John Morton and R. Wilbraham quoted in full in the Preface to *LCS*, pp. xvi–xviii.

<sup>14</sup> Preface to *LCS*, p. xviii.

<sup>15</sup> Preface to *LCS*, pp. xxv–xxvii.

<sup>16</sup> *Principles and Methods of University Reform* (OUP 1909), p. 93.

<sup>17</sup> Act of 1854, ss I and II.

<sup>18</sup> Section V.

<sup>19</sup> Ss VI–XIII and XXI.

<sup>20</sup> Section XV.

<sup>21</sup> Ss XIV–XVI.

<sup>22</sup> Ss XVII–XX.

<sup>23</sup> Section XXII.

<sup>24</sup> Ss XXV and XXVI.

<sup>25</sup> Section XXVII.

<sup>26</sup> Section XXVIII.

<sup>27</sup> Section XXIX.

<sup>28</sup> Section XXXVII.

<sup>29</sup> Ss XXXV–XXXVII.

<sup>30</sup> Ss XXX, XXXV, and XXXVI.

<sup>31</sup> Section XXXIX.

<sup>32</sup> Section XL.

<sup>33</sup> Ibid.

<sup>34</sup> Act of 1877, s. 13.

<sup>35</sup> Ss 45–50.

<sup>36</sup> Section 55.

<sup>37</sup> Act of 1923, s. 6 (1).

<sup>38</sup> Section 6 (2).

<sup>39</sup> Section 8 (1).

<sup>40</sup> Strickland Gibson, op. cit., p. xxiii.

<sup>41</sup> Ss XV and XVI.

<sup>42</sup> *Report of the Commission of Inquiry*, p. 307.

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## STATUTE I

### PRELIMINARY

*(This Statute is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)*

1. The University of Oxford is a civil corporation established under common law which was formally incorporated by the Act for the Incorporation of Both Universities 1571 under the name of 'the Chancellor Masters and Scholars of the University of Oxford'.
2. In these statutes it is called 'the University'.
3. The principal objects of the University are the advancement of learning by teaching and research and its dissemination by every means.
4. The University has the power to do all things permitted by law which are necessary or desirable to advance its objects.
5. These statutes and all regulations made under them shall be interpreted in accordance with those objects and not in conflict with them.
6. In the interpretation of these statutes and all such regulations these additional rules apply unless the context otherwise requires:
  - (1) words in the singular include the plural and words in the plural include the singular;
  - (2) references to an Act of Parliament refer also to any statutory amendment, re-enactment, or replacement of it;
  - (3) 'committee' means any body set up by or under the authority of these statutes other than Convocation, Congregation, Council, a society or Permanent Private Hall, or a division, faculty, sub-faculty, or department;
  - (4) 'Conference of Colleges' means the voluntary association of the colleges, societies, and Permanent Private Halls which are referred to in Statute V, established by them for the purpose, among others, of appointing their representatives to Council, its committees, and other university bodies;
  - (5) 'Congregation' means the Congregation of the University referred to in Statute IV;
  - (6) 'Council' means the Council of the University referred to in Statute VI;
  - (7) 'division', 'faculty', 'sub-faculty', and 'department' mean a division, faculty, sub-faculty, or department referred to in Statute VII;
  - (8) 'membership' and 'member of the University' have the meanings given to them in Statute II;
  - (9) 'regulation' means a regulation made under these statutes by a person or body authorised to make it;
  - (10) 'statutes' and 'regulations' mean statutes and regulations of the University in force for the time being.
7. Disputes over the interpretation or application of any of these statutes or any regulation shall be decided in accordance with Statute XVII.

## STATUTE II

### MEMBERSHIP OF THE UNIVERSITY

1. Membership of the University is divided into the following five categories:
  - (1) student membership;
  - (2) ordinary membership;
  - (3) Convocation membership;
  - (4) Congregation membership; and
  - (5) additional membership.
2. A person is a member of the University if he or she is duly admitted into one or more of those categories.
3.
  - (1) A member of the University shall enjoy the rights and privileges and incur the obligations which are attached by the statutes and regulations to the category or categories into which he or she is admitted.
  - (2) No member of the University shall be required to pay any fee or other charge (except one required by way of penalty or fine imposed under the authority of a statute or regulation) unless it is required by statute or regulation.
  - (3) The University may enter into contracts with its members which are not inconsistent with these statutes and regulations made under them providing for rights, benefits, and facilities to be enjoyed by members and specifying the terms upon which they are given or made available.

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### **Student Members**

4. A person shall be a student member if he or she:
- (1) has the academic qualifications for admission (referred to in this section and in section 5 of this statute as 'matriculation') laid down by Council by regulation;
  - (2) has been admitted as and remains a member, or has been suspended from membership, of a college, society, Permanent Private Hall, or any other institution designated by Council by regulation;
  - (3) has been and remains registered, or has been suspended from registration, as a student for a degree or other qualification of the University; and
  - (4) is to be or has been presented for matriculation as a student member by his or her college, society, Permanent Private Hall, or other designated institution within the period laid down by Council by regulation.
5. Regulations may be made to provide for:
- (1) provisional matriculation where a prospective student member is for good reason unable to be presented for matriculation within the period referred to in section 4 (4) of this statute; and
  - (2) the ceremony at which the matriculation of student members will take place and the procedure to be followed;

in addition to the matters referred to in section 4 of this statute.

### **Ordinary Members**

6. A former student member who has satisfied the examiners or has been given leave to supplicate for a degree of the University but who has not yet been admitted to any degree is an ordinary member.

### **Convocation Members**

7. Convocation members are those persons who are members of Convocation under Statute III.

### **Congregation Members**

8. Congregation members are those persons who are members of Congregation under Statute IV.

### **Additional Members**

9. (1) Persons who are appointed Bedels under the regulations relating to the holders of that office shall be admitted as and shall remain members of the University for so long as they hold that office.
- (2) Council may with the consent of Congregation provide by regulation for the admission of other persons or categories of persons as additional members.

### **Expulsion**

10. (1) A student member may be expelled from membership under Statute XI.
- (2) A student member who has been expelled by his or her college, society, Permanent Private Hall, or other designated institution shall cease to be a student member of the University.
- (3) Congregation may for good cause, on the recommendation of Council made in accordance with fair procedures to be determined by Council according to the circumstances of the case, expel any member of the University from his or her membership.
- (4) Procedures established under sub-section (3) above must include a right of appeal to an independent and impartial tribunal which will give reasons for its decision and (if the member so requires) sit in public and publish those reasons.
- (5) Nothing in this section authorises the termination of a contract of employment or infringes the rights or protection given by Statute XII to the persons to whom that statute applies.
- (6) In this section the word 'expel' bears the meaning given to it in section 1 of Statute XI.

### **Resignation**

11. (1) A member of the University may at any time by giving notice in writing to the Registrar resign his or her membership.
- (2) Resignation of membership shall not relieve the member of any liability or penalty incurred under these statutes or any regulation before the date of his or her resignation.
12. A member of the University who has resigned may, with the permission of Council on such terms as it thinks fit, be admitted or readmitted to any category of membership to which he or she would but for the resignation be entitled to belong.



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## STATUTE III CONVOCATION

*(This Statute is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)*

1. The functions of Convocation shall be to elect the Chancellor and the Professor of Poetry.
2. Convocation shall consist 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*<sup>1</sup>.
3. The procedure for the holding of elections in Convocation shall be laid down by Council by regulation.

## STATUTE IV CONGREGATION

*(Sections 1–4 are 'Queen-in-Council' statutes—see section 2 (2) of Statute IV.)*

### Functions and Powers

1. Congregation shall have the following legislative and other functions, powers, and duties:
  - (1) to decide on proposals submitted to it by Council for amending, repealing, or adding to the statutes or regulations;
  - (2) to decide on resolutions submitted by any twenty or more of its members that Council should be instructed to make proposals for amending, repealing, or adding to the statutes or regulations;
  - (3) to consider any other resolutions submitted to it by Council or by any twenty or more of its members;
  - (4) to exercise the powers in relation to regulations assigned to it in section 17 of Statute VI;
  - (5) to take note of the replies to questions asked by any two or more of its members;
  - (6) to confer degrees;
  - (7) to make the elections laid down for it in any statute or regulation;
  - (8) to approve the appointment of the Vice-Chancellor;
  - (9) to perform any further duties or to exercise any further powers laid down for it in any statute or regulation.
2. (1) Any resolution passed by Congregation or other act done or decision taken by Congregation in accordance with the statutes and regulations shall bind the whole University.  
(2) A decision taken by Congregation to amend, repeal, or add to any of the following statutes shall not take effect without the approval of Her Majesty in Council:
  - Statute I
  - Statute III
  - Statute IV (sections 1–4 only)
  - Statute V (section 1 only)
  - Statute VI (sections 1–18 only)
  - Statute XII
  - Statute XV (sections 1–7 only)
  - Statute XVII
- (3) A decision taken by Congregation, to amend, repeal, or add to Part D of Statute XVI or the Schedule shall not take effect without the approval of Her Majesty in Council unless that Part or the Schedule expressly permits.
- (4) To cover some specific case, Council may (where it is otherwise lawful to do so) by resolution suspend the operation of any statute other than:
  - (a) the statutes specified in sub-section (2) above; or
  - (b) so much of Part D of Statute XVI and the Schedule as cannot be amended, repealed, or added to without the approval of Her Majesty in Council.

### Membership

3. Congregation shall consist of the following:

<sup>1</sup> The insertion of the words in italics is subject to the approval of Congregation and subsequently of Her Majesty in Council.

- 
- (1) the Chancellor;
  - (2) the High Steward;
  - (3) the Vice-Chancellor;
  - (4) the Proctors;
  - (5) the members of the faculties;
  - (6) the heads of all the colleges, societies, and Permanent Private Halls referred to in Statute V;
  - (7) the members of the governing bodies of all the colleges and societies referred to in Statute V (but not of the Permanent Private Halls);
  - (8) the principal bursar or treasurer of each of the colleges and societies referred to in Statute V (but not of the Permanent Private Halls), if he or she is not a member of its governing body;
  - (9) any other persons or classes of persons admitted by or under regulations made by Congregation;
  - (10) every person who was a member of Congregation under the statutes as they stood on 1 June 1977 for as long as he or she possesses the qualification which entitled him or her to membership on that date.
4. (1) The Registrar shall keep a register of the persons qualified to be the members of Congregation, and shall publish annually in the *University Gazette* as soon as possible after 1 January the register as it stood at that date.
- (2) No person shall be admitted to vote or act as a member of Congregation unless that person's name is in the register and he or she is qualified under section 3 of this statute.

#### Chairman

5. (1) The Chairman of Congregation at the Encaenia, or at any other meeting held for the conferment of Degrees by Diploma or Honorary Degrees, shall be the Chancellor, or, in the Chancellor's absence, the Vice-Chancellor or a Pro-Vice-Chancellor.
- (2) The Chairman on all other occasions shall be the Vice-Chancellor, or, in the Vice-Chancellor's absence, a Pro-Vice-Chancellor.

#### Procedure

6. (1) The business of Congregation shall be conducted in accordance with regulations made by Congregation.
- (2) Council or any twenty or more members of Congregation may propose the amendment or repeal of or an addition to any regulation made under this section.
- (3) Regulations made under this section:
- (a) shall provide for the giving of notice of meetings of Congregation and of the business to be conducted at them; and
  - (b) may state a period within which notice of opposition or of a proposed amendment can be given or a request for an adjournment can be made.
- (4) A proposal made under sub-section (2) above shall not have effect unless it:
- (a) is approved at a meeting of Congregation; or
  - (b) is declared to have been approved under section 7 of this statute.
- (5) Sections 13–18 of Statute VI shall not apply to regulations made under this section.
7. (1) The Vice-Chancellor shall have the power to declare any proposal made to Congregation under section 6 (2) of this statute or otherwise to have been approved if the following conditions are satisfied:
- (a) that notice of the proposal has been duly given in accordance with regulations made under section 6 of this statute;
  - (b) that no opposition or proposed amendment has been notified or request for an adjournment made within the time allowed by those regulations for doing so in respect of any of the business to be conducted at the meeting at which the proposal is to be discussed;
  - (c) that in the opinion of the Vice-Chancellor the proposal is not of such general concern to the University as a whole that it would be inappropriate to proceed without an opportunity for further explanation or debate;
  - (d) that in the light of (c) the Vice-Chancellor decides that the meeting may and ought to be cancelled;
  - (e) that notice of cancellation is published in the *University Gazette* not less than four days before the meeting is due to be held.
- (2) If the Vice-Chancellor makes a declaration under sub-section (1) above, he or she shall publish it in the *University Gazette* either in the notice given under paragraph (e) of sub-section (1) above or as soon afterwards as is practicable.
8. The operation of the whole or any part of sections 5–7 of this statute, or of the associated regulations, may be suspended by resolution of Congregation.

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STATUTE V  
COLLEGES, SOCIETIES, AND PERMANENT PRIVATE HALLS  
(Section 1 is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)

**Colleges**

1. The following foundations in Oxford for academic study are recognised as colleges of the University:

All Souls College	Oriel College
Balliol College	Pembroke College
Brasenose College	Queen's College
Christ Church	St Anne's College
Corpus Christi College	St Antony's College
Exeter College	St Catherine's College
Hertford College	St Edmund Hall
Jesus College	St Hilda's College
Keble College	St Hugh's College
Lady Margaret Hall	St John's College
Linacre College	St Peter's College
Lincoln College	Somerville College
Magdalen College	Templeton College
Manchester Academy and Harris College	Trinity College
Mansfield College	University College
Merton College	Wadham College
New College	Wolfson College
Nuffield College	Worcester College

2. The University may, by statute subject to the approval of Her Majesty in Council, add further foundations to those listed in section 1 of this statute.

**Societies**

3. The University may establish and maintain institutions to be known as societies.
4. The membership and governance of a society and the rights, privileges, and obligations of a society and its officers shall be provided for in regulations.
5. The following are societies of the University:
- Green College
  - Kellogg College
  - St Cross College
6. The University may add further institutions to those listed in section 5 of this statute.

**Permanent Private Halls**

7. The Vice-Chancellor may with the consent of Congregation and on conditions set out in regulations grant a licence for the establishment of a Permanent Private Hall under a name approved by Congregation.
8. Regulations made under section 7 of this statute shall include regulations for the membership, governance, and location of the hall and the rights, privileges, and obligations of the hall and its officers.
9. Every Permanent Private Hall shall be under the supervision and control of the Vice-Chancellor and Proctors.
10. If the Vice-Chancellor considers that it is in the interests of the University that a licence for a Permanent Private Hall should be revoked he or she may after obtaining the consent of Council and Congregation revoke the licence.
11. The following Permanent Private Halls are licensed under this statute:
- Blackfriars
  - Campion Hall
  - Greyfriars
  - Regent's Park College
  - St Benet's Hall
  - Wycliffe Hall

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## STATUTE VI

### COUNCIL

*(Sections 1–18 are ‘Queen-in-Council’ statutes—see section 2 (2) of Statute IV.)*

#### Functions and Powers

1. Council shall be responsible, under the statutes, for the advancement of the University’s objects, for its administration, and for the management of its finances and property, and shall have all the powers necessary for it to discharge these responsibilities.
2. In the exercise of its functions and powers Council shall be bound by all resolutions passed by Congregation and all other acts done or decisions taken by Congregation in accordance with the statutes and regulations, and shall do all things necessary to carry them into effect.
3. (1) Subject to the provisions of the statutes and regulations, Council may from time to time delegate responsibility for any matter to any other body or person and may delegate such powers (other than the power to put statutes to Congregation) as it may consider necessary for the discharge of this responsibility, but any such delegations may be withdrawn (either generally or in respect of a specific item) at any time, nor shall such delegations relieve Council of general responsibility for the matters delegated.  
(2) Any body to which or person to whom Council has delegated responsibility and powers under sub-section (1) above may, unless Council otherwise determines, sub-delegate them to another body or person.

#### Membership

4. Subject to section 5 of this statute, Council shall consist of:
  - (1) the Vice-Chancellor;
  - (2) the Chairman of the Conference of Colleges;
  - (3), (4) the Proctors;
  - (5) the Assessor;
  - (6) a member of Congregation elected by the Conference of Colleges;
  - ~~[(7), (8) two]~~ *(7)–(10) four*<sup>1</sup> persons nominated by Council and approved by Congregation who are not when they are nominated members of Congregation or holders of teaching, research, or administrative posts in the University or in any college, society, or Permanent Private Hall;
  - ~~[(9)–(11)]~~ *(11)–(13)* the Heads of the Divisions of Life and Environmental Sciences, of Mathematical and Physical Sciences, and of Medical Sciences;
  - ~~[(12)–(14)]~~ *(14)–(16)* three members of Congregation elected by Congregation from members of the faculties in the Divisions of Life and Environmental Sciences, of Mathematical and Physical Sciences, and of Medical Sciences;
  - ~~[(15), (16)]~~ *(17), (18)* the Heads of the Divisions of Humanities and of Social Sciences;
  - ~~[(17)–(20)]~~ *(19)–(22)* four members of Congregation elected by Congregation from members of the faculties in the Divisions of Humanities and of Social Sciences;
  - ~~[(21)–(23)]~~ *(23)–(25)* three members of Congregation, not necessarily being members of any division and not in any case being nominated in a divisional capacity, who shall be elected by Congregation;
5. (1) The election to Council of the members of Congregation in the three categories defined respectively in sub-sections ~~[(12)–(14), (17)–(20), and (21)–(23)]~~ *(14)–(16), (19)–(22), and (23)–(25)* of section 4 of this statute shall be subject to the provisions of sub-sections (2)–(5) below.
  - (2) Not more than three members of the governing body of any one college, society, or Permanent Private Hall may at any time serve as members of Council elected from those three categories taken together.
  - (3) If the outcome of any election within any one or more of those three categories would otherwise result in there being more than three such members of Council, the number in excess of three shall be eliminated by comparing the votes received in that election by each of the candidates in question, confirming the election of the candidate or candidates receiving the highest number of votes until the limit described in sub-section (2) above has been reached, and disqualifying the remaining candidates.
  - (4) If any election is uncontested, a candidate who is returned unopposed shall for the purposes of sub-section (3) above be ranked ahead of all other candidates (unopposed or otherwise) to whom he or she is senior in academic standing.
  - (5) Where it is necessary to rank unopposed candidates of equal academic standing or to make a choice between candidates who have received an equal number of votes, the ranking or choice shall be determined by lot.
6. Council may co-opt up to three members of Congregation as additional members of Council.
7. The Vice-Chancellor, or, in his or her absence, a member of Council deputed by the Vice-Chancellor, shall take the chair at all meetings of Council.

<sup>1</sup> The deletion of the words in square brackets and the substitution of the words in italics are subject to the approval of Congregation and subsequently of Her Majesty in Council.

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8. Elected, nominated, and co-opted members of Council shall serve for four years and shall be re-eligible, except that casual vacancies shall be filled for the remaining period of office of the member being replaced.
  9. (1) If an elected member of Council ceases to be a member of Congregation, his or her membership of Council shall end immediately.  
(2) If a nominated member, having been appointed under the provisions of section 4 [(7), (8)] (7)–(10) of this statute, becomes the holder of a teaching, research, or administrative post in the University or in any college, society, or Permanent Private Hall, his or her membership of Council shall end immediately.
  10. Council may determine by regulation that if an elected, nominated, or co-opted member of Council has attended fewer than a prescribed number of meetings in any academic year, his or her membership of Council shall end at the close of that year.
  11. Council shall determine by regulation arrangements whereby three student members shall be entitled to attend meetings of Council except for such matters of business as may be prescribed by regulation.
  12. Any member of Council, and the chairman or vice-chairman of any committee of Council who is not a member of Council, may be relieved of such of his or her university duties, without loss of stipend, as Council shall determine; and Council shall be empowered to make such financial provision as it thinks fit for the carrying out of any of the duties of which such person has been relieved either by Council or by his or her college, society, or Permanent Private Hall.

### Regulations

13. Council shall have the power to make regulations not inconsistent with the statutes.
14. Council may authorise any other body or person to make regulations not inconsistent with the statutes, or with regulations made by Council, dealing with such matters as Council shall think fit to delegate.
15. Regulations made under section 13 or section 14 of this statute may:
  - (1) be designed to give detailed effect to the statutes; or
  - (2) provide for any matter not provided for in the statutes.
16. (1) Regulations made under section 13 or section 14 of this statute may at any time be annulled, amended, or repealed by Council by regulation.  
(2) A body to which or person to whom the power to make regulations has been delegated under section 14 of this statute may unless Council otherwise directs amend or repeal regulations made by that body or person.  
(3) The power to annul, amend, or repeal regulations under this section shall not apply to regulations made by the Rules Committee under Statute XI unless Council is required to do so by a resolution of Congregation.
17. (1) All regulations made under sections 13 and 14 of this statute and the annulment, amendment, or repeal of any such regulation shall be published in the *University Gazette* and shall come into force from the fifteenth day after the date of their publication (though a regulation may contain an earlier or later date from which it comes into force), unless notice of a resolution calling upon Council to annul or amend the regulation is received by the Registrar by noon on the eleventh day after the day on which it was published.  
(2) If such notice is received, the regulation shall not come into force until it has been approved by Congregation.
18. Regulations and amendments to regulations made under this statute shall bind all members of the University.

### Conduct of Business

19. Council may lay down the procedure for the conduct of its business by regulation, standing order, or otherwise as it thinks fit.

### Committees

20. (1) Council shall have the following main standing committees and shall lay down by regulation their composition and principal terms of reference, powers, and duties:
  - (a) Educational Policy and Standards Committee;
  - (b) General Purposes Committee;
  - (c) Personnel Committee;
  - (d) Planning and Resource Allocation Committee.  
(2) These committees may include, in addition to members of Council, persons who are not members of Council, or who are appointed by persons or bodies other than Council, but may not consist wholly of such persons.
21. (1) Council may set up such other standing or temporary committees as it may from time to time think fit.  
(2) These committees may consist wholly or partly of persons who are not members of Council or who are appointed by persons or bodies other than Council.
22. The composition, terms of reference, powers, and duties of committees set up under section 21 of this statute shall be laid down by Council, by regulation or otherwise as Council shall think appropriate, subject to the provisions of the statutes and regulations.

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23. (1) The Registrar shall publish annually a list of all the current committees which have been set up under sections 21 and 22 of this statute, except those which have been set up by statute or regulation, and shall on request supply to any member of Congregation details of their terms of reference and current membership.
- (2) The Registrar shall also on request supply details of the current membership of committees set up by statute or regulation.

## STATUTE VII

### DIVISIONS, FACULTIES, SUB-FACULTIES, DEPARTMENTS, AND THE DEPARTMENT FOR CONTINUING EDUCATION

#### Divisions

1. The academic activities of the University in the sciences and related disciplines shall be grouped in the following three divisions:
  - (1) Life and Environmental Sciences;
  - (2) Mathematical and Physical Sciences;
  - (3) Medical Sciences.
2. The academic activities of the University in the arts, humanities, and social sciences shall be grouped in the following two divisions:
  - (1) Humanities;
  - (2) Social Sciences.
3. The composition of the divisions and the allocation of activities to them shall be laid down by Council by regulation.
4. There shall be a divisional board with responsibility, under Council and subject to plans, policies, and guidelines set by Council and its committees, for the management of each division. The membership, functions, and powers of each board shall be laid down by Council by regulation.
5. There shall be a head of each division, the arrangements for whose appointment shall be laid down by Council by regulation.

#### Faculties, Sub-faculties, and Departments

6. There shall be eighteen faculties:
  - (1) the Faculty of Anthropology and Geography;
  - (2) the Faculty of Biological Sciences;
  - (3) the Faculty of Classics;
  - (4) the Faculty of Clinical Medicine;
  - (5) the Faculty of English Language and Literature;
  - (6) the Faculty of Law;
  - (7) the Faculty of Management;
  - (8) the Faculty of Mathematical Sciences;
  - (9) the Faculty of Medieval and Modern European Languages and Literatures other than English (elsewhere in the statutes and regulations referred to as the Faculty of Medieval and Modern Languages);
  - (10) the Faculty of Modern History;
  - (11) the Faculty of Music;
  - (12) the Faculty of Oriental Studies;
  - (13) the Faculty of Philosophy;
  - (14) the Faculty of Physical Sciences;
  - (15) the Faculty of Physiological Sciences;
  - (16) the Faculty of Psychological Studies;
  - (17) the Faculty of Social Studies;
  - (18) the Faculty of Theology.
7. Faculties shall be allocated to divisions by regulations made under section 3 of this statute.

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8. The members of each faculty shall be:

- (1) the holders of all university posts<sup>1</sup> approved for this purpose by the relevant divisional board the duties of which include research or teaching;
- (2) the holders of all posts in the colleges, societies, and Permanent Private Halls of the University the duties of which are certified by the head of the college, society, or hall to include research or teaching;
- (3) such persons as may be made members by a divisional or faculty board on account of the work being done by them in Oxford in the academic areas with which the board is concerned, subject to conditions (a)–(c) below:
  - (a) the relevant divisional board may, if it thinks fit, permit persons who are not members of the University to be made ‘additional members’ of faculties under this sub-section, but such ‘additional members’ shall not be qualified for membership of Congregation under the provisions of Statute IV;
  - (b) no person who has exceeded the age of 70 years shall be made a member of a faculty, but a member of a faculty who has attained that age while not having attained the age of 75 years may remain a member under sub-sections (1)–(3);
  - (c) in no case shall any person remain a member of a faculty after attaining the age of 75 years.

9. The relevant divisional board shall determine the faculty or faculties of which those qualified under section 8 (1) and (2) of this statute shall be members.

10. The relevant divisional board may, with the consent of Council and on terms authorised by regulation or approved by Council, divide a faculty into sub-faculties.

11. If a divisional board divides a faculty into sub-faculties under section 10 of this statute, it shall determine the sub-faculty or sub-faculties to which each member of the faculty shall be allocated.

12. The relevant divisional board may, with the consent of Council and on terms authorised by regulation or approved by Council, establish and maintain departments.

13. The faculties, faculty boards, sub-faculties, and departments shall perform such functions as are assigned to them by the statutes, by regulations, or by the divisional or faculty boards.

#### **Department for Continuing Education**

14. (1) There shall be a Department for Continuing Education which shall, in collaboration with the divisional boards, advance the provision by the University of continuing education opportunities with the exception of the postgraduate medical education for which the Director of Postgraduate Medical and Dental Education and Training has specific responsibility, and for this purpose shall advance co-operation between the University and other agencies.

(2) Continuing education shall be defined in this context as all education taken up after a substantial break following initial education, except for the education of mature students on courses leading to postgraduate qualifications under the aegis of the divisions.

15. The department shall be under the general supervision of a Continuing Education Board, the membership, functions, and powers of which shall be laid down by Council by regulation.

## **STATUTE VIII**

### **LIBRARIES, MUSEUMS AND SCIENTIFIC COLLECTIONS, AND THE UNIVERSITY PRESS**

#### **University Libraries, and Museums and Scientific Collections**

1. The major research libraries and the major museums and scientific collections of the University constitute a national and international scholarly resource, and the bodies responsible to Council for these institutions shall ensure that they are maintained as such and shall advise Council as necessary on the University’s care and management of them.

<sup>1</sup> *Note for information.* The posts approved under this sub-section are those of professor, reader, university lecturer (including faculty, CUF, special (non-CUF), and junior lecturer), senior research officer, instructor, clinical professor, clinical reader, clinical tutor, honorary senior clinical lecturer, clinical lecturer, tutor in General Practice, lector under the aegis of the Board of the Faculty of Medieval and Modern Languages, research officer in the Department of Economics and in the Sub-department of Particle and Nuclear Physics, and departmental lecturer. In addition, holders of the following titles shall be faculty members: visiting professor, professor, reader, visiting lecturer, university research lecturer, university lecturer (including CUF lecturer and special (non-CUF) lecturer), clinical professor, clinical reader, and clinical lecturer.

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### University Libraries

2. The major research libraries specified in section 3 below, and such other libraries as Council may decide from time to time, shall collectively be called the Oxford University Library Services.
3. There shall be the following major research libraries of the University:
  - (1) Bodleian Library;
  - (2) Sackler Library;
  - (3) Library of the Taylor Institution.
4. There shall be a body of Curators of the University Libraries which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the libraries within the Oxford University Library Services.
5. The membership, functions, and powers of the Curators of the University Libraries shall be laid down by Council by regulation.

### University Museums and Scientific Collections

6. There shall be the following major museums and scientific collections of the University:
  - (1) Ashmolean Museum of Art and Archaeology;
  - (2) Botanic Garden;
  - (3) Museum of the History of Science;
  - (4) Oxford University Museum of Natural History;
  - (5) Pitt Rivers Museum.
7. There shall be a body of Visitors of the Ashmolean Museum which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the museum.
8. There shall be a body of Curators of the Botanic Garden which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the garden.
9. There shall be a Committee for the History of Science, Medicine, and Technology, which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the Museum of the History of Science.
10. There shall be a body of Visitors of the Oxford Museum of Natural History, which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the museum.
11. There shall be a Committee for the Pitt Rivers Museum which shall be responsible, under Council, for the safe keeping, preservation, orderly administration, finance, and general policy of the museum.
12. There shall also be a Committee for the Museums and Scientific Collections which shall advise Council as appropriate on any matters connected with the University's museums and scientific collections.
13. The membership, functions, and powers of the bodies referred to in sections 7–12 of this statute shall be laid down by Council by regulation.

### University Press

14. There shall be in the University as a department of the University the Oxford University Press.
15. In the statutes and regulations it is called 'the Press'.
16. The [objects of the Press are] *function of the Press is*<sup>1</sup> to further the University's objects by publishing in any medium anywhere in the world.
17. (1) The affairs of the Press shall, *on behalf of Congregation*,<sup>1</sup> be in the charge of a body known as 'the Delegacy of the Oxford University Press'.  
(2) The members of the Delegacy are called 'the Delegates'.
18. (1) The Delegates shall establish and maintain a Finance Committee of the Press.  
(2) The Finance Committee under the general authority of the Delegates shall direct and manage the business, assets, and finances of the Press.  
(3) The membership of the Finance Committee, the period of office of members, and the conditions governing their appointment or reappointment shall be determined by Council by regulation.  
(4) The Finance Committee may set up such subcommittees from time to time as it thinks fit.
19. The following shall be the Delegates:
  - (1) the Vice-Chancellor;
  - (2), (3) the Proctors;
  - (4) the Assessor;

<sup>1</sup> The deletion of the words in square brackets and the substitution or insertion of the words in italics are subject to the approval of Congregation.



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- (5) the Chairman of the Finance Committee of the Press if not already a Delegate when elected as chairman;
- (6)–(22) seventeen members of Congregation appointed by Council.
20. (1) An appointed Delegate shall hold office for five years, except that in the case of a vacancy arising in the course of an academic year the appointment shall be for five years together with the remainder of that academic year.
- (2) An appointed Delegate shall then be eligible for reappointment for a second period of five years.
- (3) Exceptionally any Delegate may be reappointed for a third period of five years, subject to confirmation by resolution of Council.
- (4) The Chairman of the Finance Committee may be reappointed for up to three periods of five years from his or her first appointment as a Delegate, subject to confirmation by resolution of Council.
21. Council shall, in making appointments, bear in mind the need to ensure that the composition of the Delegacy as a whole is such as to cover the main branches of academic studies and at the same time to provide a sufficiency of persons competent in matters of organisation and finance.
22. Council may determine by regulation that if an appointed Delegate has attended fewer than a prescribed number of meetings in any academic year, his or her membership of the Delegacy shall end at the close of that year.
23. The Delegates shall appoint a Secretary to the Delegates, also known as Chief Executive of the Press, and a Finance Director.
24. (1) The Delegates may from time to time delegate to any other body or person responsibility for any matter for which responsibility has been laid on them and may delegate such powers as they consider necessary for the discharge of this responsibility.
- (2) Any delegation made under sub-section (1) above may be withdrawn (either generally or in respect of a specific item) at any time, and the Delegates shall not be relieved of their general responsibility for any matter which they may have delegated.
- (3) Any body to which or person to whom the Delegates have delegated responsibility and powers under sub-section (2) above may, unless the Delegates otherwise determine, sub-delegate them to another body or person.
25. Subject to the provisions of this statute the Delegates or any person authorised by them under the statutes and regulations may do all things permitted by law which are necessary or desirable [to promote the objects] *in the conduct of the affairs*<sup>1</sup> of the Press including:
- (1) purchasing, retaining, selling, or transferring stocks, funds, shares, or other securities;
- (2) borrowing money for the purposes of the Press and making the income of the Press or any property standing to its account security for any loans;
- (3) setting up incorporated or unincorporated branches of the Press anywhere in the world;
- (4) employing persons for service in the Press and determining the conditions as to salary, pensions, and otherwise on which they may be employed.
26. (1) The Delegates shall cause the accounts of the Press to be drawn up and submitted to them.
- (2) The Delegates shall then submit the accounts to Council in accordance with regulations made by Council.

## STATUTE IX

### OFFICERS OF THE UNIVERSITY

1. The following are the officers of the University:
- (1) the Chancellor;
- (2) the High Steward;
- (3) the Vice-Chancellor;
- (4) the Vice-Chancellor-elect;
- (5) the Pro-Vice-Chancellors;
- (6) the Proctors;
- (7) the Pro-Proctors;
- (8) the Assessor;
- (9) the Registrar;

<sup>1</sup> The deletion of the words in square brackets and the substitution of the words in italics are subject to the approval of Congregation.

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- (10) the Public Orator;
  - (11) the Bedels;
  - (12) the Deputy Steward;
  - (13) the Clerks of the Market;
  - (14) the Verger of the University.

#### **Chancellor**

2. The Chancellor shall be elected by Convocation and shall hold office during his or her life or until his or her resignation.
3. There shall be a Chancellor's Court of Benefactors to membership of which the Chancellor may from time to time admit major benefactors of the University.
4. The Chancellor shall have such other functions and powers as are assigned to him or her by the statutes and regulations or by the law of the land.
5. In the event of the incapacity or absence abroad of the Chancellor, or during a vacancy in the Chancellorship, or on delegation from the Chancellor, the Vice-Chancellor may exercise any of the functions and powers of the Chancellor, except where the statutes provide otherwise.

#### **High Steward**

6. (1) The High Steward shall be appointed by the Chancellor and shall hold office until he or she reaches the age of 75 or until his or her resignation, whichever is the earlier.  
(2) If the Chancellor has made no appointment within three months of the office becoming vacant, Council shall make the appointment.
7. The High Steward shall have such functions and powers as are assigned to him or her by the statutes, by the Chancellor, or by regulation.

#### **Vice-Chancellor**

8. The procedures for the appointment of the Vice-Chancellor shall be laid down by Council by regulation.
9. The Vice-Chancellor shall have such functions and powers as are assigned to him or her by the statutes or by Council, whether by regulation or otherwise, or by the law of the land.
10. (1) The Vice-Chancellor shall by virtue of his or her office be chairman of all committees and other bodies of which he or she is a member, unless the statutes or regulations concerning the body in question provide otherwise.  
(2) When a person becomes Vice-Chancellor, he or she shall (unless he or she resigns) remain a member of all committees of which he or she was formerly a member, except boards of electors of which he or she was formerly an elected or appointed member.  
(3) Notwithstanding any provisions of the statutes and regulations concerning the composition of committees and other bodies and the appointment of chairmen and vice-chairmen, the Vice-Chancellor may attend any meeting of any committee or other body set up by or under the authority of the statutes and may take the chair at it if he or she so wishes, or may appoint any member of Congregation (whether a member of the committee or not) to attend any meeting on his or her behalf and to take the chair if he or she so directs, except that the Vice-Chancellor shall not have the right to take the chair or to appoint a chairman at a meeting at which the Chancellor is present.
11. Subject to the provisions of the statutes and regulations, the Vice-Chancellor may delegate any of his or her functions and powers to any member of Congregation, but such delegations may be withdrawn (either generally or in respect of a specific item) at any time and shall not relieve the Vice-Chancellor of general responsibility for the matters delegated.

#### **Vice-Chancellor-elect**

12. A person appointed Vice-Chancellor under the regulations made in accordance with section 8 above shall be known as the Vice-Chancellor-elect until such time as he or she takes up office.
13. The Vice-Chancellor-elect shall be entitled to attend and to speak at meetings of Council and of all committees of Council from the time of the approval by Congregation of his or her appointment to the time at which he or she takes up office, but shall not be entitled to vote at any such meeting.
14. The Vice-Chancellor-elect shall have such other functions and powers as are assigned to him or her by the statutes and regulations.

#### **Pro-Vice-Chancellors**

15. The procedures for the appointment of Pro-Vice-Chancellors shall be laid down by Council by regulation.
16. The Pro-Vice-Chancellors shall have such functions and powers as are or shall be assigned to them by the statutes and regulations, or by the Vice-Chancellor under the provisions of sections 10 (3) and 11 of this statute.

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## Proctors

17. (1) There shall be two Proctors who shall be members of Congregation who have not previously held the office of Proctor or Assessor and who, on the day on which they take up office:
  - (a) will have passed their twenty-ninth, but not fifty-second, birthday; and
  - (b) will have been members of Congregation for at least two years.(2) The Proctors shall be elected annually under a procedure laid down by Council by regulation.
18. The Proctors shall have such functions and powers as are assigned to them by the statutes and regulations.
19. (1) The Proctors shall take an active part in the business of the University.
  - (2) Each Proctor shall have the right to see the papers of, and to attend and speak at any meeting of, any committee or other body set up by or under the authority of the statutes; but he or she shall not have the right to vote (unless a member of the committee), nor shall he or she be sent the papers of any committee of which he or she is not a member unless he or she so requests.
20. The Proctors shall see that examinations are properly conducted and in accordance with the statutes and regulations concerning them; and they may make such regulations concerning conduct in examinations as they consider necessary.
21. The Proctors shall attend the Chancellor or his or her deputy at official university ceremonies and presentations for degrees, and on other university and public occasions at the Chancellor's request.
22. The Proctors shall be available for consultation by members of the University, and may investigate complaints in accordance with regulations made by Council; and may summon any member of the University before them to assist in their investigations, any failure to attend without reasonable cause being an offence under section 2 of Statute XI.
23. The Proctors shall generally ensure that the statutes, regulations, customs, and privileges of the University are observed.

## Pro-Proctors

24. Each Proctor shall, at the time of admission to office, appoint two Pro-Proctors, being members of Congregation not less than twenty-nine years of age, each of whom shall act as deputy for the Proctor appointing him or her on such occasions as that Proctor shall determine.
25. (1) At any time during his or her period of office a Proctor may, subject to the approval of the Vice-Chancellor, appoint additional Pro-Proctors, being members of Congregation not less than twenty-nine years of age.
  - (2) Each such additional Pro-Proctor shall act as deputy to the Proctor appointing him or her on such occasions and for such periods as that Proctor shall determine.
  - (3) Each such additional Pro-Proctor shall be admitted to office by the Vice-Chancellor as soon as possible after appointment, and his or her name shall be published in the *University Gazette*.

## Assessor

26. (1) There shall be an Assessor who shall be a member of Congregation who has not previously held the office of Proctor or Assessor and who, on the day on which he or she takes up office:
  - (a) will have passed his or her twenty-ninth, but not fifty-second, birthday; and
  - (b) will have been a member of Congregation for at least two years.(2) The Assessor shall be elected annually under a procedure laid down by Council by regulation.
27. (1) The Assessor shall take an active part in the business of the University.
  - (2) The Assessor shall have the right to see the papers of, and to attend and speak at any meeting of, any committee or other body set up by or under the authority of the statutes; but he or she shall not have the right to vote (unless a member of the committee), nor shall he or she be sent the papers of any committee of which he or she is not a member unless he or she so requests.
28. The Assessor shall undertake any inquiry or special study of any matter concerning the policy or administration of the University at the request of Council.
29. The Assessor shall perform such other duties as are assigned to him or her by the statutes and regulations.

## Registrar

30. The Registrar shall be appointed by Council.
31. The Registrar shall act as principal adviser on strategic policy to the Vice-Chancellor and to Council, and shall ensure effective co-ordination of advice from other officers to the Vice-Chancellor, Council, and other university bodies.
32. The Registrar shall have such other functions and powers as are assigned to him or her by the statutes and regulations, or by the Vice-Chancellor under the provisions of section 11 of this statute.

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### Public Orator

33. The Public Orator shall be elected by Congregation from among the members of Convocation.
34. The Public Orator's duties shall be to present those who are to be admitted to an honorary degree and to deliver an oration about each one; to compose letters and addresses at the direction of Council; to make speeches at the reception of members of royal families, and on other important occasions, at the direction of the Vice-Chancellor; to deliver the Creweian Oration when required by the Vice-Chancellor; and to perform any other functions that may be laid down by statute or regulation.
35. If the Public Orator is on any occasion prevented from performing the duties of his or her office, he or she may appoint a member of Congregation, subject to the approval of the Vice-Chancellor, to act as deputy on that occasion; or if he or she is unable to appoint a deputy, the Vice-Chancellor shall appoint one.

### Bedels

36. There shall ordinarily be four Bedels, who shall be appointed by the Vice-Chancellor and Proctors under arrangements laid down by Council by regulation.
37. At the Encaenia and on special occasions the Vice-Chancellor may appoint two extraordinary Bedels.
38. The duties of the Bedels shall be laid down by Council by regulation.

### Deputy Steward and Clerks of the Market

39. (1) The Chancellor may appoint a person of distinction to hold the honorary office of Deputy Steward.
- (2) The Chancellor and the Vice-Chancellor may each appoint a person of distinction to hold the honorary office of Clerk of the Market.
- (3) All such appointments shall be reported to Congregation.

### Vergers of the University

40. The Vice-Chancellor and Proctors may nominate a Vergers of the University whose duties and conditions of appointment shall be laid down by Council by regulation.

### Remuneration

41. The remuneration of the officers of the University shall be determined by Council.

## STATUTE X DEGREES, DIPLOMAS, AND CERTIFICATES

1. The following degrees shall be conferred by the University:
- |                                   |                          |
|-----------------------------------|--------------------------|
| Doctor of Divinity                | Master of Fine Art       |
| Doctor of Civil Law               | Master of Biochemistry   |
| Doctor of Medicine                | Master of Chemistry      |
| Doctor of Letters                 | Master of Earth Sciences |
| Doctor of Science                 | Master of Engineering    |
| Doctor of Music                   | Master of Mathematics    |
| Doctor of Philosophy              | Master of Physics        |
| Doctor of Clinical Psychology     | Bachelor of Divinity     |
| Master of Arts                    | Bachelor of Civil Law    |
| Master of Surgery                 | Bachelor of Medicine     |
| Master of Science                 | Bachelor of Surgery      |
| Master of Letters                 | Bachelor of Music        |
| Master of Philosophy              | Bachelor of Philosophy   |
| Master of Studies                 | Bachelor of Arts         |
| Magister Juris                    | Bachelor of Fine Art     |
| Master of Theology                | Bachelor of Theology     |
| Master of Education               | Bachelor of Education    |
| Master of Business Administration |                          |
2. The University shall award such diplomas and certificates as may be provided for by regulation, and these may be made open to persons who are not members of the University.
3. The periods of residence and the qualifications to be attained for degrees and for diplomas and certificates shall be laid down by regulation.

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4. Council shall make arrangements by regulation for the conversion to the appropriate Master's degree of previously awarded degrees of Bachelor of Letters, Bachelor of Philosophy (in a subject other than Philosophy), and Bachelor of Science.
  5. (1) Council shall make arrangements by regulation under which members of the Universities of Cambridge and of Dublin may be incorporated as members of this University (that is to say, be admitted to the same degree or position in this University as that to which they have attained in their former university).
  - (2) Council shall have power to determine:
    - (a) the members and classes of members of the Universities of Cambridge and of Dublin to which this privilege shall be open;
    - (b) the conditions upon which the privilege shall be granted in each case.

## STATUTE XI

### UNIVERSITY DISCIPLINE

#### PART A: DEFINITIONS AND CODE OF DISCIPLINE

##### Definitions

1. In this statute unless the context otherwise requires the following words and expressions shall have the following meanings:

- (1) 'ban' means withdraw the right of access to specified premises or facilities of the University for a fixed period or pending the fulfilment of specified conditions;
- (2) 'college' means any college, society, or Permanent Private Hall recognised by or established under Statute V;
- (3) 'expel' means deprive a member permanently of his or her membership of the University;
- (4) 'harassment' means a course of unwarranted behaviour which causes and could reasonably be expected to cause such distress or annoyance as seriously to disrupt the work or substantially to reduce the quality of life of another person;
- (5) 'in a university context' means any of the following:
  - (a) on university or college premises;
  - (b) in the course of university activity within or outside Oxford whether academic, sporting, social, cultural, or other;
- (6) 'rusticate' means withdraw the right of access to the premises and facilities of the University for a fixed period or until the fulfilment of specified conditions;
- (7) 'suspend' means withdraw the right of access referred to in sub-section (6) above for a fixed or indeterminate period or until the fulfilment of specified conditions where action is taken as an interim measure pending further investigation, or where action is taken under the statutes or regulations for non-disciplinary reasons.

##### Code of Discipline

2. (1) No member of the University shall in a university context intentionally or recklessly:
  - (a) disrupt or attempt to disrupt teaching or study or research or the administrative, sporting, social, cultural, or other activities of the University;
  - (b) disrupt or attempt to disrupt the lawful exercise of freedom of speech by members, students, and employees of the University or by visiting speakers;
  - (c) obstruct or attempt to obstruct any officer, employee, or agent of the University in the performance of his or her duties;
  - (d) deface, damage, or destroy any property of or in the custody of the University or of any college or of any member, officer, employee, or agent of the University or of any college, or knowingly misappropriate such property;
  - (e) occupy or use or attempt to occupy or use any property or facilities of the University or of any college except as may be expressly or impliedly authorised by the university or college authorities concerned;
  - (f) forge or falsify any university certificate or similar document or knowingly make false statements concerning standing or results obtained in examinations;
  - (g) engage in action which is likely to cause injury or to impair safety;
  - (h) engage in violent, indecent, disorderly, threatening, or offensive behaviour or language;

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- (i) engage in any dishonest behaviour in relation to the University or the holding of any university office;
  - (j) refuse to disclose his or her name and other relevant details to an officer or an employee or agent of the University or of any college in circumstances where it is reasonable to require that that information be given;
  - (k) use, offer, sell, or give to any person drugs, the possession or use of which is illegal;
  - (l) engage in the harassment of any member, visitor, employee, or agent of the University or of any college;
  - (m) fail to comply with an order made under sections 11, 12, 21, 22, 27, or 34 of this statute.
- (2) No member of the University shall intentionally or recklessly commit a breach of any of the regulations relating to the use of the libraries or the information and communications technology facilities of the University.
- (3) Every member of the University shall, to the extent that such provisions may be applicable to that member, comply with the provisions of the Code of Practice on Freedom of Speech issued from time to time by Council pursuant to the duty imposed by section 43 of the Education (No. 2) Act 1986 and duly published in the *University Gazette*.
3. (1) A person or body having charge of any land or building of the University, or of any facilities or services provided by or on behalf of the University, may, subject to the statutes and regulations, make regulations governing the use of that land or building or of those facilities or services.
- (2) If regulations proposed to be made under this section are submitted to the Proctors and the Proctors are satisfied that they
- (a) relate to minor matters, governing the detailed management of the land, building, facilities, or services concerned, and
  - (b) are to be published in such a way as reasonably to bring them to the notice of the users of the land, building, facilities, or services concerned,
- the regulations in question shall have immediate effect on publication, and shall bind all users of the land, building, facilities, or services to which they refer to the extent provided in them.
4. (1) Council shall establish and maintain a Rules Committee for the purpose of making regulations governing the conduct of student members except in relation to:
- (a) the matters specified in section 2 of this statute;
  - (b) the regulations relating to the academic dress of student members or conduct in examinations.
- (2) The Rules Committee shall keep all regulations made by it under review and may amend or repeal those regulations as it thinks fit.
- (3) The constitution and further powers and duties of the Rules Committee shall be set out by Council by regulation.
5. (1) The Proctors may, if they consider the matter urgent, make regulations relating to the conduct of student members which are not inconsistent with the statutes and regulations.
- (2) Any regulations made by the Proctors under this section shall be published forthwith in the *University Gazette* and shall have immediate effect on publication.
- (3) Any exercise of this power shall be reported at once to the Rules Committee, and the regulations shall lapse unless the Rules Committee confirms them by a regulation, in the same or substantially the same terms, made and published in the *University Gazette* within three weeks of Full Term from the day the regulations were made by the Proctors.
- (4) If the regulations are not confirmed, they shall none the less have effect from the time at which they were published until the time the Rules Committee decides not to confirm them, or until they lapse, whichever is the earlier.
6. (1) No student member of the University shall intentionally or recklessly commit a breach of any regulation made under section 3, 4, or 5 of this statute or of any of the regulations relating to the academic dress of student members.
- (2) No student member of the University shall intentionally or recklessly commit a breach of any regulation relating to conduct in examinations which is designated by Council as a disciplinary regulation for the purposes of this statute.
7. No member of the University shall incite or conspire with any other person to engage in any of the conduct prohibited under this Part.

#### PART B: COURTS OF THE UNIVERSITY AND THE PROCTORS

##### Courts of the University

8. There shall be four Courts of the University as follows:
- (1) the Court of Summary Jurisdiction;
  - (2) the Disciplinary Court;
  - (3) the Visitation Board;
  - (4) the Appeal Court.

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9. (1) The Court of Summary Jurisdiction shall comprise a chairman, two vice-chairmen, and nine other members, who shall each serve for three years and may be reappointed.
- (2) The chairman and vice-chairmen shall be appointed by the High Steward from among the members of Congregation who are barristers or solicitors of at least five years' standing or who have judicial experience.
- (3) The other members shall be appointed by Council from among the members of Congregation.
- (4) A sitting of the Court shall be sufficiently constituted by a panel comprising three members of whom at least one shall be the chairman or a vice-chairman, and shall normally be convened on a day of the week in Full Term to be specified in regulations and at such other times as appear to the chairman or a vice-chairman to be necessary.
10. The function of the Court of Summary Jurisdiction shall be to hear and determine, in accordance with procedure set out in regulations made under section 29 of this statute, complaints made to it by the Proctors that a student member has committed a breach of the provisions of section 2, 6, or 7 of this statute, and applications made by the Proctors under sections 42 (1) and 46 (3) of this statute.
11. (1) If the Court of Summary Jurisdiction is satisfied that a student member is guilty of the breach with which he or she is charged it may:
- (a) impose a fine not exceeding £500 or such other amount as is determined from time to time by Council under section 14 of this statute;
  - (b) order the student member to pay compensation to any person or body suffering injury, damage, or loss as a result of the student member's conduct;
  - (c) make an order banning the student member from specified premises or facilities for such period or on such terms as it thinks fit;
  - (d) rusticate the student member for a period not exceeding three Full Terms.
- (2) The Court of Summary Jurisdiction may impose any of the penalties referred to in sub-section (1) above separately or in any combination.
- (3) If the Court of Summary Jurisdiction is satisfied that a student member has intentionally or recklessly committed a breach of the disciplinary regulations relating to conduct in examinations it may, in addition or alternatively to imposing one or more of the penalties referred to in sub-section (1) above, order the examiners to do one or more of the following:
- (a) reduce a mark awarded to any piece of work;
  - (b) award no mark to or disregard any piece of work;
  - (c) substitute an alternative mark for any piece of work;
  - (d) reduce by one or more classes any degree classification;
  - (e) permit a student member to re-sit an examination or resubmit a piece of work on such conditions as it thinks fit;
  - (f) award a pass degree instead of an honours degree.
- (4) If the Court is satisfied that the student member has committed a breach of the provisions of section 2, 6, or 7 of this statute, it may instead of exercising its powers under sub-sections (1), (2), and (3) above give the student member a written warning as to his or her future conduct, and the Proctors shall keep a record of the warning.
12. (1) The Court of Summary Jurisdiction shall also have the function of hearing, in accordance with procedure set out in regulations made under section 29 of this statute, appeals made by student members under sections 34 (5), 40 (2), and 46 (6),
- (2) The conduct of appeals shall be by way of rehearing.
- (3) In the exercise of its appellate powers the Court may quash or confirm the decision appealed against, or make any order in substitution for it which the person or body whose order is being appealed could have made.
13. In all cases the Court of Summary Jurisdiction shall have power to determine any question of law and of fact, and to hear evidence.
14. Council may from time to time by regulation increase the maximum amounts of the fines referred to in sections 11 (1) (a) and 34 (3) (a) of this statute up to but not in excess of any increase which has taken place in the Retail Price Index since the date when the relevant amount was last fixed.
15. If the Court of Summary Jurisdiction considers in any case that its powers under sections 11–13 of this statute are insufficient to meet the gravity of the breach of which it finds a student member guilty it may refer the case to the Disciplinary Court and invite that Court to impose such sentence, if any, as it thinks fit.
16. If a student member is aggrieved by a decision of the Court of Summary Jurisdiction he or she may appeal to the Disciplinary Court.
17. (1) The Disciplinary Court shall consist of a chairman, a vice-chairman, and five other members, who shall each serve for two years and may be reappointed.
- (2) A sitting of the Disciplinary Court shall be sufficiently constituted by a panel comprising three members of whom at least one shall be the chairman or vice-chairman, and shall be convened whenever necessary.

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18. (1) The High Steward shall appoint the chairman and vice-chairman, who shall be persons who are barristers or solicitors of at least five years' standing or persons who have judicial experience, and shall not be members of Congregation.
- (2) If a vacancy arises through the chairman or vice-chairman dying or resigning or becoming a member of Congregation before the completion of his or her period of office, the person next appointed shall hold office for the remainder of the period of office of the person replaced.
19. The other five members of the Disciplinary Court shall be appointed by Council from among the members of Congregation.
20. The function of the Disciplinary Court shall be to hear and determine, in accordance with procedure set out in regulations made under section 29 of this statute:
- (1) complaints made to it by the Proctors that a student member has committed a breach of the provisions of section 2, 6, or 7 of this statute;
- (2) cases which are remitted to it for sentencing under section 15 of this statute.
21. (1) If it is satisfied that a student member is guilty of the breach with which he or she is charged, or in any case remitted to it under section 15 of this statute, the Disciplinary Court may:
- (a) impose a fine of such amount as it thinks fit;
- (b) order the student member to pay compensation to any person or body suffering injury, damage, or loss as a result of the student member's conduct;
- (c) make an order banning the student member from access to specified premises or facilities for such period or on such terms as it thinks fit;
- (d) rusticate the student member for such period as it thinks fit;
- (e) in the case of an intentional or reckless breach of the disciplinary regulations relating to conduct in examinations:
- (i) make any order which the Court of Summary Jurisdiction is empowered to make under section 11 (3) of this statute; or
- (ii) order the examiners to declare that a student member has failed his or her examination;
- (f) expel the student member.
- (2) The Disciplinary Court may impose any of the penalties referred to in sub-section (1) above separately or in any combination.
- (3) If the Court is satisfied that the student member has committed a breach of the provisions of section 2, 6, or 7 of this statute, it may instead of exercising its powers under sub-sections (1) and (2) above give the student member a written warning as to his or her future conduct, and the Proctors shall keep a record of the warning.
22. (1) The Disciplinary Court shall also have the function of hearing, in accordance with procedure set out in regulations made under section 29 of this statute, appeals made by student members under section 16 of this statute.
- (2) The conduct of appeals shall be by way of rehearing.
- (3) In the exercise of its appellate powers the Court may quash or confirm the decision appealed against, or make any order in substitution for it which the person or body whose order is being appealed could have made.
23. In all cases the Disciplinary Court shall have power to determine any question of law and of fact, and to hear evidence.
24. If a student member is aggrieved by any decision of the Disciplinary Court he or she may with the permission of the Appeal Court appeal to the Appeal Court.
25. (1) The Visitation Board is the court constituted under Part C of Statute XII.
- (2) The board's constitution, powers, duties, and procedures are those which are set out in that statute and any regulations made in respect of it.
- (3) The board shall also have the functions set out in section 46 (4) and (6) of this statute.
26. (1) The Appeal Court shall consist of two persons appointed by the High Steward who are not members of the University and each of whom is:
- (a) a Lord or Lady of Appeal, a Lord or Lady Justice of Appeal, or a Justice of the High Court of Justice; or
- (b) a person who has held such an appointment and is retired; or
- (c) a Queen's Counsel of not less than six years' standing.
- (2) The persons appointed shall serve for three years and may be reappointed.
- (3) A sitting of the Appeal Court shall be sufficiently constituted by one of its members sitting alone.
27. (1) The function of the Appeal Court shall be to hear and determine, in accordance with procedure set out in regulations made under section 29 of this statute:



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- (a) appeals from the Disciplinary Court and the Visitation Board;
  - (b) all other appeals made under Part H of Statute XII;
  - (c) appeals against a decision of the Medical Board made under Part B of Statute XIII;
  - (d) appeals from the Vice-Chancellor against a decision on a dispute over the interpretation or application of a statute or regulation made under section 5 of Statute XVII.
- (2) In relation to appeals made under Part H of Statute XII the Appeal Court shall have the powers laid down in that Part.
- (3) (a) In relation to all other appeals the Appeal Court shall have full power to determine any question of law and of fact, and, in exceptional circumstances only, to hear evidence.
- (b) The Court may quash or confirm the decision appealed against, or make any order in substitution for it which the tribunal whose order is being appealed could have made.
28. (1) The Appeal Court may, if it thinks it is in the interests of justice and fairness to do so, sit with two assessors who are members of Congregation appointed by the High Steward and who have knowledge and experience of the practice and procedures of the University relevant to the issues raised in the appeal.
- (2) The assessors shall assist and advise the Court on the matters of practice and procedure relevant to the appeal but shall not be party to the Court's decision.
29. (1) Further rules relating to the constitution, powers, duties, and procedures of the Court of Summary Jurisdiction, the Disciplinary Court, and the Appeal Court, and the powers, duties, and procedures of the Proctors in relation to matters covered by this statute, shall be set out by Council by regulation.
- (2) Any rules made under sub-section (1) above shall comply with the principles of natural justice.

### **The Proctors**

30. The Proctors shall have the following duties under this statute in addition to those referred to in sections 3 and 5:
- (1) to take such steps as they consider necessary to enforce sections 2, 6, and 7 of this statute and to prevent any breach of them;
  - (2) to investigate any complaint that a member of the University to whom section 2, 6, or 7 of this statute applies has committed a breach of that section;
  - (3) to identify the person responsible for any such breach.
31. (1) In carrying out their duties the Proctors shall have the power to summon any member of the University to assist them in their inquiries.
- (2) A failure to give such assistance without reasonable cause shall constitute a breach of section 2 (1) (c) of this statute.

### **PART C: BREACHES BY STUDENT MEMBERS**

32. (1) If the Proctors have reasonable grounds for believing that a student member has committed a breach of section 2, 6, or 7 of this statute they may refer the matter to the Court of Summary Jurisdiction or the Disciplinary Court.
- (2) In exercising their discretion whether to proceed before the Court of Summary Jurisdiction or the Disciplinary Court the Proctors shall take into account the respective sentencing powers of those Courts.
33. (1) In any case proceeding before the Court of Summary Jurisdiction or the Disciplinary Court or the Appeal Court on appeal from the Disciplinary Court the case for the Proctors may be presented by either of the Proctors or, at their discretion, by any Pro-Proctor or any other member of Congregation.
- (2) In appropriate circumstances, following suitable consultations, the case may be presented by a solicitor or barrister who is not a member of Congregation.
- (3) In any such proceedings it shall be the duty of the Proctors or their representative to state to the Court what sentence in the Proctors' opinion would be appropriate if the person charged were found guilty, and to give the Proctors' reasons for that opinion.
34. (1) The Proctors may during the course of an investigation under section 30 of this statute into an alleged breach other than one involving harassment of or serious injury to a person, serious damage to property, or a significant element of dishonesty invite the student member in question to consider whether he or she is prepared to admit the breach in question and accept a sentence imposed by the Proctors under sub-section (3) below.
- (2) If the student member agrees to the disposal of a case under this section it shall be dealt with by the Proctors accordingly and not referred to the Court of Summary Jurisdiction or the Disciplinary Court.
- (3) The only sentences which the Proctors may impose upon a student member under this section are:
- (a) a fine not exceeding £70 or any higher amount prescribed under section 14 of this statute; or
  - (b) a written warning as to his or her future conduct, of which the Proctors shall keep a record.
- (4) Further rules relating to the procedures of the Proctors under this section shall be set out in regulations made under section 29 of this statute.

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- (5) A student member may appeal to the Court of Summary Jurisdiction against any fine imposed under the provisions of this section.
35. (1) If the Court of Summary Jurisdiction, the Disciplinary Court, the Appeal Court, or the Proctors in the course of proceedings or an investigation under this statute has or have reasonable grounds for believing that a student member is suffering from a serious problem arising from ill-health, the Court concerned or the Proctors shall refer the student to the University Doctor in accordance with the procedures set out in Part B of Statute XIII.
- (2) Until a determination of the case under Part B of Statute XIII all further proceedings under this Part of this statute shall be adjourned.
36. (1) If the Proctors have reasonable grounds to believe that a breach of section 2, 6, or 7 of this statute has been committed by a student member who is also a person to whom Statute XII applies, they shall before deciding to proceed under section 32 of this statute refer the complaint to the Registrar to enable him or her to decide whether to proceed under that statute.
- (2) If the Registrar decides to proceed under Statute XII no further proceedings shall be taken against the student member under section 32 of this statute but the Proctors shall continue to give the Registrar such assistance as he or she may require.

#### PART D: BREACHES BY OTHER MEMBERS

37. If the Proctors have reasonable grounds for believing that a member of the University who is not a student member has committed a breach of section 2 or section 7 or regulations made under section 3 of this statute they shall, if they consider it appropriate to proceed, inform the member in writing of their intention to refer the complaint to the Registrar.
38. If a complaint is referred to the Registrar under section 37 of this statute against a member who is also a person to whom Statute XII applies, the Registrar shall deal with the complaint under the provisions of Statute XII.
39. If a complaint is referred to the Registrar under section 37 of this statute against a member who is not a person to whom Statute XII applies, the Registrar shall refer the complaint to Council, the member's college, or such other body or committee within or outside the University as the Registrar considers appropriate.

#### PART E: OTHER PROVISIONS

40. (1) A penalty of suspension or rustication imposed by a college upon one of its members shall apply also to university premises and facilities subject to the right of appeal referred to in sub-section (2) below.
- (2) A member of a college penalised under sub-section (1) above may appeal to the Court of Summary Jurisdiction against the application of that penalty to that member's use of university premises and facilities.
- (3) If the Court of Summary Jurisdiction is satisfied that there are special circumstances, it may permit the member concerned to continue to have access to university premises and facilities with or without conditions as to such access.
41. If a member of the University is alleged to have committed a breach of section 2, 6, or 7 or regulations made under section 3 of this statute for which he or she will be or is likely to be prosecuted in a court of law, the Proctors or the Registrar (as the case may be) shall not proceed, if at all, unless they are satisfied either that any criminal proceedings in respect of that breach have been completed, whether by conviction or acquittal or discontinuance of the proceedings, or that the member is unlikely to be prosecuted in a court of law in respect of that alleged breach.
42. (1) If criminal proceedings are pending against a student member, or the Proctors are of the opinion that action against the student member is necessary to safeguard the interests of other members of the University, the Proctors shall be entitled to apply to the Court of Summary Jurisdiction to suspend the student member in question from some or all of the premises or facilities of the University pending the outcome of those criminal proceedings or a hearing before the Court of Summary Jurisdiction or the Disciplinary or Appeal Court.
- (2) The right of appeal provided for in sections 16 and 24 of this statute shall apply to orders made under this section.
43. (1) If a student member has been convicted of a criminal offence of such seriousness that an immediate term of imprisonment might have been imposed (and whether or not such a sentence was in fact imposed on the student member) the Proctors shall refer the matter to the Disciplinary Court which may, if it thinks fit and in accordance with regulations made under section 29 of this statute, expel the student member from his or her membership of the University or impose such lesser penalty as it thinks fit.
- (2) The right of appeal referred to in section 24 of this statute shall apply to orders made under sub-section (1) above.
- (3) If any other member of the University is convicted of such a criminal offence the matter shall be referred by the Registrar to Council which shall consider whether proceedings should be taken for the expulsion of the member by Congregation under the provisions of section 10 of Statute II.
44. (1) If during a hearing before any of the Courts of the University the conduct of any member is disorderly or otherwise in breach of section 2 or section 7 of this statute in respect of the Court the following provisions of this section shall apply.

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- (2) In the case of a student member the Court shall have power in accordance with regulations made under section 29 of this statute to fine, suspend from membership, or rusticate him or her on such terms as it thinks fit.
- (3) In the case of any other member of the University the Court shall refer the complaint to the Registrar who shall proceed against the member under section 38 or section 39 of this statute as the case may be.
45. (1) Where a fine is imposed upon a student member, or an order is made requiring a student member to pay compensation, under the provisions of this statute, the fine or compensation shall be paid within seven days whether or not an appeal is pending, unless the person or body which imposed the fine or compensation, or the Court to which any appeal is made, makes an order, in accordance with procedure set out in regulations made under section 29 of this statute, suspending or deferring payment.
- (2) If the fine or compensation is not paid in time the Court which imposed it (or, in the case of a fine or compensation imposed by the Proctors, the Court of Summary Jurisdiction) may rusticate the student member for such period as it thinks fit, in accordance with procedure set out in regulations made under section 29 of this statute.
- (3) Any fine or compensation imposed by any Court or by the Proctors shall be paid through the Clerk to the Proctors.
46. (1) If a person or body having charge of any land or building of the University, or of any facilities or services provided by or on behalf of the University, or the authorised agent of any such person or body, has reasonable grounds to believe that someone who has the use of or access to the land, building, facilities, or services in question is likely or threatens to cause damage to property or inconvenience to other users, that person or body shall immediately make a complaint under the provisions of this section.
- (2) A complaint against a student member shall be made to the Proctors.
- (3) The Proctors shall consider the complaint expeditiously, in accordance with procedure set out in regulations made under section 29 of this statute, and, if they think fit, apply to the Court of Summary Jurisdiction for an order banning the student member from the use of or access to the land, building, facilities, or services in question, or for the suspension of the student member, for such period and on such terms as the Court of Summary Jurisdiction thinks fit.
- (4) A complaint against any other member of the University or any other person shall be made to the Registrar who shall consider the complaint expeditiously, in accordance with procedure set out in regulations made under section 29 of this statute, and, if he or she thinks fit after appropriate consultation, apply to the Visitation Board for an order banning the person concerned from the use of or access to the land, building, facilities, or services in question on such terms and for such period as he or she thinks fit.
- (5) Where the conduct of the person concerned gives rise to a need for urgent action, the person or body referred to in sub-section (1) above, or (in the case of a student member) the Proctors, may ban the person concerned from the use of or access to the land, building, facilities, or services in question forthwith pending further proceedings under this section, such a ban not to exceed twenty-one days.
- (6) Where an order is made under sub-section (5) above, the person concerned shall have the right of appeal to the Court of Summary Jurisdiction in the case of a student member, or the Visitation Board in the case of any other member of the University or any other person.
- (7) If the person referred to in sub-section (1) above is the Registrar, the functions assigned to the Registrar under sub-sections (4) and (5) shall be performed by the Vice-Chancellor.
- (8) Nothing in this section shall prevent the University from proceeding against any person in a court of law.

#### **Proctors' Annual Report**

47. The Proctors shall at the end of Hilary Term in each year make a report to Congregation giving the number and kinds of offences dealt with during the year by them and the Courts, and giving the number and kinds of penalty imposed.

## **STATUTE XII**

### **ACADEMIC STAFF AND THE VISITATORIAL BOARD**

*(This Statute is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)*

#### **PART A: CONSTRUCTION, APPLICATION, AND INTERPRETATION**

1. This statute and any decree or regulation made under this statute shall be construed in every case to give effect to the following guiding principles, that is to say:

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- (1) to ensure that academic staff have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges;
  - (2) to enable the University to provide education, promote learning, and engage in research efficiently and economically; and
  - (3) to apply the principles of justice and fairness.
2. No provision in Part B, Part D, Part E, or Part G shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the University) reasonably be treated as a sufficient reason for dismissal.
3. (1) This statute shall apply:
- (a) to professors, readers, and lecturers;
  - (b) to employees of the University who are subject to the jurisdiction of the Visitation Board under the provisions of Part C; and
  - (c) to the Vice-Chancellor to the extent and in the manner set out in Part G.
- (2) In this statute any reference to 'a member of the academic staff' is a reference to a person to whom this statute applies.
4. In this statute 'dismiss' and 'dismissal' mean dismissal of a member of the academic staff and
- (1) include remove or, as the case may be, removal from office; and
  - (2) in relation to employment under a contract, shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978.
5. (1) For the purposes of this statute 'good cause' in relation to the dismissal or removal from office or place of a member of the academic staff, being in any case a reason which is related to conduct or to capability or qualifications for performing work of the kind which the member of the academic staff concerned was appointed or employed to do, means:
- (a) conviction for an offence which may be deemed by the Visitation Board in the exercise of its powers under Part D to be such as to render the person convicted unfit for the performance of the duties of the office or employment as a member of the academic staff; or
  - (b) conduct of an immoral, scandalous, or disgraceful nature incompatible with the duties of the office or employment; or
  - (c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office or employment; or
  - (d) physical or mental incapacity established under Part E.
- (2) In this section:
- (a) 'capability', in relation to such a member, means capability assessed by reference to skill, aptitude, health, or any other physical or mental quality; and
  - (b) 'qualifications', in relation to such a member, means any degree, diploma or other academic, technical, or professional qualification relevant to the office or position held by that member.
6. For the purposes of this statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to:
- (1) the fact that the University has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed by the University, or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or
  - (2) the fact that the requirements of that activity for members of the academic staff to carry out work of a particular kind, or to carry out work of a particular kind in that place, have ceased or diminished or are expected to cease or diminish.
7. (1) In any case of conflict, the provisions of this statute shall prevail over those of any other of the statutes and over those of the regulations, and the provisions of any regulation made under this statute shall prevail over those of any other regulation; provided that Part D and Part G shall not apply in relation to anything done or omitted to be done before the date on which the instrument making this statute was approved under subsection (9) of section 204 of the Education Reform Act 1988;<sup>1</sup> and provided also that disciplinary proceedings in relation to anything done or omitted to be done before that date may continue or be instituted after that date under the relevant statutes in force immediately before that date.
- (2) Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by this statute concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause; provided that this shall not invalidate any waiver made under section 142 of the Employment Protection (Consolidation) Act 1978.

<sup>1</sup> 27 October 1993 (The University Commissioners (Statute Modifications) (The University of Oxford) Order 1993—SI1993 No.2674).

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(3) In any case where an officer of the University or any other person is designated to perform any duties or exercise any powers under this statute, and that officer or other person is involved in the matter in question, an alternate may be appointed to act in his or her place under procedures prescribed by regulations made under this statute.

(4) Nothing in any other of the statutes or in any regulation made under them shall authorise or require any officer of the University to sit as a member of any committee, tribunal, or body appointed under this statute or to be present when any such committee, tribunal, or body is meeting to arrive at its decision or for the purpose of discussing any point of procedure.

(5) This statute shall be without prejudice to any power given by the statutes of any college to the governing body of that college to deprive a member of the academic staff who is a fellow of the college of his or her fellowship or of any part of the emoluments which he or she is entitled to receive as fellow for any cause (including redundancy) for which any other fellow of the college would be liable to be so deprived.

(6) In this statute references to lettered Parts and to numbered sections and sub-sections are references to Parts, sections, and sub-sections so lettered or numbered in this statute.

#### PART B: REDUNDANCY

8. This Part enables Council, as the appropriate body, to dismiss any member of the academic staff by reason of redundancy.

9. (1) Nothing in this Part shall prejudice, alter, or affect any rights, powers, or duties of the University or apply in relation to a person unless:

(a) his or her appointment is made, or his or her contract of employment is entered into, on or after 20 November 1987; or

(b) he or she is promoted on or after that date.

(2) For the purposes of this section in relation to a person, a reference to an appointment made or a contract entered into on or after 20 November 1987 or to promotion on or after that date shall be construed in accordance with sub-sections (3) to (6) of section 204 of the Education Reform Act 1988.

10. (1) Council shall be the appropriate body for the purposes of this Part.

(2) This Part applies only where Congregation has decided that it is desirable that there should be a reduction in the academic staff

(a) of the University as a whole; or

(b) of any division, faculty, school, department, or other similar area of the University by way of redundancy.

11. (1) Where Congregation has reached a decision under section 10 (2), the appropriate body shall appoint a Redundancy Committee (to be constituted in accordance with sub-section (3) of this section) to give effect to that decision by such date as the appropriate body may specify, and for that purpose:

(a) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and

(b) to report its recommendations to the appropriate body.

(2) The appropriate body shall either approve any selection recommendation made under sub-section (1), or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.

(3) A Redundancy Committee appointed by the appropriate body shall comprise:

(a) a chairman; and

(b) four members of Congregation nominated by Council, including not less than two members of the academic staff.

12. (1) Where the appropriate body has approved a selection recommendation made under section 11 (1), it may authorise an officer of the University as its delegate to dismiss any member of the academic staff so selected.

(2) Each member of the academic staff selected shall be given separate notice of the selection approved by the appropriate body.

(3) Each separate notice shall sufficiently identify the circumstances which have satisfied the appropriate body that the intended dismissal is reasonable and in particular shall include:

(a) a summary of the action taken by Congregation and the appropriate body under this Part;

(b) an account of the selection processes used by the Redundancy Committee;

(c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part H; and

(d) a statement as to when the intended dismissal is to take effect.

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PART C: VISITATORIAL BOARD

13. The Visitation Board shall consist of a chairman and four members.
14. (1) The High Steward shall appoint the chairman who shall serve for two years and may be reappointed.
- (2) The chairman shall be a person who is not a member of Congregation and is a barrister or solicitor of at least five years' standing or a person who has judicial experience.
- (3) If the chairman is for any reason unable to act on any occasion the High Steward or (in his or her absence) the Vice-Chancellor shall appoint a deputy chairman to act in the place of the chairman for that occasion.
- (4) Any deputy chairman must possess the same qualifications as those set out in sub-section (2) above.
- (5) If a vacancy arises through the chairman dying or resigning or becoming a member of Congregation before the completion of his or her period of office the person next appointed shall hold office for the remainder of the period of office of the person replaced.
15. The four other members of the board shall be members of Congregation selected from a panel of twelve persons elected by Congregation under arrangements which shall be prescribed from time to time by Council by regulation.
16. The board shall consider:
- (1) any reference made by the Vice-Chancellor under Part D concerning any person who is employed by the University and who is a member of the Federated Superannuation System for Universities or the Universities' Superannuation Scheme or who would be a member if he or she had not been exempted under the provisions of Statute XIV;
- (2) any other matter which falls within its jurisdiction as prescribed by statute from time to time.
17. (1) Sections 22 and 23 of Part D shall apply to the procedure of the board following a reference made by the Vice-Chancellor under that Part.
- (2) The procedure in respect of other matters shall be as prescribed in the relevant statute or regulation.

PART D: DISCIPLINE, DISMISSAL, AND REMOVAL FROM OFFICE

18. (1) Minor faults shall be dealt with informally.
- (2) Where the matter is more serious but falls short of constituting possible good cause for dismissal, the following procedure shall be used:

*Stage 1—Oral Warning*

If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal oral warning by the head of department (which for the purposes of this statute means the head of the relevant department or other institution of the University or, in the absence of such an entity, the chairman of the relevant divisional board or similar university body). The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure, and of the right of appeal under this section. A brief note of the oral warning will be kept but it will be spent after twelve months, subject to satisfactory conduct and performance.

*Stage 2—Written Warning*

If the offence is a serious one, or if a further offence occurs, a written warning will be given to the member of the academic staff by the head of department. This will give details of the complaint, the improvement required, and the time scale. It will warn that a complaint may be made to the Registrar seeking the institution of charges to be heard under this Part by the Visitation Board if there is no satisfactory improvement and will advise of the right of appeal under this section. A copy of this written warning will be kept by the head of department, but it will be disregarded for disciplinary purposes after two years subject to satisfactory conduct and performance.

*Stage 3—Appeals*

A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Registrar within two weeks. A Pro-Vice-Chancellor shall hear all such appeals and his or her decision shall be final.

19. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in section 18, or in any case where it is alleged that the conduct or performance of a member of the academic staff may constitute good cause for dismissal or removal from office, a complaint, seeking the institution of charges to be heard by the Visitation Board, may be made to the Registrar who shall bring it to the attention of the Vice-Chancellor.
- (2) To enable the Vice-Chancellor to deal fairly with any complaint brought to his or her attention under sub-section (1), such investigations or inquiries (if any) shall be instituted as appear to the Vice-Chancellor to be necessary.
- (3) If it appears to the Vice-Chancellor that a complaint brought to his or her attention under sub-section (1) relates to conduct or performance which does not meet acceptable standards but for which no written warning has been given under section 18 or which relates to a particular alleged infringement of regulations for which

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a standard penalty is normally imposed in the University or within the division, faculty, school, department, or other relevant area, or is trivial or invalid, he or she may dismiss it summarily, or decide not to proceed further under this Part.

(4) If the Vice-Chancellor does not dispose of a complaint under sub-section (3), he or she shall treat the complaint as disclosing a sufficient reason for proceeding further under this Part and, if he or she sees fit, the Vice-Chancellor may suspend the member on full pay pending a final decision, such power of suspension being exercisable either at this stage or at any time prior to the final decision.

(5) Where the Vice-Chancellor proceeds further under this Part, he or she shall write to the member of the academic staff concerned, inviting comment in writing.

(6) As soon as may be following receipt of the member's comments (if any) the Vice-Chancellor shall consider the matter in the light of all the material then available and may:

(a) dismiss it; or

(b) refer it for consideration under section 18; or

(c) deal with it informally, if it appears to the Vice-Chancellor appropriate to do so and if the member of the academic staff agrees in writing that the matter should be dealt with by the Vice-Chancellor in that way; or

(d) direct that a charge or charges be preferred under section 20 for consideration by the Visitation Board under this Part.

(7) If no comment is received within twenty-eight days, the Vice-Chancellor may proceed as above as if the member concerned had denied the substance and validity of the alleged case in its entirety.

20. (1) In any case where the Vice-Chancellor has directed that a charge or charges be preferred under section 19 (6) (d), he or she shall refer the case to the Visitation Board to hear the charge or charges under this Part and to determine whether the conduct or performance of the member of the academic staff concerned constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to the member's appointment or employment.

(2) Where the Visitation Board has been requested to hear the charge or charges under this Part, the Registrar or a solicitor or other suitable person appointed by the Vice-Chancellor shall be instructed to formulate, or arrange for the formulation of, the charge or charges and to present, or arrange for the presentation of, the charge or charges before the board.

(3) It shall be the duty of the person formulating the charge or charges:

(a) to forward the charge or charges to the board and to the member of the academic staff concerned, together with the other documents specified in the charge or charges; and

(b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents, and generally for the proper presentation before the board of the case against the member concerned.

21. The Visitation Board shall be constituted in accordance with Part C of this statute; provided that no member of the board who has been involved in or associated with the making of the complaint or any part of it, or who has been involved in any preliminary hearing or investigation, shall take part in the hearing of the complaint.

22. (1) The procedure to be followed in respect of the preparation, hearing, and determination of charges by the Visitation Board under this Part shall be that set out in regulations made under this section.

(2) Without prejudice to the generality of the foregoing, such regulations shall ensure:

(a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of charges by the board;

(b) that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent that person are entitled to be present;

(c) that witnesses may be called, both on behalf of the person charged and by the person presenting the charge, and may be questioned concerning any relevant evidence; and

(d) that full and sufficient provision is made:

(i) for postponements, adjournments, dismissal of the charge or charges for want of prosecution, and remission of the charge or charges to the Vice-Chancellor for further consideration and for the correction of accidental errors; and

(ii) for appropriate time limits for each stage (including the hearing) to the intent that any charge shall be heard and determined by the board as expeditiously as is reasonably practicable.

23. (1) The Visitation Board shall send its decision on any charge referred to it (together with a statement of its findings of fact and the reasons for its decision regarding that charge, and its recommendations, if any, as to the appropriate penalty) to the Vice-Chancellor and to each party to the proceedings, namely the person presenting the charge, the person charged, and any person added as a party at the direction of the board.

(2) The board shall draw attention to the period of time within which any appeal should be made, by ensuring that a copy of Part H accompanies each copy of its decision sent to a party to the proceedings in accordance with sub-section (1).

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24. (1) (a) Where any charge is upheld and the Visitation Board finds good cause and recommends dismissal or removal from office, but in no other case, the appropriate officer shall decide whether or not to dismiss the person concerned.
- (b) If the appropriate officer decides to accept the recommendation, he or she may dismiss that person forthwith.
- (2) In any case where a charge is upheld, other than a case where the appropriate officer has decided under sub-section (1) to dismiss the person concerned, the action available to the appropriate officer (not comprising a greater penalty than that recommended by the board) may be:
- (a) to discuss the issues raised with the person concerned; or
- (b) to advise the person concerned about his or her future conduct; or
- (c) to warn the person concerned; or
- (d) to suspend the person concerned with or without pay for such period as the appropriate officer shall think fair and reasonable, not to exceed three months after the board's decision; or
- (e) to take such further or other action under the contract of employment or terms of appointment of the person concerned as appears fair and reasonable in all the circumstances of the case; or
- (f) any combination of any of the above.
25. (1) The Vice-Chancellor shall be the appropriate officer to exercise the powers conferred by section 24, but he or she may appoint a delegate to exercise those powers, and any reference to the appropriate officer includes a reference to any such delegate.
- (2) Any action taken by the appropriate officer shall be confirmed in writing.

#### PART E: REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS

26. (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.
- (2) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.
- (3) In this Part references to the appropriate officer are references to the Vice-Chancellor or an officer acting as his or her delegate to perform the relevant act.
- (4) References to the member of the academic staff include, in cases where the nature of the alleged disability so requires, a responsible relative or friend or other person with authority to act on behalf of that member, in addition to (or instead of) that member.
27. (1) Where it appears to the appropriate officer that the dismissal or removal from office of a member of the academic staff on medical grounds would be justified, the appropriate officer:
- (a) shall inform the member accordingly;
- (b) may suspend the member from duty without loss of pay; and
- (c) shall notify the member in writing that it is proposed to make an application to the member's medical practitioner for a medical report and shall seek the member's consent in writing in accordance with the requirements of the Access to Medical Reports Act 1988.
- (2) If the member elects to retire voluntarily on medical grounds, he or she shall be allowed to do so, and the University shall meet the reasonable costs of any medical opinion required.
- (3) If the member does not elect to retire voluntarily on medical grounds, the appropriate officer shall refer the case in confidence, with any supporting medical and other evidence (including any medical evidence submitted by the member), to a board (hereinafter referred to as the 'Medical Board') comprising:
- (a) one person nominated by Council;
- (b) one person nominated by the member concerned or, in default of the latter nomination, by Council; and
- (c) a medically qualified chairman jointly agreed by Council and the member or, in default of agreement, nominated by the President of the Royal College of Physicians.
- (4) The Medical Board appointed under this clause may require the member concerned to undergo medical examination at the University's expense.
- (5) The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board shall be prescribed by regulations made under this sub-section; and such regulations shall ensure:
- (a) that the member concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of the board;
- (b) that a case shall not be determined without an oral hearing at which the member concerned, and any person appointed to represent that member, are entitled to be present;
- (c) that witnesses may be called and may be questioned concerning any relevant evidence; and
- (d) that the case is heard and determined as expeditiously as is reasonably practicable.



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28. If the Medical Board appointed under section 27 determines that the member shall be required to retire on medical grounds, the appropriate officer shall forthwith terminate the employment of the member concerned on those medical grounds.

#### PART F: GRIEVANCE PROCEDURES

29. The aim of this Part is to settle or redress individual grievances promptly, fairly, and so far as may be, within the division, faculty, school, department, or other relevant area by methods acceptable to all parties.

30. The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate:

- (1) to matters affecting themselves as individuals; or
- (2) to matters affecting their personal dealings or relationships with other staff of the University, not being matters for which express provision is made elsewhere in this statute.

31. (1) If other remedies within the division, faculty, school, department, or other relevant area have been exhausted, the member of the academic staff may raise the matter with the head of department (as defined in section 18 (2)).

(2) If the member of the academic staff is dissatisfied with the result of an approach under sub-section (1) or if the grievance directly concerns the head of department, the member may apply in writing to the Vice-Chancellor for redress of the grievance.

(3) (a) If it appears to the Vice-Chancellor that the matter has been finally determined under Part D, E, or H, or that the grievance is trivial or invalid, he or she may dismiss it summarily or take no action upon it.

(b) If it so appears to the Vice-Chancellor, he or she shall inform the member accordingly.

(4) If the Vice-Chancellor is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of):

- (a) a complaint under Part D,
- (b) a determination under Part E, or
- (c) an appeal under Part H,

he or she shall defer action upon it under this Part until the relevant complaint, determination, or appeal has been heard or the time for instituting it has passed, and he or she shall notify the member accordingly.

(5) (a) If the Vice-Chancellor does not reject the complaint under sub-section (3), or if he or she does not defer action upon it under sub-section (4), the Vice-Chancellor shall decide whether it would be appropriate, having regard to the interests of justice and fairness, to seek to dispose of it informally.

(b) If the Vice-Chancellor so decides, he or she shall notify the member and proceed accordingly.

32. If the grievance has not been disposed of informally under section 31 (5), the Vice-Chancellor shall refer the matter to the Grievance Committee for consideration.

33. There shall be a Grievance Committee appointed by Council, which shall comprise:

- (1) a chairman; and
- (2), (3) two members of Congregation, at least one of whom shall be a member of the academic staff.

34. The procedure in connection with the consideration and determination of grievances shall be determined in regulations in such a way as to ensure that the aggrieved person, and any person against whom the grievance lies, shall have the right to be heard at a hearing and to be accompanied by a friend or representative.

35. The committee shall inform Council whether the grievance is or is not well-founded, and if it is well-founded the committee shall make such proposals to Council for the redress of the grievance as it sees fit, and Council shall take such action as it deems fit.

#### PART G: REMOVAL OF THE VICE-CHANCELLOR FROM OFFICE

36. The Chancellor may be requested to remove the Vice-Chancellor from office for good cause in accordance with the procedure described in this Part:

- (1) A complaint seeking the removal from office of the Vice-Chancellor for good cause may be made by not less than eight members of Council to the Chancellor.
- (2) If it appears to the Chancellor, on the available material, that the complaint raises a prima facie case and that this could, if proved, constitute good cause for removal from office, he or she shall require Council to appoint a tribunal to hear and determine the matter.
- (3) If it appears to the Chancellor that a complaint made under sub-section (1) does not raise a prima facie case or is trivial or invalid, he or she may recommend to Council that no further action be taken upon it.
- (4) When Council has appointed a tribunal under sub-section (2), the Chancellor shall instruct the Registrar to appoint a solicitor or other suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the tribunal; and it shall be the duty of the person formulating the charge or charges:

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- (a) to forward the charge or charges to the tribunal and to the Vice-Chancellor, together with the other documents specified in the charge or charges; and
  - (b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents, and generally for the proper presentation before the tribunal of the case against the Vice-Chancellor.
- (5) A tribunal appointed by Council shall comprise:
- (a) a person not employed by the University holding, or having held, judicial office or being a barrister or solicitor of at least ten years' standing, who shall act as chairman; and
  - (b), (c) two members of Congregation who shall be selected by Council, and at least one of whom shall be a member of the academic staff.
- (6) A charge referred to the tribunal shall be dealt with in accordance with the procedure prescribed in section 22, provided:
- (a) that the Chancellor shall perform any duty, and exercise any power, there assigned to the Vice-Chancellor; and
  - (b) that the only recommendation that the tribunal may make is whether or not the Vice-Chancellor should be removed from office.
- (7) The tribunal shall send its reasoned decision on any charge referred to it, together with a statement of its findings of fact regarding the charge and its recommendation on the question of removal from office, to the Chancellor and to the Vice-Chancellor, drawing attention to the period of time within which any appeal under Part H should be made.
- (8) (a) Where a charge or charges have been upheld by the tribunal and not dismissed on appeal, the Chancellor shall decide whether or not to remove the Vice-Chancellor from office.
- (b) If the Chancellor decides to accept the recommendation for removal, he or she may remove the Vice-Chancellor from office forthwith.
37. Where a complaint is to be referred to a tribunal under section 36, the Chancellor may suspend the Vice-Chancellor from his or her duties and may exclude the Vice-Chancellor from the precincts of the University or any part of those precincts without loss of salary.
38. For the purpose of the removal of the Vice-Chancellor for incapacity on medical grounds, Part E shall have effect subject to the following modifications:
- (1) for references to a member of the academic staff there shall be substituted references to the Vice-Chancellor;
  - (2) for any reference to the office of Vice-Chancellor there shall be substituted a reference to the office of Chancellor; and
  - (3) for section 28 there shall be substituted:
- '28. (1) If the Medical Board determines that the Vice-Chancellor should be required to retire on medical grounds, it shall ask the Chancellor, as the appropriate officer, to decide whether or not to terminate the appointment of the Vice-Chancellor on those grounds.
- (2) If the Chancellor accepts the board's determination, he or she may remove the Vice-Chancellor from office forthwith.'

#### PART H: APPEALS

39. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.
40. (1) This Part applies:
- (a) to any appeal against a decision of Council as the appropriate body (or of a delegate of that body) to dismiss in the exercise of its powers under Part B;
  - (b) to any appeal arising in any proceedings, or out of any decision reached, under Part D other than appeals against disciplinary warnings under section 18;
  - (c) to any appeal against dismissal otherwise than in pursuance of Part B, D, E, or G;
  - (d) to any appeal against a disciplinary decision otherwise than in pursuance of Part D;
  - (e) to any appeal against a decision reached under Part E; and
  - (f) to any appeal against a decision reached by a tribunal under Part G;
- and 'appeal' and 'appellant' shall be construed accordingly.
- (2) No appeal shall however lie against:
- (a) a decision of Congregation under section 10 (2);
  - (b) any finding of fact of the Visitation Board under section 23 (1) save where, with the consent of the person or persons hearing the appeal, new evidence is called on behalf of the appellant at that hearing;

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- (c) any medical finding by a board set up under section 27 (3) save where, with the consent of the person appointed, new evidence is called on behalf of the appellant at that hearing.
- (3) The parties to an appeal shall be the appellant, the Registrar, or a solicitor or other suitable person appointed by the Vice-Chancellor, and any other person added as a party at the direction of the Appeal Court.
41. A member of the academic staff shall institute an appeal by serving on the Registrar, within the time allowed under section 42, notice in writing setting out the grounds of the appeal.
42. (1) A notice of appeal shall be served within twenty-eight days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period, if any, as the Appeal Court may determine under sub-section (3).
- (2) The Registrar shall bring any notice of appeal received (and the date when it was served) to the attention of Council and shall inform the appellant that he or she has done so.
- (3) Where the notice of appeal was served on the Registrar outside the twenty-eight-day period the Appeal Court shall not permit the appeal to proceed unless it considers that justice and fairness so require in the circumstances of the case.
43. (1) Where an appeal is instituted under this Part, it shall be heard and determined by the Appeal Court constituted under Statute XI.
- (2) The provisions of section 28 of Statute XI (appointment and functions of assessors) shall apply to appeals made to the Appeal Court under this Part.
44. (1) The procedure to be followed in respect of the preparation, consolidation, hearing, and determination of appeals shall be that set out in regulations made under this section.
- (2) Without prejudice to the generality of the foregoing, such regulations shall ensure:
- (a) that an appellant is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of the appeal;
- (b) that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed to represent the appellant are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;
- (c) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution, and for the correction of accidental errors; and
- (d) that the Appeal Court may set appropriate time limits for each stage (including the hearing itself), to the intent that any appeal shall be heard and determined as expeditiously as is reasonably practicable.
- (3) The Appeal Court may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may:
- (a) remit an appeal from a decision under Part B (or any issue arising in the course of such an appeal) to Council as the appropriate body for further consideration as the Appeal Court may direct; or
- (b) remit an appeal arising under Part D for rehearing or reconsideration by the Visitatorial Board as the Appeal Court may direct; or
- (c) remit an appeal from a decision of the appropriate officer under Part E for further consideration as the Appeal Court may direct; or
- (d) remit an appeal by the Vice-Chancellor arising under Part G for rehearing or reconsideration by the same or by a differently constituted tribunal to be appointed under that Part; or
- (e) substitute any lesser alternative penalty that would under Part D have been open to the appropriate officer following a finding by the Visitatorial Board on the original charge or charges.
45. The Appeal Court shall send a reasoned decision, including any decision reached in exercise of its powers under section 44 (3) (a), (b), (c), or (d), on any appeal together with a statement of any findings of fact different from those of Council as the appropriate body under Part B, or of the Visitatorial Board under Part D, or of the Medical Board under Part E, or of the tribunal appointed under Part G, as the case may be, to the Vice-Chancellor (or, where the Vice-Chancellor is a party to the appeal, to the Chancellor) and to the parties to the appeal.

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STATUTE XIII  
STUDENT MEMBERS: OTHER PROVISIONS

PART A: OXFORD UNIVERSITY STUDENT UNION AND CONSULTATION WITH STUDENT MEMBERS

**Oxford University Student Union**

1. (1) There shall be an Oxford University Student Union, which shall be an association of the generality of student members of the University, as defined in section 4 of Statute II.  
(2) Junior Common Rooms and Middle Common Rooms of the colleges, societies, and Permanent Private Halls referred to in Statute V may be affiliated to the Student Union.  
(3) Such individual affiliated Junior Common Rooms and Middle Common Rooms shall be the constituent organisations of the Student Union.
2. Every student member of the University shall have the right to opt out of membership of the Student Union.
3. The Student Union shall be recognised by the University as the organisation representing the generality of student members on university, as distinct from college, matters and shall elect student members to such committees as may be specified by statute or regulation or otherwise.
4. The Student Union shall have a written constitution the provisions of which shall be subject to the approval of Council and to review by Council at intervals of not more than five years.
5. Council shall take such steps as are necessary to satisfy itself that elections to major offices of the Student Union are fairly and properly conducted.
- [6. The Student Union shall not have as an officer or as a full member, that is a member entitled to vote in any meeting or election, any person who is not a student member of the University.]
6. (1) *The Student Union shall not, except as permitted by sub-section (2) below, have as an officer or as a full-time member, that is a member entitled to vote in any meeting or election, any person who is not a student member of the University.*  
(2) *The Student Union may nevertheless have as an officer a person who was a student member at the time of his or her election to the office concerned even if he or she is no longer a student member while holding that office.*<sup>1</sup>
7. (1) Council shall publish a code of practice setting out the manner in which the requirements of the Education Act 1994 with regard to student unions are to be carried into effect.  
(2) The code of practice shall be brought to the attention of all student members annually together with any restrictions imposed on the Student Union by the law relating to charities and with the provisions of section 43 of the Education (No. 2) Act 1986.
8. Information with regard to the right to opt out of membership of the Student Union, and arrangements made to supply Student Union services to student members who have exercised this right, shall be drawn to the attention of all student members annually and to the attention of persons considering whether to become students at the University.
9. Council shall have power to make regulations governing the Student Union and its officers.

**Joint Committees with Student Members**

10. No recommendation from a Joint Committee with Student Members, or other body for consultation with student members, established under any statute or regulation or otherwise shall be rejected without the student members of the committee or body having been given an opportunity of discussion with the body with which it is a joint committee or consultative body.

**Committee of Presidents of Junior Common Rooms**

11. There shall be a Committee of Presidents of Junior Common Rooms to which the President (or other chief officer) of the Junior Common Room of every college, society, and Permanent Private Hall referred to in Statute V shall be entitled to belong.
12. The committee shall elect from its own number undergraduate student members to such committees as may be specified by statute or regulation or otherwise.

PART B: STUDENT MEMBERS AND MEDICAL INCAPACITY

13. For the purposes of this Part there shall be:
  - (1) a panel of medical practitioners to assist the University in the administration of the procedures prescribed in this Part; and
  - (2) a Medical Board.
14. (1) The panel of medical practitioners shall be appointed by the Regius Professor of Medicine.  
(2) If the Regius Professor is not clinically qualified, he or she shall take appropriate professional advice before making the appointments.

<sup>1</sup> The deletion of the section in square brackets and the substitution of the section in italics are subject to the approval of Congregation.

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- (3) When a panel member is requested to act under these procedures he or she shall be known as the University Doctor.
15. The Medical Board shall comprise:
- (1) a person nominated by Council;
  - (2) a person nominated by Council in consultation with the student member's college, society, or Permanent Private Hall;
  - (3) a medically qualified chairman nominated by the Regius Professor of Medicine.
16. (1) If the Proctors or any Court of the University believe or believes that a student member is suffering from a serious problem arising from ill-health, whether this has come to light in the course of an investigation or proceedings under Statute XI or otherwise, they or it shall refer the student member to the University Doctor.
- (2) Before any such reference is made, the student member shall be given a reasonable opportunity to make representations to the Proctors or the Court in question as to why such a reference should not take place.
17. (1) The University Doctor shall be responsible for seeking medical evidence from the student member's general practitioner and may recommend that the student member submit to an independent medical examination at the University's expense.
- (2) Any request for a medical report from a student member's general practitioner shall observe the provisions of the Access to Medical Reports Act 1988.
18. If a student member fails to co-operate reasonably with the University Doctor's inquiry, or refuses to provide a medical report, or to attend for the purposes of a medical examination, he or she may be liable to suspension by the Medical Board.
19. The University Doctor, having considered the evidence available, shall report his or her findings to the Medical Board.
20. (1) If the Medical Board is of the opinion that further action may be necessary, it shall summon the student member to a hearing to consider all the evidence.
- (2) The student member shall be given reasonable notice of any hearing, and shall be entitled to legal or other representation before the board.
- (3) Having considered the evidence, the board may proceed in one of the following ways:
- (a) it may discharge the student member (whether or not subject to conditions); or
  - (b) it may suspend the student member (whether or not subject to conditions) for a specified period, or for an indefinite period; or
  - (c) in any case where disciplinary proceedings have been adjourned, but the board is satisfied that the student member is not suffering from a serious problem relating to ill-health, it may order the resumption of those proceedings.
- (4) Further rules relating to the constitution, powers, duties, and procedures of the board shall be set out by Council by regulation.
21. If the student member fails to attend or to make representations, the Medical Board may proceed in his or her absence.
22. Any hearing under these procedures shall be in private.
23. (1) Where a student member's conduct gives rise to a need for urgent action, the Proctors may suspend him or her forthwith pending investigation, such suspension not to exceed twenty-one days.
- (2) The student member shall have the right of appeal to the Vice-Chancellor or to the Vice-Chancellor's duly appointed deputy in respect of such an interim order.
24. A student member who has been suspended on the grounds of his or her state of health under section 20 above shall be entitled to invite the Medical Board to reconsider the case after the expiry of at least fourteen days from the date of the initial decision and on the production of medical evidence in support of his or her claim.
25. There shall be a right of appeal to the Appeal Court against any decision of the Medical Board.

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## STATUTE XIV

### EMPLOYMENT OF ACADEMIC AND NON-ACADEMIC STAFF BY THE UNIVERSITY

#### Authority to employ and dismiss Staff

1. No official of the University or any other person employed by the University or working in or in connection with any department of or under the control of the University shall have authority, except with the express consent of Council and subject to sections 2–5 of this statute:

- (1) to offer any person employment as a member of the University's academic-related or non-academic staff, or to sign letters of appointment for such academic-related and non-academic staff;
- (2) to dismiss such non-academic staff; or
- (3) to dismiss such academic-related staff in circumstances other than those which fall within the provisions of Parts B–E of Statute XII.

2. Any offer of employment shall be on the appropriate terms and conditions of employment for the category of staff concerned.

3. Any dismissal shall have complied with the appropriate procedures for the dismissal of the member of staff concerned.

4. No consent given by Council under the provisions of sections 1–3 of this statute shall be operative until a copy of the resolution of Council, certified by the Registrar, has been delivered to the official or other person concerned.

5. Council may delegate its powers under sections 1–4 of this statute to its Personnel Committee, or to the chairman or to an officer or officers of that committee, as it may deem appropriate and on such conditions as it may lay down; and a consent signed by the Chairman of the Personnel Committee or by a designated officer shall have the same effect as a certified resolution of Council.

#### General Conditions of Service

6. The numbers of persons employed by the University, their conditions of service, and their method of appointment shall be determined from time to time by Council, subject to sections 7–14 of this statute and to the other provisions of the statutes and regulations.

7. The three main categories of academic staff shall be professors, readers, and lecturers.

8. The holders of all academic posts shall be paid under standard arrangements to be determined from time to time by Council, except that this shall not prevent the payment of additional emoluments, which may be pensionable:

- (1) in the form of such allowances in respect of administrative responsibilities as may be prescribed by regulation; or
- (2) in the form of awards in recognition of academic distinction or contribution to academic work of the University in accordance with arrangements to be determined from time to time by Council.

9. Arrangements shall be made by Council under which all professors, readers, lecturers, and holders of other posts approved for this purpose by Council shall be entitled to apply for one term of leave for every six terms of service.

10. Every holder of a professorship or readership, or of any other post approved for this purpose by regulation, and every holder of a lectureship who has been appointed to that lectureship until retirement age, shall be entitled to hold a fellowship in a college or society, except that the offer of a fellowship to any person who is entitled under this statute, or to any person who would become so entitled on reappointment to the retirement age, shall satisfy any obligation of the University in respect of that person's entitlement to hold a fellowship.

11. (1) Every professorship shall be allocated from time to time by Council to a college or society, and the successive holders of that professorship shall be fellows of that college or society.

(2) The college or society of allocation shall have the right to have two representatives on the board of electors for the professorship.

12. (1) All persons employed by the University shall be subject either to the Federated Superannuation System for Universities or the Universities Superannuation Scheme, or (if they are not eligible to become members of either scheme) to a Pension Scheme managed by the University, and shall be entitled to the benefits of any scheme for the supplementation of superannuation benefits that may be applicable to universities generally.

(2) Council shall determine in any cases of doubt, but having regard to the practice of universities generally, and the rules of the Universities Superannuation Scheme, the scheme to which a person shall belong.

(3) Council shall exempt from the need to be subject to a scheme any person who is excluded from membership of the appropriate scheme by virtue of age or who is already in receipt of pension from one of the schemes or who submits a written request for exemption.

(4) Council may exclude any person from membership of a scheme if he or she is subject to an alternative scheme approved by Council.

13. Every employee of the University who is subject to the jurisdiction of the Visitorial Board under the provisions of Statute XII, other than the holder of a professorship to which a canonry is annexed who is exempt from

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membership of the appropriate pension scheme referred to in section 12 of this statute, shall retire not later than the date applicable to that employee as laid down by Council by regulation.

14. (1) Any employee of the University who is not subject to the jurisdiction of the Visitation Board under the provisions of Statute XII shall, in the event of dismissal in a case in which the dismissal arises from disciplinary action, have a right of appeal to a panel consisting of two members of the Personnel Committee of Council appointed by the chairman of that committee (or his or her deputy) and one member of Council, not being a member of the Personnel Committee, appointed by the Vice-Chancellor.

(2) Pending the outcome of any appeal, the employee will be regarded as suspended without pay.

(3) On the hearing of an appeal, the panel may confirm or revoke the dismissal or may make such order as it may think just, and Council shall pay the appellant the sum, if any, ordered by the panel to be paid to him or her.

## STATUTE XV

### COLLEGE CONTRIBUTIONS SCHEME AND COLLEGE ACCOUNTS

*(Sections 1–7 are ‘Queen-in-Council’ statutes—see section 2 (2) of Statute IV.)*

1. In this statute and any associated regulations the following expressions shall have the meanings set out below unless the context otherwise requires:

(1) ‘the scheme’ means the scheme referred to in section 3 of this statute;

(2) ‘the fund’ means the College Contributions Fund constituted by the contributions to be paid by the colleges;

(3) ‘college’ means

(a) any of the colleges and societies listed in Statute V, sections 1 and 5 (but not the Permanent Private Halls), and

(b) any foundation which Council, with the prior agreement of the Conference of Colleges, shall by regulation declare to be a college for the purposes of the scheme;

(4) ‘statutory endowment income’ means income calculated in accordance with regulations made by Council for ascertaining that income;

(5) ‘financial year’ means a year beginning on 1 August and ending on 31 July following.

#### PART A: COLLEGE CONTRIBUTIONS SCHEME

2. This Part is made by the University in the exercise of its powers under section 16 of the Universities of Oxford and Cambridge Act, 1877, but does not prevent the University from exercising those powers in such other manner as it thinks fit.

3. The purpose of the College Contributions Scheme is to establish the College Contributions Fund, which shall be used to make such grants and loans to colleges as may seem desirable, and to make loans to the Loan Fund for College Buildings established by section 7 of this statute.

4. The scheme shall be administered by the College Contributions Committee, the membership, functions, and powers of which shall be laid down by Council by regulation.

5. Each college shall as soon as possible after the end of each financial year and in any case before the 31 January next following pay to the University for the account of the fund a sum calculated in accordance with regulations made by Council.

6. Distributions from the fund to the colleges and the societies or any of them, and to the Loan Fund for College Buildings when appropriate, shall be made annually by regulation after Council has considered the recommendations made by the committee.

7. The fund known as the Loan Fund for College Buildings shall be used to make loans approved by Council on the recommendation of the College Contributions Committee to any college (as defined for the purposes of the College Contributions Scheme under the provisions of section 1 of this statute), for such building purposes and on such conditions as Council shall determine.

#### PART B: COLLEGE ACCOUNTS

8. As soon as may be after 31 July in each year every college shall prepare, and submit for examination and appropriate certification by auditors, statements in respect of the financial year ended on that date.

9. The statements required under section 8 of this statute shall be prepared so as to conform in all material respects to regulations made by Council for the preparation of college accounts.

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10. Regulations made under section 8 of this statute shall require the statements submitted by the colleges:
- (1) to give a true and fair view of:
    - (a) the income of the college from all sources, the expenditure of a revenue nature properly chargeable against that income, and the extent by which in total that income exceeded or fell short of that expenditure;
    - (b) the allocation of that income and expenditure as between
      - (i) Endowment,
      - (ii) Education and Research, and
      - (iii) Internal,or such other heads of income and expenditure as may be specified in the regulations, showing the resultant surplus or deficit in each case;
  - (2) to show the computation of the statutory endowment income and of the liability for, or as the case may be the exemption from, college contribution.
11. (1) Not later than 30 November in each year, the statements and the certificate of the auditors shall be presented to the College Accounts Committee, the membership, functions, and powers of which shall be laid down by Council by regulation.
- (2) The College Accounts Committee shall then order the publication of those statements and certificates within the University.
12. Not later than 28 February in each year, a further certificate of the auditors, in the form laid down by Council by regulation, shall be passed to the University's Director of Finance and Secretary of the Chest (for onward transmission to the University's external auditors), confirming that they have reviewed the relevant books, records, and financial controls of the college and have not identified any significant accounting or control weaknesses relating to the income received by the college from the University out of grants from public funds during the immediately preceding financial year.

## STATUTE XVI

### PROPERTY, CONTRACTS, AND TRUSTS

*(Sections 16–20 are 'Queen-in-Council' statutes—see section 2 (3) of Statute IV.)*

#### PART A: UNIVERSITY PROPERTY

##### General

1. Unless it is bound by the terms of an express trust in relation to any particular property, the University as a civil corporation
  - (1) holds all property belonging to it not on charitable trusts but as beneficial owner; and
  - (2) has all the powers of a natural person to manage, deal with, and dispose of its property, including the power to invest, borrow, and charge its property as security, as it thinks fit.
2. At its discretion, Council shall arrange for the investment of all funds, endowments, and capital money of the University which are not required for immediate use upon such securities, shares, stocks, funds, or other investments (including land) in any part of the world, and whether involving liability or not, as in its absolute discretion it shall think fit.
3. (1) Except in the cases referred to in sub-section (2) below, the powers conferred by section 2 of this statute shall extend to the investment (including the variation of the investment) of the funds of any specific trust administered or to be administered by or for purposes connected with the University.
- (2) When less than sixty years have elapsed since the instrument creating a trust came into operation, the powers conferred by section 2 of this statute may not be exercised in the following circumstances:
  - (a) if the terms of that trust expressly provide to the contrary; or
  - (b) in the case of a trust of which the University is not sole trustee, without the consent of the trustees or governing body of that trust.

##### Sites and Buildings

4. No allocation for University purposes of a site the area of which exceeds 1,000 square metres, or of a building the overall floor area of which exceeds 600 square metres, shall be made unless approved by resolution of Congregation under section 1 of Statute IV.



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PART B: INTELLECTUAL PROPERTY

5. (1) The University claims ownership of all intellectual property specified in section 6 of this statute which is devised, made, or created:
- (a) by persons employed by the University in the course of their employment;
  - (b) by student members in the course of or incidentally to their studies;
  - (c) by other persons engaged in study or research in the University who, as a condition of their being granted access to the University's premises or facilities, have agreed in writing that this Part shall apply to them; and
  - (d) by persons engaged by the University under contracts for services during the course of or incidentally to that engagement.
- (2) The University's rights under sub-section (1) above in relation to any particular piece of intellectual property may be waived or modified by agreement in writing with the person concerned.
6. The intellectual property of which ownership is claimed under section 5 (1) of this statute comprises:
- (1) works generated by computer hardware or software owned or operated by the University;
  - (2) films, videos, multimedia works, typographical arrangements, field and laboratory notebooks, and other works created with the aid of university facilities;
  - (3) patentable and non-patentable inventions;
  - (4) registered and unregistered designs, plant varieties, and topographies;
  - (5) university-commissioned works not within (1), (2), (3), or (4);
  - (6) databases, computer software, firmware, courseware, and related material not within (1), (2), (3), (4), or (5), but only if they may reasonably be considered to possess commercial potential; and
  - (7) know-how and information associated with the above.
7. Notwithstanding section 6 of this statute, the University will not assert any claim to the ownership of copyright in:
- (1) artistic works, books, articles, plays, lyrics, scores, or lectures, apart from those specifically commissioned by the University;
  - (2) audio or visual aids to the giving of lectures; or
  - (3) computer-related works other than those specified in section 6 of this statute.
8. For the purpose of sections 6 and 7 of this statute, 'commissioned works' are works which the University has specifically employed or requested the person concerned to produce, whether in return for special payment or not, but, save as may be separately agreed between the University Press and the person concerned, works commissioned by the University Press in the course of its publishing business shall not be regarded as 'works commissioned by the University'.
9. Council may make regulations:
- (1) defining the classes of persons or naming individuals to whom section 5 (1) (c) of this statute shall apply;
  - (2) requiring student members and such other persons as may be specified in regulations to sign any documents necessary in order to give effect to the claim made by the University in this Part and to waive any rights in respect of the subject-matter of the claim which may be conferred on them by Chapter IV of Part 1 of the Copyright, Designs and Patents Act 1988; and
  - (3) generally for the purposes of this Part.
10. This Part shall apply to all intellectual property devised, made, or created on or after 1 October 2000 and is subject to the provisions of the Patents Act 1977.

PART C: AUTHORITY TO BIND THE UNIVERSITY

11. The Vice-Chancellor and the Registrar shall each have, and may delegate in writing, authority generally to sign contracts for the University.
12. (1) Council may by regulation give to classes of persons or individuals the authority to sign contracts for the University to the extent and in respect of the subject-matter specified in regulations.
- (2) The authority given under sub-section (1) above may itself be delegated in writing, but no such delegation shall be operative until a copy of the instrument recording the delegation has been delivered to the Registrar.
13. The Seal of the University shall not be affixed to any document except by the Vice-Chancellor, the Registrar, or an officer or employee of the University deputed by the Registrar for this purpose (either generally or in relation to particular transactions).
14. (1) Except as stated in this statute and in sections 24 and 25 of Statute VIII (University Press), no officer of the University, or any other person employed by the University or working in or in connection with any department or body within or under the control of the University, shall have authority to make any representations on behalf of the University or to enter into any contract on behalf of the University, except with the express consent of Council.

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- (2) No such consent given by Council shall be operative until a copy of the resolution of Council, certified by the Registrar, has been delivered to such officer or other person.
15. (1) The Registrar shall keep a register of all delegations under this Part; and of all documents to which the Seal has been affixed.
- (2) The Registrar shall on request from any member of Council open the register for inspection by that member.

#### PART D: TRUSTS

(Sections 16–20 are ‘Queen-in-Council’ statutes—see section 2 (3) of Statute IV.)

16. (1) The University holds the property which is subject to the trusts set out in the Schedule to these statutes or in regulations made by Council to be known as the University’s Trust Regulations, and any other trusts which may from time to time be added to the Schedule and those regulations, as trustee.
- (2) Subject to any specific provision relating to those trusts, the University shall have the management of all the property comprised in them.
- (3) The Schedule or the University’s Trust Regulations as the case may be shall:
- (a) set out the terms on which the funds subject to each trust are held; and
  - (b) specify those terms which may be amended by Congregation, those which may be amended by further regulation of Council, and those which may only be amended under the provisions of the Universities of Oxford and Cambridge Act, 1923.
- (4) The administration of each of the trusts and the application of its income shall be the responsibility of the board of management or other body specified in the Part of the Schedule or in the University’s Trust Regulations relating to that trust, or, if none is specified, as shall be determined by Council.
17. The investment of trust property shall be subject to the provisions of such scheme as may from time to time be approved by Her Majesty in Council under the provisions of section 2 of the Universities and Colleges (Trusts) Act 1943, and the fund established under any such scheme shall be known as the Trusts Pool.
18. (1) Any proposal for amending, repealing, or adding to the provisions which govern the trusts listed in the Schedule shall be treated as a legislative proposal under the provisions of Statute IV and the associated regulations.
- (2) Any such proposal approved by Congregation shall come into effect only if and when it has subsequently been approved by Her Majesty in Council, except to any extent that Congregation is empowered by the provisions in the Schedule which govern the trust concerned to make such amendment, repeal, or addition on its own authority.
19. (1) Any proposal for amending, repealing, or adding to the provisions which govern the main objects of any of the trusts listed in the University’s Trust Regulations shall be treated as a legislative proposal under the provisions of Statute IV and the associated regulations and shall come into effect only if and when it has been approved both by Congregation and subsequently by Her Majesty in Council.
- (2) Any amendment to, repeal of, or addition to any of the other provisions which govern any of the trusts listed in the University’s Trust Regulations shall be made by Council by regulation under sections 13–18 of Statute VI.
20. Any surplus income of any trust in any year may, in the absence of provision to the contrary under specific provisions relating to individual trusts, and at the discretion of the board of management or other body responsible for the administration of that trust:
- (1) be used [for expenditure in that year in furtherance of the main object or objects of the trust] *in that year for the benefit of the division, faculty, sub-faculty, or department within whose area of responsibility the administration of the trust falls under section 16 (4) above*<sup>1</sup>; or
  - (2) be placed on reserve for expenditure in the subsequent year as if it were income of that subsequent year; or
  - (3) with the approval of Council be reinvested in the University’s Trusts Pool to augment the capital of the fund]<sup>1</sup>.

<sup>1</sup> The deletion of the words in square brackets and the substitution of the words in italics are subject to the approval of Congregation and subsequently of Her Majesty in Council.

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STATUTE XVII  
RESOLUTION OF DISPUTES OVER THE INTERPRETATION OR  
APPLICATION OF STATUTES AND REGULATIONS

*(This Statute is a 'Queen-in-Council' statute—see section 2 (2) of Statute IV.)*

1. If a dispute over the interpretation or application of any of these statutes or any regulation arises in the course of proceedings taken under Statute XI, Statute XII, or Part B of Statute XIII it shall be decided, subject to any right of appeal, by the person or tribunal before whom the proceedings are taking place.
2. Any other such dispute arising between the University and any of its members shall be referred to the Vice-Chancellor in writing for informal determination without a hearing.
3. In determining a dispute referred to him or her the Vice-Chancellor may require the parties to provide further information about the dispute and may consult the High Steward and any other person he or she thinks fit.
4. The decision of the Vice-Chancellor shall be sent to the parties in writing as soon as reasonably practicable together with the reasons for the decision.
5. If any party to a dispute referred to the Vice-Chancellor under section 2 of this statute is dissatisfied with the Vice-Chancellor's decision and wishes to appeal against it, he or she shall within twenty-eight days of receiving the decision give notice to the Registrar requiring the appeal to be determined by the Appeal Court constituted under Part B of Statute XI.
6. The Appeal Court shall have full power to open up and review the Vice-Chancellor's decision and quash, revise, or confirm that decision as it thinks fit.
7. The decision of the Appeal Court made under section 6 of this statute shall be final and binding on the parties.
8. If notice of appeal is not given under section 5 of this statute the decision of the Vice-Chancellor shall be final and binding on the parties.

SCHEDULE

*(This Schedule is a 'Queen-in-Council' statute—see section 2 (3) of Statute IV.)*

**Part 1: Abbott Fund**

- 1.1. The assets from time to time representing Mr John Abbott's bequest, accepted by the University in 1871, shall constitute a fund known as the Abbott Fund.
- 1.2. The fund shall be administered by a board of management of which the constitution shall be determined by Council.
- 1.3. The board shall from time to time apply the net income of the fund in making awards, to be known as Abbott's Bursaries, for the support of members of the University who are children (including orphan children) of the clergy of the Church of England, and who are:
  - (1) reading for
    - (a) a first degree, or
    - (b) the Degree of Bachelor of Medicine or an equivalent degree, or
    - (c) a second honour school,of the University; and
  - (2) standing in need of financial assistance to enable them to obtain the full benefit of a university education.
- 1.4. The board shall, subject to the approval of Council, determine from time to time the conditions of award of the bursaries, and the value and tenure of each, and the eligibility of candidates, subject to the following conditions:
  - (1) the bursaries shall be awarded in such a way as to give encouragement to learning; and
  - (2) if two or more candidates show equal proficiency, preference shall be given to candidates who establish that they were born in the area of the former West Riding of Yorkshire.

**Part 2: Arnold Memorial Prize**

- 2.1. The main object of the Matthew Arnold Memorial Prize shall be the encouragement and promotion of the study of English Literature among members of the University.
- 2.2. The prize shall be awarded annually, if candidates of sufficient merit present themselves, for an English essay upon some subject connected with English Literature.
- 2.3. The Board of the Faculty of English Language and Literature shall be the board of management of the prize.

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- 2.4. All expenses incurred in connection with the award of the prize, including examiners' fees and any expenses of administration, shall be met from the net annual income from the trust.
- 2.5. The examiner or examiners shall be appointed by the board, and shall receive such remuneration as the board shall direct.
- 2.6. The value of the prize shall be fixed from time to time by the board and shall be announced at the same time as the subject of the essay.
- 2.7. The subject of the essay shall be set by the board and shall be announced not later than the last day of Trinity Full Term, and the competing essays shall be sent in to the Registrar on or before the first day of the following March.
- 2.8. The candidates must be members of the University who, on the day appointed for sending in the essay, have qualified by examination for the degree of BA and have not exceeded seven years from their matriculation, or have qualified by examination for any other degree of the University and have not exceeded four years from their matriculation, or, not being graduates of the University, are pursuing a course of study leading to a postgraduate degree of the University and have not exceeded three years from their matriculation.<sup>1</sup>
- 2.9. The prize shall in no case be awarded to the same person a second time.
- 2.10. Surplus income arising from vacancies or from any other cause may at the discretion of the board be applied for any of the following purposes:
- (1) the award in any year, on the recommendation of the examiner or examiners, of an additional prize or additional prizes, of a value to be determined by the board when making the award;
  - (2) any other purpose consistent with the main object of the bequest as defined in section 2.1 above.
- 2.11. Congregation may from time to time amend this Part so long as the main object of the trust, as defined in section 2.1 above, is always kept in view.

### **Part 3: Bagby Bequest**

- 3.1 The bequest by Mr Philip H. Bagby of the residue of his estate shall be used, as to either income or principal, in such manner as shall seem to the authorised officers of the University best to encourage within the appropriate department or departments of the University the comparative study of the development of urban, literate cultures in accordance with anthropological principles and methods.
- 3.2. The authorised officers for the purpose of administering the bequest shall be the Life and Environmental Sciences Board on the recommendation of the Professor of Social Anthropology.
- 3.3. The appropriate department of the University for the purpose of study under the terms of the bequest shall be the Institute of Social and Cultural Anthropology.
- 3.4. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 3.1 above, is always kept in view.

### **Part 4: Bampton Lectures**

- 4.1. There shall be delivered, annually or biennially, at the Church of St Mary the Virgin, eight divinity lecture sermons, to be called the Bampton Lectures, which shall be delivered 'upon either of the following subjects: to confirm and establish the Christian Faith, and to confute all heretics and schismatics—upon the divine authority of the Holy Scriptures—upon the authority of the writings of the Primitive Fathers, as to the Faith and Practice of the Primitive Church—upon the Divinity of our Lord and Saviour Jesus Christ—upon the Divinity of the Holy Ghost—upon the Articles of the Christian Faith, as comprehended in the Apostles' and Nicene Creeds'.
- 4.2. The Bampton Lectures shall be delivered on such eight days in either or both of Hilary and Trinity Full Terms as the Vice-Chancellor may appoint.
- 4.3. The Bampton Lecturer shall be elected by the heads of colleges only, and proceedings for each election shall be initiated after at least six calendar months' public notice, not less than twenty-two nor more than twenty-six calendar months before the day on which the first of his or her Bampton Lectures is to be preached.
- 4.4. (1) The stipend of the Bampton Lecturer shall be such sum being not less than £300 as the electors shall from time to time determine; but the lecturer shall not be paid, nor be entitled to be paid, before there have been printed, within twelve months after they are preached (unless an extension of time is granted by the electors in view of special circumstances), sufficient copies of his or her lecture sermons for one copy to be given to the Chancellor of the University, one to the head of every college, society, and Permanent Private Hall, one to the Lord Mayor of the City of Oxford, and one to the Bodleian Library.
- (2) The expense of printing shall be paid from the fund.
- 4.5. (1) No person shall be qualified to preach the Bampton Lectures unless he or she is a university graduate.
- (2) The same person shall not preach the Bampton Lectures twice.

<sup>1</sup> No candidate shall be allowed to exclude additional time in reckoning his or her standing: see Section 11 of the University's Trust Regulations (*Statutes*, 2000, p. 757).

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4.6. The first charge on the net income of the Bampton Fund shall be the stipend of the Bampton Lecturer, and the expense of printing the Bampton Lectures; any balance may, at the discretion of the electors to the Bampton Lectureship, be applied in one or more of the following ways:

- (1) towards the payment of the travelling expenses of the lecturers;
- (2) towards other costs associated with the Bampton Lectures;
- (3) in the making of grants for the promotion of studies in the subjects specified in section 4.1 above.

#### **Part 5: Beit Professor of the History of the British Commonwealth**

5.1. The annual contribution from the Beit Fund towards the stipend of the holder of the Professorship of the History of the British Commonwealth shall be used as partial funding for that chair, which shall be called the Beit Professorship.

5.2. The Beit Professor of the History of the British Commonwealth shall lecture and give instruction in the History of the British Empire and Commonwealth.

5.3. 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 section 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 statute or regulation, 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 section;
- (4), (5) two persons appointed by Council;
- (6) a person appointed by the Humanities Board;
- (7)–(9) three persons appointed by the Board of the Faculty of Modern History.

5.4. The professor shall be subject to any general statutes or regulations concerning the duties of professors and to any particular regulations which are applicable to this chair.

#### **Part 6: Boden Fund**

6.1. (1) The first charge on the net income of the Boden Fund shall be the payment of a contribution towards the cost of the Boden Professorship of Sanskrit equal to one-half of the total income of the fund, net of such management fee as shall be determined by Council from year to year.

(2) In the event of a vacancy in the professorship this contribution shall be paid into the University General Revenue Account.

6.2. The second charge on the net income of the Boden Fund shall be the financing of the Boden Scholarship for the encouragement of the study of, and proficiency in, the Sanskrit Language and Literature tenable on the conditions set out in this Part, for two years in the first instance, with an annual stipend to be fixed at the discretion of the Board of the Faculty of Oriental Studies.

6.3. The Board of the Faculty of Oriental Studies shall be the board of management of the scholarship.

6.4. (1) The scholar shall be elected in such term as the board may from time to time determine, subject to the giving in the *University Gazette* of not less than three months' notice of each election.

(2) The electors shall be the Boden Professor of Sanskrit or his or her deputy, and one or more others appointed by the board on each occasion not less than one month before the election.

(3) The electors shall take into account the previous records and declared intentions of the candidates, and they may also, if they think fit, examine the candidates either orally or in writing or in both ways.

6.5. (1) The scholarship shall be open to all graduate members of the University who on the first day of the term in which the election is held have exceeded the ninth term from their matriculation but not the thirtieth year of their age.<sup>1</sup>

(2) Candidates shall produce to the Boden Professor documentary evidence of their eligibility under this section, and also a written permission, signed by the heads or vicegerents of their respective colleges, societies, or Permanent Private Halls to offer themselves as candidates, but no person shall be eligible whose vernacular language is any Indian language.

6.6. The board may, on the recommendation of the electors, permit a scholar to retain his or her scholarship for a third year but not for longer.

6.7. (1) The scholar shall keep statutable residence for six weeks in every term of the tenure of his or her scholarship unless, on the recommendation of the Boden Professor, the board shall grant leave to reside elsewhere on the ground that he or she can there pursue his or her studies more profitably than in Oxford.

<sup>1</sup> No candidate shall be allowed to exclude additional time in reckoning his or her standing and age: see Section 11 of the University's Trust Regulations (*Statutes*, 2000, p. 757).

- (2) The scholar shall be required during residence in Oxford to attend such of the Boden Professor's lectures as the professor shall deem best adapted to the scholar's proficiency in Sanskrit.
- (3) The board may also dispense with statutory residence on the ground of illness or for other urgent cause.
- 6.8. The scholarship shall immediately become void if the scholar is non-resident in any term (unless his or her residence has been dispensed with under section 6.7 above) or fails to comply with any other requirement specified in this Part.
- 6.9. At the end of each term the scholar shall apply to the Boden Professor for a certificate that he or she is worthy to receive his or her stipend, and shall deliver to the Registrar such a certificate signed by the Boden Professor together with a certificate of residence, and in default of those certificates or either of them (subject nevertheless to any dispensation as to residence granted under section 6.7 above) the scholar shall receive no stipend in respect of the following term.
- 6.10. (1) Electors other than the Boden Professor may, if the board for good reasons so determines on any occasion, receive an honorarium not exceeding £5.
- (2) Any such honorarium and all other necessary expenses of administration shall be paid out of the income of the fund.
- 6.11. (1) Any surplus income of the fund not required for the above purposes (including any emoluments forfeited by a scholar and any income accruing during a vacancy and not required to be paid into the University General Revenue Account under section 6.1 above) shall be applied in the first instance to making a grant to the Library of the Indian Institute of £50 per annum or such lesser sum as may in any given year be available.
- (2) Any remaining surplus income may at the discretion of the board be applied to any one or more of the following purposes, namely:
- (a) to the provision of a junior scholarship or prize for the encouragement of the study of and proficiency in the Sanskrit Language and Literature;
- (b) to the assistance of publications or any other purpose connected or consistent with the advancement of Sanskrit studies.

#### **Part 7: Montague Burton Professor of International Relations**

- 7.1. The main object of the benefaction received by the University from Sir Montague Burton shall be the maintenance of the Montague Burton Professorship of International Relations.
- 7.2. The net income of the endowment constituted by the benefaction shall be applied, in proportions and on conditions to be determined from time to time by Council, in consultation with the Social Sciences Board, primarily towards the costs (including support costs) of the professorship, and, subject to this, to the general advancement of the study within the University of International Relations.
- 7.3. The Montague Burton Professor of International Relations shall lecture and give instruction on the theory and practice of International Relations.
- 7.4. The professor shall be elected by an electoral board consisting of:
- (1) the Vice-Chancellor, or, if the Master of Balliol College is Vice-Chancellor, a person appointed by Council;
- (2) the Master of Balliol College, or, if the Master is unable or unwilling to act, a person appointed by the Governing Body of Balliol College;
- (3) person appointed by the Governing Body of Balliol College;
- (4), (5) two persons appointed by Council;
- (6)–(8) three persons appointed by the Social Sciences Board;
- (9) a person appointed by the Board of the Faculty of Modern History.
- 7.5. The professor shall be subject to any general statutes or regulations concerning the duties of professors and to any particular regulations which are applicable to this chair.
- 7.6. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 7.1 above, is always kept in view.

#### **Part 8: Burt Davy Research Scholarship**

- 8.1. (1) The net annual income of a bequest by J. Burt Davy, MA, D.Phil., University College (for the foundation of a scholarship, to be called the Burt Davy Research Scholarship, for research in 'Taxonomic Botany and/or Tropical Plant Ecology preferably in connection with Tropical Forestry at the Herbaria of the Department of Botany and of the Imperial Forestry Institute, University of Oxford') after payment of any necessary expenses shall be devoted to the maintenance of a Burt Davy Research Scholarship.
- (2) The scholarship shall be awarded from time to time to any postgraduate student who is registered for a postgraduate degree at the University and who undertakes to carry out research into Taxonomy and Ecology or into the use of biochemical, microscopical, genetical, or such other methods for the classification of plants as may be approved by the Sherardian Professor of Botany and the Director of the Forestry Institute ('the awarders'), on condition that such part of the value of the scholarship as the awarders shall determine

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may be paid by way of reimbursement of travel, exploration, and other expenses incidental to the scholar's research.

8.2. The scholarship shall be placed under the general supervision of the Life and Environmental Sciences Board.

8.3. Scholars shall be selected jointly by the awarders, who shall determine the value and tenure of the scholarship (on condition that the tenure of any one holder shall not in any case exceed three years) and any other terms of award not inconsistent with this Part.

8.4. The awarders shall on the occasion of each award report to the Life and Environmental Sciences Board the name of the scholar, the value and tenure of the scholarship, and the subject of his or her research.

8.5. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 8.1 (1) above, is always kept in view.

#### **Part 9: E.K. Chambers Studentship**

9.1. The fund derived from the bequest of the residue of the estate of Lady Chambers shall continue to be invested and the net income used for the maintenance of studentships in English Literature known as the E.K. Chambers Studentships, which shall be tenable either concurrently or alternately as funds may permit at Corpus Christi College and Somerville College by persons of good classical attainments who have graduated from a university in the British Isles with an honours degree in a subject other than ('single honours') English.

9.2. The fund shall be administered by a board of management consisting of:

- (1) the Vice-Chancellor;
- (2) the Regius Professor of Greek;
- (3) the Merton Professor of English Literature;
- (4) the President of Corpus Christi College;
- (5) the Principal of Somerville College;
- (6) a person nominated by the Governing Body of Corpus Christi College;
- (7) a person nominated by the Governing Body of Somerville College.

9.3. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 9.1 above, is always kept in view.

#### **Part 10: Craven Fellowships and Scholarships**

10.1. The net annual income of the foundation of John Lord Craven shall be applied to the promotion of classical learning and taste.

10.2. The income shall be used for the maintenance of two or more fellowships and three scholarships for the promotion of classical learning and taste, to be styled the Craven University Fellowships and Craven University Scholarships respectively.

10.3. (1) The fellowships shall be open to all members of the University who have not exceeded the twenty-first term from their matriculation.

(2) They shall be tenable for two years, and shall be of such value as shall be determined from time to time by the Board of the Faculty of Classics.

(3) In any particular case the board, after consideration of a report from the committee for the time being constituted under the terms of section 10.4 below, may also agree to refund expenses incurred, in its opinion, in the reasonable discharge of the obligations imposed on the fellow by section 10.5 below, in so far as such expenses cannot be met from another source.

10.4. (1) At least one fellow shall be elected annually in Trinity Term or in Michaelmas Term, if candidates of sufficient merit present themselves, by a committee of five persons appointed for the purpose by the Board of the Faculty of Classics.

(2) The committee shall have power to elect either without examination or after such examination in Greek and Latin literature, history, and antiquities, or in some part of these subjects, as it shall think fit.

10.5. (1) Each fellow shall be deemed to have entered on his or her fellowship on the first of August in the year in which he or she was elected.

(2) The fellow shall be required as a condition of becoming entitled to the emoluments of the fellowship to spend at least eight months out of the twenty-six months immediately following his or her entry upon the fellowship in residence abroad for the purpose of study at some place or places approved by the electing committee.

(3) The electing committee shall nevertheless have power to allow such residence to be postponed for any period not exceeding six months, or to grant total or partial dispensation from the requirement of residence abroad, and to authorise the payment of such part of the emoluments as it shall think reasonable to a fellow who has failed to complete his or her period of residence.

(4) The electing committee may require the fellow to produce such evidence of diligence in the prosecution of his or her study as it shall think expedient.

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- 10.6. (1) The scholarships shall be open to all members of the University who have not exceeded the twelfth term from their matriculation.
- (2) The value of the scholarships, which shall be payable on award, shall be as determined from time to time by the Board of the Faculty of Classics.
- (3) The committee constituted under section 10.4 above shall have power to award part or all of the emoluments of the scholarships as grants for the purchase of books or for foreign travel or both.
- 10.7. (1) Three scholars shall be elected annually after an examination held in Michaelmas Term, if candidates of sufficient merit present themselves.
- (2) The examiners for the scholarships shall be three persons nominated by the committee which nominates examiners for Honour Moderations in Classics.
- (3) No two examiners shall be of the same college, society, or Permanent Private Hall; and the same person shall not be nominated as examiner more than twice consecutively.
- 10.8. The examination shall be the same as that held for the election to Dean Ireland's Scholarship, and the person elected to be Dean Ireland's Scholar, if he or she has not already been elected to a Craven Scholarship, shall be elected at the same time to the first Craven Scholarship.
- 10.9. No person shall be elected a second time to a Craven Scholarship.
- 10.10. (1) The committee appointed to elect to the fellowships shall give notice in the *University Gazette* (at least twenty days in advance) of the time and place at which it will receive the names of candidates; and if it determines to hold an examination it shall give a further notice of not less than ten days of the time and place of that examination.
- (2) The electors to the scholarships shall give notice in the *University Gazette* (at least twenty days in advance) of the time and place of the examination.
- 10.11. (1) Every candidate for the scholarships shall produce to the examiners the written consent of the head or vicegerent of his or her college, society, or Permanent Private Hall, together with proof of his or her standing, two days at least before the start of the examination.
- (2) Every candidate for the fellowships shall produce the corresponding consent, together with proof of his or her standing, on or before the day appointed by the committee for receiving the names of candidates.
- 10.12. (1) When an election to a fellowship or to scholarships has been made, the electors shall arrange for the names of the persons elected to be published in the *University Gazette*.
- (2) In addition they shall publish the names of candidates whom they have mentioned as having distinguished themselves in the examination; and the same record shall be kept of all such names as of the fellows and scholars elected.
- 10.13. (1) The Board of the Faculty of Classics shall have power to apply so much of the income as it thinks necessary towards the expense of any examination for the fellowships or the scholarships, including the honorarium of the examiners.
- (2) The surplus of the net annual income shall be carried to a fund, to be called the Craven University Fund, from which grants may be made from time to time by the board for any purpose connected with the advancement of classical learning.
- 10.14. Congregation may from time to time amend this Part so long as the main object of the foundation, as defined in section 10.1 above, is always kept in view.

#### **Part 11: Michael Daly Memorial Fund**

- 11.1. (1) The net income of the fund established by the gift made to the University in 1992 by Mr and Mrs Allen Daly as a memorial to their son, Michael, shall be applied in awards, to be known as Michael Daly Awards, to members of staff of the Bodleian Library or, in default of suitable applicants in any year, to members of staff of other libraries of the University.
- (2) The awards shall be used by the recipients to enable them to study the languages or cultures of the Turkic-speaking world; the Caucasus; the Slavonic and East European worlds; the Middle East; the Far East; or South and South-East Asia; with preference given whenever possible to applicants studying some aspect of the Turkic-speaking world and the Caucasus.
- 11.2. The fund shall be administered by a board of management comprising the Director of University Library Services and Bodley's Librarian and the Keeper of Oriental Collections, or their respective nominees or deputies, one of the Curators of the University Libraries to be chosen from time to time by the curators, and a person to be chosen from time to time by the Board of the Faculty of Oriental Studies from among the holders of academic posts in Turkish.
- 11.3. The board shall determine which of the eligible candidates shall receive the awards, the value of each award, and any conditions governing its use.
- 11.4. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 11.1 above, is always kept in view.



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### **Part 12: Denyer and Johnson Travelling Fellowship and Prize**

- 12.1. The net annual proceeds of the benefaction of Elizabeth Denyer, widow, and of that part of the benefaction of John Johnson, DD, which he designated for the encouragement of the study of Theology within the University shall be applied to that object.
- 12.2. The proceeds shall be used for a travelling fellowship and a prize for the encouragement of the study of Theology, to be called the Denyer and Johnson Travelling Fellowship and Prize.
- 12.3. The Board of the Faculty of Theology shall be the board of management for the fund.
- 12.4. There shall be a travelling fellowship of a value to be determined in each case by the board of management, tenable for one year.
- 12.5. (1) One travelling fellow shall be elected every other year, if suitable candidates present themselves.  
(2) Candidates must be members of the University who, on the first day of October in the academic year in which the election takes place, are under 40 years of age, and either  
(a) have qualified by examination for any degree of the University; or  
(b) are members of Congregation.
- 12.6. The travelling fellowship shall not be awarded to the same person more than twice.
- 12.7. (1) Every travelling fellow elected shall, unless he or she has received from the board exemption from the requirement, be required to spend at least three months of his or her tenure of the fellowship in residence outside the United Kingdom for the purpose of study at some place or places approved by the board.  
(2) Part of the value of the travelling fellowship as determined by the board shall be applied, at its discretion, to meet expenses necessarily incurred by the travelling fellow under this condition.  
(3) The board shall have power to authorise the payment of such part of the emoluments of the fellowship as it may deem reasonable to a fellow who has failed to complete his or her period of residence outside the United Kingdom; and the board shall also have power to require a fellow to produce such evidence of diligence in the prosecution of his or her studies as it may think expedient.
- 12.8. Subject to this Part, the board shall have power to make, and to vary from time to time, provisions concerning the mode of election to, and the conditions of tenure and time of payment of the emoluments of, the travelling fellowship, except that no election to a travelling fellowship shall be made by the board unless notice of not less than twenty days has been given by it of the time and place at which names of the candidates are to be received.
- 12.9. There shall be a prize which shall be awarded on the recommendation of the examiners in the Final Honour School of Theology to the candidate whose performance the examiners judge to be the best and of sufficient merit for the prize, except that it shall not be awarded to a candidate who has been awarded a Senior Pusey and Ellerton Prize in Biblical Hebrew unless there is no other candidate of sufficient merit to be awarded the Denyer and Johnson Prize.
- 12.10. The value of the prize shall be such as the board shall from time to time determine.
- 12.11. Any income from the benefaction in excess of the sum required in each year for paying the emoluments of the fellowship and prize may be used by the board in one or more of the following ways:  
(1) for the award of an additional travelling fellowship on the same terms and conditions as the above;  
(2) for studentships to be awarded to graduates reading for higher degrees under the Board of the Faculty of Theology, on conditions laid down by the board;  
(3) for grants or any purpose connected with the advancement of theological learning.
- 12.12. Congregation may from time to time amend this Part so long as the main object of the benefactions, as defined in section 12.1 above, is always kept in view.

### **Part 13: Travel Fund for the Economics of Developing Counties**

- 13.1. The fund which was created by the benefaction for the study of Colonial Affairs accepted by the University in 1943 from the United Africa Company, and held as an earmarked part of the Higher Studies Fund, shall be used to support travel for the purposes of the study of the economics of developing countries (broadly conceived) through grants awarded to the holders of established academic posts within the University.
- 13.2. Subject always to the agreement of the Trustees of the Higher Studies Fund,<sup>1</sup> the travel fund shall be administered under such arrangements as shall be approved from time to time by Council by regulation.

### **Part 14: Egerton Coghill Landscape Prize**

- 14.1. The Egerton Coghill Benefaction shall be used for the establishment of a landscape painting prize for members of the University reading for any degree, diploma, or certificate of the University.
- 14.2. The prize shall be called 'The Egerton Coghill Landscape Prize' in memory of the donor's father.

<sup>1</sup> See Special Resolution of Congregation of 28 January 1992 (*Gazette*, Vol. 122, p. 648).

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14.3. The prize shall be competed for annually by members of the University who are reading for any degree, diploma, or certificate of the University.

14.4. (1) Only landscape paintings in oils painted during the preceding twelve months of some 0.4 square metres in area shall be admissible as entries.

(2) No competitor shall submit more than one entry for any one competition.

(3) The winner of the prize in any one year shall not be eligible to compete in any subsequent year.

14.5. The competition shall be announced in the *University Gazette*, and shall be judged by the Ruskin Master of Drawing (or a deputy appointed by the Master) and the Keeper of the Department of Western Art (or a deputy appointed by the Keeper).

14.6. (1) The net annual income from the prize fund shall be divided as to one-fifth for each of the judges for the year in question as their fees for judging the competition and as to three-fifths for the winner.

(2) If, however, in any year in the opinion of the judges no competitor submits an entry of sufficient quality to win the competition they shall declare that no competitor has won the competition, and the three-fifths share of the income which would have been paid to a winner in that year shall be subject to the provisions of section 20 of Statute XVI.

(3) If in any year there are no entries for the prize, the whole of the income for that year shall be subject to the provisions of section 20 of Statute XVI.

14.7. The winning entry shall be displayed in some prominent position during Commemoration Week or any other suitable occasion.

14.8. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 14.1 above, is always kept in view.

#### **Part 15: Eldon Law Scholarship Fund**

15.1. The main object of the Eldon Law Scholarship Fund shall be the award of Eldon Law Scholarships to suitable members of the University intending to follow the profession of the law.

15.2. The Eldon Law Scholarship Fund shall be administered by the Board of the Faculty of Law.

15.3. After payment of any expenses of administration the net income of the Eldon Law Scholarship Fund shall be applied by the board in maintaining scholarships, to be called Eldon Law Scholarships, which may consist of single payments, or of not more than three annual payments, which may be of varying amounts, as the board shall determine in each case.

15.4. The following persons only shall be eligible to receive Eldon Law Scholarships, namely those members of the University who:

(1) have passed their examination for the Degree of Bachelor of Arts or for the Degree of Bachelor of Civil Law or for the Degree of Magister Juris in European and Comparative Law; and

(2) have either been placed in the First Class or been awarded a distinction in one or other of the above examinations or in Honour Moderations or have gained one of the Chancellor's Prizes; and

(3) intend to follow the profession of the law; and

(4) have applied for one of the scholarships either before, or within a period of two years beginning on, the date of their call to the Bar.

15.5. In awarding the scholarships the board shall take into account the financial circumstances of the applicants.

15.6. Within the limits prescribed by this Part, the board shall have full power to make rules for the award of the scholarships, including rules as to the value and period of tenure of the awards, and the qualifications, and method of ascertainment and selection, of beneficiaries.

15.7. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 15.1 above, is always kept in view.

#### **Part 16: Ellerton Theological Essay Prize**

16.1. The annual net income of the benefaction given in 1825 by The Revd Edward Ellerton, DD, Fellow of Magdalen College, for the encouragement of theological learning in the University by the establishment of an annual prize for an English Essay shall continue to form the endowment fund for the Ellerton Theological Essay Prize.

16.2. The prize shall be of a value determined by the board of management and shall be offered annually for the best English Essay on some doctrine or duty of the Christian religion or on any other subject of theology which shall be deemed meet and useful.

16.3. The prize shall be open to all members of the University who, on the day fixed for the submission of essays, have not exceeded thirty terms from their matriculation, except that any candidate holding a degree of another university at the time of his or her matriculation shall not have exceeded twenty-one terms from his or her matriculation.

16.4. No one to whom the prize has been awarded shall again offer himself or herself as a candidate.

16.5. (1) The Board of the Faculty of Theology shall be the board of management of the prize.

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- (2) The board shall appoint annually not more than three judges who shall be paid such fee as the board shall provide, and who shall award the prize.
- 16.6. A difference of opinion among the judges shall be decided by a majority.
- 16.7. (1) Not later than the end of the fourth week in Michaelmas Full Term candidates shall submit titles for approval by the judges, and the essays shall be sent in on or before the first day of the Trinity Term next ensuing.
- (2) The length of an essay shall not exceed 10,000 words.
- 16.8. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 16.1 above, is always kept in view.

#### **Part 17: English Poem on a Sacred Subject**

- 17.1. The main object of the fund shall be the maintenance of a prize competition for an English poem on a sacred subject.
- 17.2. The prize shall be offered for competition once in every three years.
- 17.3. The candidates shall be members of the University who, not later than the closing date for entries for the competition, which shall be specified when the subject is announced, have qualified by examination for a degree of the University, or hold the Degree of Master of Arts by incorporation or by decree or resolution, or hold the status of Master of Arts, or have qualified by examination for a degree of any other university.
- 17.4. No person to whom the prize has been twice awarded shall be a candidate.
- 17.5. The judges shall be the Professor of Poetry, the Public Orator, and a third judge, who shall be appointed by them, and who shall be a Master of Arts, or Bachelor of Civil Law, or Bachelor of Medicine, or a graduate of superior rank.
- 17.6. The subject or subjects for the poems for a particular competition shall be selected by the judges who adjudicated the last preceding competition, and shall be announced by them, together with the kind of poem prescribed and any other conditions prescribed by them, at least two years before the closing date for the competition.
- 17.7. No composition for the prize shall be less than sixty, nor more than three hundred, lines in length.
- 17.8. The judges shall award the prize to the candidate whose composition they adjudge the best, if they adjudge it of sufficient merit, and the prize shall consist of three years' net income after the deduction of the judges' honoraria, the value of any award made under section 17.9 below, and all other proper expenses.
- 17.9. (1) The judges are empowered to nominate a candidate as second-prizewinner who, at the judges' discretion, may be awarded such sum, not exceeding one-sixth of the three years' income available for that year's prize, as they shall determine.
- (2) Such a nomination may be made only if the candidate's entry is of a quality which would have qualified it for the award of the main prize had not a better entry been received.
- 17.10. Copies of the successful composition shall be sent by the author to the Chancellor, the heads of the colleges, societies, and Permanent Private Halls, the two Proctors, the Assessor, the judges of the compositions, the professors in the Faculties of English Language and Literature and of Theology, the Secretary of Faculties and Academic Registrar (ten copies), and the Bodleian Library.
- 17.11. The judges shall receive honoraria, together with all proper expenses, to be paid out of the income of the fund, of such amounts as Council shall from time to time determine.
- 17.12. Any surplus income may be applied towards such purpose or purposes for the encouragement of religion or literature among members of the University as Council shall determine after consultation with the Boards of the Faculties of English Language and Literature, and of Theology.
- 17.13. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 17.1 above, is always kept in view.

#### **Part 18: Estlin Carpenter Fund**

- 18.1. The assets of the Estlin Carpenter Trust (established in 1927 by a bequest under the will of Dr Joseph Estlin Carpenter) shall form a fund to be known as the Estlin Carpenter Fund.
- 18.2. The fund shall be administered by the Committee on Continuing Education and the net income used for the promotion of extension lectures to be known as the Estlin Carpenter Lectures on subjects relating to the place of mankind in nature, such as the sciences of Astronomy, Geology, Biology, Geography, and kindred studies bearing on human development in Psychology, History, Literature, Art, Social Organisation, Economics, and Political Philosophy.

#### **Part 19: Ford's Lecturer in British History**

- 19.1. Ford's Lecturer in British History shall hold office for one year, and no lecturer shall be re-eligible until four years have elapsed from his or her appointment.
- 19.2. The lecturer shall deliver not less than six lectures on British History, and these lectures shall be delivered either in Michaelmas or in Hilary Term, or partly in the one and partly in the other.

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19.3. The lecturer shall be elected by a board of seven electors, consisting of:

- (1) the Vice-Chancellor;
- (2)–(4) three persons appointed by Council;
- (5)–(7) three persons appointed by the Board of the Faculty of Modern History.

19.4. Each of the appointed electors shall hold office for three years, and shall be re-eligible; and one elector appointed by Council and one elector appointed by the faculty board shall vacate office every year.

19.5. The lecturer shall receive from the net revenues of the Ford Bequest, on completion of his or her course of lectures, £600 or such larger sum as the board of electors, with the approval of Council, shall determine.

19.6. The board of electors shall make an election to the lecturership at any time up to three years before the lecturer takes up office.

19.7. Candidates for election to the office of lecturer shall send in their names, together with the subjects of the lectures which they propose to deliver, and with any further explanations which they may think fit to offer, to the Registrar not later than the first day of November in each year and the Registrar shall forward the applications without delay to the Vice-Chancellor; but the choice of the electors shall not be necessarily limited to such candidates.

19.8. (1) No member of the board of electors shall be eligible for the office of lecturer.

- (2) On the occurrence of a vacancy on the board of electors the Registrar shall notify the vacancy to Council or to the Board of the Faculty of Modern History, as the case shall be; and Council or the board shall fill the vacancy as soon as possible.

19.9. The board of electors shall be the board of management for the revenues arising from the Ford Bequest.

19.10. Any income in excess of the sum required in each year for the payment of the stipend of the lecturer may be used by the board at its discretion in one or more of the following ways:

- (1) for the payment of travelling expenses incurred by the lecturer for that or for any subsequent year;
- (2) for the payment of expenses incidental to the delivery of the lectures;
- (3) for the payment of expenses incurred in connection with the entertainment of the lecturer;
- (4) for the payment in any year of one or more James Ford Special Lecturers, each to deliver a single lecture on some aspect of British History, for which he or she shall receive a fee of up to £100, or such larger sum as the board of electors, with the approval of Council, shall determine, together with reimbursement of the travelling and other incidental expenses incurred in connection with the delivery of the lecture, and the payment of expenses incurred in connection with the entertainment of the Special Lecturer;
- (5) for such other means of support for the teaching of British History in the University as the board of electors shall from time to time determine.

#### **Part 20: Fortnum Trusts and Parker's Benefaction**

20. The whole of the net income of the Fortnum Trusts and of Parker's Benefaction shall be put at the disposal of the Visitors of the Ashmolean Museum to be applied towards the maintenance and increase of the Ashmolean collections.

#### **Part 21: Gaisford Fund**

21.1. The net income of the fund established in memory of the late Dr Thomas Gaisford, Dean of Christ Church and Regius Professor of Greek, shall be applied for the advancement of classical learning in the University.

21.2. There shall be a board of management for the fund consisting of:

- (1) the Regius Professor of Greek;
- (2), (3) two members of the Sub-faculty of Classical Languages and Literature elected by the Board of the Faculty of Classics to hold office for a period of three years.

21.3. (1) The board of management shall elect annually a lecturer, to be known as the Gaisford Lecturer, to hold office for one academic year in the course of which he or she shall deliver one lecture on a subject of his or her own choosing in the field of Greek or Latin Literature.

- (2) The lecture shall normally be delivered in Trinity Term unless the board of management decides otherwise.

21.4. The board of management shall determine the emoluments of the lecturer, and provision for his or her travelling expenses, for payment from the Gaisford Fund.

21.5. The board of management shall offer the following annual prizes of such value and on such terms and conditions as it shall from time to time determine:

- (1) a Gaisford Essay Prize for Greek Language and Literature (for which only undergraduates shall be eligible);
- (2) a Gaisford Dissertation Prize for Greek or Latin Language and Literature (for which only graduates shall be eligible).

21.6. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 21.1 above, is always kept in view.

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#### **Part 22: Gerrans Fund**

22. The net income of the Gerrans Fund (established in 1922 by a bequest under the will of Henry Tresawna Gerrans) shall be employed by the Curators of the Taylor Institution at their sole discretion for the promotion of the study of the German Language and Literature in the University.

#### **Part 23: Gibbs Prizes**

23.1. The main object of the fund established under the will of Mr Charles Day Dowling Gibbs shall be the endowment and maintenance of awards, which shall be called Gibbs Prizes and shall be given to undergraduates, in Classics, Mathematics, Law, Science, History, Divinity, or other subjects as the University shall determine.

23.2. (1) Prizes shall be offered annually for proficiency in Modern History, Chemistry, Law, Biochemistry, Zoology, Politics, and Geography.

(2) The number, value, and conditions of award of the prizes shall be fixed at the discretion of the board of management.

23.3. Candidates for the prizes shall be members of the University who at the beginning of the examination have not exceeded the twelfth term from their matriculation, and are reading for a final honour school, except that Council may grant dispensation, on grounds of protracted illness or other good reason, to a candidate who has exceeded the twelfth term from his or her matriculation.

23.4. The prizes shall be administered by a board of management consisting of:

(1) the Vice-Chancellor;

(2), (3) two persons appointed by the Life and Environmental Sciences Board;

(4) a person appointed by the Mathematical and Physical Sciences Board;

(5) a person appointed by the Social Sciences Board;

(6) a person appointed by the Board of the Faculty of Law;

(7) a person appointed by the Board of the Faculty of Modern History.

23.5. Appointed members of the board shall hold office for five years and shall be re-eligible.

23.6. (1) The board shall every year appoint examiners, not fewer than two in number for each subject in which a prize is to be awarded, who shall examine the candidates and award the prize or prizes if candidates of sufficient merit offer themselves, except that the board may arrange for the prize or some or all of the prizes in any subject to be awarded on the results of a Public Examination of the University by the examiners in that subject.

(2) Examiners shall receive such remuneration as the board shall from time to time determine.

23.7. (1) Where a special examination is held for a Gibbs Prize it shall be conducted, after due notice, at such time and place as the examiners may appoint.

(2) All expenses connected with the examination, including the remuneration of the examiners and the printing of examination papers, shall be paid out of the Gibbs Trust Fund.

23.8. The board shall have power to make provision for the award of grants to unsuccessful candidates for a prize who have done meritorious work in the examination in which they have offered themselves as candidates.

23.9. In the event of there being unspent net income in the fund, this may be spent, at the discretion of the board, on additional prizes in such subjects as the board may from time to time determine.

23.10. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 23.1 above, is always kept in view.

#### **Part 24: Glasstone Benefaction**

24.1. The assets of the trust established by Professor Samuel Glasstone, the trusteeship of which was accepted by the University in 1971, together with the accumulated income and the further assets added in accordance with the provisions of Professor Glasstone's will, shall constitute the Glasstone Benefaction.

24.2. (1) The benefaction shall be divided into two equal funds which shall be known respectively as the Glasstone Fund for Men and the Glasstone Fund for Women.

(2) The net income arising from each fund shall be used for the establishment of fellowships for research in the University in the fields of Botany, Chemistry (Inorganic, Organic, or Physical), Engineering, Mathematics, Metallurgy, and Physics.

(3) The fund for men shall support fellowships open only to men candidates, and the fund for women shall support fellowships open only to women candidates.

24.3. The fellowships shall be in memory of Professor Glasstone and his wife, Violette Glasstone, and shall be named the Violette and Samuel Glasstone Research Fellowships in Science; and the recipients of the fellowships shall be given a statement describing the identities and interests of Violette and Samuel Glasstone.

24.4. The fellowships shall not be restricted to graduates of the University, nor shall there be any age limit for recipients of the fellowships.

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- 24.5. (1) The fellowships shall be awarded from time to time by the University in accordance with arrangements approved by Council, and shall be tenable at the University.
- (2) They shall be awarded for a period of one year, but with the possibility of annual renewal for up to two further years at the absolute discretion of the body or persons responsible for the award of the fellowship or fellowships in question.

#### **Part 25: Calouste Gulbenkian Professor of Armenian Studies**

- 25.1. The first charge on the net income of the fund for the endowment of the Calouste Gulbenkian Professorship of Armenian Studies shall be the costs (including support costs) of the professorship.
- 25.2. Any balance of income not required for the professorship may be applied, under such arrangements as may be approved from time to time by Council, towards the travel and other research expenses of the Calouste Gulbenkian Professor.
- 25.3. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 25.1 above, is always kept in view.

#### **Part 26: Eugene Havas Memorial Prize Fund**

- 26.1. The main object of the Eugene Havas Memorial Prize Fund, established by a donation accepted by the University in 1985, shall be the award of a prize to the most deserving candidate for an examination, other than the First or Second Public Examination, in an Economics or Political Science subject.
- 26.2. The fund shall be applied to the award from time to time of a prize or prizes for distinguished performance in the examination for the M.Phil. in Development Studies.
- 26.3. The prizes shall be awarded on the recommendation of the M.Phil. examiners, under such arrangements as may be approved from time to time by Council.
- 26.4. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 26.1 above, is always kept in view.

#### **Part 27: Heath Harrison Fund**

- 27.1. The benefaction of £25,000 accepted by Decree (3) of Convocation on 17 June 1919 (as subsequently amended) from Sir Heath Harrison, Bart, of Brasenose College, shall continue to be known as the Heath Harrison Fund.
- 27.2. The net income of the fund shall be applied:
- (1) as to not more than one-fourth of the net annual income, in providing instruction within the University in French and other modern European languages;
  - (2) in the institution of senior and junior travelling scholarships;
  - (3) as to any surplus net income not required under (1) and (2) above, in any other manner which the board of management shall consider to promote the study by student members of the University of modern European languages.
- 27.3. The senior and junior travelling scholarships shall be held exclusively by persons who are either:
- (1) by birth or by descent
    - (a) citizens of the United Kingdom and Colonies, or
    - (b) Commonwealth citizens within the meaning of section 1 of the British Nationality Act 1948, or
    - (c) citizens of the Republic of Ireland; or
  - (2) persons born before 1 January 1949 who were deemed to have been natural-born British subjects prior to that date;

and who are members of the University, while studying French and other modern European languages in foreign countries.

27.4. The junior travelling scholarships shall be open for competition to undergraduate members of the University otherwise qualified as in section 27.3 above.

- 27.5. The scholarships shall be awarded by a board of management consisting of:
- (1) the Vice-Chancellor or a member of Congregation nominated by him or her from year to year;
  - (2) the Marshal Foch Professor of French Literature;
  - (3), (4) two members of Congregation elected by the Board of the Faculty of Medieval and Modern Languages;
  - (5) a person elected by the Board of the Faculty of Modern History.

27.6. The elected members of the board shall hold office for three years, and shall be re-eligible, but no elected member who has held office for six years consecutively shall be immediately re-eligible.

- 27.7. The board shall have power:
- (1) to fix the amount to be paid in each year for providing instruction in modern European languages and to determine its allocation;
  - (2) to make regulations as to the award and tenure of the travelling scholarships;

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(3) to defray from the income of the fund any expenses incidental to the carrying out of the provisions of this Part, including the remuneration of examiners, if any;

(4) to promote by the award of grants or in any other way at its discretion the study by student members of the University of modern European languages.

27.8. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in sections 27.2 and 27.3 above, are always kept in view.

#### **Part 28: Hensley Henson Fund**

28.1. The net income of the bequest by Bishop Herbert Hensley Henson, DD, Honorary Fellow of All Souls College, shall be used to support an annual lectureship for the delivery by an Ordained Minister of the Episcopal Church of England, the Presbyterian Church of Scotland, or the Church of Sweden, of not less than four or more than six lectures in the University, under arrangements to be determined by the Board of the Faculty of Theology, on the subject of 'The Appeal to History as an integral part of Christian apologetics'.

28.2. Any balance of income not required for the lectureship may at the discretion of the Board of the Faculty of Theology be applied in furtherance of the study of Theology in the University.

#### **Part 29: Hope Fund**

29.1. The assets from time to time representing the benefactions accepted by the University from The Revd Frederick William Hope in 1849 and 1860 and from Ellen Hope in 1862, together with the gift of Dr George Blunsdell Longstaff in 1909, shall constitute a fund to be known as the Hope Fund.

29.2. The collections donated by The Revd Frederick William Hope shall be known respectively as the Hope Entomological Collection, the Hope Library, and the Hope Collection of Engraved Portraits.

29.3. The income from the fund shall be used for the support of the collections and library.

29.4. A sum representing three-thirteenths of the net income of the fund shall be applied to the support of the Keeper of Western Art in the Ashmolean Museum, who shall be the Keeper of the Hope Collection of Engraved Portraits.

29.5. In addition to any sums that may be allocated under section 29.6 below, a sum representing one-thirteenth of the net income of the fund shall be applied to the support of the Hope Entomological Collection (including the related part of the Hope Library), and an equal sum of one-thirteenth of the net income shall be applied to the support of the Hope Collection of Engraved Portraits (including the related part of the Hope Library).

29.6. The balance of the net income of the fund shall be administered by the Life and Environmental Sciences Board and shall be applied to the furtherance of the study of Entomology with particular reference to the purposes of the Hope Entomological Collection.

29.7. The purposes for which the income shall be used under section 29.6 above may include:

(1) the support of a Professorship of Zoology (Entomology), to be called the Hope Professorship of Zoology, the holder of which shall lecture and give instruction in Zoology with special reference to the articulata;

(2) the support of studentships, which shall be called the Hope Studentships, to be awarded to persons who are, or have been accepted for admission as, members of the University and who intend to undertake graduate study under the Life and Environmental Sciences Board in association with the Hope Entomological Collection;

(3) the purchase of books or equipment for, or the provision of grants towards research expenses incurred in support of, the Hope Entomological Collection;

(4) the support of research fellowships or curatorial services in connection with the Hope Entomological Collection;

(5) such other support of the Hope Entomological Collection as the Life and Environmental Sciences Board shall think fit.

29.8. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in sections 29.3 and 29.6 above, are always kept in view.

#### **Part 30: Indian Institute Library**

30.1. (1) The trusts declared in the indenture made on 26 May 1895 between Sir Monier Monier-Williams, KCIE, MA, DCL, Boden Professor of Sanskrit in the University of Oxford of the one part and the Chancellor, Masters, and Scholars of the University of Oxford of the other part are varied as provided below.

(2) As from the date on which this statute came into operation, clauses 1, 2, 3, and 4 of that indenture and every part of those clauses are repealed and shall cease to have any force or effect.

(3) As from the date on which this statute came into operation, that indenture shall be read and have effect as if clauses 1 and 2 below had been originally in the indenture in place of those clauses 1, 2, 3, and 4:

'1. Those books and manuscripts shall be placed in the Indian Institute or elsewhere under the charge of the Curators of the University Libraries and shall be kept and used in accordance with the rules and regulations of the Bodleian Library.'

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2. An inscription commemorating the benefaction of Sir Monier Monier-Williams shall be placed in the Library of the Indian Institute.'
- 30.2. (1) The trusts declared in the indenture made on 30 March 1885 between The Revd Solomon Caesar Malan of Balliol College, DD, Vicar of Broadwindsor in the County of Dorset, of the one part and the Chancellor, Masters, and Scholars of the University of Oxford of the other part are varied as provided below.
- (2) As from the date on which this statute came into operation, clause 1 of that indenture shall be read and have effect as if the words 'upon the trusts' had been originally inserted in the indenture in place of the words 'upon trust for the purpose of the Indian Institute within the University of Oxford'.
- (3) As from the date on which this statute came into operation, clause 2, including sub-clauses (i), (ii), (iii), (iv), (v), (vi), and (vii) of clause 2, of that indenture and every part of that clause and those sub-clauses are repealed and shall cease to have any force or effect.
- (4) As from the date on which this statute came into operation, that indenture shall be read and have effect as if the following clause 2 had been originally inserted in the indenture in place of that clause 2:
- '2. The Chancellor, Masters, and Scholars, hereby covenant and agree with The Revd Solomon Caesar Malan that they the Chancellor, Masters, and Scholars will hold that library of books and all other books that may subsequently be added to them by The Revd Solomon Caesar Malan upon trust subject to the following conditions:
- (i) The books shall be placed in the Indian Institute or elsewhere under the charge of the Curators of the University Libraries and shall be kept and used in accordance with the rules and regulations of the Bodleian Library.
- (ii) An inscription commemorating the benefaction of The Revd Solomon Caesar Malan shall be placed in the Library of the Indian Institute.'

#### **Part 31: Dean Ireland's Scholarship**

- 31.1. There shall be a scholarship of such value as shall be determined from time to time by the Board of the Faculty of Classics, to be known as the Dean Ireland's Scholarship, for the promotion of classical learning and taste, no regard being had to the place of birth, school, parentage, or pecuniary circumstances of the candidates.
- 31.2. The candidates shall be student members of the University who are undergraduates and who have not exceeded the twelfth term from their matriculation.<sup>1</sup>
- 31.3. No person shall be received as a candidate without the consent of the head of his or her college, society, or Permanent Private Hall, or the consent of the vicegerent in the absence of the head, and such consent, as well as the standing of the candidate, shall be expressed in writing, and signed by the head or vicegerent.
- 31.4. The scholarships shall be managed by the Board of the Faculty of Classics.
- 31.5. Any net surplus income which remains after paying the emoluments of the scholar and the expenses incidental to the trust shall be carried to a fund to be called the Ireland University Fund.
- 31.6. The board shall have power to make grants from the Ireland University Fund for any purpose connected with the promotion of classical learning and taste.
- 31.7. The election of the scholar shall take place annually after an examination held in Michaelmas Term, if candidates of sufficient merit present themselves.
- 31.8. (1) The examiners shall be the three persons appointed as electors to the Craven Scholarships, and the examination shall be the same as that held for the election of the Craven Scholars.
- (2) The examiners shall receive such remuneration as the board may determine.
- 31.9. Every candidate shall deliver to the examiners the certificate of standing, and of the consent of the head or vicegerent, as required by section 31.3 above, two days at least before the start of the examination; and without such certificates the examiners shall not proceed to examine any candidate.
- 31.10. All the three examiners shall act in the examination and vote at the election, but in other respects the examination shall be left entirely to the discretion of the examiners.
- 31.11. When the examiners have elected a scholar, they shall arrange for the name of the person elected to be published in the *University Gazette* and for the emoluments of the scholarship to be paid to him or her.
- 31.12. Congregation may from time to time amend this Part so long as the main objects of the scholarships, as defined in sections 31.1 and 31.2 above, are always kept in view.

#### **Part 32: John Wilfred Jenkinson Memorial Lecturership**

- 32.1. A lecturership shall be established and maintained in the University, to be called the John Wilfred Jenkinson Memorial Lecturership.
- 32.2. (1) One or more lecturers shall be appointed in each year.
- (2) Each lecturer shall hold office for one year and shall be re-eligible.

<sup>1</sup> No candidate shall be allowed to exclude additional time in reckoning his or her standing: see Section 11 of the University's Trust Regulations (*Statutes*, 2000, p. 757).



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- (3) Each lecturer shall deliver one or more lectures or lecture demonstrations on comparative or experimental embryology.
- 32.3. Lectures given by the lecturers shall be open to all members of the University without fee.
- 32.4. The lecturers shall receive such stipend as the board of management shall from time to time determine.
- 32.5. The lecturers shall be elected by an electoral board consisting of:
- (1) the Vice-Chancellor;
  - (2) the Rector of Exeter College;
  - (3) the Regius Professor of Medicine;
  - (4) the Linacre Professor of Zoology;
  - (5) the Waynflete Professor of Physiology;
  - (6) Dr Lee's Professor of Anatomy;
  - (7) a member of the Life and Environmental Sciences Board elected by that board to hold office for five years.
- 32.6. The board of electors shall be the board of management for the revenues arising from the bequest.
- 32.7. Any net income in excess of the sum required in each year for the payment of the stipend of the lecturers, and after the payment of the necessary costs of administration, may be applied by the board in one or more of the following ways:
- (1) for the payment of travelling expenses incurred by the lecturers;
  - (2) towards the cost of the publication of the lectures;
  - (3) towards the making of grants for research, or for the maintenance of those engaged on research, on comparative or experimental embryology of animals to be carried out in the Department of Zoology under the direction of the Linacre Professor of Zoology.

#### **Part 33: Johnson University Prize**

- 33.1. That part of the net proceeds arising from Dr Johnson's bequest which is designated for the promotion of mathematical studies shall be given annually in money to the Senior University Mathematical Prizewinner, who shall be called the Johnson University Prizewinner.
- 33.2. The prize shall be awarded under conditions laid down by Council by regulation.

#### **Part 34: Kennicott Fellowship and Pusey and Ellerton Prizes**

- 34.1. There shall be a Kennicott Fellowship and Pusey and Ellerton Prizes which shall be managed by a board of management consisting of:
- (1) the Regius Professor of Divinity;
  - (2) the Regius Professor of Hebrew;
  - (3) the President of Magdalen College, or a member of Congregation appointed by him or her for three years and being re-eligible;
  - (4) the Dean of Christ Church, or a member of Congregation appointed by him or her for three years and being re-eligible;
  - (5) the Warden of Wadham College, or a member of Congregation appointed by him or her for three years and being re-eligible;
  - (6) a representative of the Board of the Faculty of Oriental Studies appointed by the faculty board for three years and being re-eligible.
- 34.2. The board shall appoint for each year not more than three electors, who shall consider the applications of candidates for the fellowship, shall make the elections to the fellowships, shall recommend, if they think fit, the making of grants of money or books to unsuccessful candidates for the fellowship, and shall receive from the Pusey and Ellerton Fund remuneration for their services at rates to be determined for each year by the board.
- 34.3. (1) The board shall in at least every third year offer, and the electors, if candidates suitable in their judgement present themselves, shall in the Trinity Term of that year or as soon as possible afterwards elect to, a Kennicott Fellowship, either without an examination or after such examination as they may think fit.
- (2) The fellowship shall be open, with preference to candidates who have not on the first day of the term of the election passed their 25th birthday, to any person who is a member of the University who has obtained a first or second class in an honour school, or who has, in the opinion of the electors, achieved comparable academic standing in another university.
- (3) Every candidate must submit with his or her application both evidence of knowledge of Hebrew and a statement satisfactory to the electors as to the course of study he or she intends to pursue in connection with the Hebrew language, literature, history, or archaeology, or the cognate Semitic languages so far as they illustrate Hebrew, and, in the case of a candidate who is already a member of the University, a statement of consent to his or her candidature from the head of his college, society, or Permanent Private Hall.

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(4) The fellowship shall be tenable for two years from the first day of the Michaelmas Term of the year of election, except that its assumption may be deferred at the discretion of the board, and shall be renewable for a third year at the discretion of and under conditions to be determined by the board.

(5) No person shall be eligible a second time for the fellowship.

(6) As a condition of becoming entitled to the emoluments of the fellowship, a fellow must have been admitted to matriculation as a member of the University, must reside within the University for two academic years unless the electors give him or her leave to pursue his or her course of study elsewhere, and must satisfy the board in each term that he or she is diligently prosecuting a course of studies in Hebrew approved by the board.

(7) The emoluments of the fellowship, which shall be paid out of the Kennicott Fund (subject to the provisions of section 34.5 below), shall be such sum as the board shall determine in the light of any other emoluments accruing to the fellow during his or her tenure of the fellowship.

34.4. There shall be Senior and Junior Pusey and Ellerton Prizes offered each year in accordance with the following conditions:

(1) One or more senior prizes shall be awarded on the recommendation of the examiners in the Final Honour School of Theology, and one or more on the recommendation of the examiners in the Final Honour School of Oriental Studies, to those candidates whose performance in Biblical Hebrew the examiners judge to be of sufficient merit.

(2) Two or more junior prizes shall be awarded on the recommendation of the moderators in the Preliminary Examination for Theology, and two or more on the recommendation of the moderators in the Preliminary Examination in Oriental Studies, to those candidates whose performance in Biblical Hebrew the moderators judge to be of sufficient merit.

(3) The senior prize shall be open to any member of the University qualified to obtain honours in the Honour School of Theology or of Oriental Studies.

(4) The value of the prizes, which shall be paid out of the Pusey and Ellerton Fund (subject to the provisions of section 34.5 below), shall be such as the board shall from time to time determine.

34.5. If in any year the net income available in either fund, after defraying all necessary expenses of administration (including the remuneration of the electors and the cost of examinations), shall be insufficient to meet the emoluments of the fellowship or of the prizes as the case may be, the deficiency on that fund shall be made good out of the income of the other.

34.6. (1) Any surplus income remaining in the funds over and above that required for the above purposes may at the discretion of the board be applied in one or more of the following ways:

(a) in awarding a second fellowship on the same terms as are set out in section 34.3 above;

(b) in assisting publications which may forward the objects of the trusts;

(c) for the encouragement in other ways of the objects of the trusts.

(2) In applying income in accordance with sub-section (1) above, the board shall always keep in view the main objects of the founders, namely in the case of the Kennicott Fund, the promotion of Hebrew studies, and, in the case of the Pusey and Ellerton Fund, the promotion of sound theology through a solid and critical knowledge of Hebrew.

34.7. Congregation may from time to time amend this Part so long as the main objects of the founders, as set out in section 34.6 above, are always kept in view.

#### **Part 35: King Charles I Foundation**

35. The assets of the King Charles I Foundation shall be distributed equally between Exeter, Jesus, and Pembroke Colleges for them to hold, and to apply the income in the same ways as they have previously applied the income received by them from the University.

#### **Part 36: Levens Travel Bursary**

36.1. The award established under a gift under covenant from R.G.C. Levens, MA, Fellow of Merton College, of £150 a year net for seven years, together with other contributions from relatives and friends, shall be used to maintain, in memory of his son Andrew Levens, a travel bursary to assist members of the University whose course of study includes Russian (whether in the Honour School of Modern Languages or otherwise) to visit an area which is predominantly Russian-speaking and which was formerly included in the Soviet Union (or, if travel to such an area is impracticable, to assist students of two languages, of which Russian is one, to travel to a country in which the other language is spoken), which shall be called the Andrew Levens Travel Bursary.

36.2. The bursary shall be administered by the Board of the Faculty of Medieval and Modern Languages, which shall have power, subject to the conditions of this Part, to make regulations as to the award and the tenure of the bursary.

36.3. Congregation may from time to time amend this Part so long as the main object of the founder, as defined in section 36.1 above, is always kept in view.

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### **Part 37: John Locke Prize**

- 37.1. The main object of the endowment given by Mr Henry Wilde shall be the promotion of the study of Mental Philosophy among the student members of the University.
- 37.2. The endowment shall be administered by the Board of the Faculty of Philosophy.
- 37.3. The first charge on the net income of the endowment shall be the emoluments of a prize in Mental Philosophy, which shall always be called, in honour and memory of John Locke, the John Locke Prize.
- 37.4. The prize shall be awarded, provided that candidates of sufficient merit present themselves, after an examination in Mental Philosophy.
- 37.5. The prize shall be open to:
- (1) members of the University who have passed all the examinations required for the Degree of Bachelor of Arts, but who shall not take the prize examination later than the tenth term from that in which they completed those examinations;
  - (2) members of the University working for or having obtained postgraduate degrees of the University who are not included under (1) above, but who shall not take the prize examination later than the tenth term from their matriculation.
- 37.6. The value of the prize, payable on award, shall be £300 or such greater sum from the income of the endowment as the faculty board shall determine subject to section 37.3. above.
- 37.7. The prize shall not be awarded twice to the same person.
- 37.8. The examiners for this prize shall be:
- (1), (2) in 2001 and in every second year after that the Wykeham Professor of Logic and the Professor of the History of Philosophy; in 2002 and in every second year after that White's Professor of Moral Philosophy and the Waynflete Professor of Metaphysical Philosophy;
  - (3) the Wilde Professor of Mental Philosophy.
- 37.9. (1) Each of the professors specified in section 37.8 above may, if he or she thinks fit, appoint some other person, of the Degree of Master of Arts at least and approved by the board, to act in his or her place.
- (2) The Professor of Psychology (or his or her deputy) shall act as assessor for such part of the examination as involves a technical knowledge of psychology.
- (3) In case of an equality of votes, the senior examiner shall have a casting vote.
- 37.10. The examiners shall have power to award the sum of £100, or such greater sum from the income of the endowment as the faculty board shall determine subject to section 37.3 above, to the second-prizewinner if and only if they would have judged him or her worthy of the prize had there not been a better candidate.
- 37.11. The board shall fix the remunerations of the examiners and assessor and shall defray any other expenses arising in connection with the prize from the income of the endowment.
- 37.12. Congregation may from time to time amend this Part so long as the main object of the endowment, as defined in section 37.1 above, is always kept in view.

### **Part 38: Marquis of Lothian's Studentship in Modern History**

- 38.1. The main objects of the Lothian Fund, accepted by the University in 1870 from William Schomberg Robert, eighth Marquis of Lothian, shall be the encouragement of the study of Modern History and the perpetuation of the memory of the founder.
- 38.2. The fund shall, after payment of any charges for administration, be used to maintain a studentship, to be called the Marquis of Lothian's Studentship in Modern History.
- 38.3. The Board of Management of the Bryce Research Studentship in History shall be the board of management of the studentship.
- 38.4. Any member of the University engaged on research in Modern History for the Degree of Doctor of Philosophy shall be eligible for election to the studentship.
- 38.5. The board of management shall elect to the studentship on such other terms as it shall see fit.
- 38.6. (1) Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in section 38.1 above, are always kept in view.
- (2) Previous notice of any such amendment shall be given to the person or persons entitled to the estate charged with the annuity granted by the founder (being of full age and of sound mind and within the United Kingdom) but the consent of that person or those persons to that amendment shall not be necessary.

### **Part 39: Lyell Reader in Bibliography**

39. Any part of the net income from the bequest accepted by the University in 1948 for the election of the James P.R. Lyell Reader in Bibliography which is not required for the furtherance of the purposes specified in the regulations governing the readership shall be applied by the electors with the consent of Council to the furtherance of teaching or research (or both) in one or more of the subjects specified as the field of the readership.

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#### Part 40: Macbride Sermon

- 40.1. The net income from the fund derived from an anonymous benefaction accepted by the University in 1848, now known as the Macbride Fund after J.D. Macbride, DCL, Principal of Magdalen Hall, shall be paid to the preacher of the annual sermon known as the Macbride Sermon.
- 40.2. The Macbride Sermon shall be preached upon 'the application of the prophecies in Holy Scripture respecting the Messiah to our Lord and Saviour Jesus Christ'.

#### Part 41: James Mew Scholarships in Arabic and Rabbinical Hebrew

- 41.1. The main object of the endowment shall be the encouragement of the linguistic study of Arabic and Rabbinical Hebrew, and awards from the endowment shall not be made for any other subject.
- 41.2. There shall be two scholarships, called the James Mew Arabic Scholarship and the James Mew Rabbinical Hebrew Scholarship respectively, each tenable for one year from the day of election.
- 41.3. The scholarships shall be awarded solely for proficiency in the linguistic study of either Arabic or Rabbinical Hebrew.
- 41.4. In each year an election shall be made either to a James Mew Arabic Scholarship or to a James Mew Rabbinical Hebrew Scholarship or to both, if candidates of sufficient merit present themselves.
- 41.5. (1) The scholarships shall be open to those who have qualified for a degree of this or another university and who have on the day appointed for the examination not exceeded the twenty-sixth year from the date of their birth, except that those who have qualified for a degree at another university shall become matriculated members of this University before entering into tenure of a scholarship.
- (2) No candidate shall be eligible for election to an Arabic Scholarship whose vernacular language is Arabic, or to a Rabbinical Hebrew Scholarship whose vernacular language is Hebrew.
- 41.6. There shall be a board of management consisting of:
- (1) the Vice-Chancellor;
- (2) the Regius Professor of Hebrew;
- (3) the Laudian Professor of Arabic;
- (4), (5) two persons appointed by the Board of the Faculty of Oriental Studies, and holding office for two years and being re-eligible.
- 41.7. (1) The board shall every year appoint not more than four examiners, who shall examine candidates and elect the scholar or the scholars.
- (2) Each examiner shall be paid out of the income of the fund for his or her services such sum as the board shall determine.
- (3) The aggregate of the payments made on any one occasion to the examiners in each language shall not exceed one-twelfth of the net annual income of the fund.
- 41.8. (1) The examination shall be conducted, after not less than one month's notice, at such place and time as the examiners, with the approval of the Vice-Chancellor, may determine.
- (2) It shall be wholly in writing, and shall be occupied exclusively with the linguistic study of Arabic or Rabbinical Hebrew as the case may be and not with questions of history, Biblical or other.
- 41.9. Every scholar during his or her tenure of the scholarship shall pursue such a course of study or research as the Laudian Professor of Arabic or the Regius Professor of Hebrew, as the case may be, shall approve, and shall for this purpose reside for eight weeks within the University in each of the three university terms, unless he or she desires to study elsewhere with the permission of the board.
- 41.10. (1) Each scholar shall receive a total emolument of £100 or such larger sum, not exceeding the value of one year's net income of the fund after the expenses of management and the examiner's fees have been deducted, as the board may determine, having regard to any other emoluments accruing to the scholar and to the state of the fund.
- (2) The total emolument of each scholar shall be payable in such instalments as the board may determine, and so long as the scholar conforms to the requirements of section 41.9 above.
- 41.11. Neither of the two scholarships shall be awarded to the same person a second time.
- 41.12. Any surplus income arising in any year may at the discretion of the board be applied in one or more of the following ways:
- (1) for the award, on the recommendation of the examiners for the scholarship, of James Mew Exhibitions in Arabic or Rabbinical Hebrew to candidates for the scholarship (if they are qualified under section 41.5 above) whose work, though not of sufficient merit for the award of a scholarship, is of a standard sufficient to justify an award from the fund; the value and tenure of such exhibitions to be determined by the board;
- (2) for the award from time to time, under regulations to be made by the board, of one or more James Mew Prizes for essays on subjects concerned exclusively with the literature of Arabic or Rabbinical Hebrew;

- (3) for the award, on the recommendation of the examiners in the Honour School of Oriental Studies, of one or more James Mew Senior Prizes, and, on the recommendation of the moderators in the First Public Examination in Oriental Studies, of one or more James Mew Junior Prizes, to those candidates whose performance in Arabic or in Rabbinical Hebrew the examiners or moderators judge to be of special merit;
- (4) for making grants at the discretion of the board, subject to the consent of the Board of the Faculty of Oriental Studies, for any purpose concerned with the encouragement of the linguistic study of Arabic or Rabbinical Hebrew.

41.13. The board of management may from time to time make regulations, not inconsistent with this Part, for carrying any of the provisions of this Part into effect.

41.14. Congregation may from time to time amend this Part so long as the main object of the endowment, as defined in section 41.1 above, is always kept in view.

#### **Part 42: Newdigate Prize<sup>1</sup>**

42.1. (1) The examiners for the Newdigate Prize shall be the Professor of Poetry and the two members of Convocation appointed by the Vice-Chancellor and Proctors as examiners for the Chancellor's English Essay Prize.

(2) If in any year the office of Professor of Poetry is vacant or if the Professor is unable to act, the Vice-Chancellor and Proctors shall appoint another member of Convocation to act as examiner in his or her place.

(3) No examiner shall vote on any candidate's merits except at a meeting of the examiners.

42.2. A copy of the winning entry shall be deposited in the Bodleian Library.

42.3. (1) The net income of the Newdigate Fund shall be divided equally between the prize and the Master of University College, who shall use his or her share towards the maintenance of the Master's Lodgings.

(2) In any year in which the prize is not awarded, the half of the income due to the prize shall be placed into a Reserve Fund, and the net income of the Reserve Fund in that year shall be added to the Reserve Fund.

(3) The winner of the prize in each year shall receive half of the net income of the main fund in that year together with the net income of the Reserve Fund in that year.

#### **Part 43: Oldham Scholarships in Classical Studies**

43.1. The net annual income arising from that part of Mr Charles Oldham's bequest which was set aside for the establishment of a prize in the Ancient Classics shall be applied to the provision of not less than four scholarships a year for travel connected with Greek or Roman studies.

43.2. (1) The scholarships shall be open to members of the University reading for Honour Moderations in Classics or for any honour school of which in the judgement of the board of management Classics forms a substantial part.

(2) Preference shall normally be given to candidates who on the first day of Trinity Term in the year of their election have not entered on the twelfth term from their matriculation.

43.3. No person shall be elected twice to a scholarship.

43.4. The Board of the Faculty of Classics shall be the board of management of the scholarships; and shall have power to fix the number, subject to section 43.1 above, value, and tenure of the scholarships and shall elect the scholars, if candidates of sufficient merit present themselves, either without examination or after such examination as it shall think fit.

43.5. The board shall have power to appoint a subcommittee of its members to act for it in connection with these scholarships.

43.6. The board shall have power to defray from the income of the fund any expenses incidental to the award of the scholarships, including the remuneration of the examiners (if any).

#### **Part 44: Charles Oldham Shakespeare Prize**

44.1. The main object of the bequest shall be the encouragement and promotion of the knowledge of William Shakespeare's works among members of the University.

44.2. There shall be a Charles Oldham Shakespeare Prize which shall be awarded, if suitable candidates present themselves, after an examination in the knowledge of Shakespeare, on such conditions as the Board of the Faculty of English Language and Literature may determine.

44.3. The Board of the Faculty of English Language and Literature shall be the board of management of the prize.

44.4. All expenses incurred in connection with the award of the prize, including examiners' fees and expenses of administration, shall be met from the net annual income arising from that part of Mr Charles Oldham's bequest which was set aside for the establishment of a prize in the knowledge of Shakespeare's works.

44.5. (1) The board shall from time to time determine how many examiners are required and shall appoint examiners each year.

(2) The examiners shall receive such remuneration as the board shall direct.

<sup>1</sup> No candidate shall be allowed to exclude additional time in reckoning his or her standing: see Section 11 of the University's Trust Regulations (*Statutes*, 2000, p. 757).

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- 44.6. (1) The examination shall be conducted, after not less than one month's notice, at such time and place as the board may determine.
- (2) The subjects of examination shall be fixed by the board.
- 44.7. The value of the prize shall be fixed by the board and shall be announced at the same time as the subjects of examination.
- 44.8. The prize shall in no case be awarded to the same person a second time.
- 44.9. Any income of the fund not required for the prize or for meeting the expenses of the examination shall be applied by the board for the award in any year, on the recommendation of the examiners, of an additional prize or additional prizes, of a value to be determined by the board when making the award, or for any other purpose consistent with the main object of the bequest as defined in section 44.1 above.
- 44.10. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 44.1 above, is always kept in view.

#### **Part 45: Osgood Memorial Prize**

- 45.1. The main object of the benefaction accepted by the University from Mrs June Osgood shall be the encouragement of composition in some form of chamber music, and research in the history and aesthetics of music.
- 45.2. The prize established from the benefaction shall be called the John Lowell Osgood Memorial Prize, and shall be offered every year; it shall be offered alternately for a composition in some form of chamber music and for a dissertation which involves serious research on some subject, approved by the Heather Professor of Music, dealing with music from the historical or the aesthetic aspect, and which as a whole has not yet been, nor is about to be, submitted for a degree of this or any other university.
- 45.3. The prize shall be administered by the Board of the Faculty of Music, which shall have power, subject to the provisions of this Part, to make regulations as to the award of the prize and as to the appointment and remuneration of the judges.
- 45.4. Any surplus income may be used, at the discretion of the Board of the Faculty of Music, either to assist successful candidates in publishing their dissertations or compositions or for any other purpose connected with the advancement of the study of music at Oxford approved by the board and not inconsistent with the encouragement of composition in some form of chamber music or research in the history and aesthetics of music.
- 45.5. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 45.1 above, is always kept in view.

#### **Part 46: Paget Toynbee Prizes**

- 46.1. The main object of the bequest shall be the provision of an annual prize for the encouragement of the study of the works of Dante and Old French Language and Literature including Provençal Language and Literature.
- 46.2. Paget Toynbee Prizes shall be awarded for proficiency in the study of either (1) the works of Dante or (2) Old French Language and Literature including Provençal Language and Literature.
- 46.3. The Board of the Faculty of Medieval and Modern Languages shall be the board of management of the prizes.
- 46.4. The board shall have power to make regulations, subject to the approval of Council, concerning the number and value of the prizes, the subjects in which they are to be awarded, the form of competition, and the standing of candidates, subject to the following conditions:
- (1) in each of the two fields specified in section 46.2 above at least one prize shall be offered at least every other year; and
- (2) the prizes shall be open only to members of the University of not more than twenty-eight terms' standing.
- 46.5. It shall be the duty of the board to appoint examiners for the prizes and to determine their remuneration.
- 46.6. No prize shall be awarded unless candidates of sufficient merit present themselves.
- 46.7. Net surplus income in any year, however arising, may, as the board shall from time to time determine, be applied in the promotion or encouragement of the study within the University of the works of Dante, Old French Language and Literature, or Old Provençal Language and Literature.
- 46.8. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 46.1 above, is always kept in view.

#### **Part 47: Prendergast Fund**

- 47.1. The bequest of the residue of the estate of Dr J.S. Prendergast shall be used:
- (1) for the creation of two bursaries to be held by members of the Order of St Benedict belonging to Glenstal Abbey, Murroe, County Limerick, while they pursue their studies at St Benet's Hall, the maximum value of such bursaries to be set by the board of management for the bequest at its discretion; and
- (2) to assist persons born in the Republic of Ireland whose parents are citizens of the Republic of Ireland to proceed to the University for the purpose of either taking their degrees or undergoing postgraduate courses.
- 47.2. The bequest shall be administered by a board of management of which the constitution shall be determined by Council.

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#### **Part 48: Randall-MacIver Benefaction**

48.1. The main object of the Randall-MacIver Benefaction shall be the support of junior research fellowships, to be known as Joanna Randall-MacIver Junior Research Fellowships and open only to women candidates, and the net income of the benefaction shall be used for that purpose.

48.2. The fellowships shall be tenable at Lady Margaret Hall, Somerville College, St Hugh's College, St Hilda's College, and St Anne's College, and at such other colleges as Congregation may from time to time by statute determine.

48.3. (1) The fellowships shall be tenable for a maximum period of two years and shall not be renewable.

(2) The subjects in which they may be held shall be the fine art, or music, or literature of any nation in any period.

48.4. The annual value of each fellowship shall be such sum as Council shall determine; and in addition such sum as Council may determine shall be paid to each fellow's college towards the cost of working accommodation and other expenses incurred by the college in connection with the fellowship.

48.5. (1) In Michaelmas Term in each year Council shall consider how many, if any, new fellowships can be offered with effect from the Michaelmas Term following and, after consultation with the colleges specified in section 48.2 above, shall allocate any such fellowships to such of those colleges wishing to receive them as it thinks fit.

(2) The colleges of allocation shall then be entirely responsible for arranging for the selection and appointment of the fellows.

(3) The colleges of allocation shall also be responsible for fixing the conditions on which the fellowships shall be held, but provision shall always be made for the granting of leave of absence to any fellow whose work requires it.

48.6. Any income not required in any financial year for the maintenance of fellowships shall, at the discretion of Council, be carried forward for expenditure on fellowships in a subsequent year.

48.7. Congregation may from time to time amend this Part so long as the main object of the benefaction, as defined in section 48.1 above, is always kept in view.

#### **Part 49: Rawnsley Studentships**

49.1. The main object of the bequest of Miss Hilda Mary Virtue-Tebbs shall be the establishment of studentships which shall be named Rawnsley Studentships after Flight Lieutenant Derek Rawnsley, RAF, who died in 1942, and which shall be tenable at St Hugh's College for the study of the Czech or Polish language and literature by Czech or Polish nationals or, should a suitable Czech or Polish national not be available, by some other person whose qualifications are considered suitable, or for the study of the English language and literature by Czech or Polish nationals.

49.2. The studentships shall be administered by the Governing Body of St Hugh's College under the general control of the University.

49.3. The governing body shall make regulations for the award of the studentships and shall have power from time to time to amend the regulations so long as the conditions prescribed by the testatrix in her will are always adhered to (save only that the studentships may also be held by Czech or Polish nationals wishing to study the English language and literature).

49.4. The Investment Committee of Council shall have control of the investments of the trust fund and shall place the net income at the disposal of the governing body.

49.5. The term 'Czech national' shall include any national of either the Czech Republic or the Slovak Republic and the term 'Czech language and literature' shall include all the languages and literatures of the Czech Republic and the Slovak Republic.

49.6. Congregation may from time to time, subject to the consent of the Governing Body of St Hugh's College, amend this Part so long as the main object of the bequest, as defined in section 49.1 above, is always kept in view.

#### **Part 50: Rhodes Reader in the Laws of the British Commonwealth and the United States**

50.1. The main object of the endowment originally accepted by the University from the Rhodes Trustees in 1920 as a fund for the study of Roman-Dutch Law shall be the encouragement of the study of the Laws of the British Commonwealth and the United States.

50.2. There shall be a Rhodes Readership in the Laws of the British Commonwealth and the United States.

50.3. The reader shall lecture and give instruction in those laws on such conditions as Council shall from time to time determine.

50.4. The reader shall be elected by a board consisting of:

(1) the Vice-Chancellor, or, if the head of the college specified in (2) of this section is Vice-Chancellor, a person appointed by Council;

(2) the head of the college with which the readership shall be for the time being associated by Council, or, if the head is unable or unwilling to act, a person appointed by the governing body of the college;

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- (3) a person appointed by the governing body of the college specified in (2) of this section;
  - (4), (5) two persons appointed by Council;
  - (6) a person appointed by the Social Sciences Board;
  - (7)–(9) three persons appointed by the Board of the Faculty of Law.

50.5. The net income of the endowment shall be applied towards the cost of the readership, except that any balance of the travel fund established by Decree (16) of 11 March 1958, including accrued interest, may be paid to the reader as a contribution to his or her expenses on visiting any part of the British Commonwealth or of the United States in connection with his or her duties under this statute.

50.6. Congregation may from time to time amend this Part so long as the main object of the endowment, as defined in section 50.1 above, is always kept in view.

#### **Part 51: Sadler, Churton Collins, Smith, Cartwright, and Pickstock Fund**

51.1. The assets of the Sadler Scholarship Fund, the Churton Collins Memorial Fund, the A.L. Smith Memorial Fund, the E.S. Cartwright Testimonial Fund, and the F.V. Pickstock Testimonial Fund shall form one fund to be known as the Sadler, Churton Collins, Smith, Cartwright, and Pickstock Fund.

51.2. The fund shall be administered by the Committee on Continuing Education and the net income used to award grants to enable students to attend residential courses for which grants would not normally be available from other sources.

#### **Part 52: Shute Fund**

52. The net income of the Shute Fund shall be applied in such manner as Council shall from time to time determine by regulation to the assistance of members of the University who are not members of any of the colleges listed in section 1 of Statute V, and who are in need of pecuniary assistance for their support at the University.

#### **Part 53: Sibthorpe Professor of Plant Science**

53.1. The benefaction originally accepted by the University under the will of John Sibthorpe, DM, Professor of Botany, dated 12 January 1796 shall be applied to the endowment of the Sibthorpe Professorship of Plant Science and the Sibthorpe Library.

53.2. The Sibthorpe Professor of Plant Science shall lecture and give instruction in Plant Science.

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

- (1) the Vice-Chancellor, or, if the President of St John's College is Vice-Chancellor, a person appointed by Council;
- (2) the President of St John's College, or, if the President is unable or unwilling to act, a person appointed by the Governing Body of St John's College;
- (3) a person appointed by the Governing Body of St John's College;
- (4), (5) two persons appointed by Council;
- (6)–(9) four persons appointed by the Life and Environmental Sciences Board.

53.4. The professor shall be subject to any general statutes or regulations concerning the duties of professors and to any particular regulations which are applicable to this chair.

53.5. Accommodation shall be assigned for the use of the Sibthorpe Professor of Plant Science, as the place in which the books now belonging to the Sibthorpe Library, or subsequently to be purchased out of the Sibthorpe Benefaction, shall be preserved, except that such of the books, belonging to the Sibthorpe Library and now being in the Library of the Department of Plant Sciences, as the Sibthorpe Professor shall think fit shall continue to be preserved in such last-mentioned library until Council shall make further order by regulation.

53.6. Congregation may from time to time amend sections 53.3 and 53.4 above.

#### **Part 54: Slade Professor of Fine Art**

54.1. (1) The purpose for which the trust fund and the income from it are held is the establishment of a professorship to be called the Slade Professorship of Fine Art.

(2) In each year there shall be paid out of the net income of the trust fund for that year:

- (a) to the professor such allowance for his or her travelling and other expenses as the board of electors specified in section 54.4. below shall resolve;
- (b) the proper costs of administering the trust in that year;
- (c) such sum or sums for the purchase of slides or other illustrative material (which slides or other material shall become the property of the University) as the board shall resolve;
- (d) to the professor such stipend (not being less than £400 or more than the balance of the net income of the fund) as the board shall resolve.

(3) Any part of the income of the trust fund in any year which is not applied under provisions (a)–(d) above may be applied in such other ways, for the furtherance of the study of the Fine Arts in Oxford, as may be determined by the board.



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- 54.2. The professorship shall be tenable for one year.
- 54.3. (1) The professor shall give during his or her tenure of the professorship at such place as the Vice-Chancellor shall appoint not less than eight lectures on the History, Theory, and Practice of the Fine Arts or some section or sections of them.
- (2) The lectures shall be given in Full Term and shall be open to all members of the University.
- 54.4. The professor shall be elected by a board of electors consisting of:
- (1) the Vice-Chancellor;
- (2) the Director of the National Gallery;
- (3) a person appointed by the Governing Body of All Souls College;
- (4) a person appointed by Council;
- (5) a person appointed by the Humanities Board;
- (6), (7) two persons elected by the Board of the Faculty of Modern History;
- (8) a person appointed by the Committee for the History of Art;
- (9) a person appointed by the Visitors of the Ashmolean Museum.
- 54.5. The Registrar shall see that not less than one calendar month's notice is given to the electors of any vacancy in the professorship, and of the day, hour, and place proposed for the election of a successor, and of the name or names of the candidate or candidates; and shall also see that not less than a week's notice is given to the electors of the day, hour, place, and purpose of any other meeting of the board.
- 54.6. (1) Subject to section 54.8 below, matters brought before the board shall be decided by a majority of votes.
- (2) The members of the board shall be entitled to transmit their votes in writing for the election or compulsory retirement of a professor.
- (3) The members of the board shall be entitled to vote on any other business only when personally present at a meeting of the board.
- 54.7. (1) Should the professor, either from illness, or from any urgent cause to be approved by the Vice-Chancellor, be temporarily prevented from discharging his or her duties he or she shall name a fit and sufficient deputy to be approved by the board; and if the professor declines or neglects to do so the board shall appoint such a deputy.
- (2) It shall rest with the board to determine what portion of the professor's stipend shall be assigned to the deputy.
- 54.8. A professor may at any time retire from office, and may by a unanimous vote of all the electors be compelled so to retire.
- 54.9. Upon the death, resignation, or retirement from office of a professor during his or her tenure of the professorship:
- (1) the board shall decide what proportion of the stipend which would have been payable to that professor under the provisions of section 54.1 above if he or she had completed his or her tenure shall be paid to that professor or his or her personal representative as the case may be, regard being had to the length of time during which the professor has held office and to the number of lectures which he or she has given;
- (2) the board shall decide whether or not to fill the vacancy in the professorship before the next day on which a professor normally assumes office;
- (3) if the board decides to fill the vacancy it may resolve that there shall be paid out of the income of the trust fund to the new professor such stipend (not exceeding the amount of any unapplied balance of the previous professor's stipend) as it may see fit in respect of the period until the next day on which a professor normally assumes office; and it may if it sees fit appoint to fill the vacancy the same person as it shall appoint or shall have appointed to be the professor for the next following year, and that person shall then hold office continuously until the end of the next following year.

#### **Part 55: Mike Soper Bursary Fund**

- 55.1. The Mike Soper Bursary Fund, established to commemorate on his retirement the services of Mr M.H.R. Soper to the University and to agriculture, and including a gift from Messrs Heygate and Sons Ltd, shall be applied in the award of travel bursaries to members of the University who, at the time of making application, are studying biological sciences within the University, preference being given to those whose studies relate to agriculture, forestry, or some other use of rural land.
- 55.2. The first charge on the net income of the fund shall be the award of bursaries to undergraduates to enable them to pursue their studies outside Oxford in a scientific, economic, or practical context.
- 55.3. The fund shall be administered in accordance with arrangements determined by Council.
- 55.4. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 55.1 above, is always kept in view.

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### **Part 56: Squire and Marriott Endowment Fund**

56.1. The net income of the Squire and Marriott Endowment Fund shall be used for the making of grants to any member of the University who declares at the time of application that he or she sincerely desires and intends to seek, when qualified, ordination in the Church of England or any church in communion with that church and who requires financial assistance in connection with his or her studies at the University.

56.2. The Board of the Faculty of Theology shall be the board of management of the fund and shall have discretion to make grants under section 56.1 above.

56.3. The board shall have discretion to make additional bursaries available, after Anglican candidates have been considered, to matriculated students of the University intending ministry in churches with which the Church of England has ecumenical relations, or who as lay men or women intend to serve their church as theologians.

56.4. Of the grants made under the provisions of section 56.1 above one-half (as near as may be) shall be called Rebecca Flower Squire Bursaries and the others James William Squire Bursaries, except that from time to time and in any case not less than once in five years a grant to a student of theology shall be called a Marriott Bursary.

56.5. Grants shall normally be paid in termly instalments subject to such conditions as the board shall determine.

56.6. (1) The board may appoint a committee to exercise any or all of the powers given to it by this Part.

(2) If such a committee is appointed, it shall report on its activities to the board at least once in each year.

56.7. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 56.1 above, is always kept in view.

### **Part 57: Stanhope Studentship in Modern History**

57.1. The main objects of the Stanhope Fund, accepted by the University in 1855 from Philip Henry, fifth Earl of Stanhope, shall be the encouragement of the study of Modern History and the perpetuation of the memory of the founder.

57.2. The net income of the fund shall be used to maintain a studentship, to be called the Stanhope Studentship in Modern History.

57.3. The studentship shall be subject to the same administration and terms as the Marquis of Lothian's Studentship in Modern History.

57.4. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in section 57.1 above, are always kept in view.

### **Part 58: Horatio Symonds Studentship in Surgery**

58.1. The main object of the bequest of Miss Anne Harrison Symonds shall be the maintenance of a postgraduate studentship in Surgery which shall be called the Horatio Symonds Studentship in Surgery.

58.2. The electors to the studentship shall be:

(1) the Regius Professor of Medicine;

(2) the Nuffield Professor of Surgery;

(3) Dr Lee's Professor of Anatomy.

58.3. Candidates for the studentship must be suitably qualified graduates who intend to reside in the University and to undertake postgraduate study in the science and art of Surgery.

58.4. The studentship shall be offered from time to time as the electors may determine (but not less often than once in any period of two years during which there is a vacancy in the studentship) and shall be awarded, unless no candidates of sufficient merit present themselves, either after examination or upon consideration of the past records of the candidates and of the programmes of work proposed by them.

58.5. The studentship shall be tenable for such period not exceeding five years, and shall be of such value, as the electors shall determine.

58.6. The electors shall have power to deprive any student of his or her studentship or of any part of the emoluments of that studentship on account of idleness, misconduct, or failure to comply with this Part.

58.7. (1) The first charge on the net annual income of the fund shall be the necessary expenses of its administration, and the payment of any examiners who may be appointed under section 58.4 above.

(2) The remainder of the income (other than any surplus income) shall be applied to the emoluments of the studentship.

58.8. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 58.1 above, is always kept in view.

### **Part 59: Reader 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 a Readership in Transport Studies and the promotion of transport studies in the University under the arrangements set out in section 59.2 and 59.3 below.

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- 59.2. (1) The first charge on the net income of the endowment shall be the cost of the readership.  
(2) Such part of the net income of the endowment in any year 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 support of the work of the reader and for the encouragement and advancement of transport studies in the University.  
(3) During any vacancy in the readership the whole of the net income of the endowment shall be paid into the fund.
- 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.

#### **Part 60: Vinerian Scholarships**

- 60.1. (1) The net income of the Vinerian Fund shall be used for the provision of one Vinerian Scholarship and one second-award each year.  
(2) Any surplus income of the fund which remains after the payment of the emoluments of the scholars shall be applied towards defraying the cost of the stipend of the Vinerian Professor of English Law unless on any occasion Council determines otherwise by regulation.
- 60.2. The scholarship and the second-award shall be offered for competition in the Trinity Term of each year, and shall be open to any member of the University who is qualified to obtain honours in the examination for the Degree of Bachelor of Civil Law held in that term.
- 60.3. The value of the scholarship and the second-award shall be set at such sums, not exceeding one-sixth of the net annual income of the fund, as the Board of the Faculty of Law shall determine, and the scholar and the second-award-winner shall be paid those sums on their election.
- 60.4. The scholarship shall be awarded by the examiners for the Degree of Bachelor of Civil Law to the candidate whose work in the examination for that degree is of the highest merit if in their opinion his or her work renders the candidate worthy of election to the scholarship.
- 60.5. The second-award shall be given by the examiners for the Degree of Bachelor of Civil Law to the candidate whose work in the examination for that degree is of the second highest merit if in their opinion his or her work renders the candidate worthy of the award.
- 60.6. In making the awards the examiners shall attach special importance to proficiency in English Law.
- 60.7. Congregation may from time to time amend this Part so long as the main objects of the fund, as defined in section 60.1 above, are always kept in view.

#### **Part 61: Marjory Wardrop Fund**

- 61.1. The main object of the Marjory Wardrop Fund shall be the encouragement of the study of the language, literature, and history of Georgia, in Transcaucasia, and in particular:
- (1) the improvement and increase of the Georgian section of the Bodleian Library;
  - (2) the publishing, or assisting in the publication of, Georgian and English works on the language, literature, or history of Georgia;
  - (3) the assistance of carefully selected British students to study the language, literature, and history of Georgia;
  - (4) the public teaching, and encouragement of the study, in Oxford, of the language, literature, and history of Georgia.
- 61.2. There shall be a board of management for the fund, which shall at its discretion, and in such manner and at such times as it may judge most expedient, apply the net income arising from the fund, and from any additional gifts or bequests which may be made in augmentation of the fund, to one or more of the purposes specified in section 61.1. above.
- 61.3. The board of management shall consist of:
- (1) a person appointed by the Curators of the University Libraries;
  - (2) a person appointed by the Board of the Faculty of Medieval and Modern Languages;
  - (3) a person appointed by the Curators of the Oriental Institute;
  - (4) a person appointed by Council;
  - (5) a person, being a member of Convocation and of Balliol College, appointed by the Master and Fellows of Balliol College.
- 61.4. (1) Each appointed member of the board of management shall hold office for five years and shall be re-eligible.  
(2) The board shall have power to co-opt up to two additional members for periods of five years.
- 61.5. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 61.1 above, is always kept in view.

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#### **Part 62: George Webb Medley Endowment Fund**

- 62.1. The Social Sciences Board shall be the board of management of the George Webb Medley Endowment Fund.
- 62.2. The board shall use the net income of the fund for the promotion of the study and advance of the science of Political Economy by giving scholarships, prizes, and grants on such terms as it shall think fit.

#### **Part 63: Welch Scholarships**

- 63.1. The main object of the bequest to the University from Christopher Welch, MA, Wadham College, the Founder of the Welch Scholarships, shall be the promotion of the study of Biology within the University by:
- (1) the support of scholarships, to be called the Welch Scholarships, to be awarded to persons who are, or who have been accepted for admission as, graduate students of the University, and more especially for the encouragement of those who give proof of capacity for original observation and research;
  - (2) the discharge of all expenses incidental to the purposes of the fund, including the payment of honoraria to examiners;
  - (3) all or any of the following:
    - (a) the purchase of books or instruments such as microscopes, to be awarded to deserving but unsuccessful candidates for the scholarships;
    - (b) the award of prizes or exhibitions; and
    - (c) such other way or ways as shall be thought fit by the board of management of the fund.
- 63.2. The fund shall be administered by a board of management the membership of which shall be determined by Council by regulation, except that the Warden of Wadham College, or the Warden's representative, shall always be a member.
- 63.3. The board shall determine the terms and conditions on which the scholarships shall be awarded, including their tenure and annual value, except that no person shall hold a scholarship for more than four years.
- 63.4. Congregation may from time to time amend this Part so long as the main object of the bequest, as defined in section 63.1 above, is always kept in view.

#### **Part 64: Thomas Whitcombe Greene Bequest**

- 64.1. The main objects of the Thomas Whitcombe Greene Bequest shall be the foundation of a prize, to be called the Thomas Whitcombe Greene Prize, for Classical Art and Archaeology, and the foundation of postgraduate scholarships, to be called the Thomas Whitcombe Greene Scholarships, for advanced research.
- 64.2. The prize and scholarships shall be awarded by a committee consisting of the Lincoln Professor of Classical Archaeology and Art together with five persons appointed by the Board of the Faculty of Classics.
- 64.3. The prize shall be open to members of the University who are reading for an honour school in the University.
- 64.4. The value of the prize shall be determined by the Board of the Faculty of Classics, and the prize shall be offered annually.
- 64.5. If there is no candidate of sufficient merit the prize shall not be awarded.
- 64.6. The prize shall not be awarded a second time to the same person.
- 64.7. The scholarships shall be open to members of the University who are engaged in advanced research, subject to any further conditions which the Board of the Faculty of Classics may prescribe, except that if an undergraduate is elected to a scholarship the election shall be conditional on his or her proceeding to a degree in the University before he or she receives any part of the emoluments.
- 64.8. The value of the scholarships shall be determined by the Board of the Faculty of Classics.
- 64.9. The committee shall determine the conditions of award of the prize and scholarships, and of the tenure of the scholarships, and there shall be defrayed from the net income of the bequest any expenses incidental to the carrying out of its purposes, including the remuneration of examiners (if any).
- 64.10. Any balance of income, so far as not required for the above purposes, may, if the committee so determines, be applied to one or more of the following:
- (1) the provision of occasional additional prizes or scholarships;
  - (2) the maintenance of a foundation to be known as the Thomas Whitcombe Greene Reserve Fund, which shall be applied by the committee to furnish grants to members of the University for the furtherance of the study of Classical Art and Archaeology, or to institutions connected with those subjects;
  - (3) the foundation of an additional scholarship or scholarships.
- 64.11. Congregation may from time to time amend this Part so long as the main objects of the bequest, as defined in section 64.1 above, are always kept in view.

#### **Part 65: Sir Edgar Williams University Parks Tree Fund**

- 65.1. The moneys raised to mark the notable service of Sir Edgar Williams as Warden of Rhodes House, 1952–80, shall, together with any further sums which may be contributed for this purpose, constitute the Sir Edgar Williams

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University Parks Tree Fund, the net income of which shall be devoted to the planting and cataloguing of trees and shrubs on land owned by the University and maintained by the University Parks Department.

65.2. The fund shall be administered by the Curators of the University Parks.

65.3. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 65.1 above, is always kept in view.

#### **Part 66: Winter Williams Prizes and Studentships**

66.1. The main object of the Winter Williams Fund (originally established as separate funds for the Winter Williams Law Prize for Undergraduates and for the Winter Williams Law Prize for Women Undergraduates), endowed by Ivy Williams, BCL, MA, Society of Oxford Home-Students (now St Anne's College), to found awards in Jurisprudence in memory of Winter Williams of Corpus Christi College, shall be the encouragement of the study of Law in the University.

66.2. The fund shall be administered by the Board of the Faculty of Law for the purpose of providing prizes and studentships in Law.

66.3. Congregation may from time to time amend this Part so long as the main object of the fund, as defined in section 66.1 above, is always kept in view.

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## Congregation Regulations 1 of 2002

### REGULATIONS OF CONGREGATION FOR THE MEMBERSHIP OF CONGREGATION

*Made by Congregation on 5 March 2002*

1. The following persons and classes of persons shall be qualified for membership of Congregation under the provisions of section 3 (9) of Statute IV:

- (1) the Deputy Steward;
- (2) the Public Orator;
- (3) the Keeper of the Archives;
- (4) the Warden of Rhodes House;
- (5) the Director of the Maison Française;
- (6) the Secretary to the Delegates and Chief Executive of the University Press;
- (7) the Finance Director of the University Press;
- (8) the Tutors in Fine Art at the Ruskin School of Drawing and Fine Art;
- (9) the Emeritus Professors who are under the age of 75 years;
- (10) all persons working in any university department or institution who hold posts on Administrative, Senior Library and Museum, and Computer Staff Grades 3 and above, on Research Staff Grades II and above, and on any equivalent grades for academic-related staff;
- (11) such other persons as Council shall determine.

*[End of Congregation Regulations 1 of 2002]*

## Congregation Regulations 2 of 2002

### REGULATIONS OF CONGREGATION FOR THE CONDUCT OF BUSINESS IN CONGREGATION

*Made by Congregation on 5 March 2002*

#### Part 1

#### Definitions and General Provisions for Meetings

1.1. In these regulations:

- (1) references to 'members' are references to members of Congregation; and
- (2) the expression 'a legislative proposal' means a proposal made by Council under section 1 (1) or (2) of Statute IV to amend or repeal a statute or add to the statutes.

1.2. Meetings of Congregation shall be held on the Tuesdays in the first, second, fourth, sixth, and eighth weeks in each Full Term and on the second Tuesday after each Full Term and at such other times as the Chancellor or Vice-Chancellor may determine.

1.3. If there is no business for a meeting it shall be cancelled.

1.4. Notice of every meeting of Congregation and of the business of the meeting shall be published by the Registrar in the *University Gazette* not later than the day specified in the relevant Part of these regulations.

1.5. (1) A notice published under regulation 1.4 above must state a period beginning with the date of the notice within which notice of opposition to any item of business or of a proposed amendment must be given or a request for an adjournment must be made by any member.

(2) If no such notice of opposition is given or request for an adjournment made by at least two members the provisions of section 7 of Statute IV shall apply and the meeting may be cancelled.

1.6. When a legislative proposal is made or a regulation is proposed under section 1 (2) of Statute IV Council shall, if the passing of the proposal or the making of the regulation will involve additional expenditure from university funds, publish a certificate stating whether that financial provision can be made without curtailment of existing services or of services for which money has already been allocated.

#### *Adjournments*

1.7. At any meeting of Congregation the Chairman may adjourn any question, subject to the following conditions.

- (1) The Chairman shall not have such power of adjournment if notice of objection to the question is required by statute or regulation to be given before the meeting of Congregation.

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(2) No question shall be adjourned more than once in total under the provisions of this regulation or of regulation 1.8 below.

1.8. Any twenty members of Congregation may, not later than noon on the eighth day before a meeting of Congregation, give notice in writing to the Vice-Chancellor that they request the adjournment of any question or questions on the agenda for that meeting, subject to the following conditions.

(1) Such a request may be submitted only in respect of a question notice of objection to which is required by statute or regulation to be given before the meeting of Congregation.

(2) No question shall be adjourned more than once in total under the provisions of this regulation or of regulation 1.7 above.

1.9. (1) Whenever a request is received under regulation 1.8 above, the Vice-Chancellor shall refer it to the Proctors, who shall decide whether or not it shall be granted.

(2) The Proctors' decision shall be published in the *University Gazette* not less than four days before the meeting of Congregation to which the question or questions concerned was or were originally due to be submitted.

(3) If the Proctors decide that the request shall not be granted, any two members of Congregation may, by rising in their places at the meeting, demand that a vote be taken on whether or not the question or any of the questions in respect of which the request was submitted shall nevertheless be adjourned; and, if such a demand is made, the Chairman shall, after any debate on the question of adjournment, put that question to the vote in accordance with the provisions of regulation 1.11 below.

1.10. Consideration of any question adjourned under the provisions of regulation 1.7 or regulation 1.8 above shall be resumed at the next meeting of Congregation (or at such later meeting as the Chairman may determine), and the Registrar shall give not less than five days' notice in the *University Gazette* that the debate will be resumed.

1.11. (1) At any meeting of Congregation the Chairman may at any time propose the adjournment of the House.

(2) The motion shall be put immediately, and, if it is carried, the House shall be adjourned.

(3) After any meeting has lasted two full hours the Chairman shall have the power of adjourning the House without question put.

(4) Any adjournment of the House under this regulation shall be to the following day, unless the Chairman shall fix another day.

#### *Correction of errors, slips, and omissions*

1.12. If the Vice-Chancellor is satisfied that the text of a legislative proposal made or passed under Part 2 or of a resolution proposed or passed under Part 3 of these regulations contains a clerical error or other accidental slip or omission, he or she may, after consultation with the Registrar and the Proctors, correct the error, slip, or omission without further reference to Congregation, and the correction made shall be as fully effective as an amendment duly passed under the Part in question.

#### *Speaking at meetings*

1.13. No member of Congregation shall without leave of the Chairman speak more than once on any item, except that the mover of an item shall have the right to reply at the close of the debate on that item.

1.14. If the Chairman considers that a speaker's remarks are irrelevant to the question concerned, the Chairman may direct the speaker to confine his or her remarks to that question, and the speaker shall comply with the Chairman's direction.

1.15. (1) Any student member, as defined in section 4 of Statute II, may speak at a meeting of Congregation, if called upon to do so by the Chairman at the Chairman's discretion.

(2) The Vice-Chancellor may make rules governing speaking by student members in Congregation.<sup>1</sup>

(3) The Chairman may, nevertheless, at any time terminate a debate on the floor of the House and proceed to the final speeches and the taking of a vote.

1.16. Council may make rules governing the circulation of flysheets on matters before Congregation, or Convocation in regard to the election of the Professor of Poetry, or relating to matters of general interest to the University.<sup>2</sup>

## **Part 2**

### **Legislative Proposals**

2.1. The provisions of this Part in addition to those of Part 1 shall apply to legislative proposals.

2.2. Every legislative proposal to be submitted to Congregation shall be preceded by a preamble shortly stating the principle of the measure.

2.3. The Registrar shall publish in the *University Gazette* notice of every legislative proposal not less than nineteen days before the date of the meeting at which it is to be considered.

2.4. Any two members may not later than noon on the eighth day before the date of the meeting:

<sup>1</sup> See Appendix A following Part 9 below.

<sup>2</sup> See Appendix B following Part 9 below.

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- (1) give notice in writing to the Registrar that they intend to vote against the proposal in question; or
  - (2) submit to the Registrar in writing a proposed amendment signed by the mover and seconder; or
  - (3) both.
- 2.5. (1) If no notice is given or amendment proposed in accordance with regulation 2.4 above, the legislative proposal in question shall unless Council has decided otherwise be declared at the conclusion of proceedings on it to be passed without question put.
- (2) Paragraph (1) of this regulation does not exclude or limit the exercise of the Vice-Chancellor's powers under section 7 of Statute IV.
- 2.6. The Vice-Chancellor shall report to Council all amendments which in his or her judgement are not inconsistent with or irrelevant to the principle of the proposal in question as stated in the preamble, and Council shall forward them to Congregation together with any amendments which Council itself may propose.
- 2.7. All amendments forwarded to Congregation under regulation 2.6 above, and any notice of opposition given under regulation 2.4, shall be published by the Registrar in the *University Gazette* not less than four days before the date of the meeting at which the legislative proposal is to be considered.

#### *First meeting*

- 2.8. At the meeting at which the legislative proposal is considered Congregation may:
- (1) pass the legislative proposal; or
  - (2) reject it; or
  - (3) approve or reject amendments to it which have been duly proposed in accordance with regulations 2.4, 2.6, and 2.7 above.
- 2.9. (1) If amendments to a legislative proposal are approved by Congregation under regulation 2.8 above, the proposal in question shall be republished in the *University Gazette* and printed so as to show the amendments made, and there shall be further proceedings on it in accordance with regulations 2.10–2.15 below.
- (2) If such amendments have been proposed but are rejected or have lapsed, Congregation may then pass or reject the legislative proposal in the form in which it was originally proposed.

#### *Second meeting*

- 2.10. The further proceedings shall take place on a date to be fixed by the Chairman which is at least fourteen days after the date on which the amendments were passed.
- 2.11. The Registrar shall publish notice of the further proceedings in the *University Gazette* at least eleven days before the date on which those proceedings are due to take place.
- 2.12. At any time before the date fixed for the further proceedings under regulation 2.10 above Council may propose further amendments or submit to Congregation the choice between contradictory or inconsistent provisions which may have been introduced into the legislative proposal.
- 2.13. All proposals or submissions made by Council under regulation 2.12 above shall be published by the Registrar in the *University Gazette* not less than four days before the meeting at which they are to be considered.
- 2.14. On the date fixed for the further proceedings under regulation 2.10 above Congregation may:
- (1) accept or reject any amendments proposed under regulation 2.12 above; and
  - (2) if any such amendments have been approved, accept or reject the legislative proposal as amended by the amendment or amendments which has or have been approved; or
  - (3) if such amendments have not been proposed or have lapsed, accept or reject the legislative proposal as republished under regulation 2.9 above.
- 2.15. (1) If an amended legislative proposal is approved by Congregation under regulation 2.14 (2) above, the amended proposal shall come into effect.
- (2) If a legislative proposal is approved by Congregation under regulation 2.14 (3) above as republished under regulation 2.9, the republished proposal shall come into effect.

#### *Other provisions*

- 2.16. Any amendment proposed under any of the preceding regulations which is not moved and seconded in Congregation shall lapse.
- 2.17. A legislative proposal made by Council under section 1 (1) of Statute IV may be withdrawn by Council at any time.
- 2.18. At any meeting of Congregation the Chairman shall have the right to withdraw a legislative proposal made under section 1 (1) of Statute IV at any time before it has been submitted to a vote, and Council may resubmit the proposal to Congregation at a subsequent meeting.
- 2.19. Council shall not be entitled to reintroduce a legislative proposal which has been rejected by Congregation earlier than the beginning of the fourth term after the term in which it was rejected.



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2.20. A statute shall come into effect on the date on which it is approved by Congregation, or (if it is so approved) on such later date as may be specified in that statute, or (where applicable) on the date on which it is approved by Her Majesty in Council, whichever is the latest.

#### *Voting*

2.21. (1) The rules for voting on any legislative proposal are as follows.

(2) In the case of:

(a) a proposal made by Council under section 1 (1) of Statute IV, or

(b) a proposal which Council is instructed to make under section 1 (2) of Statute IV which is supported by or acceptable to Council, or

(c) an amendment which is proposed or supported by or acceptable to Council,

the proposal or amendment shall be deemed to have been passed unless at least 125 members vote against it and constitute a majority against it.

(3) All other proposals made under this Part shall be determined by a simple majority.

(4) The rules for the casting of votes and postal voting set out in Part 4 of these regulations apply to legislative proposals.

### **Part 3**

#### **Resolutions**

3.1. This Part applies to resolutions submitted under section 1 (2) of Statute IV by twenty or more members of Congregation that Council should be instructed to make legislative proposals, and to all other resolutions which are not legislative proposals.

#### *Resolutions for the suspension of statutory procedures*

3.2. Council or any twenty or more members of Congregation may at any time submit a resolution providing for the suspension of the operation of sections 5–7 of Statute IV or any regulations made by Congregation under them including these regulations.

3.3. (1) A resolution proposed under regulation 3.2 above shall be published in the *University Gazette* not less than four days before the meeting at which it is to be moved.

(2) The resolution shall contain both a reference to any statutes or regulations to be suspended and a statement of the procedure to be followed if the suspension is approved.

3.4. If the resolution is published not less than nineteen days before it is to be moved, Council may include in the notice of the resolution a requirement that any member who intends to oppose the resolution must, by noon on the eighth day before the meeting at which the resolution is to be moved, give notice in writing to the Registrar of his or her opposition.

3.5. If notice is received under regulation 3.4 above from at least two members in respect of a resolution for which Council has imposed such a requirement, the Registrar shall publish that notice in the *University Gazette* not less than four days before the meeting.

3.6. (1) If no notice is received under regulation 3.4 above, the resolution shall unless Council has decided otherwise be declared by the Chairman at the conclusion of proceedings on it to be carried without question put.

(2) A resolution proposed with less than nineteen days' notice shall not be moved if twenty or more members signify their objection by rising in their places after the resolution has been read by the Registrar.

(3) Paragraph (1) of this regulation does not exclude or limit the exercise of the Vice-Chancellor's powers under section 7 of Statute IV.

3.7. Council shall be bound by the vote on a resolution providing for the suspension of the operation of statutes or regulations.

#### *Other resolutions*

3.8. Council or any twenty or more members of Congregation may at any time submit a resolution on any topic.

3.9. If a resolution is submitted by twenty or more members, the Vice-Chancellor may rule that resolution inadmissible:

(1) if it is not in his or her opinion on a topic concerning the policy or administration of the University; or

(2) if it relates to a particular college, society, or Permanent Private Hall, or (subject to paragraph (1) above) to a particular person other than the Vice-Chancellor.

3.10. For the purposes of regulation 3.9 above a resolution calling upon Council or any other body or person to propose, amend, or repeal a regulation shall be deemed to concern the policy or administration of the University.

3.11. Notice of a resolution proposed by twenty or more members, signed by all the members concerned, shall be delivered to the Registrar not later than noon on the twenty-second day before any stated meeting of Congregation at which they propose to move it.

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3.12. Subject to the provisions of regulation 3.3 above and of regulation 3.13 below, notice of a resolution shall be published in the *University Gazette* not less than nineteen days before the meeting of Congregation at which it is to be moved.

3.13. (1) A resolution submitted by Council conferring a Degree by Resolution under the provisions of Part 7 of these regulations shall be published in the *University Gazette* and shall be deemed to have been approved without opposition at noon on the fourth day after the day on which it was published, unless by that time the Registrar has received notice in writing from two or more members that they wish the resolution to be put to a meeting of Congregation.

(2) If such notice is received, Council may either withdraw the resolution (in which case the Registrar shall publish notice of this withdrawal in the *University Gazette*) or republish the resolution not less than four days before it is to be moved in Congregation.

3.14. (1) Any two members may propose an amendment to a resolution, except a resolution submitted under the provisions of regulations 3.2 or regulation 3.13 above.

(2) Notice of any such amendment, signed by the proposer and seconder, shall be delivered to the Registrar not later than noon on the eighth day, and published in the *University Gazette* not later than five days, before the meeting of Congregation at which the resolution is to be moved.

3.15. Members proposing an amendment under the provisions of regulation 3.14 (1) above shall state whether or not the amendment is a hostile amendment, that is to say it is such that if it were not carried the proposers of the amendment would oppose the resolution.

3.16. (1) If the amendment is not stated to be hostile, Council may decide that proceedings on the resolution and the proposed amendment shall be adjourned to a meeting of Congregation held not less than fourteen days after the meeting at which the resolution was originally to be moved under regulation 3.11 above.

(2) (a) If proceedings have been adjourned under paragraph (1) above, Council may also, by publication of a notice in the *University Gazette* not later than the twelfth day before the meeting of Congregation to which the proceedings have been adjourned, require that any two members who intend to vote against the amendment shall give notice in writing to the Registrar of that intention not later than the eighth day before the meeting to which the proceedings have been adjourned.

(b) Notice received under sub-paragraph (a) above shall be published by the Registrar in the *University Gazette* not later than the fourth day before the meeting.

(3) Unless notice of opposition has been received under paragraph (2) above, and unless Council has decided that the proposed amendment is unacceptable to it, Council may publish a notice to that effect in the *University Gazette* not later than the fourth day before the meeting; in which case:

(a) the amended resolution shall, at the conclusion of any proceedings on the amendment and the resolution, be declared by the Chairman to be carried without question put; or

(b) Council may nevertheless decide that a division shall be taken on the amended resolution at the conclusion of those proceedings.

(4) If:

(a) notice of opposition has been received under paragraph (2) above, or

(b) Council has decided that the proposed amendment is unacceptable to it, or

(c) Council has not published the notice specified in paragraph (3) above,

the proposed amendment (unless it has lapsed) shall, at the conclusion of proceedings on it, be put to the House.

(5) If the amendment is then carried, the amended resolution shall unless Council has decided otherwise be declared by the Chairman to be carried without question put.

(6) If the amendment is then rejected, the unamended resolution shall unless Council has decided otherwise be declared by Chairman to be carried without question put.

3.17. Except in the case of a resolution declared carried without question put under the provisions of regulation 3.16 above or regulation 3.19 below, any resolution or amendment to a resolution which is not moved and seconded in Congregation shall lapse.

3.18. (1) At the conclusion of any debate and voting on any proposed amendments, the resolution shall be put.

(2) If any amendments have been carried, the resolution as amended shall be put, and the proposer of the resolution shall have the right to speak first in the debate on the amended resolution.

(3) If any amendments have been rejected or have lapsed, the unamended resolution in the form in which it was originally proposed shall be put without further debate.

3.19. (1) Subject to the provisions of regulations 3.2–3.6 and 3.13 above, any two members may, not later than noon on the eighth day before the meeting at which the resolution is to be moved, give notice in writing to the Registrar that they intend to oppose the resolution; or Council may instruct the Registrar to give notice that the resolution is unacceptable to Council.

(2) Such notice (whether of opposition by members or of unacceptability to Council) shall be published by the Registrar in the *University Gazette* not less than four days before the meeting.

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(3) If such notice has not been given, and unless Council has decided otherwise, the resolution shall, at the conclusion of proceedings on it, be declared by the Chairman to be carried without question put.

3.20. (1) If a resolution, except a resolution submitted under the provisions of regulation 3.2 or regulation 3.13 above, is:

- (a) carried on a division with at least 125 members voting in favour, or
- (b) carried without a division at a meeting at which at least 125 members are present on the floor of the House at the time when the resolution is declared by the Chairman to have been carried, or
- (c) declared by the Vice-Chancellor to have been carried without holding the meeting under the provisions of section 7 of Statute IV,

Council shall be bound, not later than the eighth week of the Full Term after the term in which the resolution is carried, to submit to Congregation a legislative proposal, or to make a regulation, or to take any other action it considers appropriate, as the case may be, in order to give effect to the resolution.

(2) For the purposes of paragraph (1) (b) above, the Proctors shall, whenever a resolution is carried without a division, certify the number of members present on the floor of the House<sup>1</sup> at the time when the resolution is declared by the Chairman to have been carried.

3.21. (1) If Council is required by a resolution of Congregation to make a regulation under regulation 3.20 above, the regulation shall be put to Congregation for approval.

(2) Such a regulation shall be published in the *University Gazette* not less than nineteen days before the meeting, and amendments may be proposed under the same procedure as that laid down for amendments to resolutions in regulations 3.14–3.18 above.

## Part 4

### Voting

#### *Votes at meetings of Congregation*

4.1. (1) Every vote in Congregation shall be taken immediately after the close of the debate (if any) on the question concerned, unless that question has been adjourned under regulation 1.7 or regulation 1.8 in Part 1 of these regulations.

(2) Every question shall be settled by a simple majority (with the Chairman having a second or casting vote in the case of an equality of votes) except where the statutes or regulations provide otherwise.

4.2. (1) When any question has been put to Congregation by the Chairman he or she may direct that a division be taken, or may announce that in his or her opinion the proposal is accepted or rejected, as the case may be.

(2) If the Chairman's opinion so declared is challenged by at least six members rising in their places, he or she shall direct that a division be taken.

4.3. For the purposes of any regulation which refers to the number of members present 'on the floor of the House', that expression shall, in the case of a meeting held in the Sheldonian Theatre, mean the Area and Semicircle of the Theatre.

#### *Postal votes*

4.4. (1) Any question decided or resolution carried or rejected at a meeting of Congregation shall, in the absence of provision to the contrary in the statutes and regulations, be submitted for confirmation or rejection to a postal vote of the members if, not later than 4 p.m. on the sixth day after that meeting,

- (a) Council so decides, or
- (b) the question has been decided, or the resolution has been carried or rejected on a division, at a meeting at which not fewer than twenty-five members were present on the floor of the House at the time when the division was taken and if a requisition for such a postal vote signed by at least fifty members is delivered to the Vice-Chancellor.

(2) For the purposes of paragraph (1) (b) above, the Proctors shall, whenever a division is taken at a meeting of Congregation, certify the number of members present on the floor of the House at the time of the division.

4.5. No decision taken, or resolution carried or rejected, by Congregation on a division otherwise than by a postal vote under regulation 4.4 above shall be deemed to be operative or to have been carried or rejected:

- (1) before 4 p.m. on the sixth day after the meeting of Congregation at which the question was decided or the resolution carried or rejected; or
- (2) where a postal vote is required to be taken under regulation 4.4 above, before the decision has been confirmed by that vote.

4.6. A postal vote shall not be taken on:

- (1) any decision of Congregation relating to the adjournment of the House;
- (2) a resolution approving the conferment of a degree of the University (including a Degree by Diploma or an Honorary Degree);

<sup>1</sup> See regulation 4.3 below.

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- (3) an election under the provisions of Part 8 of these regulations;
  - (4) appointments or reappointments to the Vice-Chancellorship; or
  - (5) the presentation of the Vice-Chancellor's Oration or the Annual Review of the University under the provisions of Part 9 of these regulations.
- 4.7. The Registrar shall publish in the *University Gazette* a verbatim record (or if the Vice-Chancellor shall so decide, a summary record approved by the Vice-Chancellor) of the proceedings of Congregation relating to any question on which a postal vote is to be held under the provisions of regulation 4.4 above.
- 4.8. Where a question is submitted to a postal vote under the provisions of regulation 4.4 above the Vice-Chancellor may submit any other question decided at the same meeting of Congregation (whether decided on a division or not) to a postal vote at the same time if it appears to him or her that the questions are so related that they should be submitted for confirmation or rejection at the same time.
- 4.9. The procedure for the conduct of a postal vote shall be as follows.
- (1) (a) The Registrar shall dispatch to every member, not less than four days before the day fixed by the Vice-Chancellor for the vote, a voting paper on which shall be specified the latest time by which it must be delivered to the Registrar.
  - (b) The time specified under (a) above shall not be earlier than seven days after the publication of the *University Gazette* referred to in regulation 4.7 above.
  - (2) The form of the voting paper (including the manner in which the question is to be put), and the method of recording votes, shall be prescribed by the Vice-Chancellor.
  - (3) No postal vote shall be deemed to be invalid owing to misdirection or non-receipt of any voting paper.
  - (4) The Registrar shall be responsible for the counting of the votes, but the Vice-Chancellor and Proctors shall decide on the validity of any vote which, in the opinion of the Registrar, is in doubt.
  - (5) The result of the vote shall be published in the *University Gazette*.
- 4.10. (1) Any question submitted to a postal vote shall be determined by the majority of the votes cast, notwithstanding any provision of any statute or regulation relating to the number of persons required to vote for or against a proposal in order that it may be passed or rejected.
- (2) In the event of an equality of votes the Vice-Chancellor shall have a second or casting vote.

## Part 5

### Questions and Replies

- 5.1. Any member may at a meeting of Congregation in Full Term ask a question relating to any matter concerning the policy or the administration of the University.
- 5.2. (1) Written notice of any such question signed by the member proposing to put it and by one supporting member shall be sent to the Registrar not later than noon on the eighteenth day before it is to be asked.
- (2) Unless the Vice-Chancellor considers the question to be inadmissible in substance or in form, it shall be published by the Registrar in the *University Gazette*, together with the reply (which shall be drafted by Council), not less than five days before the question is to be asked.
- 5.3. (1) Any reply so published shall be read in Congregation either by a member of Council or by another person nominated by Council.
- (2) No debate shall be permitted upon the reply, but at the Chairman's discretion supplementary questions may be asked to elucidate it.

## Part 6

### Topics for Discussion

- 6.1. (1) Either Council, or any twenty or more members, may put forward for discussion in Congregation any topic of concern to the University, including any issue on which it would be permissible for it or them to submit a resolution under the provisions of Part 2 or Part 3 of these regulations.
- (2) In the case of a topic put forward by twenty or more members, the Vice-Chancellor may rule that topic inadmissible:
- (a) if it is not, in his or her opinion, a topic of concern to the University; or
  - (b) if it relates to a particular college, society, or Permanent Private Hall, or to a particular person other than the Vice-Chancellor.
- 6.2. Notice of a topic put forward by twenty or more members, signed by all the members concerned, shall be delivered to the Registrar not later than noon on the twenty-second day before any stated meeting at which they propose that it should be discussed.
- 6.3. Notice of a topic shall be published in the *University Gazette* not less than nineteen days before the meeting of Congregation at which it is to be discussed.

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6.4. It shall be the duty of Council to give consideration to the remarks made in the discussion, but Council shall not be bound to take any further action in regard to the topic.

## Part 7

### Conferment of Degrees

7.1. The procedures for the conferment, both at the Encaenia and on other occasions, of Degrees by Diploma, Honorary Degrees, Ordinary Degrees, and Degrees by Incorporation shall be determined by regulation, and the regulations concerned shall be published from time to time in a Handbook for the Conduct of University Ceremonies.

7.2. (1) In the case of a person in any of the categories set out in paragraph (2) below who does not hold, and is not qualified for, any of the Degrees (other than Honorary Degrees) of Doctor of Divinity, Doctor of Civil Law, Doctor of Medicine, Master of Arts, Master of Biochemistry, Master of Chemistry, Master of Earth Sciences, Master of Engineering, Master of Mathematics, or Master of Physics of the University, Council shall as soon as possible propose to Congregation that a Degree of Master of Arts by Resolution be conferred upon that person without fee, if (and only if) he or she holds both a bachelor's and a doctor's degree (other than an honorary degree) of any university or universities or of any such other institution or institutions as Council may determine by regulation from time to time, or that at least twenty terms have lapsed since he or she first became a member of a university or such other institution, or, in the case of a person who is not a member of any university, that he or she is at least 25 years of age.

(2) The categories referred to in paragraph (1) above are:

(a) the Chancellor;

(b) the High Steward;

(c) the Vice-Chancellor;

(d) the Proctors;

(e) the heads of all the colleges, societies, and Permanent Private Halls included in Statute V;

(f) the members of the governing bodies of all the colleges and societies included in Statute V (but not of the Permanent Private Halls);

(g) the principal bursar or treasurer of each of the colleges and societies included in Statute V (but not of the Permanent Private Halls), if he or she is not a member of its governing body.

(3) In the case of a person excluded because none of the conditions in paragraphs (1) and (2) above is met, Council shall proceed as soon as possible after one of them has been met.

(4) Nothing in this regulation shall restrict the power of Council to propose to Congregation that a Degree by Resolution be conferred without fee upon any person it considers appropriate.

7.3. A Degree by Resolution shall be deemed to have been conferred with effect from the approval of the resolution by Congregation.

## Part 8

### Elections

8.1. (1) Every election in Congregation shall be held in Full Term, unless Council orders otherwise.

(2) The Registrar shall publish in the *University Gazette* twenty-eight days' notice of every election and shall at the same time give notice of the latest days on which nominations of candidates must be received.

8.2. Elections shall, in the absence of provision to the contrary in the statutes and regulations, be subject to the following rules for the nomination of candidates.

(1) No candidate shall have votes reckoned to him or her at any election unless he or she has been nominated in writing, not later than 4 p.m. on the twenty-fourth day before that fixed for the election, by two members other than the candidate, or, not later than 4 p.m. on the seventeenth day before that fixed for the election, by six members other than the candidate.

(2) All nominations, dated and signed, shall be delivered to the Registrar within the times laid down above, and in such form as shall be determined by the Vice-Chancellor, and shall be published by the Registrar in the *University Gazette* as soon as possible.

(3) If at the close of the time laid down for the nomination of candidates the number of candidates who have been nominated, or being nominated have not withdrawn, is no more than is sufficient to fill the vacancies, the candidates so nominated shall be deemed to be duly elected from the date appointed for the election; and the result of the election shall be published in the *University Gazette*.

(4) If at the close of the time laid down for the nomination of candidates the number of vacancies is greater than the number of candidates nominated and not having withdrawn, the Vice-Chancellor and Proctors jointly shall have power to nominate a candidate for each vacancy remaining to be filled, and such candidates shall then be declared to be duly elected; and the result of the election shall be published in the *University Gazette*.

(5) If at the close of the time laid down for the nomination of candidates the number of candidates nominated and not having withdrawn is greater than the number of vacancies, the procedure of the election shall be as follows.

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(a) The Registrar shall dispatch to every member of Congregation, not later than four days before the day fixed by the Vice-Chancellor for the election, a voting paper on which shall be specified the latest time by which it must be delivered to the Registrar.

(b) The form of the voting paper, and the method of recording votes, shall be determined by the Vice-Chancellor.

(c) An election shall not be deemed to be invalid owing to misdirection or non-receipt of any voting paper.

(d) The Registrar shall be responsible for the counting of the votes, but the Vice-Chancellor and Proctors shall decide on the validity of any vote which, in the opinion of the Registrar, is in doubt.

(e) The senior in academic standing of any candidates for whom an equal number of votes have been given shall be deemed to be duly elected.

(f) The result of the election shall be published in the *University Gazette*.

(6) In any election where vacancies are to be filled for periods of different length, the elected candidates shall hold office so that the tenure of those who receive more votes shall be longer than that of those who receive fewer votes; but if the election is uncontested or if two candidates receive the same number of votes, the candidate senior in academic standing shall hold office for the longer period.

(7) An election in Congregation conducted under the procedure laid down in paragraph (5) above shall be deemed to be an election complying with the provisions of any regulations concerning the appointment to committees of persons who have passed the normal age limit.

## Part 9

### Vice-Chancellor's Oration and Annual Review of the University

9.1. (1) During each academic year the Vice-Chancellor shall at a meeting of Congregation deliver an Oration in which he or she shall address the House on issues of current concern to the University.

(2) In a year in which the holder of the office of Vice-Chancellor changes, the Oration shall be delivered by the outgoing Vice-Chancellor before the installation of the incoming Vice-Chancellor.

9.2. During each academic year Council shall produce an Annual Review of such of the affairs of the University in the preceding academic year as shall seem to Council to be of particular importance in the national and international context.

9.3. The Vice-Chancellor's Oration shall be published in the *University Gazette* and shall during Michaelmas Term subsequently be placed on the agenda for a meeting of Congregation at which, at the discretion of the Chairman, discussion shall be permitted and questions may be asked concerning it.

9.4. The Annual Review shall be circulated to all members and subsequently presented at a meeting of Congregation at which, at the discretion of the Chairman, discussion may be permitted and questions may be asked concerning it.

9.5. (1) Notice of the presentation of the Vice-Chancellor's Oration under regulation 9.3 above, or of the Annual Review of the University under regulation 9.4 above, shall be published in the *University Gazette* not less than nineteen days before the meeting.

(2) Any member who wishes to speak or to ask a question concerning the Oration or the Annual Review shall, not later than noon on the eighth day before the meeting, give notice in writing to the Registrar of his or her wish to do so.

(3) If notice under paragraph (2) above has not been given by at least two members, the Chairman shall declare the Oration or the Annual Review to have been presented without question put.

## APPENDIX A

### Speaking by Student Members in Congregation: rules made by the Vice-Chancellor

1. The Vice-Chancellor has, with the agreement of Council, approved the following arrangements for student members to speak in Congregation under the terms of regulation 1.15 of Congregation Regulations 2 of 2002.

2. The Chairman of Congregation will normally expect to call upon nominated representatives of the Oxford University Student Union if they wish to speak in debate, and will normally expect to call upon student members to speak only from among those who have given advance notice of their wish to be called.

3. If the Chairman considers that the number of student members who have given notice is excessive, he or she will have discretion to be selective in calling upon them.

4. (1) The Chairman will try to ensure a balanced debate in relation to the apparent spread and strength of views held by student members.

(2) If informed selection is to be possible, it is desirable that when giving notice of the wish to be called a student member should indicate:

(a) whether he or she intends to support or oppose the proposal before the House;

(b) whether he or she would speak on behalf of any club, committee, group, or association;

(c) whether he or she is supported by other student members (up to twelve of whom might sign his or her notice).

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5. (1) If the number giving notice is small, they will all be admitted to the floor of the House although this does not ensure their being called.  
(2) In other cases some selection may be necessary at the stage of both admission and calling of speakers.
  6. (1) If there is to be time to tell applicants whether they will be admitted, notice will have to be received in good time, and student members should therefore send notice, in writing, to the Registrar to be received by him or her at the University Offices not later than 10 a.m. on the Monday preceding the debate in question.  
(2) The name of any representative nominated by OUSU should also be communicated to the Registrar, in writing, through the President by that time.
  7. A notice will then be posted in the University Offices and on the gate of the Clarendon Building not later than 10 a.m. on the morning of the debate, indicating whether all applicants will be admitted to the floor of the House or, if selection has had to take place, the names of those selected for admission to the floor.
  8. Student members not admitted to the floor of the House will normally be permitted to listen to the debate from the gallery.
  9. Student members on the floor of the House will be asked to remain in their places while a vote is being taken.

#### APPENDIX B

##### **Circulation of Flysheets: rules made by Council**

1. Ten or more members of Congregation may arrange to have a flysheet circulated with the *University Gazette* on matters before Congregation, or Convocation in regard to the election of the Professor of Poetry, or relating to matters of general interest to the University, subject to the following general conditions:

- (1) no flysheet will be circulated which in the opinion of the Vice-Chancellor and Proctors might be defamatory or otherwise illegal;
- (2) the right is reserved on behalf of the University and its employees, without prior consultation with the signatories, to publish an apology in respect of any statement in a flysheet which is complained of as defamatory or otherwise illegal (whether or not the statement can be shown to be true);
- (3) the signatories shall jointly and individually indemnify the University and its employees against any costs or damages payable in respect of their flysheet and, unless a Queen's Counsel (to be mutually agreed on by the signatories and the University) advises within four months of the making of any claim in respect of a flysheet that any proceedings could be contested with the probability of success, such damages shall include any sum paid by the University in settlement of any claim arising out of the flysheet;
- (4) the flysheet shall consist of one leaf only (though text may appear on both sides of the leaf), and the text shall include the name and college (or society, Permanent Private Hall, or other designated institution), faculty, or department of each of the signatories;
- (5) a copy of the text of the flysheet shall be delivered to the Registrar before 10 a.m. on the Monday of the week in which circulation is desired; it shall be accompanied by an indemnity in accordance with condition (3) above drawn up on a form obtainable from the Registrar and signed by each of the signatories of the flysheet; the Registrar shall be informed at the same time which of the signatories is to be notified as to whether the Vice-Chancellor and Proctors have authorised circulation;
- (6) the Registrar shall arrange for the production of copies of a flysheet the circulation of which has been duly authorised.

2. Though every effort will be made to circulate on the day desired flysheets so received, it must be understood that this cannot be guaranteed.

##### *Matters before Congregation or Convocation*

3. If the flysheet deals with a matter that is a formal item of business for Congregation, or for Convocation in regard to the election of the Professor of Poetry, or the subject of a report published in the *University Gazette*, the production costs will be met from university funds.

##### *Matters of general interest to the University*

4. If the flysheet deals with a matter that is not a formal item of business for Congregation, or for Convocation in regard to the election of the Professor of Poetry, or the subject of a report published in the *University Gazette*, the Vice-Chancellor will decide whether it is of sufficient general interest to warrant circulation with the *University Gazette*; the production costs for such a flysheet will be the responsibility of the signatories.

##### *Oxford University Student Union*

5. The Executive and the Graduate Committee of the Oxford University Student Union may have flysheets circulated with the *University Gazette* under the arrangements and subject both to the conditions set out in rules 1–4 above, and to the following further conditions:

- (1) number of names to be included on the flysheet under rule 1 (4) shall be not less than a majority of the total number of members of the Executive or the Graduate Committee of OUSU, as the case may be, and each of the persons named shall sign the indemnity required under rule 1 (3);

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(2) the maximum number of flysheets to be circulated as of right, whether on matters before Congregation or Convocation (to be paid for by the University) or on matters of general interest to the University (to be paid for by OUSU and to be subject to the Vice-Chancellor's decision as prescribed in rule 1 above) shall be three per term for each of these bodies, but the Vice-Chancellor shall have discretion to permit further flysheets.

6. Subject to rule 5 (1) above, the Executive and the Graduate Committee of OUSU may also support flysheets signed by not fewer than ten members of Congregation.



## ANNEXE I

<i>Serial Subject No.</i>	<i>Date</i>	<i>Gazette, p.</i>
<b>Congregation Regulations of 2002</b>		
1 Membership of Congregation	5.03.02	(see above)
2 Conduct of Business in Congregation	5.03.02	(see above)
3 Conduct of Ceremonies in Congregation, and certain other ceremonies	5.03.02	768
<b>Council Regulations of 2002</b>		
1 Number and length of terms	8.05.02	1139
2 Matriculation of student members	8.05.02	1139
3 Residence in the University	8.05.02	1141
<i>Amended</i>	11.07.02	1470
4 Admission to degrees awarded on passing the Second Public Examination	8.05.02	1142
5 Senior Student status	8.05.02	1149
6 Readmission and migration	8.05.02	1150
7 Administration of the University's Intellectual Property Policy	5.06.02	1285
8 Convocation elections	26.06.02	1385
9 Green College	26.06.02	1386
10 Kellogg College	26.06.02	1386
<i>Amended</i>	25.07.02	1558
11 St Cross College	26.06.02	1387
12 Establishment and maintenance of Permanent Private Halls	26.06.02	1388
13 Council	26.06.02	1389
14 Committees (general)	26.06.02	1390
15 Committees reporting directly to Council or one of its main committees	26.06.02	1391
<i>Amended</i>	11.07.02	1470
<i>Amended</i>	25.07.02	1558, 1559
16 Divisions	26.06.02	1405
17 Divisional Boards	26.06.02	1406
18 Faculties	26.06.02	1411
19 Faculty Boards	26.06.02	1411
20 Oxford University Press	26.06.02	1416
21 University Officers	26.06.02	1417
22 Degrees, diplomas, and certificates	26.06.02	1421
23 Other university bodies <sup>1</sup>	11.07.02	1461
24 Academic and other posts <sup>2</sup>	11.07.02	1462
25 Trusts <sup>3</sup>	11.07.02	1462
26 Oxford University Student Union	10.07.02	1449
27 Retirement dates of university employees	10.07.02	1450
28 College contributions and their distribution	10.07.02	1450
29 College accounts	10.07.02	1451
30 Departments	10.07.02	1451
31 Investigation by the Proctors of complaints under section 22 of Statute IX	24.07.02	1510
32 Disciplinary investigations by the Proctors under Statute XI	24.07.02	1514
33 Fines imposed under Statute XI	24.07.02	1516
34 Court of Summary Jurisdiction	24.07.02	1516
35 Disciplinary Court	24.07.02	1519
36 Visitatorial Board	24.07.02	1524

<sup>1</sup> Redesignated Ch. III and Ch. X, Sectt. I and III.

<sup>2</sup> Redesignated Ch. VII.

<sup>3</sup> Redesignated Ch. IX.

37	Appeals to the Appeal Court	24.07.02	1526
38	Medical Board under section 27 (5) of Statute XII	24.07.02	1529
39	Medical Board under section 20 (4) of Statute XIII	24.07.02	1531
40	Grievance Committee	24.07.02	1532
41	Appointment of alternates	24.07.02	1532
42	Constitution, duties, and powers of the Rules Committee	24.07.02	1532
43	Financial Regulations	24.07.02	1495
44	Oxford University Library Services	25.07.02	1558
<b>ICTC Regulations of 2002</b>			
1	Use of information technology facilities	24.07.02	1533
<b>Libraries Curators Regulations of 2002</b>			
1	Use of the facilities of the Oxford University Library Services	24.07.02	1536
<b>Rules Committee Regulations of 2002</b>			
1	Activities and conduct of student members	24.07.02	1537
<b>Vice-Chancellor's Regulations of 2002</b>			
1	Academic dress	20.03.02	(see below)
<b>Proctors' Regulations of 2002</b>			
1	Disciplinary Regulations for candidates in examinations	24.07.02	1541
2	Conduct in examinations	25.07.02	1560

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## ANNEXE II

### Vice-Chancellor's Regulations 1 of 2002

#### REGULATIONS RELATING TO ACADEMIC DRESS MADE BY THE VICE-CHANCELLOR, AS AUTHORISED BY COUNCIL

*Made by the Vice-Chancellor on 20 March 2002*

1. Graduates of the University shall wear robes, gowns, and hoods of the colours, materials, and shapes as shall be from time to time prescribed in the Register of Colours and Materials of Gowns and Hoods for Degrees of the University of Oxford, approved by the Vice-Chancellor after consultation with the Proctors, and deposited in the University Archives.

2. Student members of the University shall wear such gowns and dress as the Vice-Chancellor shall determine after consultation with the Proctors and, where appropriate, the heads of colleges, societies, Permanent Private Halls, and other institutions designated by Council by regulation as being permitted to present candidates for matriculation.

3. (1) Persons who are graduates of other universities, and who also either hold an Oxford degree<sup>1</sup> or are members of this University reading for a degree, diploma, or certificate of this University, may (if they so wish) wear the appropriate academic dress of their other university on any Oxford University occasion on which they would otherwise be required to wear the academic dress of this University, except on the following occasions, on which Oxford academic dress shall always be worn by such persons:

(a) a Degree Ceremony (subject to (2) below);

(b) the Encaenia.<sup>2</sup>

(2) Nevertheless, at a Degree Ceremony, candidates supplicating for a higher degree of this University who are graduates of other universities and who do not already hold an Oxford degree may wear the academic dress of their other university before their admission to the Oxford degree (after which they shall immediately put on the full academic dress of their Oxford degree).

4. Any other persons who are graduates of other universities may (if they so wish) wear the appropriate academic dress of their university on any Oxford University occasion on which they would, had they held an Oxford degree or been otherwise entitled to wear the academic dress of this University, have been required to wear the latter.

5. All members of the University are required to wear academic dress with *subfusc* clothing (and candidates who are not members of the University are required to wear formal clothing) when attending any university examination, i.e.

*Men.* A dark suit and socks, black shoes, a white bow tie, and plain white shirt and collar.

*Women.* A dark skirt or trousers, a white blouse, black tie, black stockings and shoes, and, if desired, a dark coat.

Dress for each sex should be such as might be appropriate for formal occasions.

Candidates serving in HM Forces are permitted to wear uniform together with a gown. (The uniform cap is worn in the street and carried when indoors.)

6. Notwithstanding regulation 5 above, a woman who is a Pro-Vice-Chancellor, or a Proctor or the Assessor, may, if she wishes, wear a white bow tie and bands in place of a black tie and bands as part of her *subfusc* clothing when wearing academic dress.

7. The Proctors shall have power, on request, to grant dispensation from any of these regulations to any person who in their opinion has reasonable grounds for seeking such dispensation.

*Guidance on academic dress for members of the University other than student members*

(Rules for the academic dress to be worn by student members under regulation 2 above are set out in the *Proctors' and Assessor's Memorandum*.)

### Bachelors and Masters

*Forms:*

1. Black gown
2. Black gown and hood
3. Black gown, hood, square (or for women, a soft cap<sup>3</sup> if desired), and *subfusc* (Full Academic Dress)
4. Black gown, hood, square (or for women, a soft cap<sup>3</sup> if desired), *subfusc*, and bands  
(*Subfusc* is defined above.)

<sup>1</sup> Including the MA by Resolution.

<sup>2</sup> I.e. the Encaenia itself, and the preceding gathering to partake of Lord Crewe's Benefaction; the academic dress of other universities may however (if desired) be worn at the Encaenia Garden Party in place of the academic dress of this University.

<sup>3</sup> Women members of the University attending university ceremonies shall either wear or carry a square, or wear a soft cap.

#### Occasions:

Chancellor's Court of Benefactors	3
Church Services:	
Generally	1
Certain special days, as determined by the Vice-Chancellor and published in the <i>University Gazette</i>	2
Congregation, Ancient House of: see 'Degree Ceremonies'	
Congregation:	
Debates	1
Orations and Admissions: see 'Vice-Chancellor', 'Proctors and Assessor'	
Degree Ceremonies:	
Deans presenting	3
Observers	2
Dinner in colleges (according to status and convention)	1 (generally)
Dinner with Chancellor or Vice-Chancellor present	1 (or as decreed by him or her)
Encaenia:	
Sheldonian Curators and other officers	4
Others	3
Examinations	3
Garden Parties	2
Lectures, major public:	
Lecturer	2
Others	1
Meetings chaired by Vice-Chancellor	1 (otherwise at the discretion of the Chairman)
Proctors and Assessor, Admission of:	
Proctors and Assessor (outgoing and new)	(as prescribed) <sup>1</sup>
Heads of houses presenting	4
Pro-Proctors	4
Others	2
Vice-Chancellor, Pro-Vice-Chancellors, and Clerks of the Market, Admission of:	
Above officers	4
Others	2
'Vice-Chancellor will be present'	1 (unless otherwise stated)

#### Doctors

##### Forms:

1. Black gown (laced, except for DD)
  2. Black gown and hood
  3. Black gown, hood, square (or for women, a soft cap<sup>2</sup> if desired), and *subfusc*
  4. Convocation habit (black gown, hood and sleeveless cloak [chemir], square (or for women, a soft cap<sup>2</sup> if desired), *subfusc*, and bands)
  5. Scarlet robe and appropriate cap
  6. Scarlet robe with *subfusc* and appropriate cap (Full Academic Dress for D.Phil.s)
  7. Scarlet robe with *subfusc* and bands and appropriate cap (Full Academic Dress for Higher Doctors)
- (*Subfusc* is defined above.)

#### Occasions:

Chancellor's Court of Benefactors:	
Higher Doctors	7
D.Phil.s	6
Church Services:	
Memorial Services, weekdays, Quinquagesima Sunday, and Lent	1
Others (including the Court Sermon)	2 or 4
Certain special days, as determined by the Vice-Chancellor and published in the <i>University Gazette</i> :	
Higher Doctors	7
D.Phil.s	6
Congregation, Ancient House of: see 'Degree Ceremonies'	
Congregation:	
Debates	1
Orations and Admissions: see 'Vice-Chancellor', 'Proctors and Assessor'	

<sup>1</sup> See regulation 7.9 of Congregation Regulations 3 of 2002 (*Gazette*, Vol. 132, p. 779).

<sup>2</sup> Women members of the University attending university ceremonies shall either wear or carry a square, or wear a soft cap.

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Degree Ceremonies:	
Candidates after admission to higher doctorate	6
Candidates after admission to D.Phil.	6
Deans presenting	4
Observers	2
Dinner in colleges (according to status and convention)	1 (generally)
Dinner with Chancellor or Vice-Chancellor present	1 (or as decreed by him or her)
Encaenia:	
Higher Doctors	7
D.Phil.s	6
Examinations	3
Garden Parties	2 or 5
Lectures, major public:	
Lecturer	2 or 5
Others	1
Meetings chaired by Vice-Chancellor	1 (otherwise at the discretion of the Chairman)
Proctors and Assessor, Admission of:	
Proctors and Assessor (outgoing and new)	(as prescribed) <sup>1</sup>
Heads of houses presenting	4
Pro-Proctors	4 or MA (4)
Others	2 or 4
Vice-Chancellor, Pro-Vice-Chancellors, and Clerks of the Market, Admission of:	
Above officers	4
Others	2 or 4
'Vice-Chancellor will be present'	1

<sup>1</sup> See regulation 7.9 of Congregation Regulations 3 of 2002 (*Gazette*, Vol. 132, p. 779).



