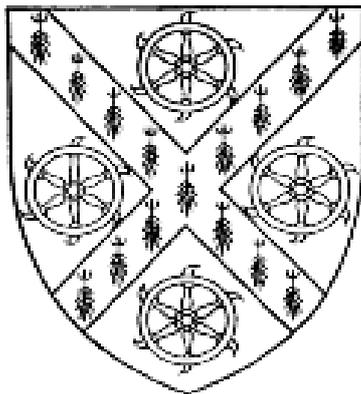


**ST CATHERINE'S
COLLEGE
OXFORD**



**STATUTES
2004**

STATUTES OF
ST CATHERINE'S COLLEGE OXFORD

STATUTE I
CONSTITUTION

1. The corporate name of the College shall be St Catherine's College in the University of Oxford.
2. The Governing Body of the College shall consist of the Master, the Official Fellows and the Professorial Fellows, together with those Research Fellows and Fellows by Special Election admitted under the provisions of Clauses 14 and 16 of Statute VI.
3. The Governing Body shall be responsible for the government of the College as a place of learning, education and research and to that end and subject to these Statutes shall have power to make, vary and rescind such By-laws and Regulations as it may think fit.
4. A Stated General Meeting of the College to which each Fellow and each Officer of the College who is not a Fellow shall be summoned shall be held in the first week of or within the two weeks before each Michaelmas Full Term.
5. The Governing Body shall ensure the regular association of alumni and shall consult with representatives of alumni to the intent that former and present members of the College shall be kept in touch with the College and with each other.
6. These Statutes are made wholly for St Catherine's College in the University of Oxford within the meaning of the Universities of Oxford and Cambridge Act, 1877, Section 30, as set out in the Schedule to the Universities of Oxford and Cambridge Act, 1923.
7. The Statutes shall be subject to alteration in the manner provided in the Universities of Oxford and Cambridge Act, 1923. No Statute of the College affecting the University shall be altered without the consent of the University.
8. In these Statutes, and any By-laws and Regulations made under them, words importing the masculine gender shall include the feminine and vice-versa, unless the contrary be expressed or implied, and no restriction on membership of, or the holding of an office or an award in, the College shall be related to the sex of a member.

STATUTE II
GOVERNMENT

1. The business of the College, other than matters assigned to the Stated General Meeting, shall be disposed of at meetings of the Governing Body.
2. The Master may summon a meeting of the Governing Body at any time on giving reasonable notice. The Master shall summon a meeting of the Governing Body whenever requested in writing to do so by six or more members of the Governing Body. A meeting of the Governing Body summoned as the result of such a request must take place within twenty-one days of the request being made.
3. No business shall be disposed of at a meeting of the Governing Body unless at least five members of the Governing Body, of whom at least three shall be Official Fellows but excluding Tutorial Fellows of Class B, are present. Unless the contrary shall have been specifically decided at the last meeting of the Governing Body held in any Full Term, any decision reached at a meeting of the Governing Body held in the subsequent vacation (save within four days of the end thereof) shall be subject to confirmation at a meeting of the Governing Body held in the Full Term following unless the said meeting in the vacation has present at it at least one-half of the members of the Governing Body and the decision was reached by a majority consisting of at least three-quarters of those present and voting.
4. Except as is otherwise provided for in these Statutes, decisions taken at the Stated General Meeting and at meetings of the Governing Body shall be made by a majority of those present and voting. In the event of an equality of votes the Chairman shall have a casting vote in addition to his ordinary vote.
5. The Stated General Meeting shall dispose only of matters assigned to it in these Statutes. The procedure governing the Stated General Meeting shall be decided upon by the Governing Body and shall be varied by the Stated General Meeting only on an unopposed resolution. The Master, unless expressly dispensed from this duty by the Governing Body, shall preside at the Stated General Meeting and shall give to each Fellow and each Officer of the College who is not a Fellow at least twenty-one days' notice of the date thereof and the names of any person or persons nominated for election to Emeritus or Honorary Fellowships.
6. The following matters are assigned to the Stated General Meeting:
 - (a) The installation of a Master unless the installation is at a meeting of the Governing Body under the provision of Clause 9 or Statute IV;
 - (b) The election of Emeritus and Honorary Fellows;
 - (c) The admission of Fellows not previously admitted at a meeting of the Governing Body;
 - (d) The appointment of the Vice-Master save in the event of a casual vacancy in the office; and
 - (e) The receiving of the reports required by the next succeeding Clause.

II

7. The Master, the Dean, the Bursars, and the Senior Tutor, or their deputies, and any other Officer of the College who has been requested to do so by the Governing Body or who wishes so to do, shall at each Stated General Meeting report on the matters respectively entrusted to their care.
8. Minutes shall be kept of proceedings at meetings of the Governing Body and at the Stated General Meeting.

STATUTE III

THE VISITOR

1. The first Visitor shall be His Royal Highness The Prince Philip Duke of Edinburgh.
2. Thereafter the Visitor shall be elected by the Governing Body by a vote in secret ballot, and may hold his office until the seventy-fifth anniversary of his birth.
3. The Chancellor of the University shall enjoy the rights and discharge the duties attached to the office of Visitor for such time as it shall be vacant.
4. The Visitor may visit the College and require an answer of any member of the College to any enquiry which he may make whenever he deems it expedient for ensuring the observance of these Statutes.
5. The Visitor may, if the Master or any Fellow or any Officer of the College conceives himself injured by any act or decision of the Governing Body, entertain at his request and adjudicate upon an appeal from such act or decision and may confirm, vary or reverse it.
6. The Visitor shall, at the request of the Master or any five or more members of the Governing Body, determine the true construction of these Statutes whenever any question shall arise depending wholly or in part on the construction of these Statutes.
7. The Visitor shall, either of his own motion or on the complaint of the Master or any five or more members of the Governing Body, annul any By-law or Regulation which is in his judgment repugnant to these Statutes.
8. If it appears to the Council of the University that any provision of the Statutes of the College is not observed and that thereby the University is liable to be prejudicially affected, Council, having first communicated the matter of the proposed representation to the Master, may submit a representation to the Visitor who shall inquire into the matter and, after considering any representation made by the College, make such order as he shall think just for enforcing observance of the said provision.
9. A decision of the Visitor given under these Statutes shall be binding upon every person affected by these Statutes.
10. The Visitor shall exercise his power under Statute IV of appointing a Master without unreasonable delay.
11. The Visitor shall be entitled to exercise the powers assigned to him in these Statutes in such way and with the assistance of such persons as he may determine to be necessary, and the College shall defray his expenses connected therewith.

III

12. In accordance with the provisions of the Education Reform Act 1988, nothing in these Statutes shall enable or require the Visitor

(a) to hear any appeal or determine any dispute relating to a member of the academic staff to whom Statute XI applies which concerns the member's appointment or employment or the termination of that appointment or employment; or

(b) to disallow or annul any By-law made under or having effect for the purposes of Statute XI.

STATUTE IV

THE MASTER

1. The Master shall be head of the College. He shall promote the best interests of the College and shall exercise a general supervision over the affairs and management of the College and over the discipline and well-being of its student members.
2. The Master shall be elected by a vote in secret ballot at a Special Meeting of the Governing Body summoned to receive a nomination in accordance with the provisions of this Statute and of the By-laws. His election shall be by an absolute majority of the members of the Governing Body entitled to vote and for this purpose the number of members of the Governing Body shall exclude a Master in office and any member of the Governing Body nominated for election as Master.
3. The Vice-Master shall, if present, preside at the Special Meeting and at earlier discussions at the Governing Body concerning the renewal of a Master in office and the nomination of a person for election as Master.
4. On it becoming known that the office of Master will fall vacant on a specified date or, if no such date shall have become known, on the office of Master falling vacant, the Vice-Master shall inform each member of the Governing Body that such is the case and shall summon the Governing Body to meet. The Governing Body shall determine either to renew the Master in his office under the provisions of Clause 17 of this Statute or to proceed to nominate another person for election in his place. At least one-half of the members of the Governing Body entitled to be present shall be present at the meeting at which a decision is taken to renew, not to renew or to nominate.
5. Any two or more members of the Governing Body may propose a person to be considered for nomination for election as Master. The name of a person so proposed shall be sent in writing to the Vice-Master who shall notify each member of the Governing Body forthwith of the name of the person so proposed and the names of his proposers.
6. Before a nomination of a person for election as Master is made, a meeting of the Governing Body shall have been specifically summoned for that purpose. The Vice-Master shall give at least seven days' notice of such a meeting.
7. The Vice-Master shall give at least seven days' notice of a Special Meeting of the Governing Body summoned to receive the nomination of a person for election as Master.
8. If the Governing Body fails to elect a Master within twelve months of the office falling vacant, the Vice-Master shall inform the Visitor that such is the case and the Visitor shall appoint a Master forthwith.

IV

9. On the election of a person to become Master, the Vice-Master shall communicate his name to the Visitor. The Master-elect shall be installed as Master by the Vice-Master at a Stated General Meeting unless it shall have been decided by the Governing Body that he be installed by the Vice-Master at a meeting of the Governing Body.

The Master-elect shall at his installation declare as follows:

"I, A.B., elected Master of St Catherine's College in the University of Oxford, do solemnly declare that I will observe and uphold the Charter and Statutes of the College, and that I will promote the best interests of the College as a place of learning, education and research."

The Master-elect shall enter into the duties of and begin to enjoy the rights attached to his office on the day of his installation.

10. The Governing Body may pre-elect a Master. If the Governing Body exercises such a power, any reference in this Statute to the election of a Master shall be to the pre-election of a Master.

11. The Master shall receive a stipend, shall be entitled to partake of the common table, and shall be entitled to the use of the Master's House in College free of rent. The Master may at his wish surrender his right to such stipend. The Master may at the discretion of the Governing Body receive other rights and privileges including allowances in connection with the Master's House. Responsibility for structural repairs to and external decoration of the Master's House shall lie with the College.

12. The Master shall reside in College or in such other place as is consistent with the due performance of his duties for at least six weeks in each Full Term and for at least twenty-four weeks in each academic year. In case of ill-health or other sufficient cause the Governing Body may dispense the Master from the requirements of this Clause.

13. The Master, save as is otherwise provided for in this Statute, shall be present at and preside over meetings of the Governing Body unless his absence is justified by sufficient cause, of which he shall give notice to the Vice-Master.

14. The Governing Body may grant study leave or dispensation from duties to the Master on such terms as it shall determine.

15. The Master shall not hold his office beyond the thirty-first day of July next following the sixty-seventh anniversary of his birth or, if such anniversary fall on the thirty-first day of July, beyond such anniversary save that the Governing Body may in its discretion at a meeting summoned by and presided over by the Vice-Master by a vote in secret ballot of at least two-thirds of those present and voting renew the Master in his office for a period or periods not in excess of a total of three years.

IV

16. If the Master has been granted study leave or dispensation from duties for a period of time which in the opinion of the Governing Body justifies such an appointment, or if the Master is suffering from an illness which is likely to be prolonged or if the office of Master is vacant, the Governing Body may appoint one of the Official or the Professorial Fellows (not necessarily the most senior of them or the Vice-Master) to be Pro-Master. Clause 17 of this Statute notwithstanding, in these Statutes, unless the context otherwise requires, any reference to the Master shall be to the Pro-Master if appointed, and he shall exercise all the powers assigned in these Statutes to the Master. The appointment of a Pro-Master shall be on such terms as the Governing Body shall think fit.

17. Subject to Clause 16 of this Statute, in these Statutes, unless the context otherwise requires, any reference to the Master shall, in the event of the absence of the Master or the inability of the Master to act or the office of Master being vacant, be to the Vice-Master, who shall exercise all the powers assigned in these Statutes to the Master. If neither the Master nor the Vice-Master is able to exercise his powers under the Statutes any reference to the Master or Vice-Master shall be to the most senior Official Fellow present.

STATUTE V

ELECTIONS AND APPOINTMENTS

1. The Fellowships in the College shall be of the following classes:

Official Fellowships, Tutorial and non-Tutorial
Professorial Fellowships
Fellowships by Special Election
Research Fellowships
Junior Research Fellowships
Visiting Fellowships
Emeritus Fellowships
Honorary Fellowships
Domus Fellowships.

2. The number of Fellows and their rights, privileges and duties shall be such as the Governing Body, subject to these Statutes, shall determine but so that all Fellows shall be entitled to partake of the common table.

3. Fellows other than Emeritus and Honorary Fellows may be elected only by the Governing Body. The seniority of Fellows shall be determined at the date of their election.

4. Every Fellow by signifying his assent to his election as a Fellow shall undertake that he will at a date to be agreed declare as follows:

"I, C.H., elected a Fellow of St Catherine's College in the University of Oxford, do solemnly declare that I will observe the Charter and Statutes of the College and perform my duties under them so as to promote its best interests."

5. The Governing Body may pre-elect to a Fellowship. A person so pre-elected shall not be regarded as a Fellow for the purposes of these Statutes until he shall have been admitted to his Fellowship.

6. The Governing Body may in addition to the election of Official Tutorial Fellows appoint Lecturers to provide the courses of instruction required under Clause 1 of Statute IX.

7. The Governing Body may in addition to the election of Visiting and Research Fellows appoint Associates, who may be Visiting or Research Associates, to assist in furthering the objects of the College.

STATUTE VI

THE FELLOWS

1. Official Fellowships shall be of two kinds, Tutorial Fellowships tenable by those elected to discharge the tutorial responsibilities of the College and to undertake research, and non-Tutorial Fellowships tenable by Officers of the College not holding a Fellowship in the College in any other capacity and by those holding an academic or other senior post in the University. Official Tutorial Fellows shall be of Class A (Tenured) or Class B (Limited Term). The Master shall inform the University of the intention of the College to proceed to the election of an Official Tutorial Fellow of Class A, and the College shall consider any representation that the University may make.
2. An Official Fellow (save for an Official Tutorial Fellow of Class B) shall be elected for a period not exceeding seven years and shall be eligible for re-election. Such an Official Fellowship shall be regarded as renewed unless a proposal not to renew it is placed before the Governing Body at least eight months before the date on which it is due to expire and the Master and such of those Officers of the College mentioned in Clauses 2, 3, 4, 5, 9 and 11 of Statute VII as are Fellows decide by an absolute majority that renewal shall be debated. The Master shall give one month's notice to each member of the Governing Body of the Special Meeting of the Governing Body at which the renewal will be debated and the Fellow concerned may, up to the taking of the final vote, which shall be in secret ballot, be present and, if present, shall be entitled to be heard.
3. Official Tutorial Fellows of Class B shall be elected for a period not exceeding five years, and shall be eligible for re-election provided that the total tenure of the Fellowship shall not exceed five years.
4. An Official Tutorial Fellow may be required to reside in or within a reasonable distance of the College during Full Term and shall, unless his absence is justified by sufficient cause of which he shall give notice to the Master, attend each meeting of the Governing Body.
5. The Governing Body may grant study leave or dispensation from duties to an Official Tutorial Fellow on such terms as it shall determine.
6. If an Official Fellow shall through ill-health have been incapable of duly performing the duties of his office during three successive terms he may, any leave of absence or dispensation from duties notwithstanding, be required by the Governing Body voting in secret ballot to resign his Fellowship.

7. An Official Tutorial Fellow shall not hold his Fellowship beyond the thirtieth day of September next following the sixty-fifth anniversary of his birth or, if such anniversary falls on the thirtieth day of September, beyond such anniversary. Provided that in respect of any such Fellow who holds a stipendiary post in the University and who is not required by the University to retire from that post before the sixty-seventh anniversary of his birth, or who is otherwise entitled to retain his Fellowship beyond the sixty-seventh anniversary of his birth, the sixty-seventh anniversary of his birth shall govern the date beyond which the Fellowship shall not be held.
8. An Official non-Tutorial Fellow shall not hold his Fellowship beyond the thirtieth day of September next following the sixty-seventh anniversary of his birth or, if such anniversary falls on the thirtieth day of September, beyond such anniversary. An Official non-Tutorial Fellow shall cease to hold his Fellowship on vacating his qualifying office or post in the University.
9. Professorial Fellowships shall be tenable by University Professors whose chairs are allocated to the College, University Readers and holders of other University offices which are declared by any University Statute or Regulation to qualify the holder for a Professorial Fellowship.
10. The holder of a Professorship which is allocated by the Council of the University to the College shall, provided the College has the right to be represented on the Board of Electors to that Professorship, be elected to a Professorial Fellowship in the College and shall hold his Fellowship for so long as he holds his Professorship.
11. A Professorial Fellow other than the holder of a Professorship allocated to the College shall be elected by a vote of at least two-thirds of those present and voting for a period not exceeding seven years and shall be eligible for re-election in the same manner as an Official Fellow, but shall cease to hold his Fellowship on vacating his qualifying office.
12. A Professorial Fellow shall as such have no stipend from the College.
13. Fellowships by Special Election shall be tenable by persons whose services as Fellows would be of advantage to the College. A Fellow by Special Election shall be considered for admission to membership of the Governing Body if his admission would further the performance of his duties to the College.
14. A Fellow by Special Election shall be elected, or admitted to membership of the Governing Body, for a period to be specified by a vote of at least two-thirds of those present and voting. A Fellow by Special Election may at any time within eighteen months prior to the expiry of his Fellowship request the Governing Body to renew his Fellowship for a further period and the Governing Body shall have power by a vote of at least two-thirds of those present and voting so to do, such renewal to take effect from the date on which the Fellowship expires and be for a specified period.

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15. A Fellow by Special Election shall not hold his Fellowship beyond the thirtieth day of September next following the sixty-seventh anniversary of his birth or, if such anniversary falls on the thirtieth day of September, beyond such anniversary save that in a special case the Governing Body may by a vote of at least two-thirds of those present and voting renew the Fellowship for a period or periods not in excess of a total of five years. A Fellow by Special Election who at the time of his first election has attained the sixty-fifth anniversary of his birth may be elected and may be renewed in his Fellowship for a period or periods not extending beyond the thirtieth day of September next following the seventy-second anniversary of his birth.

16. Research Fellowships shall be tenable by persons who have conducted or who are likely to conduct valuable research and who undertake to pursue research in the College or the University or, with the consent of the Governing Body, elsewhere. A Research Fellow shall be considered for membership of the Governing Body if his admission would be of benefit to the College.

17. A Research Fellow shall be elected for a period not exceeding three years. A Research Fellow may, after one-half of the initial tenure of his Fellowship shall have expired, request the Governing Body to renew his Fellowship and the Governing Body shall have power by a vote of at least two-thirds of those present and voting so to do, such renewal to take effect from the date on which the Fellowship expires, provided that the period of renewal shall not exceed two years. The Governing Body may, on being requested so to do by a Research Fellow, suspend him in his Fellowship for a period or periods not in excess of two years.

18. Junior Research Fellowships shall be tenable by those with the qualifications for election to Research Fellowships, but who will not be members of the Governing Body. A Junior Research Fellow shall be elected for a period not exceeding two years. The provisions of the last preceding Clause shall apply to a Junior Research Fellow save that the period of his renewal shall not exceed one year.

19. Visiting Fellowships shall be tenable by persons specially qualified to assist in furthering the objects of the College.

20. A Visiting Fellow shall be elected for a period not exceeding one year and under such conditions as will not create any expectation of renewal. He may be renewed in his Fellowship for one further period not exceeding one year.

21. Emeritus Fellowships shall be tenable by persons who have held an Office or a Fellowship or a Professorship in the College.

22. An Emeritus Fellow may be elected only at a Stated General Meeting and, subject only to Clause 27 of this Statute, may hold his Fellowship for life.

VI

23. Honorary Fellowships shall be tenable by distinguished persons or by persons who have rendered signal service to the College.

24. An Honorary Fellow may be elected only at a Stated General Meeting and, subject only to Clause 27 of this Statute, may hold his Fellowship for life.

25. Domus Fellowships shall be tenable over particular periods of time by persons specially able to assist in furthering the objects of the College.

26. Domus Fellowships shall be elected or re-elected, in either case without expectation of renewal, for a period to be specified, by a vote of at least two-thirds of those present and voting.

27. A Fellow may be deprived of his Fellowship on engaging in an occupation likely to interfere with the proper discharge of his duties to the College, or on failing to discharge his duties or to observe his responsibilities to the College, or if he has engaged in or is engaging in conduct rendering him unfit to remain a Fellow of the College, on the Governing Body determining so to deprive him by an absolute majority of those entitled to be present, the vote to be taken in secret ballot at a Special Meeting of which at least one month's notice shall have been given to each member of the Governing Body and at which the Fellow concerned may, up to the taking of the final vote, be present and, if present shall be entitled to be heard. The Master shall summon such a meeting of the Governing Body only if the Master and such of those Officers of the College mentioned in Clauses 2, 3, 4, 5, 9 and 11 of Statute VII as are Fellows so decide by an absolute majority. Provided that, subject to the provisions of Clause 7(1) of Statute XI, nothing in this Clause shall apply to any member of the academic staff to whom Statute XI applies.

28. A Fellow (other than an Honorary, Emeritus or Domus Fellow) shall automatically cease to hold his Fellowship on taking up the Headship of the College or of another College, Hall or Society within the University, or on taking up a Fellowship whether stipendiary or non-stipendiary (other than an Honorary or Emeritus Fellowship) in another College, Hall or Society within the University.

STATUTE VII

THE OFFICERS

1. The Officers of the College shall, save as is otherwise provided for in this Statute, be appointed by the Governing Body on such terms as it determines. The Officers of the College shall be responsible to the Governing Body for the proper performance of their duties.
2. A Vice-Master shall be appointed from among the Official and the Professorial Fellows who shall exercise the powers assigned to him in these Statutes and such other powers as the Governing Body in conformity with these Statutes and with his consent may determine. The Vice-Master shall ordinarily be appointed at a Stated General Meeting. The Vice-Master shall vacate his office on ceasing to hold an Official or Professorial Fellowship in the College.
3. The Governing Body shall appoint a Dean who shall be responsible for the maintenance of the discipline of the student members of the College and who shall concern himself with their well-being. Subject to the right of appeal specified in the By-laws, the Dean shall determine the appropriate penalty for breach of a Regulation. Where a breach has occurred, or in a case of medical incapacity (which term shall include issues of health and any physical or mental quality), the Dean may, subject to the right of appeal specified in the By-laws, suspend the membership of the College of a student member for a specified period or periods, or withdraw his right of access to the whole or part of the premises of the College or the University and to its facilities and activities or some of them.
4. The Governing Body shall appoint a Senior Tutor who, in conjunction with the Academic Registrar, shall concern himself with the academic standard of the College and who shall be responsible for its academic administration.
5. The Governing Body shall appoint a Bursar or Bursars to take responsibilities in relation to the finances and investments of the College, to keep its accounts and present them to the Governing Body at least once in each academic year, to have the care of the land and buildings of the College and of any other land or premises for which the College has a responsibility, and the care of the domestic arrangements of the College and the management of its non-academic staff.
6. The Governing Body shall appoint a Tutor for Admissions who shall concern himself with the relationship of the College to schools and with the admission of those seeking to pursue an undergraduate course at the College.
7. The Governing Body shall appoint a Librarian who shall have the care of the College Library and such powers of discipline over the student members of the College in relation to the use of the Library as the Governing Body may determine.
8. The Governing Body shall appoint a Tutor for Graduates who shall concern himself with the admission and work of registered graduates.

VII

9. The Governing Body shall appoint a Dean of Degrees who shall be responsible for the signing of graces and the presentation of candidates for matriculation and for degrees.
10. The Governing Body shall appoint a Secretary who shall be secretary of the Stated General Meeting and secretary of the Governing Body. The Secretary shall ensure that minutes are taken at all meetings of the Governing Body and at each Stated General Meeting.
11. The Governing Body shall appoint a Secretary for Alumni who shall be responsible for relations between the College and its alumni.
12. The Governing Body shall appoint a Master of the Gardens who shall look after the Gardens of the College.
13. The Governing Body may appoint such other Officers as it may think necessary or expedient.
14. The Officers of the College, if not Fellows of the College in any other capacity, shall be eligible for election to Official non-Tutorial Fellowships.
15. The Governing Body may re-define the responsibilities of any Officer of the College (excluding for this purpose the Master) but not so as to render it difficult for the provisions of Clause 7 of Statute II to be complied with.

STATUTE VIII

PROVISIONS RELATIVE TO THE FINANCE AND REVENUE OF THE COLLEGE

1. There shall be a Finance Committee of the Governing Body of which the Master and those Bursars with a responsibility in relation to the finances or investments of the College shall be members.
2. The Finance Committee shall, under the general direction of the Governing Body (but not so that the powers conferred on the Committee by Clause 4 of this Statute shall be limited), have the care of the investments (including land) and income of the College and all land or premises (other than the buildings of the College) occupied and used in connection with the College.
3. The Finance Committee shall, under the general direction of the Governing Body, have the care of the expenditure of the capital and income of the College on the purposes of the College.
4. The Finance Committee shall exercise the investment powers of the College. The Committee shall observe the general wishes of the Governing Body in respect of the exercise of investment powers and shall report on the endowment to the Governing Body at least once in each academic year.
5. Subject to the provisions of any relevant trust instrument, assets of the College which require investment may be invested by the College upon or in such securities, shares, stocks, funds or other investments (including land) in any part of the world and whether involving liability or not as the College shall in its absolute discretion think fit so that the College shall be empowered to invest and transpose such investments in the same unrestricted manner as if it were the beneficial owner thereof.
6. The Governing Body shall make provision in a By-law for the Finance Committee to seek the advice of, amongst other experienced persons, a member of a Merchant Bank or similar institution, or a Stockbroker, or a person who has experience in formulating the investment policy of an Investment Trust or an Insurance Company.
7. The Governing Body may, if it thinks fit and subject to such limitations as it may determine, agree to a recommendation of the Finance Committee providing for the expenditure of the capital and income of the College on new or additional buildings for the College or on repairs to the buildings or the College or on the acquiring or providing of houses or buildings to be occupied and used in connection with the College, or on other desirable or necessary purposes that advance the objects of the College.
8. The Finance Committee shall have no power to receive benefactions on behalf of the College and shall have no power in respect of advowsons.
9. The Governing Body may make reasonable donations for charitable objects, and educational objects relative to the purposes of the College.

VIII

10. The Governing Body shall at least once in every year cause the accounts of the College to be audited and shall appoint for the purpose a person who is in practice as a Chartered Accountant.

11. The application of the revenue of the College under the provisions and to the purposes of these Statutes shall be subject to any Statute or Statutes made for the University under the powers of the Universities of Oxford and Cambridge Act, 1923, for enabling or requiring the College to make contributions out of their revenue for University purposes, and for the payment of charges imposed thereby.

12. The Governing Body shall in every year cause the Bursar with a responsibility therefor to prepare and deliver to the Registrar of the University for publication such information relating to the accounts of the College as may be prescribed by any Statute of the University in force for the time being.

STATUTE IX

STUDENT MEMBERS AND TUITION

1. The Governing Body shall provide courses of instruction for the undergraduate members of the College during at least twenty-four weeks in the academic year exclusive of the time devoted to any College examinations.
2. The Governing Body shall make By-laws and Regulations to ensure the maintenance of the discipline and the academic standard of the student members of the College. They may include provisions concerning the duties of student members to the College or to the University, and provisions which reasonably require compliance with requests concerning evidence of their medical condition.
3. The Governing Body shall have the power to award Scholarships, Exhibitions, Studentships and Bursaries and shall determine their number, tenure, emoluments and methods of award. Candidates for membership of the College and student members of the College who are in residence may be elected to a Scholarship, Exhibition, Studentship or Bursary. The Governing Body may for sufficient cause deprive the holders of such awards of their status and emoluments or suspend them therefrom.
4. The Governing Body may terminate or suspend the membership of a student member for misconduct of a serious nature, neglect of studies, failure in a Public Examination, or medical incapacity. The Governing Body shall terminate membership in such circumstances only if the student member concerned shall have had the opportunity to present his case at an oral hearing in the Governing Body at which he may be represented. The stages preliminary to such a hearing, and the procedure at the hearing, shall be specified in By-laws.
5. In addition to any other power contained in this Statute, the Governing Body shall in case of need have power at its discretion to make grants from any fund available for the purpose, and to make loans from any fund similarly available, to student members of the College who are in residence. No such grant or loan shall be made or promised prior to their admission.
6. Surpluses of income in funds of the College presently available for Scholarships may be used in assisting, or otherwise promoting study and research among, student members of the College.

STATUTE X

PENSIONS AND RELATED MATTERS

1. The Governing Body shall have power to make such provisions for pensions as are desirable for the Master, Fellows, Associates, Lecturers, Officers and employees of the College.
2. The Governing Body shall have the power to provide from corporate revenue such sums as are needed to meet its obligations in respect of pension arrangements.
3. The Governing Body may enter into such agreements and undertakings as may be desirable in relation to the pension arrangements of the College.
4. If it appears to the Governing Body (a) that the benefits arising by virtue of the preceding Clauses of this Statute are unsatisfactory in the case of any person to whom they relate or (b) that any Officer (including the Master) or Fellow of the College or his widow or dependants is or are in grave need, it may make such additional provision for his or their benefit as it shall determine.
5. No provision made under (a) in the last preceding Clause shall exceed either (i) a sum of £5,000 or (ii) an annuity of £1,400 or (iii) a sum of £2,500 together with an annuity of £700.
6. No provision made under (b) in Clause 4 hereof shall exceed (i) a sum of £3,000 or (ii) an annuity of £750. Any provision made under this Clause may be taken into account in determining the nature and amount of any provision under the last preceding Clause.
7. Annuities provided under the last two preceding Clauses may contain provision to increase the annuities in line with inflation.
8. The maximum figures specified in Clauses 5 and 6 hereof shall be increased automatically in the proportion that the Retail Price Index or a future equivalent thereof increases from its figure in May of 1981.

STATUTE XI

ACADEMIC STAFF

PART I - CONSTRUCTION, APPLICATION AND INTERPRETATION

1. This Statute and any By-law made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say:

- (a) to ensure that members of the academic staff of the College 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;
- (b) to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and
- (c) to apply the principles of justice and fairness.

2. No provision in Part II, Part III, Part IV or Part VII hereof 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 College) reasonably be treated as a sufficient reason for dismissal.

3. (1) This Statute shall apply to

- (a) any person holding a College Office designated by the Governing Body as one to which this Statute applies;
- (b) any person employed by the College to carry out teaching or research save for those holding appointments which have been excluded by the Governing Body from the scope of this Statute on the ground that the duties in that regard are only of a limited nature; and
- (c) the Master, to the extent and in the manner set out in Part VII hereof.

(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

- (a) include remove or, as the case may be, removal from office; and
- (b) in relation to employment under a contract, shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978.

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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 an Academic Disciplinary Committee appointed under Part III hereof 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 the office or employment; or
 - (d) physical or mental incapacity established under Part IV hereof; or
 - (e) wilful disruption of the activities of the College; or
 - (f) wilful disobedience of any of the Statutes or By-laws of the College in force for the time being.
 - (2) In this Clause
 - (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
- (a) the fact that the College has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or
 - (b) the fact that the requirements of that activity for members of the academic staff of the College to carry out work of a particular kind in that place have ceased or diminished or are expected to cease or diminish.

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7. (1) In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute of the College in force on the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988, and over those of any By-law, and the provisions of any By-law made under this Statute shall prevail over those of any By-law made under such other Statutes:

Provided that Part III, Part IV and Part VII hereof shall not apply in relation to anything done or omitted to be done before the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988:

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 College Statutes in force 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 of the College 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.

- (3) Nothing in any other Statute shall enable the Governing Body to delegate its power to reach a decision under Clause 10(2) of this Statute.

- (4) For the avoidance of doubt it is hereby declared that nothing in Part III hereof shall be construed as affecting the Statutes and By-laws of the College concerning re-election on the expiry of a fixed term of a Fellowship.

- (5) In any case where an Officer of the College or any person is designated to perform any duties or exercise any powers under this Statute, and that Officer or person is himself involved in the matter in question, the Governing Body may appoint an alternate to act in his place under procedures prescribed in By-laws made under this Statute.

- (6) No one shall sit as a member of any of the bodies established under this Statute, and no one shall be present at a meeting of such a body when the body is considering its decision or discussing a point of procedure, except as provided by this Statute or by By-laws made under this Statute.

- (7) In this Statute references to numbered Parts, Clauses, and sub-clauses are references to Parts, Clauses, and sub-clauses so numbered in this Statute.

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PART II - REDUNDANCY

8. This Part enables the Governing Body, 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 College or apply in relation to a person unless

- (a) his appointment is made, or his contract of employment is entered into, on or after 20 November 1987; or
- (b) he is promoted on or after that date.

(2) For the purposes of this Clause 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 subsections (3) to (6) of section 204 of the Education Reform Act 1988.

10. (1) The Governing Body shall be the appropriate body for the purposes of this Part.

(2) This Part applies where the Governing Body has decided that there should be a reduction in the academic staff

- (a) of the College as a whole; or
- (b) of any area of academic work within the College

by way of redundancy.

11. (1) Where the Governing Body has reached a decision under Clause 10(2) hereof

- (a) it may itself decide to select the requisite members of the academic staff for dismissal by reason of redundancy if such a course satisfies the guiding principles set out in Clause 1 hereof; or
- (b) it shall appoint a Redundancy Committee to be constituted in accordance with sub-clause (3) of this Clause to give effect to its decision by such date as it may specify and for that purpose
 - (i) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and
 - (ii) to report their recommendations to the Governing Body.

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(2) The Governing Body shall either approve any selection recommendation made under sub-clause (1)(b)(i) of this Clause, or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.

(3) A Redundancy Committee appointed by the Governing Body shall comprise

(a) a Chairman; and

(b) two Fellows to whom this Statute does not apply; and

(c) two other Fellows who may be members of the academic staff.

(4) A member of the academic staff shall not be selected for dismissal under this Clause unless he has been afforded a reasonable opportunity to make representations to the Governing Body.

12. (1) Where the Governing Body has either itself made a selection or has approved a selection recommendation made by the Redundancy Committee under Clause 11(1) hereof, it may authorise an Officer of the College 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 Governing Body.

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

(a) a summary of the action taken by the Governing Body under this Part;

(b) an account of the selection processes it has used;

(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 V hereof; and

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

PART III - DISCIPLINE, DISMISSAL AND REMOVAL FROM OFFICE

13. (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. 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 Clause. 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 Master. This will give details of the complaint, the improvement required and the timescale. It will warn that a complaint may be made seeking the institution of charges to be heard by an Academic Disciplinary Committee appointed under Clause 15 hereof if there is no satisfactory improvement and will advise of the right of appeal under this Clause. A copy of this written warning will be kept by the Master 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 Master within two weeks. A Grievance Committee appointed under Part VI hereof shall hear the appeal and that Committee's decision shall be final.

14. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in Clause 13 hereof, or in any case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office, a complaint seeking the institution of charges to be heard by an Academic Disciplinary Committee appointed under Clause 15 hereof may be made to the Master.

(2) To enable the Master to deal fairly with any complaint brought to his attention under sub-clause (1) of this Clause, he shall institute such enquiries (if any) as appear to him to be necessary.

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(3) If it appears to the Master (whether on receipt of a complaint or otherwise) that there are grounds for believing that the conduct or performance of a member of the academic staff could constitute good cause for dismissal, he shall write to the person concerned inviting comment in writing; and if the Master considers that otherwise the College might suffer significant harm, he may at this stage or any stage prior to the conclusion of any hearing under Clause 15 hereof suspend the person concerned from the performance of his duties without loss of emoluments.

(4) As soon as may be following the comments (if any) and in any event not later than fourteen days after they were requested, the Master shall consider the matter in the light of all the available evidence and may dismiss the matter summarily, or issue a formal warning to the person concerned, or determine that the matter be considered by an Academic Disciplinary Committee appointed under Clause 15 hereof.

15. If the Master has determined that the matter is to be considered by an Academic Disciplinary Committee, he shall request the Governing Body to appoint such a committee to hear the charge or charges and to determine whether the conduct or performance of the person charged constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to his appointment or employment, and to make recommendations concerning the action (if any) to be taken as a result of the Committee's findings.

16. (1) An Academic Disciplinary Committee appointed by the Governing Body shall comprise

- (a) a Chairman; and
- (b) one Fellow to whom this Statute does not apply; and
- (c) one other Fellow who may be a member of the academic staff.

(2) In selecting members of an Academic Disciplinary Committee, the Governing Body shall exclude the person charged, and any person 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.

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17. (1) When an Academic Disciplinary Committee has been appointed, the Governing Body shall instruct a solicitor or other suitable person to formulate the charge or charges and to present, or arrange for the presentation of, the charges before the Academic Disciplinary Committee.

- (2) It shall be the duty of the person formulating the charge or charges
 - (a) to forward the charge or charges to the committee and to the member of the academic staff concerned, together with the other documents therein specified and a list of all witnesses the College proposes to call, with statements containing the evidence they are expected to give; and
 - (b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents and generally for the proper presentation of the case before the committee.

18. The procedure to be followed in respect of the preparation, hearing and determination of charges by an Academic Disciplinary Committee shall be prescribed by By-laws made under this Statute. Such By-laws shall ensure:

- (a) that the person charged is entitled to be represented by another person, whether such a person is legally qualified or not, in connection with and at any hearing by an Academic Disciplinary Committee;
- (b) that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent him 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;
- (d) that no new witness or documentary evidence may be introduced by the person presenting the charge without the committee's consent, which shall not be given save for good reason, and that if late introduction is allowed, the person concerned shall be allowed an adjournment sufficient to allow him to consider and respond to the new evidence; and
- (e) that any charge is heard and determined as expeditiously as is reasonably practicable.

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19. (1) The Academic Disciplinary Committee shall send its decision on any charge referred to it, together with 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 Master, the person charged, the person presenting the charge and any person who shall have been added as a party by the Academic Disciplinary Committee.

(2) The Academic Disciplinary Committee shall draw attention to the period of time within which any appeal should be made by ensuring that a copy of Part V hereof accompanies each copy of its decision sent to a party to the proceedings under this Clause.

20. (1) Where any charge is upheld and the Academic Disciplinary Committee finds good cause and recommends dismissal or removal from office, but in no other case, the Master shall consult the Governing Body and shall decide whether or not to dismiss the person concerned. If he decides to accept the Academic Disciplinary Committee's recommendation, he may forthwith dismiss that person or remove him from office.

(2) Where any charge is upheld, other than where the Master has decided under sub-clause (1) of this Clause to dismiss the person concerned or remove him from office, the action available to the Master after consulting the Governing Body (not comprising a greater penalty than that recommended by the Academic Disciplinary Committee) shall be

- (a) to discuss the issues raised with the person concerned; or
- (b) to advise the person concerned about his future conduct; or
- (c) to warn the person concerned; or
- (d) to suspend the person concerned for such period as the Master shall think fair and reasonable, provided that the suspension shall not extend beyond three months after the date on which the Governing Body shall have considered the Academic Disciplinary Committee's decision; or
- (e) to take such further or other action under the person's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case; or
- (f) any combination of any of the above.

21. (1) The Master shall be the appropriate officer to exercise the powers conferred by Clause 20 hereof, but he may appoint a delegate to exercise those powers.

(2) Any action taken by the Master or his delegate shall be confirmed in writing and notified to the Governing Body.

PART IV - REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS

22. (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 the Master shall be the appropriate officer to perform any duties or exercise any powers, but he may appoint a delegate to act on his behalf.

(4) In this Part references to the member of the academic staff for the purposes of notification, giving consent, agreement, nomination or providing evidence 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.

23. (1) Where it appears to the Master that the removal of a member of the academic staff on medical grounds should be considered, he

(a) shall inform the member accordingly;

(b) may, if the member agrees or if the Master considers that the College might otherwise suffer significant harm, suspend the member from duty without loss of emoluments; 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 apply for early retirement on medical grounds, he shall be allowed to do so and the College shall meet the reasonable costs of any medical opinion required.

(3) If the member does not elect to retire voluntarily on medical grounds, the Master may refer the case in confidence, in accordance with procedures prescribed by By-laws made under sub-clause (4) of this Clause, with any medical and other evidence (including any such evidence submitted by the member), to a Medical Board comprising one person nominated by the Governing Body; one person nominated by the member concerned or, in default of the latter nomination, by the Master; and a medically qualified chairman jointly agreed by the Governing Body and the member or, in default of agreement, to be nominated by the President of the Royal College of Physicians.

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(4) The procedure to be followed in respect of the preparation, hearing and determination of a case by a Board under this Part shall be prescribed by By-laws made under this sub-clause. Such By-laws 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 by the Board;
 - (b) that a case shall not be determined without an oral hearing at which the person charged and any person appointed to represent him 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.
- (5) The Board may require the member concerned to undergo medical examination at the College's expense.

24. (1) If the Board determines that the member should be required to retire on medical grounds, the Master shall consult the Governing Body, and may terminate the employment of the member concerned on those medical grounds.

(2) Any action taken by the Master shall be confirmed in writing and notified to the Governing Body.

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PART V - APPEALS

25. 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.

26. (1) This Part applies

- (a) to appeals against any decision of the Governing Body to dismiss in the exercise of its powers under Part II hereof;
- (b) to appeals arising in any proceedings, or out of any decision reached, under Part III against disciplinary warnings other than appeals under Clause 13 hereof;
- (c) to appeals against any dismissal otherwise than in pursuance of Part II, Part III, Part IV or Part VII hereof;
- (d) to appeals against any disciplinary decision otherwise than in pursuance of Part III hereof;
- (e) to appeals against any decision reached under Part IV hereof; and
- (f) to appeals against any decision reached under Part VII hereof; and "appeal" and "appellant" shall be construed accordingly.

(2) No appeal shall however lie against

- (a) a decision of the Governing Body under Clause 10(2) hereof;
- (b) any findings of fact of an Academic Disciplinary Committee under Part III hereof, or of a Tribunal under Part VII hereof save where, with the consent of the person or persons hearing the appeal, fresh evidence is called on behalf of the appellant at that hearing;
- (c) any medical findings by a Board set up under Clause 23(3) hereof save where, with the consent of the person or persons appointed, fresh evidence is called on behalf of the appellant at that hearing.

(3) In this Part references to "the person appointed" are references to the person appointed by the Governing Body under Clause 29 hereof to hear and determine the relevant appeal.

(4) The parties to an appeal shall be the appellant and the Master and any other person added as a party at the direction of the person appointed.

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27. A member of the academic staff shall institute an appeal by serving on the Master, within the time allowed under Clause 28 hereof, notice in writing setting out the grounds of the appeal.

28. (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 person appointed may determine under sub-clause (3) of this Clause.

(2) The Master shall bring any notice of appeal received (and the date when it was served) to the attention of the Governing Body and shall inform the appellant that he has done so.

(3) Where the notice of appeal was served on the Governing Body outside the twenty-eight day period, the person appointed under Clause 29 hereof shall not permit the appeal to proceed unless he considers that justice and fairness so require in the circumstances of the case.

29. (1) Where an appeal is instituted under this Part, the Governing Body, subject to sub-clause 3 of this Clause, shall appoint a person described in sub-clause (2) of this Clause to hear and determine that appeal.

(2) The persons described in this sub-clause are persons not employed by the College holding, or having held, judicial office or being barristers or solicitors of at least ten years' standing.

(3) The person appointed shall sit alone unless he considers that justice and fairness will best be served by sitting with two other persons.

(4) The other persons who may sit with the person appointed, and who shall be appointed by the Governing Body, shall be

(a) one Fellow to whom this Statute does not apply;

(b) one other Fellow who may be a member of the academic staff.

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30. (1) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in By-laws made under this Clause.
- (2) Without prejudice to the generality of the foregoing such By-laws 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 his appeal;
 - (b) that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed by him to represent him 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 person appointed 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 person or persons hearing the appeal 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 II hereof to the Governing Body (or any issue arising in the course of such an appeal) for further consideration as the person or persons hearing the appeal may direct; or
 - (b) remit an appeal arising under Part III hereof for re-hearing or reconsideration by the same or by a differently constituted Academic Disciplinary Committee to be appointed under that Part; or
 - (c) remit an appeal from a decision under Part IV hereof for further consideration as the person or persons hearing the appeal may direct; or
 - (d) remit an appeal by the Master arising under Part VII hereof for a re-hearing 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 have been open to the Master following the finding by the Academic Disciplinary Committee which heard and pronounced upon the original charge or charges.

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31. The person appointed shall send a reasoned decision on any appeal, including any decision reached in exercise of any of the powers under Clause 30(3) hereof, and a statement of any findings of fact different from those of the Governing Body under Part II hereof or of the Academic Disciplinary Committee under Part III hereof or of the Board under Part IV hereof or by the Tribunal appointed under Part VII hereof, as the case may be, to the Master and to the parties to the appeal.

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PART VI - GRIEVANCE PROCEDURES

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

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

- (a) to matters affecting themselves as individuals; or
- (b) to matters affecting their personal dealings or relationships with other staff of the College,

not being matters for which express provision is made elsewhere in this Statute.

34. (1) If other remedies within the relevant area have been exhausted, the member of the academic staff may raise the matter with the Master.

(2) If it appears to the Master that the matter has been finally determined under Part III, IV or V hereof or that the grievance is trivial or invalid, he may dismiss it summarily, or take no action upon it. If it so appears to the Master, he shall inform the member and may inform the Governing Body accordingly.

(3) If the Master 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 III hereof; or
- (b) a determination under Part IV hereof; or
- (c) an appeal under Part V hereof,

he 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 shall notify the member accordingly.

(4) If the Master does not reject the complaint under sub-clause (2) of this Clause or if he does not defer action upon it under sub-clause (3) of this Clause, he shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for him to seek to dispose of it informally. If he so decides, he shall notify the member and proceed accordingly.

35. If the grievance has not been disposed of informally under Clause 34(4) hereof, the Master shall refer the matter to a Grievance Committee for consideration.

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36. A Grievance Committee shall be appointed by the Governing Body and shall comprise three Fellows of the College.

37. The procedure in connection with the consideration and determination of grievances shall be determined in By-laws 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.

38. The Grievance Committee shall inform the Governing Body whether the grievance is or is not well-founded and, if it is well-founded, the Grievance Committee shall make such proposals for the redress of the grievance as it sees fit.

PART VII - REMOVAL OF THE MASTER FROM OFFICE

39. (1) Any five members of the Governing Body may make complaint to the Vice-Master seeking the removal of the Master from office for good cause.

(2) The Vice-Master shall refer such a complaint to the Governing Body, exclusive of the Master and the members making the complaint.

40. If it appears to the Governing Body so constituted that the complaint made under Clause 39 hereof does not raise a prima facie case or is trivial, unjustified or not supported by sufficient evidence of good cause for the removal of the Master from office, the Governing Body may determine that no further action be taken upon it.

41. If it appears to the Governing Body so constituted that on the available evidence the complaint raises a prima facie case and that this could, if proved, constitute good cause for the removal of the Master from office, the Governing Body shall appoint a Tribunal to hear and determine the matter.

42. A Tribunal appointed by the Governing Body under this Part shall comprise:

- (a) an independent Chairman; and
- (b) one Fellow to whom this Statute does not apply; and
- (c) one other Fellow who may be a member of the academic staff.

43. A charge referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in Clauses 17 to 19 hereof:

Provided that

- (a) the Vice-Master shall perform any duty and exercise any power there assigned to the Master; and
- (b) the only recommendation the Tribunal may make is whether or not the Master should be removed from his office.

44. Where a charge or charges have been upheld and the Tribunal finds good cause and recommends dismissal, but in no other case, the Vice-Master shall consult the Governing Body and may then dismiss the Master.

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45. Where a complaint is to be referred to a Tribunal under this Part, the Vice-Master may, if he considers that the College might otherwise suffer significant harm, consult the Governing Body and suspend the Master from his duties in all matters relating to the government and discipline of the College without loss of emoluments.

46. For the purpose of the removal of the Master from his office for incapacity on medical grounds, the provisions of Part IV hereof shall have effect, provided that the Vice-Master shall perform any duty or exercise any power there assigned to the Master.

47. For the purpose of appeals by the Master against removal from office, the provisions of Part V hereof shall have effect, provided that the Vice-Master shall perform any duty or exercise any power there assigned to the Master.

1 June 2004

