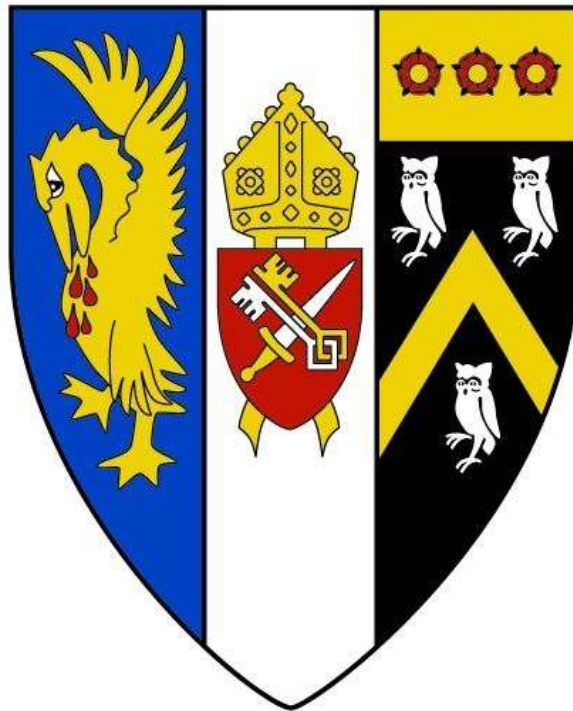


Corpus Christi College, Oxford

Statutes



*(These Statutes are those approved by the College on 19 June 2019
and by Her Majesty in Council, under the Universities of Oxford
and Cambridge Act 1923, on 12 February 2020).*

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At the Court at Buckingham Palace

THE 12th DAY OF FEBRUARY 2020

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY
IN COUNCIL

The Governing Body of Corpus Christi College, in the University of Oxford has made a Statute amending the existing Statutes, in accordance with the Universities of Oxford and Cambridge Act 1923, and in the form set out in the Schedule to this Order.

The Statute has been submitted to Her Majesty in Council, and the provisions of the Act relating to publication in the London Gazette and laying before both Houses of Parliament have been complied with.

No petition or address has been presented against the Statute.

Now, therefore, Her Majesty, having taken the Statute into consideration, is pleased, by and with the advice of Her Privy Council, to approve it.

Richard Tilbrook

SCHEDULE

STATUTE to amend the existing Statutes of the College of Corpus Christi College, in the University of Oxford, passed at a Meeting of the Governing Body specially summoned for the purpose on the eighth day of May Two thousand and nineteen by the votes of two-thirds of the number of persons present and voting; duly made on the seventh day of June Two thousand and nineteen under the provisions of the Universities of Oxford and Cambridge Act, 1923, and submitted to Her Majesty the Queen in Council.

Statute I: The Constitution of the College

1. The College is a body corporate under the name of the President and Scholars of the College of Corpus Christi in the University of Oxford, commonly known as Corpus Christi College, Oxford.

2. The objects of the College are, for the benefit of the public, to advance education, learning, research and religion, in particular by providing a college in the University of Oxford called Corpus Christi College.
3. The President (Statute III) and the Fellows specified (Statutes II and IV) constitute the Governing Body (Statute II) for the purposes of the Oxford and Cambridge Act 1923. The Governing Body has, except as otherwise provided by these Statutes, control and management of all the affairs of the College.
4. The membership of the College consists of the President (Statute III) and Fellows (Statute IV), the Students (Statute V) and those admitted by the Governing Body (Statute VI).
5. The Bishop of Winchester is the Visitor of the College.

Statute II: The Governing Body

1. The Governing Body's duty is to promote the College's purposes of education, learning, research and religion. As the College's charity trustees, the members of the Governing Body are responsible for all significant decisions concerning the College.
2. All things which the Governing Body is by these Statutes required or authorized to do must be done at a College Meeting to which all members of the Governing Body have been duly summoned. The Governing Body meets, except as otherwise provided in these Statutes, whenever summoned by the President and at such time and place within the College as is specified in the notice summoning the meeting. In particular, the President must summon a meeting:
 - (a) at least once in each Full Term; and
 - (b) in addition, within four days of receiving a requisition for a meeting signed by at least five Fellows and stating the reason for which they wish a meeting to be called. Such a meeting must be held not more than fifteen days after the receipt of the requisition.
3. To summon a meeting of the Governing Body:
 - (a) a notice summoning a meeting must be sent in writing to each member of the Governing Body not fewer than two weeks before the meeting and if that notice does not specify the business to be considered at the meeting, a further notice must do so at least four days before the meeting; save that
 - (b) if there is business requiring a decision which, by reason of the passage of time, would be of no effect if made with the required notice, a meeting of the Governing Body may be summoned with three days' notice. Such a meeting may not transact business affecting the tenure, status or emoluments of the President or of any Fellow, including the election of a Fellow.
4. Except as otherwise provided in these Statutes, at a meeting of the Governing Body:
 - (a) the President, if present, presides; if the President is not present the Vice-President

presides;

- (b) no business may be transacted unless the minimum number of members of the Governing Body set by Regulation are present, provided that that minimum number be no fewer than the nearest whole number greater than one third of the members of the Governing Body when the meeting takes place within University Full Term, and the nearest whole number greater than one half of the members of the Governing Body when the meeting takes place outside of University Full Term or when the meeting has been called following a requisition from five fellows under section 2(b) of this statute;
 - (c) no resolution may be carried unless a majority of those present and entitled to vote concur except that if the votes are equally divided the person presiding may give a second or casting vote; and
 - (d) no member of the Governing Body may vote for himself or herself in any election or appointment in the College.
5. Except as otherwise provided in these Statutes, the Governing Body determines the procedures and practice for its meetings.
6. The Governing Body may make or amend Regulations provided that:
- (a) written notice of the content and wording of the Regulation or amendment was sent to the members of the Governing Body at least fourteen days before any vote on it;
 - (b) there are at least the nearest whole number greater than half of the members of the Governing Body present;
 - (c) at least two thirds of the members present vote in favour; and
 - (d) the Regulation or amendment is not inconsistent with these Statutes or provisions of the Statutes of the University which apply to the College;

in which case the Regulation is to be read with and have the same force as these Statutes.

7. A member of the Governing Body:
- (a) serves for a term of five years and is eligible to be reappointed by the Governing Body following a report on that member's effectiveness as a trustee by a panel of the President, the Senior Tutor and three Fellows with a person whose membership is not renewed being eligible to re-apply after one year, when a further panel, with different members, chaired by the Vice-President, must report to the Governing Body before it votes;
 - (b) ceases to be a member of the Governing Body if:
 - i. he or she is disqualified from acting as a charity trustee;
 - ii. during any period of leave for more than one term, the member has requested

the termination of his or her appointment during the period of leave and has not been reappointed on request;

- iii. the Governing Body determines that the member concerned is not discharging the duties of a charity trustee, such a determination only to be made after a report from a review panel with not fewer than five members of the Governing Body; the member concerned must be permitted to make representations to the Governing Body in relation to such removal; or
 - iv. he or she ceases to hold a Fellowship or Office which confers eligibility for membership of the Governing Body.
8. The Governing Body may invite to attend any meeting or part of a meeting of the Governing Body any person or persons, whether a member of the College or not, as may contribute to its deliberations.
9. The Governing Body must keep full records of its meetings and annually appoint a Secretary to the Governing Body whose duty it is to keep the College Minutes of College Meetings. Each Minute Book must be carefully preserved in a safe and convenient place within the College, and at all reasonable times be open to the inspection of any member of the Governing Body.
10. No member of the Governing Body may receive any stipend or allowance simply by virtue of being a member of the Governing Body.
11. Each member of the Governing Body must avoid a situation in which he or she has an interest or duty that conflicts, may possibly conflict, or might appear to conflict, with the interests of the College. This duty is not infringed if the situation:
 - (a) cannot reasonably be regarded as likely to give rise to a conflict of interest;
 - (b) relates to:
 - i. the purchase of trustee indemnity insurance;
 - ii. the reimbursement of reasonable out-of-pocket expenses actually incurred in running the College;
 - iii. a recommendation to the Governing Body made by or on behalf of the Remuneration Committee in accordance with Statute VIII.3, unless the recommendation concerns the remuneration of that member alone;
 - iv. the College's relationship with the University; or
 - (c) is managed by the Governing Body in accordance with section 12 of this Statute and any Regulations made in connection with this Statute.
12. A conflicted member must:
 - (a) declare an interest before discussion begins on the matter;

- (b) withdraw from the meeting for that item unless expressly invited by the person chairing the meeting to remain only for as long as necessary to provide information;
 - (c) not be counted in the quorum for that part of the meeting; and
 - (d) withdraw during the vote and have no vote on the matter.
13. In the event of uncertainty or dispute as to whether a member's position with regard to conflicts of interest is covered by sections 11 and 12 of this Statute, or as to whether a member should withdraw from a meeting or part of a meeting, the decision of the person chairing the meeting shall be determinative.

Statute III: The President

A. General

1. The President is head of the College and exercises a general superintendence over its affairs and management and its members' well-being. The President may take part in the teaching, research or other academic activity of the College and may, to the extent permitted by these Statutes, hold further office or offices within the College.
2. The President will reside in the President's Lodgings, without charge, during at least two thirds of each Full Term and altogether during one hundred and eighty days at least in each academical year, unless he or she is absent with the consent of the Governing Body.
3. The President receives such stipend and allowances on such terms and subject to such conditions as the Governing Body determines.
4. The President is entitled to sabbatical leave in the same way as an Official Fellow under Part B.4 of Statute IV, save that leave cannot be granted within the first three years or the final year of office.
5. The President, after his or her election, cannot take up any paid office in or outside of the University except with the consent of the Governing Body, voting with not less than a two-thirds majority, and upon such conditions concerning emoluments as may then be determined.

B. Election and Admission

1. The Governing Body elects the President by choosing the person who, in their judgment, is eminent and most fit to perform the duties of the Presidency in accordance with the College's being a place of education, learning, research and religion.
2. The Governing Body must by Regulation prescribe rules for electing a President, save that in any case the Governing Body:
 - (a) must use all reasonable efforts to fill the office of the President as swiftly as possible in the light of the requirements in section 1 of this Part;

- (b) must elect a President within a year of a vacancy or a year from when a vacancy became known by at least three members of the Governing Body, whichever is the later, and the President so elected must take office within two years of the same date;
 - (c) may elect, at any point within two calendar years of an expected vacancy in the Presidency, a President to take office once there is a vacancy;
 - (d) if the President-Elect dies or gives written notice of his or her intention not to take up the Presidency, the time periods under section 2(b) begin anew from the date the Vice-President, or three members of the Governing Body, whichever is earlier, is aware of the death or written notice;
 - (e) may decide that not all matters relating to the election are governed by the Regulation, but are to be decided by resolution.
3. To be admitted as President, the President-Elect must make the following declaration in the presence of not fewer than three members of the Governing Body:

“I, [insert name], President of Corpus Christi College in the University of Oxford, do solemnly declare that I shall, to the best of my ability, carry out my duties as President, that I shall faithfully observe the Statutes of the College, and that I shall strive to uphold and further the interests of the College and its members.”

C. Retirement and Resignation

1. The President retires on the earlier of:
- (a) the last day of the term of office specified by the Governing Body at the time of his or her election;
 - (b) the last day of the tenth academical year after his or her admission to the Presidency (provided that, if admitted to the Presidency at the commencement of, or within one month after the commencement of, an academical year, that year must be treated as if it were the first after his or her admission); or
 - (c) the last day of the academical year during which he or she reaches the appropriate College Retirement Age.
2. Notwithstanding the terms of section 1 of this Statute, the Governing Body may extend the President’s term of office for a period not exceeding two years if:
- (a) the interests of the College demand it, in particular, where it appears that there would be an interval of more than three months between the retirement of the President and the admission of his or her successor;
 - (b) at least two thirds of the members are present; and
 - (c) a two-thirds majority of the members present vote in favour.

3. The President may at any time resign by giving written notice to the Vice-President.

D. Suspension from Office

1. The Governing Body may suspend the President from office for not more than three months for:
 - (a) temporary unfitness or incapacity (save for incapacity due to absence due to illness); or
 - (b) suspected unfitness, incapacity (save for incapacity due to absence due to illness) or grave neglect of duty

provided that before doing so the Governing Body has made known to the President the nature and substance of the grounds for the proposed suspension and afforded the President reasonable opportunity to make representations to the Governing Body, that two thirds of the members of the Governing Body are present at the meeting and that the vote is carried by a two-thirds majority.

2. If the reason for the suspension is temporary unfitness or incapacity, the Governing Body:
 - (a) must review the suspension at each subsequent meeting after again affording the President reasonable opportunity to make representations; and
 - (b) may renew it for not more than four consecutive periods of not more than three months each.
3. If the reason for the suspension is suspected unfitness, incapacity or grave neglect of duty the Governing Body must proceed as rapidly and as reasonably practical either to seek the removal of the President from office under Statute XVI, to suspend the President under section 1(a) of this Part or to terminate, by resolution, the suspension.
4. At the start of any period of suspension, the President's status as a charity trustee of the College is terminated but the President must be reappointed as a trustee at the end of any period of suspension.

E. The Office of Acting President

1. The Governing Body may elect an Acting President to carry out as many of the duties of the President as it sees fit during any period where the President:
 - (a) has been granted sabbatical leave by the Governing Body;
 - (b) has resigned, retired, been suspended from or otherwise no longer carries out the duties of President

provided that the Governing Body must elect an Acting President where one of these conditions is expected to persist or has persisted for more than four weeks during University Full Terms or the President is incapable by reason of absence due to illness of carrying out the role of President and the absence due to illness has persisted or is

expected to persist for more than four weeks during University Full Terms.

2. The Acting President is elected for such term and receives such stipend and allowances on such terms and subject to such conditions as the Governing Body may determine.

Statute IV: The Fellows

A. General

1. All Fellows are elected to hold one of the following forms of Fellowship: Official Fellow, Professorial Fellow, Senior Research Fellow, Research Fellow, Junior Research Fellow, Emeritus Fellow or Honorary Fellow.
2. Fellows holding Official Fellowships, Professorial Fellowships or Senior Research Fellowships are eligible to be members of the Governing Body, and upon taking up the Fellowship become members of the Governing Body, if and for as long as none of the conditions in Statute II.7(b) are met, and each member serves for the term defined in Statute II.7(a).
3. No person may hold a Fellowship in the College concurrently with the Presidency. A Fellow holding a Fellowship under Parts B to F of this Statute ceases to hold that Fellowship upon being admitted to:
 - (a) a Fellowship under a different Part; or
 - (b) a Headship or Fellowship other than an Honorary or Emeritus Fellowship in any other College in the University.
4. At the first convenient meeting of the Governing Body after his or her election as a Fellow, every person to hold a Fellowship under Parts B to F of this Statute, must be admitted to the Fellowship by making the following declaration:

“I, [insert name], a Fellow of Corpus Christi College in the University of Oxford, do solemnly declare that I shall, to the best of my ability, carry out my duties as a Fellow of the College, and that I shall faithfully observe the Statutes of the College.”

This declaration is not required where the person elected already holds a Fellowship of the College and has made the declaration already, in which case the person elected automatically relinquishes the Fellowship held and is admitted to the new Fellowship at the start of the academical year in which the new Fellowship begins or at any other time specified by the Governing Body.
5. The Governing Body may grant extraordinary leave of absence to any person holding a Fellowship under Parts B to F of this Statute under such conditions as it may determine, provided that, if it is a person holding a Fellowship under Part B, the period of any such extraordinary leave cannot count as qualifying service for the purposes of any sabbatical leave.
6. A person holding a Fellowship under Parts B to F of this Statute retires when he or she reaches the appropriate College Retirement Age.

7. No Fellow is entitled to rooms in the College. Rooms in College may be allotted to any Fellow and the Chaplain for such period and under such conditions as the Governing Body may determine. The Governing Body may grant the use of a house, flat or other living space, or a Housing Allowance to an Official Fellow, Chaplain or any other person as it has specified in Regulations.
8. The Governing Body may allocate such sums as it considers to be reasonable to the provision of meals for senior members. Such meals are available without charge to Official Fellows, Professorial Fellows, Senior Research Fellows, Research Fellows, and Junior Research Fellows, while the charges, if any, to other senior members are determined by the Governing Body.

B. Official Fellows

1. Official Fellowships are tenable by persons whom the Governing Body judges to be suitable for election to a Fellowship and who:
 - (a) hold an academic or similar post in the College or University of sufficient standing and are themselves judged to be suitably qualified for election to a Fellowship; or
 - (b) hold the office of Bursar or any other non-academic office or post.
2. The Governing Body may elect persons to Official Fellowships for a period of up to five years, with further re-election for periods of up to five years.
3. The duties of Official Fellows under section 1(a) of this Part normally include the prosecution of research.
4. Official Fellows under section 1(a) of this Part are entitled to be granted by the Governing Body one term's sabbatical leave in respect of each six terms of completed qualifying service. Such leave may be granted consecutively or otherwise, provided that:
 - (a) such leave will be granted when and as the Governing Body may find it convenient, having in view the tutorial requirements of the College;
 - (b) qualifying service may normally accumulate up to a maximum of twenty four terms, from which six terms will be deducted whenever a term of sabbatical leave is granted;
 - (c) not more than three consecutive terms of such leave will be granted;
 - (d) a term of qualifying service is a term during which the applicant has without intermission held and discharged the duties of his or her office, or has been granted leave on medical grounds;
 - (e) a Fellow receiving any emolument is entitled during a period of sabbatical leave to receive that emolument or part of it as the Governing Body may determine by resolutions applicable to Fellows receiving that emolument generally.

C. Professorial Fellows

1. Professorial Fellowships are tenable by University Professors, University Readers, and holders of other University offices which are declared by any University Statute or Decree to qualify the holder for a Professorial Fellowship.
2. The holders of any Professorships allocated to the College by the Council of the University must, while they hold that office, be Professorial Fellows of the College, and must be admitted as Fellows on their appointment to their Professorships as soon as they make the declaration in Part A.4 of this Statute.
3. The Governing Body may elect to a Professorial Fellowship any other persons holding a qualifying University office.
4. A Professorial Fellow receives no stipend from the College as Fellow but may receive such other benefits as the Governing Body may determine.
5. A Professorial Fellow is entitled to sabbatical leave on the same terms as under Part B.4 of this Statute. The stipend and benefits of a Professorial Fellow must be determined by the Governing Body.

D. Senior Research Fellows

1. The Governing Body may elect to a Senior Research Fellowship any person whose attainment in any field of learning qualifies him or her for the Fellowship, such attainment to be specified by the Governing Body when electing, for terms not exceeding five years, with further re-election for periods of up to five years.
2. A Senior Research Fellow must pursue some definite research work in the College, or in the University, or, with the approval of the Governing Body, elsewhere and the nature of that work must be specified by the Governing Body on election.
3. A Senior Research Fellow is entitled to sabbatical leave on the same terms as under Part B.4 of this Statute. The stipend and benefits of a Senior Research Fellow must be determined by the Governing Body.

E. Research Fellows

1. The Governing Body may elect to a Research Fellowship any person qualified for a University degree, who shows capacity for original research. A Research Fellow must pursue some definite research work in the College, or in the University, or, with the approval of the Governing Body, elsewhere and the nature of that work must be specified by the Governing Body on election.
2. A Research Fellowship is tenable in the first instance for three years, after which the fellowship is renewable for further periods not exceeding three years in all; and, in exceptional circumstances, it may be renewed for one final period of up to two years by the vote of not less than two thirds of the members present at a meeting of the Governing Body, provided that, if the Governing Body wishes to associate a non-stipendiary Research Fellowship with an externally funded University post of limited tenure which

it considers to be of suitable academic distinction, it may, by a two-thirds majority vote, make the tenure of the Research Fellowship the same as that of the post with which it is to be associated.

3. The stipend and benefits of a Research Fellow must be determined by the Governing Body.

F. Junior Research Fellows

1. The Governing Body may elect to a Junior Research Fellowship a person qualified for a University degree who shows capacity for original research, on such conditions respecting research as the Governing Body may determine. A Junior Research Fellow must pursue some definite research work in the College or in the University, or, with the approval of the Governing Body, elsewhere. Any Junior Research Fellow who does not, after a period of one year, or, should the Governing Body so decide, two years at the most from the date of his or her appointment, produce evidence at the request of the Governing Body that he or she is engaged on a programme of research to the satisfaction of the Governing Body, must vacate his or her Fellowship.
2. A Junior Research Fellowship is tenable for a period of not less than one year and not more than three years, the period to be determined by the Governing Body on election.

G. Emeritus Fellows

The Governing Body may elect to an Emeritus Fellowship, tenable without emolument, any person who, having held an Official, Professorial or Senior Research Fellowship in the College, has resigned or retired from it after not less than ten years' service in the College, whether as Fellow or otherwise, or on attaining his or her appointed retiring age.

H. Honorary Fellows

The Governing Body may elect to an Honorary Fellowship any highly distinguished person. Honorary Fellowships confer no voice, authority or emolument.

I. Suspension and Dismissal of Fellows who are not Members of the Academic Staff under Statute XVI

1. The Governing Body may by Regulation prescribe procedures for addressing matters of discipline and grievance relating to a Fellow who is not a member of the Academic Staff, including Emeritus Fellows and Honorary Fellows.
2. The President may suspend a Fellow who is not a member of the Academic Staff under Statute XVI, including Emeritus Fellows and Honorary Fellows, in order for there to be an investigation into any allegations of misconduct. The suspension will be for no longer than is necessary to investigate the allegations or for so long as is otherwise reasonable while any disciplinary procedure is outstanding. Once the matter is resolved, the President must report to the Governing Body on the matter and on any decisions required of the Governing Body. Suspension of this kind is not a disciplinary penalty and does not imply that any decision has already been made about the allegations. The Fellow will continue to receive his or her full salary and benefits during any period of suspension.

3. The Governing Body may remove a Fellow who is not a member of the Academic Staff, including Emeritus Fellows and Honorary Fellows, known henceforth as the Fellow concerned, from his or her Fellowship after having received a report from a panel of inquiry substantiating the charges against that Fellow if two thirds of those present vote to remove him or her. No vote may be cast on a resolution to remove the Fellow by a person who was a member of the panel or who has been absent from any meeting or part of any meeting at which the report from the panel of inquiry has been considered.
4. A panel of inquiry:
 - (a) may be established by:
 - i. the President; or
 - ii. the Vice-President

each of whom may do so on his or her own initiative and must do so if he or she receives a written request from five Fellows;
 - (b) may only investigate a charge that the Fellow concerned has acted in a way which is so serious that it renders him or her unfit to remain a Fellow;
 - (c) will consist of seven Fellows, at least five of whom must concur for the report to substantiate the charge.
5. When the panel of inquiry has been established on the initiative of the President or Vice-President, he or she may not be present or vote at any meeting at which the report from the panel is received or voted upon; when the panel has been established on the request of five Fellows, those five Fellows may not be members of the panel, and may not be present, vote or count towards the number of Fellows needed for business to be transacted at any meeting of the Governing Body at which the report from the panel is received or voted upon.
6. The Fellow concerned:
 - (a) has the right to make his or her defence to the panel of inquiry;
 - (b) must be sent a copy of the report or reports made by the panel of inquiry in accordance with sections I.2 and I.3 of this Statute not fewer than seven days before the meeting of the Governing Body at which the report or reports are to be taken into consideration;
 - (c) is entitled to comment, either orally or in writing, to the meeting of the Governing Body which receives or comments on the report from the panel of inquiry, provided that such comment refers only to evidence that had been adduced before the panel;
 - (d) if he or she so desires be accompanied at or represented before the panel of inquiry or before the Governing Body by another person, whether such person is legally qualified or not; and

- (e) may within 28 days of being removed from his or her fellowship lodge an appeal with the President setting out in full his or her grounds of appeal, such appeal to be handled as if it were an appeal under Statute XVI.5, applying such Regulations as the Governing Body may prescribe.
7. The panel of inquiry has the power to forbid a Fellow in respect of whom a meeting of the Governing Body has been summoned or a panel of inquiry been established pursuant to this Statute to enter on or remain within the precincts of the College pending the final determination of his or her case. The Governing Body may, at a meeting called with at least three days' notice under Statute II.3(b), review and vary or revoke this suspension.

Statute V: The Student Members

1. The Governing Body has the power to admit any person to pursue a course of study or research in the University as a student member of the College provided that he or she is qualified to be matriculated as a member of the University. This power may be delegated to the President, the Senior Tutor or a Tutor.
2. The Governing Body must, in combination with the University, provide courses of instruction for student members of the College during University Full Terms.
3. Student members of the College must:
 - (a) comply with these Statutes, with the Regulations made by the Governing Body and with instructions given by any Officer of the College in the performance of that Officer's duties;
 - (b) apply themselves diligently to their studies; and
 - (c) pay such fees and other charges as the Governing Body may determine.
4. The Governing Body has the power to grant Scholarships and other awards to student members of the College to recognise individual achievement and promote education, learning, research and religion.

Statute VI: Other Members

The Governing Body may admit as members of the College persons, including those not pursuing a course of study or research in the University, and:

- (a) when it appears appropriate, confer on them any title prescribed by Regulation;
- (b) determine the period and conditions of their membership;
- (c) determine which privileges, if any, they may enjoy provided that no such member possesses any voice or authority in the College; and
- (d) terminate such membership at any time.

Statute VII: College Officers

A. General

1. The Governing Body must appoint such College Officers as it judges are required for the teaching, discipline and pastoral support of the College's members and for the administration of its affairs and estates, provided that there must always be a Vice-President, a Senior Tutor, a Bursar or Bursars, a Fellow Librarian, a Dean of College, a Dean of Degrees and a Keeper of the Plate.
2. No person may hold the offices of Vice-President, Senior Tutor, Bursar or Dean of College unless that person is a Fellow and no person may hold more than one of those offices at any time.
3. Except as otherwise provided in these Statutes, College Officers are appointed by the Governing Body with such tenure, duties, residence requirements, stipends and allowances (if any) as the Governing Body may determine. Unless otherwise specified by these Statutes or by the Governing Body upon appointing that Officer, a College Officer retires at the end of the academical year in which he or she reaches the appropriate College Retirement Age.
4. The Governing Body may grant a request for leave with or without stipend and allowances to any College Officer on such terms as the Governing Body may determine. The Governing Body may appoint, on such terms as it deems fit, a deputy to discharge the duties of a College Officer granted leave.
5. The Governing Body may by Regulation determine procedures for the suspension or removal from office of a College Officer. These procedures are without prejudice to the application of Statute XVI.

B. The Vice-President

1. The Governing Body must elect a Vice-President each year.
2. The Vice-President is the deputy of the President, and must, during any vacancy in the office of President prior to the appointment of an Acting President and also when the absence of the President or his or her temporary incapacity through illness requires it, be the chairman at College Meetings and exercise all the powers and undertake all the duties of the President's office.
3. The Vice-President must assist the President in causing the Statutes and Regulations of the College to be observed and obeyed by all members of the College as well as by those employed by the College.
4. If the Vice-President is absent or temporarily incapacitated through illness, the Governing Body may appoint a deputy for such period as it may deem necessary, who will exercise all the powers and undertake all the duties of the Vice-President's office. Until such time as the Governing Body appoints a deputy, the most senior Fellow in accordance with Statute XV.A.3 will exercise all the powers and undertake all the duties

of the Vice-President's office.

C. The Senior Tutor

1. It is the duty of the Senior Tutor, in conformity with the Governing Body's resolutions and under its supervision, to manage the tutorial, educational and pastoral work of the College.
2. The Senior Tutor oversees the work of any other Tutors and Lecturers of the College.

D. The Bursar or Bursars

1. It is the duty of the Bursar, in conformity with the Governing Body's resolutions and under its supervision:
 - (a) to manage the finances and investments of the College, to keep, and to arrange for, the audit of the College's accounts (Statute XII);
 - (b) to appoint and dismiss those employed by it who are not members of the College;
 - (c) to superintend the construction and maintenance of the College's buildings;
 - (d) to raise loans and give financial undertakings on behalf of the College; and
 - (e) to have charge of the legal and financial affairs of the College.
2. The Governing Body may appoint more than one person as a Bursar, separating the duties, including membership of the Governing Body, as it sees fit. In particular, the Governing Body may appoint a separate Domestic Bursar to relieve the Bursar of responsibility for domestic administration to the extent determined by the Governing Body.
3. The Bursar must present annually to the Governing Body a clear statement of the income and expenditure of the College. The statement must include sufficient information on:
 - (a) the outstanding liabilities other than those relating to current expenditure, specifying the terms within which loans raised under the borrowing powers of the Governing Body are to be paid off;
 - (b) trust accounts as well as the general accounts of the College;as enables the Governing Body to understand the financial position of the College and make informed decisions about the College's activities. This statement must have been certified as correct by the College's Auditors before being received by the Governing Body with reasonable time for review, who must also furnish a report on the general financial position of the College.
4. The Governing Body must prescribe the conditions under which expenditure may be incurred by the Bursar and the extent to which control may be exercised by him or her and on its behalf over the expenditure of all College Officers.

E. The Chaplain

1. The Governing Body must elect a person holding a university degree and who is a Clerk in Holy Orders to be the Chaplain to provide for the spiritual and religious needs of the College, to oversee the Chapel and any Organ Scholars in the College and to ensure that any religious services are conducted according to any applicable Regulations or resolutions of the Governing Body.
2. The Chaplain has charge of all books, ecclesiastical vestments, ornaments and all other chattels whatsoever which have been set apart and appropriated to Divine Service.

F. Fellow Librarian

The Fellow Librarian has charge of the administration of the Library, Muniment Rooms, Archives and their holdings as resources for the purposes of education, learning, research and religion.

G. Dean of College

1. Subject to these Statutes and to such Regulations as the Governing Body may make, it is the duty of the Dean of College to exercise a personal supervision over the conduct and discipline of student members of the College. The Dean of College may impose such penalties and restrictions on persons found to have contravened those Regulations as are provided by those Regulations.
2. The Governing Body may elect in addition for one year or for any shorter period one or more Assistant Deans of College to assist the Dean of College in the discharge of the Dean's duties.
3. On every night of the University Full Term on which student members are resident in College, the Dean of College, an Assistant Dean or a deputy nominated by the President must reside at a place from which that person may conveniently be summoned and attend in College.

H. Dean of Degrees

The Dean of Degrees must present student members for their degrees. One or more Deputy Deans of Degrees may assist or substitute for the Dean of Degrees in this task.

Statute VIII: College Committees

1. The Governing Body may create College Committees to further its purposes of education, learning, research and religion.
2. The Governing Body must establish by Regulation the following Committees for the purposes of section 1 of this Statute by making recommendations to the Governing Body:
 - (a) an Academic Committee to oversee the academic affairs of the College;

- (b) a Finance and Budget Committee to oversee the financial and budgetary affairs of the College;
 - (c) a Remuneration Committee to oversee and make recommendations to the Governing Body about appropriate levels of payment, benefit and conditions for members of the Governing Body, academic staff, officers and related roles; and
 - (d) an Audit Committee, to oversee the financial decision making and controls of the College and to promote effective financial management as well as appropriate regard to risk taking in the College.
3. The Remuneration Committee must not have more than a minority of members who are also members of the Governing Body. The Governing Body must make Regulations for or in connection with the approval and implementation of any recommendations made by the Remuneration Committee under or by virtue of section 2(c) of this Statute with the following provisions:
- (a) the Governing Body must not take any decision that awards a member of the Governing Body remuneration in excess of that recommended by the Remuneration Committee;
 - (b) any member of the Governing Body may vote on any recommendation to it made by or on behalf of the Remuneration Committee, notwithstanding that the matter concerns that member's own remuneration, unless it concerns the remuneration of that member alone.
4. The Governing Body may create College Sub-Committees which report to, and may provide advice to one or more College Committees.

Statute IX: The Fabric and Objects of Value of the College

A. General

The Governing Body must seek to maintain a College fabric, such as its buildings in Oxford used for education, learning, research and religion, and, where appropriate, develop that fabric to better further those purposes.

B. The Chapel

1. The Governing Body must seek to maintain the Chapel of the College as a space for personal reflection and communal expressions of faith and belief.
2. The Governing Body must prescribe by Regulation the dates and times of Divine Services in the Chapel, including an annual Commemoration of the Founder of the College, Richard Fox, and all other benefactors.

C. The Library, Muniment Rooms and their Holdings

1. The Governing Body must seek to maintain the Library, Muniment Rooms and associated spaces as places of study and research and their holdings as resources for the

purposes of education, learning, research and religion, provided that, where appropriate, holdings can be reduced.

2. The Governing Body must prescribe by Regulation rules for the governance of the Library and the allocation of revenues from, and monies to, the Library.
3. The Letters Patent authorising the foundation of the College, and the original Charter of Foundation must be carefully preserved in a safe and convenient place.
4. All other deeds and muniments, and all Registers, Minute Books, Accounts, books, papers and other documents (irrespective of format) relating to the property or the affairs of the College must be kept in the Muniment Rooms or other safe and convenient place, and must at all reasonable times be open to inspection by any member of the Governing Body.

D. The Common Seal

The Common Seal of the College must be carefully preserved in a safe and convenient place within the College. The Common Seal cannot be affixed to any document except in accordance with Regulations which must be made by the Governing Body for this purpose.

E. The Plate and Objects of Value

1. All plate belonging to the College must be kept in some safe and convenient place. The Governing Body must elect annually from its members a Keeper of the Plate who is responsible for the safe keeping and condition of all gold and silver plate belonging to the College and the maintenance of an inventory of that plate.
2. All other objects of value in the College must be kept safe and secure and, unless the Governing Body decides otherwise, it is the responsibility of the Bursar to keep them safe and secure.

F. Visitations

1. Each year the Governing Body must conduct a Visitation of:
 - (a) the College buildings, or a part of them, which may include the Chapel;
 - (b) the Library, Muniment Rooms, and associated places;
 - (c) the plate as well as the objects of value, or part of them; and
 - (d) the Common Seal.
2. A Visitation consists of a physical review of the condition of the College or a significant part of it and concludes with a report to the Governing Body. The Governing Body must appoint one or more of its members not involved in the daily management of the College, or any part of it in issue, who will conduct the Visitation with the President on behalf of the Governing Body.

Statute X: Disposal and Investment of Income

A. The power to Acquire, Manage and Dispose of Property

1. The Governing Body has power to acquire, charge as security (including for the purposes of investment), manage, and dispose of any property to which this Part applies in such manner and upon such terms as the Governing Body in its discretion thinks fit, and is entitled to exercise any power and may enter into and may carry out any transaction in relation to such property which an individual of full legal capacity, holding or acquiring such property for his or her own benefit could exercise, enter into or carry out.
2. The powers conferred under section A.1 and the powers to invest and expend property conferred by sections B.1 and C.1 of this Statute extend to the following property:
 - (a) any property held for the general purposes of the College; and
 - (b) any property held on specific trusts, including endowments, benefactions and trusts for purposes connected with the College of which the College is the trustee, but subject always to any relevant provisions of those trusts.
3. In this Statute:
 - (a) “fund” means a particular endowment, benefaction or trust which includes any property of the kind referred to in section A.2(b);
 - (b) “property” includes money, securities, shares, stocks, funds, goods, things in action, land and every description of property wherever situated whether involving liability or not and also obligations and every description of interest, whether present or future or vested or contingent, arising out of, or incidental to, property; and
 - (c) “property of the College” means any property of the kind referred to in section A.2(a).

B. The Power to Invest

1. The property to which this Statute applies and the proceeds of any disposition of that property may be invested by the Governing Body upon or in such other property as the Governing Body in its discretion thinks fit. The Governing Body may exercise any power to invest and transpose the investments of such property and may enter into and may carry out any transaction in relation to such property which an individual of full legal capacity investing or transposing investments of property for that individual’s own benefit could exercise, enter into, or carry out. The Governing Body must adopt an Investment Policy which sets out the criteria to be considered in any investment decision.
2. Any investment made under the powers contained in section B.1 must stand either:
 - (a) in the name of the College; or

- (b) in the name of a body corporate selected by the Governing Body as the nominee and trustee of the College for that purpose.
3. The Governing Body may delegate to professional investment managers the exercise of the power of investment contained in section B.1, on terms set out by Regulation.

C. The Power to Expend

1. The Governing Body may appropriate for expenditure as much of the fair value of the property to which this Statute applies as in its discretion it considers is prudent in all the circumstances, provided that it must:
- (a) have regard to the total return achieved and reasonably to be expected in the long term of the property of the College or, as the case may be, of the Funds to which this Statute applies;
 - (b) act only in such a way as not to prejudice the College's ability to further the purposes of any relevant trust now and in the future;
 - (c) obtain and consider proper advice in relation to the exercise of the power;
 - (d) comply with any duty of care; and
 - (e) comply with such necessary accounting or other requirements.
2. For the purposes of this Part, property includes any endowment, benefaction or trust:
- (a) which was created by an instrument operative not less than 60 years before the making of this Statute; or
 - (b) of which the College is the trustee or, where it is not, any relevant trustee has consented to that exercise; and
 - (c) which is subject to a restriction as to the expenditure of income or capital.
3. The Governing Body must review its criteria for total return and for the exercise of its powers of investment no less than every five years.
4. Any appropriation by the Governing Body under this Part must in the case of property of the College be made for the purposes of the College and in the case of a Fund must be made for the purposes of that Fund.
5. Any reference in these Statutes or in any Regulations made by the Governing Body to the income or revenues of the College or of any Fund must include the total sums appropriated in accordance with this Part.
6. In this Part of this Statute;
- (a) "fair value" means the amount at which an asset could be exchanged in an arm's length transaction between informed and willing parties, other than in a forced or

liquidation sale; and

- (b) “total return” means return in terms of both income, whether received or accrued, and capital appreciation, whether realised or unrealised.

D. The Power to Accept Endowments

The Governing Body has power to accept endowments for any purposes in furtherance of the interests of the College as a place of education, learning, research and religion. The Governing Body also has the power to make Regulations giving effect to wishes or suggestions of donors recorded in writing (whether so expressed as to create a trust or not) regarding the application of such endowments and regarding any place or emolument to be supported.

E. The Duty to Pay to the University

The College must pay annually to the University the sum authorized by the Statutes of the University to be levied from the College. So much of the sum to be paid as can be levied in respect of the income of any Fund may be charged on the income of such fund if the Governing Body so determines.

F. The Power to Donate

The Governing Body may make donations to any individual or organisation in furtherance of its charitable objects.

G. The Power to Pool Trust Funds

The Governing Body may pool the Funds of the College.

H. The Power to Apply Trust Funds Towards the General Educational Purposes of the College

The Governing Body must apply each trust for the purpose or purposes for which the trust was established, save that to the extent permitted by law:

- (a) any trust may be altered by Regulation made under this statute, if the trust was created by an instrument operative not less than 60 years before the coming into force of such Regulation;
- (b) the Governing Body has power to use for the general educational purposes of the College any part of the surplus income of:
 - i. any trust which Regulations so permit;
 - ii. any trust which was created by an instrument operative not less than 60 years before the power’s exercise; and
 - iii. any trust of which the Governing Body is the trustee or, where it is not, any relevant trustee has consented to that exercise.

For this purpose, income is surplus when it is unexpended in any year after the purposes of the trust have been fully provided for in that year, to the extent that the Governing Body think that provision is possible, whether wholly by income from the trust or partly by income from the trust and partly by other means.

I. Powers in Relation to Raising Funds and Trading

1. The College has the power to raise funds, but not by means of taxable trading.
2. The College has the power to form subsidiary companies (which companies may themselves engage in taxable trading and may raise funds for the College by that means).

Statute XI: Pensions

1. The College must participate in the Universities' Superannuation Scheme and in addition or, by a decision with a two-thirds majority at a meeting of the Governing Body, as an alternative, may participate in one or more other pension schemes. During any time when the College is a member of the Universities' Superannuation Scheme, the President and Fellows must discharge the duties and may exercise the rights of a member Institution under that Scheme.
2. If a person employed by the College chooses not to join, or opts out of membership of, the relevant pension scheme offered by the College, the Governing Body may in its discretion agree with that person that the College will pay contributions to an alternative pension arrangement nominated by that employee, of an amount no greater than the College would have been required to pay under the relevant pension scheme under section 1 of this Statute.
3. If under the rules of any pension scheme it is necessary to determine whether any particular emolument paid by the College is pensionable, that determination must be made by the Bursar, unless the person receiving the emolument requests that it be made by the Governing Body.
4. The Governing Body may in its discretion supplement the retirement benefits of a President, Fellow or College Officer on a basis set out in Regulations.

Statute XII: Accounts and Audit

1. The Governing Body must arrange that proper books of account be kept with respect to:
 - (a) all sums of money received and expended by or on behalf of the College and the matters in respect of which such receipts and expenditure take place;
 - (b) the assets and liabilities of the College; and
 - (c) a statement in detail of all real property held by or in trust for the College.

The proper books of account must provide all that is necessary to give a true and fair view of the state of the financial affairs of the College and to explain its transactions.

2. Separate accounts must be kept of all property held in trust for any purpose other than the general purposes of the College, and of receipts and payments in respect of such property.
3. The College accounts must be audited once at least in each year. For the purpose of the audit:
 - (a) the Governing Body must appoint an auditor or auditors;
 - (b) the auditor or auditors appointed must be qualified as required by the University Statute for the time being in force;
 - (c) the auditor or auditors must report in writing to the Governing Body on whether the accounts of the College are duly kept in proper books of account in conformity with the provisions of this Statute, and whether the abstracts and balance sheet prepared pursuant to the provisions of this Statute contain a full and true account of the financial condition of the College;
 - (d) the auditor or auditors must report specially as to any payment which he, she or they may judge to have been made without sufficient authority.
4. The Governing Body must each year cause to be prepared and delivered 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.

Statute XIII: Trusts and Funds of Particular Significance to the College

A. The Emily Thomas Trust

1. The Emily Thomas Trust, under the Will of Miss Emily Thomas who died on the thirty-first day of January nineteen hundred and nineteen, must be administered by two College trustees.
2. The College trustees are, as defined under the Will, the President, and one Fellow elected by the Governing Body.
3. The College trustees must apply the income from the trust, doing so with unfettered discretion:
 - (a) in the first place either:
 - i. towards improvements, repairs or alterations to the College buildings on land; or
 - ii. towards the establishment of Senior Scholarships or the augmentation of emoluments for them; and
 - (b) in the second place, towards the establishment of the Senior Research Fellowships, Research Fellowships and Junior Research Fellowships provided for by Statute IV.

B. The Lowe Fund

1. The Governing Body must administer the Fund established by Dr. E. A. Lowe.
2. The College must apply the income from the Fund as follows:
 - (a) one half of the income must be paid each year into the Library Fund for the purchase of books on palaeography and kindred subjects, such books to bear a special bookplate;
 - (b) one half of the said income must be applied to the establishment of the Lowe Lecturership in Palaeography as laid down in section 3 of this Part.
3. The Lowe Lecturer in Palaeography must be appointed at intervals of two or three years or at such other intervals as the electors may from time to time determine in the light of the available income, and holds office for one academical year.
4. The electors to the Lowe Lecturership are:
 - (a) the President;
 - (b) the Corpus Professor of Latin;
 - (c) the Keeper of Western Manuscripts in the Bodleian Library;
 - (d) the University Reader in Palaeography (or, in case of a vacancy in this post or of its discontinuance, some other person appointed by the College); and
 - (e) one other person appointed annually by the electoral body to the Sanders Readership in Bibliography in the University of Cambridge.
5. It is the duty of the Lowe Lecturer in Palaeography to deliver during one of the Full Terms of the year of office, and preferably during the Michaelmas Full Term of that year, not fewer than three public lectures in the University on palaeography, diplomatic, manuscripts, the transmission of learning or some kindred subject, within the history of the Western world; and to deposit a printed copy of the lectures or of any book in which they are incorporated in the Bodleian Library, the British Museum Library, the Cambridge University Library, the Library of Congress Washington and the College Library.
6. The emoluments of the Lecturer will be the net income accumulated under the provisions of sub-section B.2(b) of this Statute, or such lesser sum as the electors may determine at each appointment.

C. The F. W. Bateson Fund

1. The College is the sole trustee of the Fund established in memory of F. W. Bateson.
2. The College must apply the income from the said Fund to the establishment of the F. W. Bateson Memorial Lectureship as laid down in Section C.3 of this Statute.

3. The Bateson Lecturer must be appointed annually and holds office for one academical year.
4. The electors to the Bateson Lecturership are:
 - (a) the President;
 - (b) the Official Fellows in English of the College;
 - (c) the editor(s) of *Essays in Criticism*; and
 - (d) two or three other persons elected by the Governing Body for such term or terms as the Governing Body may determine.
5. It is the duty of the Bateson Lecturer to deliver during one of the Full Terms of the year of office one lecture in the College or University on a literary topic. The editor(s) of *Essays in Criticism* has the right to print the lecture so given in their journal without royalty.
6. The emoluments of the Lecturer are to be determined by the electors and will be paid from the accumulated income of the Fund remaining after the payment of such forms of expenses as the Governing Body approves.

Statute XIV: Provisions Relative to the University and the Visitor

1. If it appears to the Council of the University that the College is failing to:
 - (a) fulfil its obligations under Statute XII to keep and audit its accounts; or
 - (b) borrow only within the limits of Statute X; or
 - (c) abide by any other provision of these Statutes with the result that any substantial interest of the University might be prejudicially and substantially affectedthen the Council may submit a representation to the Visitor.
2. In respect of any representation to the Visitor, the Vice-Chancellor must:
 - (a) inform the Governing Body of the substance of a representation before sending it; and
 - (b) send a copy of the representation to the College at the same time as it is sent to the Visitor.
3. Upon receiving a representation, the Visitor must:
 - (a) enquire into the matter; then
 - (b) consider any representations received from the Governing Body; and then

- (c) make such order in the matter as the Visitor considers just for enforcing the due observance of the Statutes.

Statute XV: Interpretation, Alteration and Repeal of Statutes

A. Interpretation

1. Subject to the rest of this Statute, if any question arises in regard to the interpretation of these Statutes or of any Regulations made under them it can be decided by the Governing Body in the form of a resolution. If five or more Fellows dissent from the decision of the Governing Body they may appeal to the Visitor, who may confirm, revise or reverse the decision of the Governing Body. In each case the appeal must be made within a period of three weeks of the resolution dissented from.
2. In these Statutes and any Regulations made under them, words importing one gender include all genders, where the construction so permits and the Statutes do not otherwise provide.
3. In these Statutes and any Regulations made under them:
 - (a) unless otherwise stated, the word “Fellow” means a person holding a Fellowship under Statute IV except that it does not include Emeritus Fellows, Honorary Fellows, or any person admitted under Statute VI;
 - (b) the “seniority” of Fellows, where relevant, is determined by the date of their admission, and in the case of two or more Fellows having been admitted on the same day, by reference to the order of their election;
 - (c) the “College Retirement Age” means such age, if any, as may be specified for that purpose in Regulations, including an age tailored to the individual concerned;
 - (d) the word “Officer” means an Officer appointed under Statute VII;
 - (e) the words “student member” mean all resident members of the College (not being Fellows) who are pursuing a course of study or research in the University;
 - (f) the words “senior member” refer to any Fellow, Emeritus Fellow or Honorary Fellow;
 - (g) the words “academical year” or “academic year” mean from the first day of October to the thirtieth day of September, both dates inclusive unless a different set of dates is specified by Regulation;
 - (h) the word “election”, unless stated otherwise, allows for the possibility of re-election; and
 - (i) an abstention is not a vote, though the person present and abstaining does count towards any quorum for the meeting where the voting is taking place.

4. For the purposes of these Statutes and Regulations made under them notice is deemed to be given to a person if it is sent to that person at the College unless he or she has in writing requested the Bursar to address notices to him or her at some other address in the United Kingdom in which case notice is deemed to have been given to him or her if it is posted to him or her at that address.

B. Alteration of Statutes

1. These Statutes are subject to alteration, by repeal or amendment, from time to time by Statutes made pursuant to Sections 7 and 8 of the Universities of Oxford and Cambridge Act 1923.
2. Any proposal to alter the Statutes must:
 - (a) be made in writing and be sent to all the Fellows and Emeritus Fellows at least fourteen days before the meeting of the Governing Body at which it is to be discussed; and
 - (b) receive a two-thirds majority of those present and voting in order to be carried.

C. Repeal of Existing Statutes

1. These Statutes come into force on 1 September 2019 and on that day all Statutes of the College in force immediately before that day cease to have effect, without prejudice to any right acquired, interest possessed, liability incurred, or thing done thereunder, and not so as to revive anything repealed thereby. Any time period set out in these Statutes starts from the date they come into force, save that Regulations passed under section 2 of this Part may specify that some or all of that time is disregarded. It is the duty of the President to provide a copy of the Statutes to all Fellows and Emeritus Fellows on that date and to every Fellow and Emeritus Fellow on his or her taking up of the Emeritus Fellowship.
2. Any Regulations made by the Governing Body under section 6 of Statute II and which are to come into force at the same time as these Statutes, come into force on the date set out in section 1 of this Part.

Statute XVI: The Academic Staff

Part I: General

1. Application
 - (a) This Statute applies to:
 - i. Fellows;
 - ii. any other member of the College employed by it to carry out teaching or research as defined by Regulation; and
 - iii. the President, to the extent and in the manner set out in Part VIII,

and in this Statute all references to “academic staff” refer only to such persons.

- (b) Neither an Honorary Fellow nor an Emeritus Fellow are, by reasons of that office alone, persons employed by the College to carry out teaching or research, nor are any persons so specified in Regulations.
- (c) Nothing in any appointment made, or contract entered into, is to be construed as overriding or excluding any provision made by this Statute concerning a member of the academic staff, provided that this:
 - i. does not affect the validity of any settlement agreement made under section 203 of the Employment Rights Act 1996, or any agreement or waiver of rights permitted by law generally; and
 - ii. does not preclude any member of the academic staff agreeing to terminate his or her office or employment by the College on whatever terms may be agreed.
- (d) Parts II, III, IV, and VI of this Statute do not apply to:
 - i. the dismissal of a member of the academic staff from any secondary office or employment, provided that dismissal from a primary office or employment is not in contemplation; or
 - ii. the dismissal of a member of the academic staff from a post which has duties of a limited nature.
- (e) The Governing Body may prescribe by Regulation a procedure for dealing with removal from a secondary office or employment and removal from a post with duties of a limited nature, before its prescribed or normal termination date, which must include provision for a hearing and an appeal.

2. General principles of construction and application

- (a) This Statute and any Regulation made under this Statute must be applied and construed in every case to give effect to the following guiding principles:
 - i. to ensure that members of the 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;
 - ii. to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and
 - iii. to apply the principles of justice and fairness.
- (b) A reference to a statute or statutory provision is a reference to it as it is in force for the time being, taking account of any amendment, extension or re-enactment and

includes any subordinate legislation for the time being in force made under it.

3. Dismissal

- (a) For the purposes of this Statute, “dismiss” includes removal from a Fellowship; related expressions must be interpreted accordingly. In relation to employment under a contract, the terms must be construed in accordance with section 95 of the Employment Rights Act 1996.
- (b) A member of the academic staff may be dismissed if that dismissal is for a reason set out in section 98 of the Employment Rights Act 1996.
- (c) When dismissing a member of the academic staff the College must ensure that it acts reasonably in treating the reason relied on in section A.3(b) above as a sufficient reason for dismissal and the College must comply with the following provisions when dismissing for the reasons set out below:
 - i. by reason of redundancy in accordance with Part II of this Statute;
 - ii. for disciplinary or capability reasons in accordance with Part III of this Statute;
 - iii. for incapacity on health grounds in accordance with Part IV of this Statute; and
 - iv. on other grounds, including, but not limited to, retirement, the non-renewal of a fixed-term appointment or the non-confirmation of appointment at the end of an initial probationary period, in accordance with Part VI of this Statute.

4. Panels

- (a) A panel established for the purposes of this Statute comprises three persons, none of whom have had any involvement with the matter that would make his or her participation as a member of the panel unfair.
- (b) The Governing Body may by Regulation provide rules for the conduct of panels. Such rules may make provision for a panel to continue its consideration of a matter notwithstanding a reduction in its membership.
- (c) A panel established for the purposes of this Statute must conduct a hearing into the matter before it. At any hearing, the member of the academic staff concerned is entitled to be accompanied or represented by another person, whether such person is legally qualified or not.
- (d) A panel established for the purposes of this Statute must give a reasoned decision to the member of the academic staff concerned and to the Governing Body.

Part II. Redundancy

1. Application

- (a) Nothing in this Part prejudices, alters or affects any rights, powers or duties of the

College or apply in relation to a person unless:

- i. his or her appointment was made, or his or her contract of employment was entered into, on or after the twentieth day of November 1987; or
 - ii. he or she was promoted on or after that date.
- (b) 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 the twentieth day of November 1987 or to promotion on or after that date is to be construed in accordance with sub-sections (3) to (6) of section 204 of the Education Reform Act 1988.

2. Definition of “redundancy”

For the purposes of this Statute dismissal is taken to be dismissal by reason of redundancy if the dismissal is wholly or mainly attributable to:

- (a) the fact that the College has ceased, or intends to cease, to carry on the activity for the purposes of which the member of the academic staff was appointed or employed by the College; or
- (b) 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
- (c) the fact that the requirements of the College for members of the academic staff to carry out work of a particular kind have ceased or diminished or are expected to cease or diminish.

3. Procedure for dismissal by reason of redundancy

The Governing Body must prescribe by Regulation a procedure for dismissing members of the academic staff on grounds of redundancy. The procedure must provide for an initial stage of consultation at the end of which the Governing Body must resolve whether or not to proceed with a reduction of staff by reason of redundancy. The procedure must provide, after such resolution, for:

- (a) a process which is fair and which allows each member of the academic staff concerned, having been informed of the selection criteria it is proposed to use, to make representations on his or her behalf; and
- (b) giving each member of the academic staff dismissed under this Part notice of dismissal and for informing him or her of the reasons for it.

4. Appeal against dismissal by reason of redundancy

- (a) The procedure prescribed under section B.3 of this Statute must provide for an appeal to a panel by a member of the academic staff who has been given notice of

dismissal under this Part.

- (b) The appeal panel is entitled to review all aspects of the matter other than the resolution of the Governing Body to proceed with a reduction of staff by reason of redundancy.
- (c) The appeal panel has power to reach a final decision on the appeal, or to remit the matter back for further consideration.

Part III. Disciplinary Procedures

1. Grounds for disciplinary action

- (a) For the purposes of this Statute, disciplinary action means action taken by the College for a reason that is related to the conduct or capability or qualifications for performing work of the kind that the member of the academic staff was appointed or employed to do or for some other substantial reason of a kind to justify the dismissal of a member of the academic staff. Without prejudice to the generality of the foregoing, this may include but is not limited to action taken by the College for the following matters:
 - i. conviction for an offence such as to render the person convicted unfit for the performance of his or her duties as a member of the academic staff;
 - ii. conduct incompatible with those duties;
 - iii. conduct constituting failure or persistent refusal or neglect or inability to perform those duties or comply with the conditions attaching to them; or
 - iv. physical or mental incapacity.
- (b) In this section:
 - i. “capability” means capability assessed by reference to skill, aptitude, health, or any other physical or mental quality; and
 - ii. “qualifications” means any degree, diploma, or other academic, technical, or professional qualification relevant to the duties of the member of the academic staff.

2. Disciplinary procedures

- (a) The Governing Body must prescribe by Regulation a disciplinary procedure for taking disciplinary action (“the disciplinary procedure”) against members of the academic staff, which provides for less serious matters to be dealt with by warnings following a procedure which is fair and which provides for a right of appeal against any warning.
- (b) The disciplinary procedure must provide for more serious matters to be dealt with in a way which includes provision for:

- i. fair and reasonable time limits for each stage;
- ii. the investigation of complaints and the dismissal of those found to be without substance;
- iii. suspension on full pay pending an investigation or hearing where that is necessary;
- iv. a hearing by a panel, at which the member of the academic staff against whom the complaint has been made, having previously had notice of the complaint, is entitled to be present, to hear the evidence, to call relevant witnesses, and to examine and cross-examine witnesses;
- v. the dismissal by the panel of any complaint found to be without substance;
- vi. if the panel is so minded, the dismissal by them without penalty of a complaint found to be of substance; and
- vii. the imposition by the panel of an appropriate penalty or penalties, including a warning, dismissal (with or without notice) or removal from any secondary office or employment.

3. Appeals

- (a) A member of the academic staff has a right of appeal against the finding of, or penalty imposed by, a panel constituted under section 4 of this Statute.
- (b) Such an appeal must be to a fresh panel, having no common membership with the panel which first heard the matter. It must include a hearing by the appeal panel, but that hearing may not take the form of a re-hearing of the evidence, and evidence may only be heard as the appeal panel may determine in accordance with any Regulation made under this Statute.
- (c) In determining an appeal, an appeal panel may substitute for the decision of the panel first hearing the matter any decision that that panel might have made.
- (d) A dismissal of a member of the academic staff by the panel first hearing a matter is effective notwithstanding any appeal against such dismissal, unless either that panel, in giving their decision, or an appeal panel thereafter determines otherwise (subject to such conditions as the respective panel may impose).
- (e) A dismissal or notice of dismissal may be cancelled, withdrawn or modified if an appeal panel decides that the member of the academic staff should not be dismissed or should only be dismissed with notice. The cancellation of a dismissal reinstates the member of the academic staff as if no dismissal had occurred.
- (f) Relationship with Part IV

The Governing Body may by Regulation provide for dealing with a case in progress

under this Part where it appears that the conduct or capability of the member of the academic staff concerned may be attributable, wholly or in part, to a medical condition, but any proceedings under this Part are valid notwithstanding that they might have been brought under Part D of this Statute, and a member of the academic staff may be subject to proceedings and to a penalty, including dismissal, under this Part notwithstanding the fact that his or her conduct or capability may have been attributable, wholly or in part, to a medical condition.

Part IV: Incapacity on Health Grounds

1. In this Part references to health grounds are references to capability assessed by reference to health or any other physical or mental quality.
2. The Governing Body must prescribe by Regulation a procedure for assessing incapacity on health grounds and for taking appropriate action in relation thereto, which may include dismissal.
3. That procedure must include a hearing by a panel and a right of appeal to a fresh panel. Each panel hearing the matter at first instance must include a medically qualified person.

Part V: Appeals

The Governing Body must prescribe by Regulation a procedure for appeals against decisions made under Parts II to IV of this Statute.

Part VI: Other Dismissals

1. Non-renewal of a fixed-term appointment
 - (a) The Governing Body must prescribe by Regulation a procedure, including appropriate consultation, for a review in each case where a member of the academic staff has been appointed for a fixed term and that fixed term is due to expire. The review must decide whether the Fellowship, office or employment should be allowed to expire without renewal, or should be renewed for a further fixed term, or should be extended to the College Retirement Age.
 - (b) The review may encompass matters which, in other circumstances, might fall to be dealt with under Parts II, III or IV of this Statute.
 - (c) A decision that a Fellowship, office or employment should be allowed to terminate without renewal may not be made unless it is judged to be inexpedient or undesirable to renew or extend the Fellowship, office or employment by reason of one or more of the following considerations:
 - i. the availability of funding for the Fellowship, office or employment, or the financial situation of the College;
 - ii. the performance of the member of the academic staff concerned (having regard to any warnings and advice relating to performance that he or she may have been given);

- iii. the absence of a need for the office or employment or for the performance of the duties of the Fellowship, office or employment;
 - iv. the nature and character of the Fellowship, office or employment; and
 - v. the desirability of making the Fellowship, office or employment permanent and filling it through open competition.
- (d) The procedure under this Section must provide that, where it has been decided under sub-section (a) of this Section that a Fellowship, office or employment should be allowed to terminate without renewal, the member of the academic staff must be notified of the reasons for that decision, and must be afforded a further review of the matter.
2. Probationary appointments
- (a) The Governing Body must prescribe by Regulation a procedure, including appropriate consultation, for a review in each case where a member of the academic staff has been appointed for an initial probationary period and that period is coming to an end. The review must decide whether the appointment should be confirmed, whether the initial probationary period should be extended, or whether the member of the academic staff should be dismissed at the end of the probationary period.
 - (b) The review may encompass matters which, in other circumstances, might be dealt with under Parts II, III or IV of this Statute.
 - (c) The procedure under this Section must provide that, where it has been decided under sub-section (a) of this Section that dismissal should take place at the end of a probationary period, the member of the academic staff must be notified of the reasons for that decision, and must be afforded a further review of the matter.

3. Dismissal on other grounds

The Governing Body must prescribe by Regulation one or more procedures for dealing with dismissal on any other ground than those covered by Parts II, III, IV and V of this Statute. The procedure will normally include the right to a hearing by a panel and a right of appeal to a fresh panel.

Part VII: Grievance Procedure

- 1. The Governing Body must prescribe by Regulation a procedure for the settlement or redress of the grievances of members of the academic staff that concern their Fellowships or employments, whether related to matters affecting themselves as individuals or to matters affecting their dealings or relationships with other members or employees of the College, not being matters for which express provision is made elsewhere in the Statutes.
- 2. The grievance procedure must provide that consideration of a grievance may be deferred if other proceedings under this Statute relevant to the grievance are pending or in progress.

3. The grievance procedure must provide for the fair and speedy resolution of grievances, informally wherever possible, and must provide for the person aggrieved to be accompanied or represented by another person, whether such person is legally qualified or not, at any hearing.
4. The grievance procedure must provide for a member of the academic staff who is dissatisfied with the outcome of a complaint to be heard by a panel, unless the complaint has been judged, in accordance with the procedure, as trivial, vexatious or outside the scope of the procedure.

Part VIII: Removal of the President from Office and Dismissal from Employment

1. The Governing Body must prescribe by Regulation a procedure for the removal of the President from office which provides for:
 - (a) the initial consideration by the Governing Body (exclusive of the President and the complainant Fellows) of a complaint by any three or more Fellows seeking the dismissal or removal of the President from office on any ground specified in section 9 of this Statute;
 - (b) the dismissal by the Governing Body of such complaint if it is of the view that it is not supported by sufficient evidence for removal from office;
 - (c) otherwise, the appointment by the Governing Body of a panel to hear and determine the matter, which panel must comprise three persons who are not Fellows and are not employed by the College, one of whom holds, or has held, judicial office, or who is a barrister or solicitor of at least ten years' standing, that person to be chairman of the panel;
 - (d) the removal of the President from office if the panel decides that there is sufficient reason for such removal; and
 - (e) a right of appeal against a decision of removal from office.
2. The Regulations must also provide that any proceedings for removal of the President for incapacity on health grounds must be conducted in accordance with the Regulations made pursuant to Part D, provided that the Vice-President performs any duty or exercise any power there assigned to the President.

Given under our Common Seal
this 19th day of June 2019

Dr Helen Moore
President

Nicholas Melhuish
Bursar

