



WOLFSON COLLEGE CAMBRIDGE

## THE STATUTES

**Proposed revisions agreed by Governing Body on 14.5.2014**

**Further proposed revisions to D.I & D.II regarding Fellowship Titles and Professorial Fellowships agreed by Governing Body on 8.10.2014**

*Incorporating changes approved by Her Majesty The Queen on 21 July 2010*

Note:

In this document the following approach has been adopted:

Black print = unchanged

Blue print = requiring change

Red print = proposed change

[red print] = explanatory note

## CONTENTS

STATUTE A: The Constitution and Government of the College	1
<i>Chapter</i>	
I    The Title of the College	1
II   The Visitor	1
III  The Governing Body	1
IV   Meetings of the Governing Body	2
V    The Council	3
VI   Meetings of the Council	4
VII  Association of the Junior Members of the College	6
VII  Association of the Students of the College	6
 STATUTE B: The President	 8
<i>Chapter</i>	
I    Election and Duties of the President	8
II   Absence of the President	10
III  Term of Office of the President	10
IV   Removal of the President from Office	11
 STATUTE C: The College Officers	 12
<i>Chapter</i>	
I    General Provisions	12
II   The Vice-President	14
 STATUTE D: The Fellows	 16
<i>Chapter</i>	
I    Fellowships	16
II   Election of Fellows	16
III  Admission of Fellows	19
IV   Intermission of Fellows	20
V    Resignation and Retirement of a Fellow	21
VI   Removal of a Fellow	21
VII  Honorary Fellows	22
VII  Honorary Fellowships and Bredon Fellowships	22
VIII Notification of Fellows	23

STATUTE E: Membership and Discipline	24
<i>Chapter</i>	
I    Membership	24
II   Discipline	25
STATUTE F: Finance	27
<i>Chapter</i>	
I    Investment and Application of Capital Moneys	27
II   Power to accept Endowments	27
I    The Management of Property and the Administration of Trusts	27
II   Superannuation	29
III   Annual Statements of Accounts and Audit	29
IV   The College Seal and Muniments of the College	29
STATUTE G: The Statutes	31
<i>Chapter</i>	
I    Interpretation and Invalid Proceedings	31
II   Alteration of the Statutes	33
III   Commencement	33
STATUTE H: Academic Staff	34
<i>Chapter</i>	
I    Construction, Application and Interpretation	34
II   Redundancy	36
III   Discipline, Dismissal and Removal from Office	37
IV   Removal for Incapacity on Medical Grounds	40
V    Appeals	41
VI   Grievance Procedures	43
VII   Removal of the President from Office	44
[All Chapters to be removed]	
STATUTE H: Academic Staff	46

STATUTE A  
The Constitution and Government of the College

Chapter I  
*The Title of the College*

The College shall be called Wolfson College and its corporate title shall be *The President and Fellows of Wolfson College in the University of Cambridge*.

Chapter II  
*The Visitor*

The Visitor of the College shall be the Chancellor of the University for the time being.  
The Visitor of the College shall be the Chancellor of the University.

[removal of 'for the time being']

Chapter III  
*The Governing Body*

1. The Governing Body of the College shall consist of the President and all the Fellows under Titles A, B, C and D.

1. The Governing Body of the College shall consist of the President, the Vice-President and all the Fellows under Titles A, B, C and D.

[addition of 'the Vice-President', who could be an Emeritus Fellow]

2. The Governing Body shall have ultimate responsibility for the government of the College as a place of education, learning and research.

3. It shall be the responsibility of the Governing Body to exercise the following powers:

3. The Governing Body shall exercise the following powers:

[improved wording]

- (a) to consider and if thought fit approve any resolution for the making, alteration, or rescission of any Statute or Ordinance;
- (b) to elect the President at a Special Meeting called for the purpose under Statute B.I.2;
- (c) to elect the Vice-President in accordance with Statute C.II.1;
- (d) to elect Honorary Fellows in accordance with Statute D, VII, 1;
- (d) to confer Honorary Fellowships and Bredon Fellowships in accordance with Statute D.VII;

[addition of Bredon Fellowships]

- (e) to elect members of the Council in class (b);
- (f) to appoint the auditors of the annual accounts;
- (g) to appoint three Fellows as College Inspectors of Accounts in accordance with Statute F.III.3;

- (h) to approve the accounts and reports submitted to the Governing Body in accordance with Statute F.III.4 ;
- (i) to receive reports from the Council; and
- (j) to take any other action necessary to fulfil the requirements of Statute A.III.2.

4. The Governing Body shall assign to the Council responsibility for the matters set out in Statute A, V, 1, including any matter in which they deem it appropriate for the Council to exercise responsibility.

4. The Governing Body shall assign to the Council responsibility for the matters set out in Statute A.V.1, including any matter in which the Governing Body deems it appropriate for the Council to exercise responsibility.

[improved wording]

#### Chapter IV *Meetings of the Governing Body*

1. The Governing Body shall hold at least one meeting in every Full Term on such days as they shall appoint. A further meeting for the approval of the accounts and reports shall be held in the Michaelmas Term and shall be known as the Audit Meeting. The termly meetings and the Audit Meeting shall be termed Ordinary Meetings of the Governing Body. At least fourteen days' notice of an Ordinary Meeting shall be given to all Fellows. All other meetings of the Governing Body shall be termed Special Meetings.

1. The Governing Body shall hold at least one meeting in every Full Term on such days as it shall appoint. A further meeting for the approval of the accounts and reports shall be held in the Michaelmas Term and shall be known as the Audit Meeting. The termly meetings and the Audit Meeting shall be termed Ordinary Meetings of the Governing Body. At least fourteen days' notice of an Ordinary Meeting shall be given to all Fellows. All other meetings of the Governing Body shall be termed Special Meetings.

[improved wording]

2. The President may at any time summon a Special Meeting of the Governing Body and shall do so with all convenient speed if requested by the Council or on a written request signed by at least fifteen Fellows who are members of the Governing Body. Such a request for a meeting shall set forth the resolution or resolutions to be brought before the meeting. At least seven days' notice shall be given of any meeting summoned under this section.

3. The Vice-President shall, if requested in writing by at least fifteen Fellows who are members of the Governing Body, summon a meeting for the purpose of Statute ~~H, VII~~ B.IV. At least seven days' notice in Full Term shall be given of any meeting summoned under this section.

4. At every meeting of the Governing Body in the absence of the President, the Vice-President, failing whom, the senior Fellow present who is a member of the Council, failing whom, the senior Fellow present shall preside.

4. At every meeting of the Governing Body in the absence of the President, the Vice-President, failing whom the senior Fellow present who is a member of the Council, failing whom the senior Fellow present, shall preside.

[improved punctuation]

5. All matters put to the vote at a meeting of the Governing Body shall be decided by a majority of those present and voting. In the case of equality of votes, the President, or the Fellow presiding in their absence, shall be entitled to give a second or casting vote.

5. All matters put to the vote at a meeting of the Governing Body shall be decided by a majority of those present and voting except as otherwise provided in these Statutes. In the case of equality of votes, the President, or the Vice-President or Fellow presiding in the President's absence, shall be entitled to give a casting vote.

[improved wording; acknowledgement that G.II requires two-thirds of those present and voting, hence addition of 'except as otherwise provided in these Statutes']

6. In any vote on the election of any member of the Governing Body to the office of President or Vice-President, such member shall not vote and shall not be counted in the reckoning of any necessary majority.

7. No business shall be transacted at a meeting of the Governing Body unless at least one-third of the members of the Governing Body are present.

## Chapter V *The Council*

1. Subject to the provisions of these Statutes, the Council shall be responsible for the financial affairs of the College, for the care and management of its property, for its educational work, and for such other matters as may be assigned to it by resolution of the Governing Body.

2. The Council shall have power to draft standing orders, which shall be called Ordinances, and amendments or rescissions of them, provided always that such Ordinances shall not be inconsistent with these Statutes or with the Statutes of the University. All such drafts shall be submitted to the Governing Body for approval.

3. The Council shall consist of the following classes of members:

- (a) the President, the Vice-President, the Bursar, the Senior Tutor and the Development Director, who shall be members *ex officio*;
- (b) ten other Fellows elected by the Governing Body from among its members;
- (b) ten Fellows elected by the Governing Body from among its members; and
- (c) three students of the College elected by the Association of the Students of the College in accordance with and subject to the provisions of Statute A.VII.

[acknowledgement that the President is not a Fellow and that the Vice-President might be an Emeritus Fellow]

4. The method of election of members in class (b) and in class (c) and the procedure for the conduct of elections, including bye-elections, shall be determined by or under Ordinance.

## Chapter VI

### *Meetings of the Council*

1. The Council shall meet at least once a term and as regularly as is necessary to discharge its responsibilities under Statute A, V, 1, and subject to such regulations concerning notice of business and mode of procedure as may from time to time be determined by them. Extraordinary meetings of the Council shall be held whenever the President or, in their absence, the Vice-President or, in the absence of them both, the senior Fellow who is a member of the Council, shall deem it necessary for any purpose.

1. The Council shall meet at least once a term and as frequently as is necessary to discharge its responsibilities under Statute A.V.1, and subject to such regulations concerning notice of business and mode of procedure as may from time to time be determined by the Council. Extraordinary meetings of the Council shall be held whenever the President or, in the President's absence, the Vice-President or, in the absence of both, the senior Fellow who is a member of the Council, shall deem it necessary for any purpose.

[improved wording]

2. At every meeting of the Council in the absence of the President, the Vice-President, failing whom, the senior Fellow present shall preside.

2. At every meeting of the Council in the absence of the President, the Vice-President, failing whom the senior Fellow present, shall preside.

[improved wording]

3. All questions put to the vote at a meeting of the Council shall be decided by a majority of those present and voting except as otherwise provided in these Statutes. In case of equality of votes, the President, or the Fellow presiding in their absence, shall be entitled to give a second or casting vote.

3. All questions put to the vote at a meeting of the Council shall be decided by a majority of those present and voting except as otherwise provided in these Statutes. In case of equality of votes, the President, or the Vice-President or Fellow presiding in the President's absence, shall be entitled to give a casting vote.

[improved wording; addition of 'Vice-President']

4. No business shall be transacted at any meeting of the Council unless at least seven members are present.

4. No business shall be transacted at any meeting of the Council unless at least seven members are present, including at least four members in class (b) and excluding members in class (c)

[effectively increases size of quorum from a minimum of four non-student members (President, Vice-President, Fellows) to seven non-student members, given that the previous wording allowed for three students to be included in the quorum of seven; and now requires at least four out of the seven to be elected Fellows]

5. No junior member of the College shall be present, whether as a member or otherwise, at a meeting of the Council, or of any committee appointed by the Council, for the discussion of, or decision on, any item of business which the President, or the Fellow presiding in their absence, declares to be reserved.

Reserved business shall include:

5. No student of the College shall be present, whether as a member or otherwise, at a meeting of the Council, or of any committee appointed by the Council, for the discussion of, or decision on, any item of business which the President, or the Vice-President or Fellow presiding in the President's absence, declares to be reserved.

Reserved business shall include:

[addition of 'Vice-President'; change of 'junior member' to 'student']

- (a) the election or removal of any Fellow or any other matter affecting the personal affairs of any Fellow;
- (b) the appointment, suspension or removal of any College Officer;
- (c) the appointment, promotion or dismissal of any person employed or to be employed by the College, or any other matter affecting the personal affairs of such a person;
- (d) the admission of individuals to membership of the College, their removal from the College, except under Statute E.II, or their academic assessment.

In any case of doubt, the President, or the Fellow presiding in their absence, shall decide whether an item of business is reserved and their decision shall be final. No junior member of the College shall receive papers relating to any item of reserved business except that members of the Council in class (c) may, if and to the extent that the Council so determine, receive minutes of the decisions taken on reserved business by the Council or by any committee appointed by the Council.

In any case of doubt, the President, or the Vice-President or Fellow presiding in the President's absence, shall decide whether an item of business is reserved and such decision shall be final. No student of the College shall receive papers relating to any item of reserved business except that members of the Council in class (c) may, if and to the extent that the Council so determines, receive minutes of the decisions taken on reserved business by the Council or by any committee appointed by the Council.

[addition of 'Vice-President'; change of 'junior member' to 'student']

6. In any vote on the election, re-election, appointment or re-appointment of any member of the Council to a Fellowship, or to any office or other position normally carrying an emolument, or on their removal from a Fellowship, or from any office or position, such member shall not vote and shall not be counted in the reckoning of any necessary majority.

6. In any vote on the election, re-election, appointment or re-appointment of any member of the Council to a Fellowship, or to any office or other position normally carrying an emolument, or on the removal of a member of the Council from a Fellowship, or from any office or position, such member shall not vote and shall not be counted in the reckoning of any necessary majority.

[improved wording]

7. It shall be the duty of the Bursar, or of such other Fellow as the Council may direct, to keep minutes of the proceedings of the Council and to forward such minutes to members of the Governing Body. Such minutes shall be open to inspection by all members of the Governing Body at all reasonable times.

7. It shall be the duty of the Bursar, or of such other person as the Council may direct, to keep minutes of the proceedings of the Council and to forward such minutes to members of



the Governing Body. Such minutes shall be open to inspection by all members of the Governing Body at all reasonable times.

[allows for a non-Fellow, eg the College Secretary, to be present to take minutes]

## Chapter VII

### *Association of the Junior Members of the College*

### *Association of the Students of the College*

[change of 'Junior Member' to 'Student', passim]

1. There shall be an Association of the Junior Members of the College to promote the interests and welfare of its members by making provision

1. There shall be an Association of the Students of the College to promote the interests and welfare of its members by making provision

- (a) for their social, athletic, cultural and other collegiate activities; and
- (b) for their representation in accordance with Section 3(a) of this Chapter.

For the purposes of this Chapter, the Praelector shall keep a register of junior members as defined in Statute E, I, 2.

[Delete: this does not happen in practice]

2. The Association shall have such constitution as the Council shall approve and any amendment of the constitution by the Association shall not be valid without the approval of the Council. If any question arises as to the interpretation of the constitution, it shall, subject to the provisions of Section 4 of this Chapter, be determined by the Council.

3. Subject to the provisions of Section 2 of this Chapter, it shall be the duty of the Association:

- (a) to elect, or to make provision for the election of, a Committee which shall organise and administer the affairs of the Association;
- (b) to appoint members of the Council in class (c) who shall be chosen by and from among the elected members of the Committee;
- (c) to elect or appoint, or to make provision for the election or appointment of, persons to serve on any committee or body, within the College or outside it, whose members include a person or persons elected or appointed to represent the junior members of the College; and
- (c) to elect or appoint, or to make provision for the election or appointment of, persons to serve on any committee or body, within the College or outside it, whose members include a person or persons elected or appointed to represent the students of the College; and

[change of 'junior members' to 'students']

- (d) to receive and administer through its Committee such funds as the Council may provide for the purposes of the Association.

4. If, within twenty days of the doing of any act, including an election, by the Association or by any of its officers or by any committee of the Association, it is represented in writing

by not fewer than fifteen members of the College to the President that there has been a contravention of the constitution in the doing of such act, the Council shall enquire into the matter and shall with all reasonable speed declare either that there has been no such contravention, or that there has been a contravention and that the said act is of no effect, or, if the Council are of the opinion that the irregularity has not affected the result, that the validity of the act is not affected by such contravention. The decision of the Council shall be final.

4. If, within twenty days of the doing of any act, including an election, by the Association or by any of its officers or by any committee of the Association, it is represented in writing by not fewer than fifteen members of the College to the President that there has been a contravention of the constitution in the doing of such act, the Council shall enquire into the matter and declare its decision. The decision of the Council shall be final.

[change of 'junior member' to 'student'; improved wording]

5. If at any time the Council are satisfied, on such evidence as they may deem sufficient, that the conduct of the affairs of the Association generally is in contravention of its constitution, the Council may at their discretion withhold and themselves administer any moneys received by the College for the purposes of the Association.

5. If at any time the Council is satisfied, on such evidence as it may deem sufficient, that the conduct of the affairs of the Association generally is in contravention of its constitution, the Council may at its discretion withhold and itself administer any monies received by the College for the purposes of the Association.

[improved wording]

## STATUTE B The President

### Chapter I *Election and Duties of the President*

1. The President of the College shall be elected by the Governing Body, who shall choose as President the person who, in their judgement, is best qualified to preside over the College as a place of education, learning and research; provided that, if by the last day of the ninth calendar month after the month in which the vacancy in the office of President occurs the Governing Body have failed to make an election, the appointment shall devolve upon the Visitor.

1. The President of the College shall be elected by the Governing Body, which shall choose as President the person who, in its judgement, is best qualified to preside over the College as a place of education, learning and research; provided that if, by the last day of the ninth calendar month after the month in which the vacancy in the office of President occurs, the Governing Body has failed to make an election, the appointment shall devolve upon the Visitor.

[improved wording]

2. If a vacancy in the office of President arises or if notification is given by the President that such a vacancy is to arise through resignation or retirement, within two weeks of the occurrence of such an event a Special Meeting of the Governing Body for the election of the next President shall be called, by the Vice-President or in their absence by the senior Fellow who is a member of the Council. The meeting shall be held on a day in Full Term and at least fourteen days' notice of the meeting in Term shall be given to all the electors. The meeting shall be chaired by the Vice-President, provided that they are not a candidate for the office of President, failing whom, by the most senior Fellow who is a member of the Council and likewise is not a candidate for the office of President. The quorum for such a meeting shall be two-thirds of the members of the Governing Body. The purpose of this preliminary meeting shall be to fix a date for a further Special Meeting, the "election meeting", to elect a new President to take office immediately upon election if an existing vacancy is to be filled or on the resignation or retirement aforesaid, as the case may be. To achieve its purpose the preliminary meeting may be adjourned to dates agreed by the Governing Body as often as is necessary, and the date of the election meeting may be fixed at any adjourned session.

2. If a vacancy in the office of President arises by limit of tenure or resignation or some other cause, a Special Meeting of the Governing Body shall be convened to determine the timetable and process for the election of the next President. The arrangements for convening, chairing and producing the agenda of this meeting shall be determined by Ordinance.

[this change was agreed by GB in 2010: it was agreed that the detailed process of setting up an election should be described in the Ordinances; it was also agreed that it was unnecessary to vary the normal GB quorum just for the purpose of an initial meeting to set the date of an election.]

3. The method of election of the President shall be determined by Ordinance.

4. The President shall take office immediately upon election if a vacancy in the office of President exists, or otherwise on the day following the day on which the resignation or

retirement of the outgoing President takes effect, as the case may be. The President shall be formally admitted to office by the Vice-President, or, in their absence, by the senior Fellow who is a member of the Council, at the next meeting of the Governing Body after taking office, having first read aloud the following declaration:

4. The President shall take office immediately upon election if a vacancy in the office of President exists, or otherwise on the day following the day on which the limit of tenure or resignation of the outgoing President takes effect, as the case may be. The President shall be formally admitted to office by the Vice-President or, in the absence of the Vice-President, by the senior Fellow who is a member of the Council, at the next meeting of the Governing Body after taking office, having first read aloud the following declaration:

“I, M.N., elected President of Wolfson College, do solemnly declare that I will observe the Statutes and Ordinances of the College and will endeavour to the utmost of my power, without fear or favour, to promote the interests of the College as a place of education, learning and research.”

“I, [full name], elected President of Wolfson College, do solemnly declare that I will observe the Statutes and Ordinances of the College and will endeavour to the utmost of my power, without fear or favour, to promote the interests of the College as a place of education, learning and research.”

[improved wording; change of ‘M.N.’]

5. The President shall superintend the affairs of the College and shall preside, when present, at all meetings of the Governing Body and the Council. They shall have the power in all cases not provided for by the Charter or by these Statutes or by order of the Governing Body or the Council to make such provision for the good government and discipline of the College as they shall think fit. If the President exercises this power they shall report their exercise thereof to the Council and to the Governing Body at the earliest opportunity thereafter.

5. The President shall superintend the affairs of the College and shall preside, when present, at all meetings of the Governing Body and the Council. The President shall have power in all cases not provided for by the Charter or by these Statutes or by order of the Governing Body or the Council to make such provision for the good government and discipline of the College as he or she shall think fit. In the event of the exercise of this power, the President shall report such exercise thereof to the Council and to the Governing Body at the earliest opportunity thereafter.

[improved wording]

6. The President shall reside within the College, or in such other place as the Council may approve as being consistent with the proper performance of the President’s duties, during Term, unless they are absent on College or University business or by sanction of the Council or are prevented by illness or other grave cause which they shall signify to the Vice-President. The prior sanction of the Council shall be required for any absence of the President for more than fourteen consecutive days in Term. The President shall be entitled to sabbatical leave with the consent of the Council, which consent shall not be unreasonably withheld, in accordance with arrangements to be determined by Ordinance.

6. The President shall reside within the College, or in such other place as the Council may approve as being consistent with the proper performance of the President’s duties, during Term, unless absent on College or University business or by sanction of the Council or

prevented by illness or other grave cause which the President shall signify to the Vice-President. The prior sanction of the Council shall be required for any absence of the President for more than fourteen consecutive days in Term. The President shall be entitled to sabbatical leave with the consent of the Council, which consent shall not be unreasonably withheld, in accordance with arrangements to be determined by Ordinance.

[improved wording]

7. The President shall receive from the general resources of the College such stipend and allowance as the Council shall from time to time determine.

8. The President shall not hold any other remunerated post or public service office apart from the office of President except with the permission of the Council.

## Chapter II *Absence of the President*

During any absence or illness of the President their functions shall be performed by the Vice-President or, in the absence or illness of the Vice-President, by the senior Fellow who is a member of the Council.

During any absence or illness of the President, the President's functions shall be performed by the Vice-President or, in the absence or illness of the Vice-President, by the senior Fellow who is a member of the Council.

[improved wording]

## Chapter III *Term of Office of the President*

1. The President shall be appointed for a period of seven years, irrespective of age. This appointment is not renewable, and no previous President may stand for re-election in any circumstances. The President shall give notice in writing to the Vice-President if they propose to retire before the end of the seven-year period. Except with the consent of the Council such notice shall not be less than six months.

1. The President shall be appointed for a period of seven academical years. If the President is appointed to take office before the end of an academical year, the Governing Body may appoint the President for the remainder of that academical year in addition to seven full academical years. This appointment is not renewable. No previous President may stand for re-election in any circumstances. The President shall give notice in writing to the Vice-President if he or she proposes to retire before the end of the seven-year period. Except with the consent of the Council such notice shall not be less than six months.

[greater clarity, especially in relation to the definition of 'seven years']

2. On completion of their term of office, the President shall be entitled to a Fellowship under Title A, B, C, D or E, as appropriate.

2. On completion of the term of office, the President shall be entitled to a Fellowship under Title A, B, C, D or E, as appropriate.

[improved wording]

Chapter IV  
*Removal of the President from Office*

The President shall not be removed from office except in accordance with the provisions of Statute H, VII.

The President shall not be removed from office except in accordance with the provisions of Ordinances governing such removal from office.

[the Ordinances at this point will be based very closely on the existing H.VII; this is part of the aim to reduce the size and role of Statute H]

## STATUTE C The College Officers

### Chapter I *General Provisions*

1. The College Officers shall be the President and the separate persons holding the offices of Vice-President, Bursar, Tutor, College Lecturer, Praelector and such other offices as may be established by Ordinance.

1. The College Officers shall be the President and the separate persons holding the offices of Vice-President, Bursar, Senior Tutor, Development Director, Praelector, Tutor, College Teaching Officer and such other offices as may be established by Ordinance.

[addition of Senior Tutor and Development Director; change of College Lecturer to College Teaching Officer to reflect current practice]

2. The arrangements for the election or appointment of the College Officers, for their tenure and for the vacation of their offices shall be determined by these Statutes or by Ordinance.

2. The arrangements for the election or appointment of the College Officers, for their tenure and for the vacation of their offices, shall be determined by these Statutes or by Ordinance.

[improved punctuation]

3. The College Officers shall perform such duties as may be assigned to them by these Statutes or by Ordinance.

4. The College Officers shall receive such stipends and allowances as the Council shall from time to time determine.

5. The Council shall determine the conditions upon which a College Officer may be allowed leave of absence.

6. If any College Officer, other than the President or the Vice-President, is unable owing to leave of absence, illness or other sufficient cause to discharge the duties of their office, the Council may if they think fit appoint a deputy. A deputy so appointed shall receive such remuneration as the Council may determine.

6. If any College Officer, other than the President or the Vice-President, is unable owing to leave of absence, illness or other sufficient cause to discharge the duties of the office, the Council may if it thinks fit appoint a deputy. A deputy so appointed shall receive such remuneration as the Council may determine.

[improved wording]

7. Every College Officer shall vacate their office at the end of the academical year in which they attain the retiring age for University officers specified in the University Statutes. [Delete altogether and re-number subsequent paragraphs. Current practice allows the President, Vice-President and Praelector to exceed this retiring age. The retiring age for other College Officers will be set by the College's own Employer Justified Retirement Age (EJRA) which does not need to be set out in the Statutes]

8. The President shall have power at their discretion to suspend a College Officer from the performance of their duties until the first ensuing meeting of the Council and the Council shall have power to renew such suspension until such time as the Council shall have decided, in accordance with the provisions of Section 9 of this Chapter, whether or not to remove the Officer from their office.

7. The President shall have power to suspend a College Officer from the performance of the office's duties until the next meeting of the Council and the Council shall have power to renew such suspension until such time as the Council shall have decided, in accordance with the provisions of Section 8 of this Chapter, whether or not to remove the Officer from office.

[improved wording]

9. The Council shall have power, by a vote in which not less than two-thirds of the members of the Council other than the members in class (c) concur, to remove a College Officer from their office if, after due enquiry, they are satisfied that such Officer has failed satisfactorily to perform the duties of their office; provided that

8. The Council shall have power, by a vote in which no fewer than two-thirds of the members of the Council other than the members in class (c) concur, to remove a College Officer from office if, after due enquiry, it is satisfied that such Officer has failed satisfactorily to perform the duties of the office; provided that

[improved wording]

- (a) before the Council decide to remove an Officer from their office, they shall inform them of the complaint against them and shall give them an opportunity to be heard by the Council, to call witnesses, and to cross-examine witnesses called against them, and shall allow them to be accompanied by a Fellow of the College, or by a qualified solicitor or barrister, of their choice, who may advise them and speak on their behalf;
- (a) before the Council decides to remove an Officer from office, it shall inform the Officer of the complaint against him or her and shall provide the Officer with an opportunity to be heard by a committee of Council members appointed by the Council, to call witnesses, and to cross-examine witnesses called against him or her, and shall allow the Officer to be accompanied by a Fellow of the College or a qualified solicitor or barrister of his or her choice, who may advise the Officer and speak on his or her behalf;

[improved wording; replacement of the whole Council by a sub-set of the Council for hearing an appeal]

- (b) a person so removed from office shall have the right of appeal to the Visitor, and the Visitor, or a deputy appointed by them, shall have power to confirm, vary or reverse the decision of the Council;
- (b) a person so removed from office shall have a right of appeal as specified by Ordinance;

[the role of the Visitor in hearing employment-related appeals is no longer appropriate]

- (c) subject to Statute ~~H, I, 6~~ H, nothing in this section shall apply to members of the academic staff to whom Statute H applies.



## Chapter II *The Vice-President*

1. The Vice-President shall be a member of the Governing Body, and shall be elected from among the Fellows by a vote of the Governing Body. Subject to the provision of Statute C, I, 7, they shall hold office for four years from the date of their election and shall be eligible for re-election. The method of election of the Vice-President shall be determined by Ordinance.

1. The Vice-President shall be a member of the Governing Body, and shall be elected from among its members by a vote of the Governing Body. The Vice-President shall hold office for four years from the date of assuming office. A Vice-President can continue in office beyond the retiring age prescribed for a Fellow under Statute D.V.3. A Vice-President who has not reached the retiring age prescribed for a Fellow under Statute D.V.3 by the end of the term of office shall be eligible for re-election for a further period of up to four years but shall not serve for more than eight years continuously. The method of election of the Vice-President shall be determined by Ordinance.

[this allows for a Vice-President to complete his or her term as Vice-President once he or she has retired as a Fellow; in such a circumstance the Vice-President is likely to have become an Emeritus Fellow as a result of his or her service to the College even if he or she has not met a requirement of a certain number of years as a Fellow]

2. The Vice-President shall vacate their office if they become President or cease to be a member of the Governing Body.

2. The Vice-President shall vacate the office of Vice-President if he or she becomes President.

[this deals with any confusion over the status of a Vice-President who is no longer a Fellow under Title A, B, C or D but who may be an Emeritus Fellow]

3. The Vice-President shall perform the functions of the President during any absence or illness of the President or any vacancy in the office of President. If they are required to act for the President during any period exceeding one month they shall receive such additional allowance as the Council may determine.

3. The Vice-President shall perform the functions of the President during any absence or illness of the President or any vacancy in the office of President. If required to act for the President during any period exceeding one month, the Vice-President shall receive such additional allowance as the Council may determine.

[improved wording]

4. The Vice-President shall perform such other duties as may be assigned to them by these Statutes or by Ordinance.

4. The Vice-President shall perform such other duties as may be assigned to the office of Vice-President by these Statutes or by Ordinance.

[improved wording]

5. During the absence of the Vice-President on leave, through illness or for other sufficient cause their functions shall be performed by the senior Fellow who is a member of the Council.

5. During the absence of the Vice-President on leave, through illness or for other sufficient cause, the functions of the Vice-President shall be performed by the senior Fellow who is a member of the Council.

[improved wording]

STATUTE D  
The Fellows

Chapter I  
*Fellowships*

1. The Council shall from time to time determine the number of Fellowships to be held in respect of each of the following titles:

1. Fellowships shall be held under the following Titles:

[follows current practice: no quotas are set for numbers of Fellowships]

Title A: Professorial Fellowships

Title A: University Official Fellowships

Title B: Research Fellowships

Title C: Official Fellowships

Title C: College Official Fellowships

Title D: Extraordinary Fellowships

Title E: Emeritus Fellowships

Title F: Visiting Fellowships

Fellows under Title E and Title F shall not be members of the Governing Body.

Holders of Fellowships under Title E and Title F shall not be members of the Governing Body.

[consistent use of word 'Fellowship' in this chapter]

2. Any stipends, allowances and privileges of Fellows under each title shall be determined under Ordinance.

2. Any stipends, allowances and privileges of holders of Fellowships under each Title shall be determined under Ordinance.

[ditto]

Chapter II  
*Election of Fellows*

1. The Fellows shall be elected or re-elected by the Council.

2. Subject to the provisions of these Statutes, no person shall be elected to a Fellowship without the concurrence of the majority of those members of the Council present and voting excluding the members in class (c).

3. In respect of Title A the Council shall have regard to such number of Professorial Fellowships as shall from time to time be allotted to the College under the University Statutes (though they shall not be limited in making elections by this number) and may, subject to the University Statutes:

(a) elect into a Fellowship under Title A any person holding a University office specified for the time being in Schedule B or Schedule H of the University Statutes;

(b) pre-elect any person who has been elected or appointed to such office so that on assuming their University office they shall forthwith become a Fellow under Title A.

Any person who is already a Fellow of the College and is appointed to a University office specified in Schedule B of the University Statutes shall without re-election become a Fellow under Title A. A Fellow under Title A shall hold their Fellowship so long as they hold the University office with which their tenure of that Fellowship is associated.

3. Under Title A the Council may elect any person who holds a University office. A Fellow under Title A shall be elected in the first instance for a period not exceeding five years, and shall be eligible for re-election for periods not exceeding five years at a time, provided that during any five-year period the said Fellow continues to hold the University office with which the tenure of that Fellowship is associated, otherwise the Fellowship is ended.

[this is to remove 'Professorial' Fellowships, and to group all Fellowships related to University appointments within a single Title, including those previously held under Title C, renewable every five years]

4. Under Title B the Council may elect any person whom they consider worthy to conduct research in any subject. There shall be two classes of Fellow under Title B: those elected by competition held annually in accordance with such conditions as may be prescribed by Ordinance, and those elected otherwise by the Council. In making elections under this Title in either class, the Council shall have regard to the age, experience and promise of the person or persons under consideration and shall elect to the one or the other of these two classes accordingly. A Fellow elected by competition shall be elected and may be re-elected for a period or periods which together shall not exceed four years. A Fellow elected otherwise shall be elected for an initial tenure not exceeding five years and the Council shall have power to extend their tenure for periods not exceeding five years at a time. Tenure of any Fellowship under this Title B shall be subject to such conditions as may be prescribed by Ordinance.

4. Under Title B the Council may elect any person whom it considers worthy to conduct research in any subject. There shall be two classes of Fellow under Title B: those in B.I who are elected by competition held annually in accordance with such conditions as may be prescribed by Ordinance; and those in B.II elected otherwise by the Council. In making elections under Title B in either class, the Council shall have regard to the experience and promise of the person or persons under consideration and shall elect to the one or the other of these two classes accordingly. A Fellow elected by competition under Title B.I shall be elected for a period not exceeding three years. A Fellow elected otherwise under Title B.II shall be elected in the first instance for a period not exceeding five years and shall be eligible for re-election for periods not exceeding five years at a time, subject to the provisions of D.V.3. Tenure of any Fellowship under Title B shall be subject to such conditions as may be prescribed by Ordinance.

[clarification between Junior Research Fellows (B.I) and Research Fellows (B.II); current practice is for JRFs (B.I) to be for three years, not four; improved wording]

5. Under Title C only persons who hold office in the College or in the University may be elected. A Fellow under Title C shall hold their Fellowship so long as they hold the office with which their tenure of that Fellowship is associated.

5. Under Title C the Council may elect any person who holds a College office. A Fellow under Title C shall hold a Fellowship so long as he or she holds the College office with which the tenure of that Fellowship is associated.

[this is to restrict Title C Fellowships to those Fellows employed by the College in College offices such as Bursar, Senior Tutor etc; holders of University offices will hold their Fellowships under Title A.]

6. Under Title D the Council may elect any person if they consider that it will be in the interests of the College to elect them. The tenure of a Fellow so elected or re-elected shall be for such period and subject to such conditions as the Council shall in each case determine.

6. Under Title D the Council may elect any person if it considers that it will be in the interest of the College to elect the said person. A Fellow under Title D shall be elected in the first instance for a period not exceeding five years and shall be eligible for re-election for periods not exceeding five years at a time, subject to the provisions of D.V.3 and subject to such conditions as the Council shall in each case determine.

[this is to make Fellowships under Title D renewable every five years, in line with existing provisions for Fellows under Title B.II and proposed provisions for Fellows under Titles A and C; but retaining the right for the Council to vary this]

7. In the case of a Fellow under Title A, B, C or D elected before the date of commencement of these Statutes whose period of election differs from that set out in these revised Statutes, such Fellow shall hold his or her Fellowship for the period set out on election. Fellows elected as Professorial Fellows may continue to use the term Professorial Fellow while holding a Fellowship under Title A.

[new paragraph to clarify the terms for existing Fellows]

7. Under Title E the title of Emeritus Fellow may be conferred on any former President or former Fellow, in accordance with Ordinances made to that effect.

8. Under Title E the Council may confer an Emeritus Fellowship on any former President or former Fellow, in accordance with Ordinances made to that effect.

[this clarifies which body does the conferring, ie the Council; it is felt that since Fellows are elected by the Council then Emeritus Fellowships should be conferred on former Fellows by the same body]

8. Under Title F the Council may elect any person not normally resident in Cambridge if they consider that it will be in the interests of the College to elect them. Fellowships under Title F shall be held on such conditions and for such periods as the Council shall determine; provided that no person shall hold a Fellowship under this title continuously for more than two years. Fellows under Title F shall be entitled to attend meetings of the Governing Body but shall not be entitled to vote.

9. Under Title F the Council may confer a Visiting Fellowship on any person not normally resident in Cambridge if it considers that it will be in the interest of the College to do so. A Visiting Fellowship shall be held on such conditions and for such periods as the Council shall determine; provided that no person shall hold a Visiting Fellowship continuously for more than two years.

[reflects current practice whereby Visiting Fellows are not entitled to attend GB meetings]

10. The Council may, for grave cause, remove an Emeritus Fellowship or Visiting Fellowship from any person on whom it has previously conferred such a Fellowship. Such removal shall be subject to the same procedures as for Fellows as set out in D.VI.

[it is possible to interpret D.VI as applying only to Governing Body Fellows; this wording gives holders of Emeritus and Visiting Fellowships the same protection]

### Chapter III *Admission of Fellows*

1. At the next meeting of the Governing Body after an election has been made, or at a meeting of not less than six Fellows convened for the purpose, the President or, in their absence, the Vice-President shall call upon the Fellow elect or Fellows elect to make the following declaration in the presence of the Fellows:

1. At the next meeting of the Governing Body after an election of a Fellow under Title A, B, C or D has been made by the Council, the President or, in the President's absence, the Vice-President or the presiding Fellow shall call upon the Fellow-elect or Fellows-elect to make the following declaration in the presence of the Fellows:

[clarification that this admission ceremony does not apply to holders of Emeritus, Visiting, Honorary or Bredon Fellowships; improved wording]

"I, M.N., elected a Fellow of Wolfson College, do solemnly declare that I will, so far as in me lies, loyally observe the Statutes and Ordinances of the College and will endeavour to promote the interests of the College as a place of education, learning and research."

"I, [full name], elected a Fellow of Wolfson College, do solemnly declare that I will, so far as in me lies, loyally observe the Statutes and Ordinances of the College and will endeavour to promote the interests of the College as a place of education, learning and research."

[change of 'M.N.']

2. After they have made this declaration, the Fellow elect shall be admitted to their Fellowship by the President or, in their absence, by the Vice-President.

2. Having made this declaration, the Fellow-elect shall be admitted to the Fellowship by the President or, in the absence of the President, by the Vice-President or the presiding Fellow.

[improved wording; allows for absence of both President and Vice-President]

3. After the President, the Vice-President and any former President, the order of seniority of all Fellows shall be determined by the date of their election as Fellows. Fellows elected at the same meeting shall take their place in the order of their election. A Fellow who by re-election under one or more titles or by change of title has been continuously a Fellow shall take seniority according to the date of their original election.

3. After the President, the Vice-President and any former President who is a Fellow, the order of seniority of all Fellows shall be determined by the date on which their tenure as a Fellow commenced. A Fellow who by re-election under one or more Titles or by change of

Title has been continuously a Fellow shall take seniority according to the commencement date of his or her first tenure. The commencement date for a Fellow who returns to the Fellowship after a period of absence is determined by the said Fellow's current tenure rather than any previous tenure before such period of absence. In the case of two Fellows having the same commencement date, seniority shall be determined by alphabetical order of surname.

[clarification of definition of seniority]

#### Chapter IV *Intermission of Fellows*

1. The Council may allow a Fellow under Title B or Title F whose study or research is interrupted by a cause of which they approve to intermit their Fellowship for a single period to be determined by the Council. The period of intermission shall not exceed two years and shall not be counted as part of the tenure of the Fellowship.

1. The Council may allow a Fellow under Title B whose study or research is interrupted by a cause of which it approves to intermit the said Fellowship for a single period to be determined by the Council. The period of intermission shall not exceed two years and shall not be counted as part of the tenure of the Fellowship.

[this provision is not necessary for Visiting Fellows; improved wording]

2. A Fellow under Title B who has been allowed to intermit their Fellowship shall not during the period of intermission be a member of the Governing Body.

2. A Fellow under Title B who has been allowed to intermit the said Fellowship shall not during the period of intermission be a member of the Governing Body.

[improved wording]

## Chapter V

### *Resignation and Retirement of a Fellow*

1. A Fellow who has communicated the resignation of their Fellowship in writing to the President shall vacate their Fellowship on the acceptance of the resignation by the Council.

1. A Fellow who has communicated the resignation of a Fellowship in writing to the President shall vacate the said Fellowship on the acceptance of the resignation by the Council.

[improved wording]

2. A Fellow shall resign their Fellowship on election to the Headship or to a Fellowship (other than an Honorary Fellowship) of any other College of the University.

2. A Fellow shall resign a Fellowship on election to the Headship or to a Fellowship (other than an Honorary Fellowship) of any other College of the University.

[improved wording]

3. Every Fellow shall vacate their Fellowship at the end of the academical year in which they attain the retiring age for University officers specified in the University Statutes.

3. Every Fellow shall vacate his or her Fellowship at the end of the academical year in which he or she attains the retiring age specified by Ordinance.

[In the first instance, the relevant Ordinance will read: “Every Fellow shall vacate his or her Fellowship at the end of the academical year in which he or she attains the retiring age for University officers specified in the University Statutes.” The purpose of this change is to save having to change the Statutes again if the College ever wishes – or needs – to set a different retiring age from the University, possibly as a result of external legislation.]

## Chapter VI

### *Removal of a Fellow*

If, after due enquiry, the Council are satisfied that a Fellow has been guilty of grave misconduct or has failed to fulfil the conditions attached to the tenure of their Fellowship, the Council shall have power, by a vote in which not less than two-thirds of the members of the Council other than the members in class (c) concur, to deprive them of their Fellowship; provided that

If, after due enquiry, the Council is satisfied that a Fellow has been guilty of grave misconduct or has failed to fulfil the conditions attached to the tenure of the Fellowship, the Council shall have power, by a vote in which no fewer than two-thirds of the members of the Council other than the members in class (c) concur, to deprive the said Fellow of his or her Fellowship; provided that

[improved wording]

- (a) before the Council decide to deprive a Fellow of their Fellowship, they shall inform them of the complaint against them and shall give them an opportunity to be heard by the Council, to call witnesses, and to cross-examine witnesses called against them, and shall allow them to be accompanied by a Fellow of the



College, or by a qualified solicitor or barrister, of their choice, who may advise them and speak on their behalf;

- (a) before the Council decides to deprive a Fellow of a Fellowship, it shall inform the said Fellow of the complaint against him or her and shall provide the said Fellow with an opportunity to be heard by a committee of Council members appointed by the Council, to call witnesses, and to cross-examine witnesses called against him or her, and shall allow the said Fellow to be accompanied by a Fellow of the College or a qualified solicitor or barrister of his or her choice, who may advise the said Fellow and speak on his or her behalf;

[improved wording]

- (b) a Fellow so deprived of their Fellowship shall have the right of appeal to the Visitor, and the Visitor, or a deputy appointed by them, shall have the power to confirm, vary or reverse the decision of the Council.
- (b) a Fellow so deprived of a Fellowship shall have the right of appeal to the Visitor, and the Visitor, or a deputy appointed by the Visitor, shall have the power to confirm, vary or reverse the decision of the Council.

[improved wording]

Provided that, subject to Statute H, I, 6, nothing in this Chapter shall apply to members of the academic staff to whom Statute H applies.

Nothing in this Chapter shall apply to members of the academic staff to whom Statute H applies.

[improved wording]

## Chapter VII

### *Honorary Fellows*

#### *Honorary Fellowships and Bredon Fellowships*

1. The Governing Body may at any meeting elect by majority vote any person of distinction, or any person who has done good service to the College, to an Honorary Fellowship. Likewise the Governing Body may terminate the tenure of an Honorary Fellowship.

1. The Governing Body may confer an Honorary Fellowship on any person of distinction or who has done good service to the College, such person being a member of the College or considered by the Governing Body to have a close connection to the College.

[improved wording; also more clearly setting out the candidates for Honorary Fellowships; wording re termination moved to new 3.]

2. An Honorary Fellow shall not be a member of the Governing Body nor shall they receive any emolument. They shall enjoy such privileges and amenities as the Council shall from time to time determine.

2. The Governing Body may confer a Bredon Fellowship on any person who is a benefactor of the College. A Bredon Fellowship shall be held on such conditions and for such period as determined by Ordinance.

[introduction of Bredon Fellowship; removal of other terms relating to Honorary Fellowships as deemed unnecessary to state]

3. The Governing Body may, for grave cause, remove an Honorary Fellowship or Bredon Fellowship from any person on whom it has previously conferred such a Fellowship.

[carried forward from 1 and applied equally to Honorary and Bredon Fellowships]

## Chapter VIII *Notification of Fellows*

A Fellow shall register with the Bursar a place of address to which all notices intended for them are to be sent. In all cases in which by these Statutes notice is required to be given to any Fellow, it shall be sufficient that the notice be sent by post or otherwise to their registered address. If any Fellow fails to register an address it shall be sufficient that such notice be addressed to them at the College.

All Fellows shall register with the Bursar a place of address to which all notices intended for them are to be sent. In all cases in which by these Statutes notice is required to be given to any Fellow, it shall be sufficient that the notice be sent by post or otherwise to his or her registered address. If any Fellow fails to register an address it shall be sufficient that such notice be addressed to him or her at the College.

[improved wording]

## STATUTE E Membership and Discipline

### Chapter I *Membership*

1. Subject to the provisions of this Statute, the Governing Body shall have power to make Ordinances under which persons may be admitted and may remain as members of the College; provided that the College shall be subject to such special conditions as the University may from time to time determine for the admission and presentation of candidates for such Degrees as shall be specified by the University.

1. Subject to the provisions of this Statute, the Governing Body shall have power to make Ordinances under which persons may be admitted and may remain as members of the College.

[simplified wording]

2. The junior members of the College shall be the members of the College in *statu pupillari* and any member not in *statu pupillari*, other than any Fellow or College Officer, who is pursuing a course of study or research as a candidate for a Degree or other qualification of the University or of another University.

2. The students of the College shall be the members of the College who are *in statu pupillari* and also those who are pursuing a course of study or research as a candidate for a Degree or other qualification of the University. The status of a Fellow who is also *in statu pupillari* shall be governed by Ordinance.

[simplified wording; acknowledgement of need to deal with double status of JRF who has not yet completed PhD]

3. No person shall become a junior member of the College until they have satisfied such conditions of admission to the University as are prescribed by the University and such conditions as the Council may impose.

3. No person shall become a student of the College until he or she has satisfied such conditions of admission to the University as are prescribed by the University and such conditions as the Council may impose.

[replace 'junior member' with 'student']

4. If any junior member of the College fails, in the opinion of the Senior Tutor, to make satisfactory progress in their studies, or fails to pay their fees or other College dues by such date as the Council may stipulate, the Council may suspend or terminate their membership of the College and may in addition or alternatively order temporary or permanent deprivation of any Studentship or other College award which they may hold, or of the emolument thereof; provided that in any vacation the powers of the Council under this section shall be delegated to the President or, in their absence, to the Vice-President, or, in their absence, to the senior Fellow who is a member of the Council.

4. If any student of the College fails, in the opinion of the Senior Tutor, to make satisfactory academic progress, or fails to pay fees or other College dues by such date as the Council may stipulate, the Council may suspend or terminate the said student's membership of the College and may in addition or alternatively order temporary or permanent deprivation of any Studentship or other College award which the student may hold, or of the

emolument thereof; provided that in any vacation the powers of the Council under this section shall be delegated to the President or, in the President's absence, to the Vice-President, or, in the Vice-President's absence, to the senior Fellow who is a member of the Council.

[replace 'junior member' with 'student'; improved wording]

## Chapter II *Discipline*

1. Junior Members of the College shall observe the Statutes and Ordinances of the College and shall conform to such orders and regulations for the good government of the College as may be made from time to time by the President, the Tutors and other College Officers, in the proper discharge of their duties, or by the Council.

1. Students of the College shall observe the Statutes and Ordinances of the College and shall conform to such orders and regulations for the good government of the College as may be made from time to time by the President, the Tutors and other College Officers, in the proper discharge of their duties, or by the Council.

[replace 'junior member' with 'student']

2. There shall be a Disciplinary Committee of the Council whose composition and method of appointment shall be determined by Ordinance; provided that no member of the Council shall be a member of the Committee.

3. If, after due enquiry into a complaint referred to them by the Council, the Disciplinary Committee are satisfied that a junior member of the College has failed to observe any Statute or Ordinance of the College, or to conform to any order or regulation as prescribed in Section 1 of this Chapter, or is guilty of any conduct prejudicial to the discipline or good order of the College, the Disciplinary Committee shall have power to take such action or impose such penalty as they think appropriate; provided that they shall report such decisions to the Council and that there shall be a right of appeal to the Council whose decision shall be final.

3. If, after due enquiry into a complaint referred to it by the Council, the Disciplinary Committee is satisfied that a student of the College has failed to observe any Statute or Ordinance of the College, or to conform to any order or regulation as prescribed in Section 1 of this Chapter, or is guilty of any conduct prejudicial to the discipline or good order of the College, the Disciplinary Committee shall have power to take such action or impose such penalty as it thinks appropriate; provided that it shall report such decisions to the Council and that there shall be a right of appeal to the Council whose decision shall be final.

[replace 'junior member' with 'student'; improved wording]

4. The Disciplinary Committee shall have power to regulate their own proceedings except in so far as rules of procedure may be determined by Ordinance; provided that any junior member who is charged with an offence shall:

4. The Disciplinary Committee shall have power to regulate its own proceedings except in so far as rules of procedure may be determined by Ordinance; provided that any student who is charged with an offence shall:

[replace 'junior member' with 'student'; improved wording]

- (a) be fully apprised of the nature and circumstances of the offence with which they are charged;
- (a) be fully apprised of the nature and circumstances of the offence with which he or she is charged;

[improved wording]

- (b) be given a reasonable opportunity of being heard;
- (c) have the right to call witnesses and to question witnesses upon whose evidence the case against them is based; and
- (c) have the right to call witnesses and to question witnesses upon whose evidence the case against him or her is based; and

[improved wording]

- (d) have the right to be accompanied by a member of the College, or by a qualified solicitor or barrister, of their choice, who may advise them and speak on their behalf.
- (d) have the right to be accompanied by a member of the College or a qualified solicitor or barrister of his or her choice, who may advise the said student and speak on his or her behalf.

[improved wording]

## STATUTE F Finance

### Chapter I *Investment and Application of Capital Moneys*

1. The Council shall have power in the name of the College to purchase, retain, sell or transfer property, real or personal, and securities (which term includes stocks, funds and shares) of any description on behalf of the College and may also apply moneys to any purpose to which capital moneys arising under the University and College Estates Acts 1925 and 1964 or any statutory modification thereof may be applied.
2. In relation to the management, development, improvement, sale, lease, mortgage, or other disposition of any land or any estate or interest therein held by the College or to the acquisition of any land or any estate or interest therein, the Council may exercise any power and may carry out any transaction which any individual holding or acquiring such land, estate or interest for their own benefit could exercise or carry out.
3. The powers conferred by this Chapter shall apply to all endowments, land, securities, property, and funds of the College and of any specific trust for purposes connected with the College of which the College is trustee; provided that such powers shall not extend to the funds of a specific trust constituted after 1 January 1977.

### Chapter II *Power to accept Endowments*

The Governing Body may accept endowments for any purpose in furtherance of the interests of the College as a place of education, learning and research. The Governing Body may make Ordinances giving effect to the wishes or suggestions of donors recorded in writing (whether such as to create a trust or not) regarding the application of such endowments or any place or emolument supported thereby; provided that no such Ordinance shall derogate from any obligations of the College under the University Statutes.

[Chapters I and II are replaced by the following extended Chapter I, with subsequent re-numbering of the following Chapters. There are three overarching aims for these proposed changes: 1. to be able to operate an amalgamated fund, which the College does in practice already; 2. to clarify how unspent income may be treated; 3. to be able to operate a total return policy]

### Chapter I The Management of Property and the Administration of Trusts

1. The Council shall have power to purchase, sell or transfer property, real or personal, and securities (which term includes stocks, funds and shares) of any description on behalf of the College.
2. In relation to the management, development, improvement, sale, lease, mortgage or other disposition of any land or any estate or interest therein held by the College, or to the acquisition of any land, or any estate or interest therein, the Council may exercise any power and may carry out any transaction which an individual holding or acquiring such land, estate or interest for his or her own benefit could exercise or carry out.

3. The Council shall have power to accept endowments for any purposes in furtherance of the interest of the College as a place of education, learning and research, and from time to time to make Ordinances 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 thereby, even though the Ordinances may be inconsistent with the provisions of the Statutes of the College, provided always that no such Ordinances shall derogate from any obligation imposed on the College by the Statutes of the University.

4. In order to facilitate the management of investments under the control of the College the Council may at any time and from time to time resolve that all or any part of the property to which this Statute applies be treated as one amalgamated fund invested for the rateable benefit of the property comprised in it (hereinafter called the constituent funds) and to and upon any such resolution the following provisions shall apply:

- (a) No investment shall be brought into an amalgamated fund upon its first constitution or upon any change of investment which is expressly disallowed as an authorised investment for any of the constituent funds.
- (b) An amalgamated fund shall be held on behalf of the constituent funds in shares as nearly as may conveniently be proportionate to their respective capital values upon the first constitution of the amalgamated fund; such shares shall be fixed by resolution of the Council.
- (c) The Council may at any time increase any amalgamated fund by adding thereto new constituent funds and upon any such increase shall fix the share of such new constituent funds in the resulting amalgamated fund.
- (d) The Council may at any time wind up any amalgamated fund and divide the investments thereof between the constituent funds in proportion to their respective shares therein or may bring all or any of the shares into a new or other amalgamated fund in accordance with the provisions of this section.

The Council may appropriate and distribute for expenditure as much of the fair value of any amalgamated fund as prescribed by Ordinance as it considers in its absolute discretion is prudent having regard to the total return achieved and reasonably to be expected in the long term of the amalgamated fund and distribute in proportion to the constituent funds at the time of the distribution.

5. Any surplus income of a trust to which this Chapter applies may at the direction of the Council be applied as income for the purposes of the trust in any subsequent year or may be applied for the general education purposes of the College. For this purpose 'surplus income' means income unexpended in any year after the purposes of the trust have been provided for in that year (whether wholly by income from the trust or partly by income from the trust and partly by other means) in so far (if at all) as in the opinion of the Council it is possible to provide.

6. The powers conferred by this Chapter shall apply to all endowments, land, securities, property and funds of the College and of any specific trust for purposes connected with the College of which the College is trustee which existed on the date of approval of these Statutes by Her Majesty in Council; and, to the extent that the law permits, they shall also apply to any such fund created after that date.

## Chapter II

### *Superannuation*

The Council shall have power to administer the superannuation arrangements of the College in accordance with Ordinances made in that behalf.

## Chapter III

### *Annual Statements of Accounts and Audit*

1. Subject to the University Statutes, the accounts shall be kept in such form as the Governing Body may from time to time determine and shall indicate liability for such sums as may, in accordance with the University Statutes, be levied from the College.

1. Subject to the University Statutes, the accounts shall be kept in such form as the Governing Body may from time to time determine and shall indicate liability for such sums as may, in accordance with the University Statutes, be levied on the College.

['levied on' rather than 'levied from']

2. The accounts shall be closed each year not earlier than 30 June and not later than 30 September at such date as the Council may determine and shall be audited forthwith.

3. The College accounts shall be audited annually by one or more qualified accountants appointed by the Governing Body. The Governing Body shall appoint three Fellows as College Inspectors of Accounts, who shall examine these accounts, confer with the auditor or auditors, and report to the Governing Body at the Audit Meeting.

4. At least a week before the Audit Meeting of the Governing Body, the Bursar shall send to all members of the Governing Body:

- (a) a copy of the College accounts;
- (b) any reports by the auditors;
- (c) any other reports submitted by the Council; and
- (d) a report by the College Inspectors of Accounts on the general state of the College accounts.

5. Copies of the accounts shall be made accessible to members of the Governing Body at all reasonable times and they shall be entitled to inspect the full accounts of the receipts and payments in any of the College accounts.

6. On or before 31 December next following the closing of the accounts, a statement of the accounts, in the general form prescribed by the University, shall be sent, together with the auditors' certificates, to the appropriate authority in the University.

## Chapter IV

### *The College Seal and Muniments of the College*

1. The Bursar shall be responsible for the safe custody of the College Seal and of the muniments of the College.



2. The College Seal shall not be affixed to any document without the authority of the Council, which shall be granted by means specified under Ordinance. Details of any document sealed under the general authority of the Council shall be reported to the Council at their first ensuing meeting by the Bursar, who shall keep a record of documents sealed.

2. The College Seal shall not be affixed to any document without the authority of the Council, which shall be granted by means specified under Ordinance. Details of any document sealed under the general authority of the Council shall be reported to the Council at its next meeting by the Bursar, who shall keep a record of documents sealed.

[improved wording]

3. The College Seal shall not be affixed to any document except in the presence of the President or the Vice-President or the Bursar, one of whom shall sign the document, and of one other senior member of the Council, who shall countersign it.

3. The College Seal shall not be affixed to any document except in the presence of any two of the President, the Vice-President or the Bursar, one of whom shall sign the document and the other of whom shall countersign it.

[the practice since 1977 has been for the Seal to be used in the way set out in the proposed wording, ie the proposed wording is to bring the Statutes in line with actual practice]

STATUTE G  
The Statutes

Chapter I  
*Interpretation and Invalid Proceedings*

1. In any Statute or Ordinance

- (a) the term “the College” shall mean Wolfson College;
- (b) the term “the Council” shall mean the Council of the College;
- (c) the term “Fellow” shall mean a Fellow of Wolfson College;  
[delete; this wording is unnecessary and potentially confusing]
- (c) the term “the University” shall mean the University of Cambridge;
- (d) the term “*in statu pupillari*” shall have such meaning as shall be determined by or under the Statutes and Ordinances of the University;
- (e) the term “Degree” shall mean a Degree of the University unless in any Statute or Ordinance that meaning is expressly or by necessary implication excluded;
- (f) the terms “Term” and “Full Term” shall have the meanings assigned to them by or under the Statutes and Ordinances of the University.

2. In any Statute or Ordinance words importing the masculine gender shall include the feminine and words importing the singular number shall include the plural and vice versa unless such interpretation is excluded expressly or by necessary implication.

[unnecessary; delete and re-number hereafter accordingly.]

3. If any question arises as to the interpretation of any of these Statutes, it shall be decided by the Governing Body; provided that any person affected by such decision shall be entitled within thirty days of its promulgation to appeal to the Visitor. Upon such appeal, the Visitor may confirm, vary or reverse the decision of the Governing Body and their decision shall be final.

2. If any question arises as to the interpretation of any of these Statutes, it shall be decided by the Governing Body; provided that any person affected by such decision shall be entitled within thirty days of its promulgation to appeal to the Visitor. Upon such appeal, the Visitor may confirm, vary or reverse the decision of the Governing Body and the Visitor’s decision shall be final.

[improved wording]

4. If within thirty days of the doing of any act, including an election, by any person or body having power to act under these Statutes, representation is made in writing by any member of the Governing Body to the President that there has been a contravention of these Statutes or of the Ordinances, the President shall enquire into the matter and shall either declare that there has been no contravention, or that there has been a contravention and that the said act is of no effect, or, if they are of the opinion that any irregularity has not affected the result, that the validity of the act is not affected by such contravention. If the President has not declared their decision within twenty days after receipt of the representation, any fifteen members of the Governing Body may within one week request the Visitor in writing to make a decision on the matter, and such decision of the Visitor shall be final. If any fifteen members of the Governing Body are dissatisfied with the President’s

decision, they may within one week of the declaration of that decision appeal in writing to the Visitor, whose decision shall be final. If there is no such appeal, the decision of the President shall be final.

4. If within thirty days of the doing of any act, including an election, by any person or body having power to act under these Statutes, representation is made in writing by any member of the Governing Body to the President that there has been a contravention of these Statutes or of the Ordinances, the President shall declare his or her decision on the matter. If the President has not declared his or her decision within twenty days after receipt of the representation, any fifteen members of the Governing Body may within one week request the Visitor in writing to make a decision on the matter, and such decision of the Visitor shall be final. If any fifteen members of the Governing Body are dissatisfied with the President's decision, they may within one week of the declaration of that decision appeal in writing to the Visitor, whose decision shall be final. If there is no such appeal, the decision of the President shall be final.

[improved wording]

No act shall become invalid by reason of the fact that there has been a contravention of these Statutes or of the Ordinances, unless there has been a representation in writing as aforesaid.

No act shall be invalid by reason of the fact that any person taking part in the act and chosen in the manner prescribed or authorised by these Statutes to be the person or a member of the body authorised to act, was not qualified to be so chosen.

5. Except as may otherwise be expressly provided by Statute or Ordinance, all elections and other matters put to the vote at a meeting of any body constituted in the College by or under Statute shall be decided by the votes of a majority of the members present and voting and, in the event of an equal division of votes, the chairman shall have power either to give a second or casting vote or to adjourn the question.

5. Except as may otherwise be expressly provided by Statute or Ordinance, all elections and other matters put to the vote at a meeting of any body constituted in the College by or under Statute shall be decided by the votes of a majority of the members present and voting and, in the event of an equal division of votes, the person chairing the meeting shall have power either to give a casting vote or to adjourn the question.

[improved wording; removal of a second vote for the Chair]

In accordance with the provisions of Section 46 of the Higher Education Act 2004, 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 H applies which concerns the member's appointment or employment or the termination of that appointment or employment; or
- (b) to disallow or annul any Ordinances made under or having effect for the purposes of Statute H.

[unnecessary; delete this whole section from "In accordance..."]

## Chapter II

### *Alteration of the Statutes*

These Statutes shall be subject to alteration from time to time by a Statute made by the College in accordance with Section 7 of the Universities of Oxford and Cambridge Act 1923 and passed by the votes of not less than two-thirds of those present and voting at a Special Meeting of the Governing Body, as defined for the purposes of that Act, held in Term and called for the purpose, at which at least two-thirds of the Governing Body are present; provided that

These Statutes shall be subject to alteration by a Statute made by the College in accordance with Section 7 of the Universities of Oxford and Cambridge Act 1923 and passed by the votes of no fewer than two-thirds of those present and voting at a Special Meeting of the Governing Body, as defined for the purposes of that Act, held in Term and called for the purpose; provided that

[unnecessary to vary the standard quorum for a Governing Body meeting – this is not required by the Act; improved wording]

- (a) at least fourteen days' notice in Term shall be given in writing to all members of the Governing Body of any resolution for the alteration of the Statutes to be proposed thereat;
- (b) notice of any proposed Statute shall be given to the University before the Statute is submitted to Her Majesty in Council;
- (c) a Statute which affects the University shall not be altered except with the consent of the University.

## Chapter III

### *Commencement*

These Statutes shall take effect on 7<sup>th</sup> May 2005

These Statutes shall take effect on DATE TBC (and should in fact already read '21 July 2010')

## STATUTE H Academic Staff

[Statute H was effectively imposed on the College by the Education Reform Act of 1988, and came into the College Statutes in 1995. At c.12 pages, and never referred to in practice, it creates an imbalance in the College's Statutes. Those elements that are relevant can be transferred to the Ordinances. Many UK Universities have trimmed their equivalent Academic Statutes significantly since their introduction following the Act.

Dr George Reid has drawn up a revised model Academic Statute for the Colleges generally, and the proposed revised Statute H set out in red below is based on that model Statute. Dr Reid will be working on a model set of Ordinances this year to go with the model Statute, which will be available to the College to consider.]

### Chapter I *Construction, Application and Interpretation*

1. This Statute and any Ordinance 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 Chapter II, III or IV of this Statute 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. (a) This Statute shall apply:
  - (i) to any person holding a College Office defined by Ordinance made under this Statute;
  - (ii) to any person employed by the College to carry out teaching or research save for those holding appointments which have been excluded under Ordinance from the scope of this Statute on the ground that the duties in that regard are only of a limited nature; and
  - (iii) to the President to the extent and in the manner set out in Chapter VII of this Statute.
 (b) In this Statute any reference to "academic staff" is a reference to persons to whom this Statute applies.
4. For the purposes of this Statute the following terms have the meanings specified:
  - (a) "dismiss" and "dismissal" refer to dismissal of a member of the academic staff, and
    - (i) include remove or, as the case may be, removal from office; and

- (ii) in relation to employment under a contract, shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978.
- (b) “good cause” in relation to the dismissal or removal from office of a member of the academic staff, being in any case a reason which is related to conduct or capability or qualifications for performing work of the kind which the member was appointed or employed to do, means:
  - (i) conviction of an offence which may be deemed by a Disciplinary Committee appointed under Chapter III of this Statute to be such as to render the person convicted unfit for the performance of the duties of their office or for employment as a member of the academic staff; or
  - (ii) conduct of an immoral, scandalous, or disgraceful nature incompatible with the duties of the office or employment; or
  - (iii) 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
  - (iv) physical or mental incapacity established under Chapter IV of this Statute.

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 office or position held.

5. For the purposes of this Statute dismissal shall be taken to be 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 member 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.

6. In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute 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 Ordinance, and the provisions of any Ordinance made under this Statute shall prevail over those of any Ordinance made under such other Statutes:

Provided that Chapter III, Chapter IV and Chapter VII 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 Statutes in force before that date.

7. Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by this Statute concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause:

Provided that this shall not invalidate any waiver made under Section 142 of the Employment Protection (Consolidation) Act 1978.

8. Nothing in any other Statute shall enable the Council to delegate its power to reach a decision under Statute H, II, 5.

9. For the avoidance of doubt it is hereby declared that nothing in Chapter III shall be construed as affecting any Ordinances concerning re-election on the expiry of a fixed term of a Fellowship.

10. In this Statute references to numbered Chapters, Sections and subsections are references to Chapters, Sections and subsections so numbered in this Statute.

11. 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 Ordinance made under this Statute.

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 are themselves involved in the matter in question, the Council may appoint an alternate to act in their place under procedures prescribed by an Ordinance made under this Statute.

## Chapter II *Redundancy*

1. This Chapter enables the appropriate body to dismiss any member of the academic staff by reason of redundancy.

2. Nothing in this Chapter shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless:

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

[CL: need to investigate the significance of this date.]

3. For the purposes of Section 2 of this Chapter 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.

[CL: need to investigate the significance of this date.]

4. The Council shall be the appropriate body for the purposes of this Chapter.

5. This Chapter applies where the appropriate 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.
- 6. Where the appropriate body has reached a decision under Statute H, II, 5:
  - (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 general principles set out in Statute H, I, 1; or
  - (b) it shall appoint a Redundancy Committee to be constituted in accordance with Statute H, II, 8 to give effect to such 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 appropriate body.
- 7. The appropriate body shall either approve any selection recommendation made under Statute H, II, 6 (b) (i), or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.
- 8. A Redundancy Committee appointed by the appropriate body shall comprise:
  - (a) a Chairman; and
  - (b) two Fellows of the College not being members of the academic staff to whom this Statute applies; and
  - (c) two members of the academic staff.
- 9. A member of the academic staff shall not be selected for dismissal under this Chapter unless they have been afforded a reasonable opportunity to make representations to the appropriate body.
- 10. Where the appropriate body has made a selection it may authorise a College Officer as its delegate to dismiss any member of the academic staff so selected.
- 11. Each member of the academic staff selected for dismissal shall be given separate notice of the selection approved by the appropriate body.
- 12. Each separate notice shall sufficiently identify the circumstances which have satisfied the appropriate body that the intended dismissal is reasonable and in particular shall include:
  - (a) a summary of the action taken by the appropriate body under this Chapter;
  - (b) an account of the selection processes 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 Chapter V of this Statute; and
  - (d) a statement as to when the intended dismissal is to take effect.



1.
  - (a) If it appears to the President that there are grounds for believing that the conduct or performance of a member of the academic staff is, or has been, unsatisfactory, they shall enquire into the matter. If the President concludes after investigation that the member is, or has been, at fault, they may issue an oral warning to the member. The President shall specify the reason for the warning, shall indicate that it constitutes the first stage of the College's disciplinary procedure, and shall advise the member that they may appeal against the warning under Statute H, III, 2.
  - (b) If the President concludes after investigation that the fault is sufficiently serious to justify it, or if a further offence occurs, they may issue a written warning to the member. Such a warning shall specify the complaint made against the member, the improvements required in the member's conduct or performance, and the period of time within which such improvements are to be made. The President shall advise the member that they may appeal against the warning under Statute H, III, 2, and shall indicate that, if no satisfactory improvement takes place within the stated time, a complaint may be made seeking the institution of charges to be heard by a Disciplinary Committee.
  - (c) The President shall keep a written record of any warning issued under Statute H, III, 1 (a) or (b). No further account shall be taken of an oral warning when one year has elapsed after the date of issue, and no further account shall be taken of a written warning when two years have elapsed after the date of issue.
2. A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the President within two weeks. An Appeals Committee appointed by the Council shall hear the appeal and the Committee's decision shall be final. If the appeal is allowed, the warning shall be disregarded for the purposes of Statute H, III, 3.
3.
  - (a) If there has been no satisfactory improvement following a written warning given under Statute H, III, 1 (b), or in any case where it is alleged that conduct or performance may constitute good cause for dismissal, a complaint seeking the institution of charges to be heard by a Disciplinary Committee appointed under Statute H, III, 4 may be made to the President.
  - (b) To enable the President to deal fairly with any complaint brought to their attention under Statute H, III, 3 (a) they shall institute such enquiries (if any) as appear to them to be necessary.
  - (c) If it appears to the President (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, they shall write to the person concerned inviting comments in writing and may suspend the person concerned from the performance of their duties without loss of emolument.
  - (d) As soon as may be following receipt of the comments (if any), or in any event not later than 28 days after they were invited, the President shall consider the matter in the light of all the available material and may dismiss the matter summarily, or issue a formal warning to the person concerned, or determine that the matter be considered by a Disciplinary Committee appointed under Statute H, III, 4.
4. If the President has determined that the matter is to be considered by a Disciplinary Committee, the Council shall at the President's request appoint such a Committee to hear the charge or charges, to determine whether the conduct or performance of the person

charged constitutes good cause for dismissal or otherwise constitutes serious misconduct relating to their appointment or employment, and to make recommendations as to the actions to be taken as a result of the Committee's findings. Pending the consideration of such recommendations, the President, after consulting the Council, may suspend the person charged from the performance of their duties without loss of emolument.

5. A Disciplinary Committee shall consist of three persons selected by the Council from a panel of seven persons appointed annually by the Governing Body. The members of the panel shall be Fellows of the College or other members of the Regent House of the University. In selecting members of the panel for appointment as members of a Disciplinary Committee, the Council shall exclude the person charged, any person responsible for originating the charge (whether by making a complaint to the Council or otherwise), and any person who has been involved at an earlier stage in considering the charge or charges.

6. When a Disciplinary Committee has been appointed, the Council shall instruct a solicitor or other suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the Disciplinary Committee.

7. 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.

8. The procedure to be followed in respect of the preparation, hearing, and determination of charges by a Disciplinary Committee shall be prescribed by Ordinances made under this Statute. Such Ordinances shall ensure:

- (a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by a 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 them 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 any charge is heard and determined as expeditiously as is reasonably practicable.

9. The 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 President and to each party to the proceedings.

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

11. (a) If the charge or charges are upheld and the Disciplinary Committee finds that the member's conduct constitutes good cause for dismissal and recommends that the member be dismissed, but in no other case, the President, after consulting the Council, may dismiss the member.
- (b) If the charge or charges are upheld, but the Disciplinary Committee has recommended some lesser penalty than dismissal, the President, after consulting the Council, may:
  - (i) discuss the issues raised with the member concerned; or
  - (ii) advise the member concerned about their future conduct; or
  - (iii) warn the member concerned; or
  - (iv) suspend the member concerned for such period as the President shall think fair and reasonable, provided that the suspension shall not extend beyond three months after the date on which the Council shall have considered the Disciplinary Committee's decision; or
  - (v) take such further or other action under the member's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case; or
  - (vi) combine any of the courses of action specified above;
 Provided that any action taken by the President shall not comprise a penalty greater than that recommended by the Disciplinary Committee.
12. (a) Any reference to the President in Statute H, III, 11 shall include a reference to a College Officer acting as their delegate.
- (b) Any action taken by the President, or their delegate, under Statute H, III, 11 shall be confirmed in writing.

#### Chapter IV

##### *Removal for Incapacity on Medical Grounds*

1. This Chapter makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.
2. In this Chapter references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.
3. In this Chapter references to the appropriate officer are references to the President or a College Officer acting as their delegate to perform the relevant act.
4. In this Chapter references to a member of the academic staff include, in cases where the nature of the alleged disability so requires, a responsible relative or friend or other person with authority to act on behalf of that member in addition to (or instead of) that member.
5. (a) Where it appears that the removal of a member of the academic staff on medical grounds should be considered, the appropriate officer:
  - (i) shall inform the member accordingly; and
  - (ii) shall notify the member in writing that it is proposed to make an application to the member's doctor 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; and

- (iii) may suspend the member from the performance of their duties without loss of emolument.
  - (b) If the member agrees that their removal on those grounds should be considered the College shall meet the reasonable costs of any medical opinion required.
  - (c) If the member does not agree the appropriate officer shall refer the case in confidence, with any supporting medical and other evidence (including any such evidence submitted by the member), to a Medical Board comprising one person nominated by the Council, one person nominated by the person concerned or, in default of the latter nomination, by the President; and a medically qualified chairman jointly agreed by the Council and the member, or, in default of agreement, to be nominated by the President of the Royal College of Physicians of London.
  - (d) The procedures to be followed in respect of the preparation, hearing and determination of a case by a Medical Board shall be prescribed by Ordinances made under Statute H, IV, 5. Such Ordinances shall ensure:
    - (i) 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;
    - (ii) that a case shall not be determined without an oral hearing at which the member's representative, but not the member themselves, is entitled to be present; that witnesses may be called and questioned concerning any relevant evidence; and that the case is heard and determined as expeditiously as is reasonably practical.
  - (e) The Board may require the member concerned to undergo medical examination at the College's expense.
6. If the Board determines that the member should be required to retire on medical grounds, the appropriate officer, after consulting the Council, shall terminate the employment of the member concerned on those medical grounds.

## Chapter V

### *Appeals*

1. This Chapter establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed, or who are under notice of dismissal, or who are otherwise disciplined.
2. This Chapter applies to appeals against or arising from:
  - (a) any decision of the Council as the appropriate body (or of a delegate of that body) to dismiss in exercise of its powers under Chapter II;
  - (b) any proceedings, or any decision reached, under Chapter III, other than appeals under Statute H, III, 2 (appeals against disciplinary warnings);
  - (c) any dismissal otherwise than in pursuance of Chapter II or Chapter III;
  - (d) any disciplinary decision otherwise than in pursuance of Chapter III;
  - (e) any decision reached under Chapter IV; and
  - (f) any proceedings, or any decision reached, under Chapter VII, including any decision reached in pursuance of Statute H, VII, 9;

and “appeal” and “appellant” shall be construed accordingly.

3. No appeal shall however lie against:
  - (a) a decision of the appropriate body under Statute H, II, 5;
  - (b) any findings of fact of a Disciplinary Committee under Statute H, III, or of a Tribunal under Statute H, VII, 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 finding by a Board set up under Statute H, IV, 5 save where, with the consent of the person or persons appointed, fresh evidence is called on behalf of the applicant at that hearing.
4. In this Chapter references to “the person appointed” are references to the person appointed by the Council under Statute H, V, 8 to hear and determine the relevant appeal.
5. The parties to an appeal shall be the appellant and the Vice-President and any other person added as a party at the discretion of the person appointed.
6. A member of the academic staff may institute an appeal by serving on the President, within the time allowed under Statute H, V, 7, notice in writing setting out the grounds of the appeal.
7.
  - (a) A notice of appeal shall be served within 28 days of the date on which the document notifying the decision appealed from was sent to the appellant or such longer period, if any, as the person appointed may determine under Statute H, V, 7 (c).
  - (b) The President shall bring any notice of appeal received (and the date when it was served) to the attention of the Council and shall inform the appellant that they have done so.
  - (c) Where the notice of appeal was served on the President outside the 28-day period the person appointed under Statute H, V, 8 shall permit the appeal to proceed if they consider that justice and fairness so require in the circumstances of the case.
8.
  - (a) Where an appeal is started under this Chapter the appeal shall, subject to the provisions of Statute H, V, 7 (c) and H, V, 8 (c), be heard and determined by a person appointed in accordance with Ordinances made under this section.
  - (b) A person appointed under Statute H, V, 8 (a) shall be a person who holds, or has held, judicial office, or who is a barrister or solicitor of at least ten years' standing.
  - (c) The person appointed shall sit alone unless they consider that justice and fairness will best be served by sitting as an Appeal Tribunal with two other persons appointed in accordance with Ordinances made under this section.
  - (d) The other persons who may sit with the person appointed shall be:
    - (i) one member of the Regent House of the University, not being a Fellow of the College; and
    - (ii) one other member.
9.
  - (a) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be set out in Ordinances made under this Chapter.

- (b) Without prejudice to the generality of the foregoing, such Ordinances shall ensure:
  - (i) that an appellant is entitled to be represented by another person, whether such person be legally qualified or not, in connection with and at any hearing of their appeal;
  - (ii) that an appeal shall not be determined without an oral hearing at which the appellant and any person appointed by them to represent them are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;
  - (iii) 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
  - (iv) 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 practicable.
- (c) 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:
  - (i) remit an appeal from a decision under Chapter II of this Statute (or any issue arising in the course of such an appeal) to the Council as the appropriate body for further consideration as the person or persons hearing the appeal may direct; or
  - (ii) remit an appeal from a decision under Chapter III of this Statute for re-hearing by the same or a differently constituted Disciplinary Committee to be appointed under that Chapter; or
  - (iii) remit an appeal from a decision of the appropriate officer under Chapter IV of this Statute for further consideration as the persons or persons hearing the appeal may direct; or
  - (iv) remit an appeal by the appropriate officer arising under Chapter VII of this Statute for re-hearing or reconsideration by the same or by a differently constituted Tribunal to be appointed under that Chapter; or
  - (v) substitute any lesser alternative penalty that would have been open to the appropriate officer following the hearing by the Disciplinary Committee or other body which heard and determined the original charge or charges.

10. The person appointed shall send the reasoned decision on any appeal, together with any findings of fact different from those made by the Council as the appropriate body under Statute H, II, or by the Disciplinary Committee under Statute H, III, or by the Medical Board under Statute H, IV, as the case may be, to the President and the parties to the appeal.

## Chapter VI

### *Grievance Procedures*

1. The aim of this chapter 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.
2. The grievances to which this Chapter applies are ones raised 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.
3.
    - (a) If other remedies within the relevant area have been exhausted the member of the academic staff may raise the matter with the President.
    - (b) If it appears to the President that the matter of the complaint has been finally determined under Chapter III, IV or V of this Statute, or that the grievance is trivial or insubstantial, they may dismiss it summarily, or take no action upon it. If it so appears to the President they shall inform the member accordingly.
    - (c) If the President is satisfied that the subject matter of the complaint could properly be considered with, or form the whole or any part of,
      - (i) a complaint under Chapter III;
      - (ii) a determination under Chapter IV; or
      - (iii) an appeal under Chapter V,
 they shall defer action upon it under this Chapter until the relevant complaint, determination or appeal has been heard, or the time for instituting it has passed, and they shall notify the member accordingly.
    - (d) If the President does not reject the complaint under subsection (b), or if they do not defer action upon it under subsection (c), they shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for them to seek to dispose of it informally. If they so decide they shall notify the member and proceed accordingly.
    - (e) If the grievance has not been disposed of informally under subsection (d) the President shall refer the matter to a Grievance Committee for consideration.
  4. The Grievance Committee shall comprise three Fellows appointed by the Council.
  5. The procedure in connection with the consideration and determining of grievances shall be determined by Ordinance 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 at the hearing by a friend or representative.
  6. The Grievance Committee shall inform the Council whether the grievance is or is not well-founded, and if it is well-founded the Committee shall make such proposals for the redress of the grievance as it sees fit.

## Chapter VII

### *Removal of the President from Office*

*[NB a revised version of this Chapter will go into the Ordinances relating to Statute B.IV]*

1. Any fifteen voting members of the Governing Body may make a complaint to the Vice-President seeking the removal of the President from office for good cause.
2. The Vice-President shall refer such a complaint to the Governing Body exclusive of the President, the members making the complaint, and any observers. If it appears to the Governing Body that the complaint does not raise a *prima facie* case, or that it is trivial, or unjustified, they may determine that no further action shall be taken upon it.



3. If it appears to the Governing Body on material presented, that the complaint raises a *prima facie* case which could, if proved, constitute good cause for the dismissal or removal of the President from office, they shall appoint a Tribunal to hear and determine the complaint. A Tribunal so appointed shall consist of three persons who are not Fellows and who are not employed by the College, as follows:

- (a) one person who holds, or has held, high judicial office, or who is a barrister or solicitor of at least ten years' standing, who shall be Chairman; and
- (b) two other persons.

4. A complaint referred to the Tribunal shall be dealt with in accordance with Statute H, III, 6, 7 and 8, provided that the Vice-President shall perform any duty and exercise any relevant power otherwise assigned to the President, and that for the purposes of this Chapter references in those sections to a Disciplinary Committee shall be construed as referring to the Tribunal.

5. The Tribunal shall send its decision on the complaint, together with its findings of fact and the reasons for its decision, to the President and the Vice-President. The Tribunal shall draw attention to the period of time within which any appeal should be instituted by ensuring that a copy of Chapter V accompanies the notification of its decision sent to the President.

6. If the Tribunal finds that the complaint constitutes good cause for dismissal, the Vice-President, after consulting the Governing Body, may dismiss the President.

7. The President may institute an appeal against dismissal by serving on the Vice-President a notice in writing setting out the grounds of the appeal. A notice of appeal shall be served within twenty-eight days of the date on which the notice of dismissal was sent to the President; provided that the person appointed to hear an appeal shall have power to hear an appeal commenced after that date if they consider that justice and fairness so require in the circumstances of the case.

8. An appeal instituted under Statute H, VII, 7 shall be heard in accordance with the provisions of Chapter V of this Statute, provided that the Vice-President shall perform any duty or exercise any power there assigned to the President and references in Statute H, V, 9 and 10 shall be construed as references to this Chapter.

9. For the purposes of the removal of the President for incapacity on medical grounds the provisions of Chapter IV and Chapter V shall have effect, provided that the Vice-President shall perform any duty or exercise any power there assigned to the President.

10. For the purposes of this Chapter, the Governing Body shall perform any duty and exercise any power assigned to the Council in Chapters III, IV and V of this Statute. The Vice-President shall have power to summon meetings of the Governing Body pursuant to the provisions of this Chapter, notwithstanding the presence of the President.

11. For the purposes of this Chapter, references to the Vice-President shall, if the Vice-President is not in residence, or is incapacitated by illness or otherwise, be construed as referring to the senior Fellow who is a member of the Council.



STATUTE H  
Academic Staff

1. The academic staff of the College shall comprise all persons holding a College Office designated by Ordinance made under this Statute.

2. The Governing Body shall specify by Ordinance the manner in which:

(a) consideration is to be given to the removal or suspension from any position in the College held by a member of the academic staff, or to any disciplinary sanction or any grievance relation to it; and

(b) such matters are to be determined.

The term “position in the College” includes any College Office or employment.

3. Ordinances made under this Statute may make different provision for different positions in the College and for different circumstances.

4. Any Ordinance 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 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 or 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.

5. The original Academic Staff Statute which this revised Statute replaces shall apply in place of this revised Statute to any person who was a member of the academic staff before the date of commencement of this Statute, unless that person has either:

(a) confirmed in writing that this revised Statute will apply; or

(b) ceased to hold all positions in the College held at the date of commencement.