

## SPECIAL ORDINANCES UNDER STATUTE C

## SCHOOLS AND FACULTIES

## SPECIAL ORDINANCE C (i):

*University Teaching Officers: sabbatical leave, dispensation, duty to examine  
(Special Ordinance under Statute C I 1)*

1. Every office specified in Schedule C (i) 1 shall be a University office and the holder shall be entitled to be dispensed from discharging the duties of his or her office during one term for every six terms of service as hereinafter defined; provided always that

- (a) the officer shall obtain the consent of the General Board, which consent shall not be unreasonably withheld;
- (b) in estimating the amount of leave of absence due under this Section at any time account shall not be taken of any service done by the officer more than six years before;
- (c) an officer shall not necessarily receive any stipend in respect of any period of absence under this Section, but the General Board may fix the amount (if any) of the stipend payable in respect of such period.

For the purposes of this Section the General Board shall have power to determine whether a term or part of a term is to be reckoned as a term of service in any case where the holder of an office specified in the Schedule has been excused compliance with any or all of the conditions of the office under Statute C and the Ordinances or has been dispensed from discharging all or part of the duties of the office under Section 2 below; and for the same purposes a term of service shall be defined as any term during which or during part of which a University officer has held such an office, except

- (i) any term for which or for part of which the General Board has excused the officer from compliance with any or all of the conditions of his or her office under Statute C and the Ordinances but has not allowed the term to be reckoned as a term of service;
- (ii) any term for which or for part of which the General Board has dispensed the officer from discharging all or part of the duties of his or her office under Section 2 below but has not allowed the term to be reckoned as a term of service;
- (iii) any term for which the officer has been dispensed from discharging the duties of his or her office under this section.

2. The competent authority may for sufficient cause dispense a University officer from discharging all or part of the duties of his or her office, as follows:

- (a) The competent authority may dispense an officer, on account of his or her illness, from discharging the duties of his or her office for a period not exceeding six months, without loss of stipend. The competent authority may extend such dispensation and if it does so shall fix the amount (if any) of the stipend payable to the officer.
- (b) The competent authority may dispense an officer, for sufficient cause other than illness, from discharging the duties of his or her office for a period not exceeding five years. In exceptional circumstances the competent authority, with the concurrence of the votes of not less than two-thirds of the whole number of its members, may grant such a dispensation for a period longer than five years, or may extend beyond five years a dispensation already granted, provided always that such a dispensation or extension shall not be valid without the concurrence of the Board, Syndicate, or other body chiefly concerned with the duties of the officer. No stipend shall be payable to the officer during any such dispensation (whether or not the period of dispensation exceeds five years) unless at the time of giving it or at the time or times of extending it the competent authority, having regard to all the circumstances of the case, including the nature of the sufficient cause and the question whether the officer is receiving or will receive payment from some source other than the University during the period of the dispensation, shall determine that the whole or part of the normal stipend is to be payable.
- (c) The competent authority may dispense an officer, for sufficient cause other than illness, from discharging part of the duties of his or her office for a period not exceeding five years in the first instance, and may extend beyond five years a dispensation already granted, provided always that such a dispensation or extension shall not be valid without the concurrence of the Board, Syndicate, or other body chiefly concerned with the duties of the officer. A reduced stipend, as determined by the competent authority, shall be payable during such a dispensation.

3. The competent authority shall have power to determine whether any period, or part thereof, of an officer's dispensation or partial dispensation from duty under this Special Ordinance shall be omitted in reckoning the limit of tenure fixed at the time of the officer's appointment or reappointment to his or her office.

#### SCHEDULE C (i) 1

*University offices whose holders are entitled to leave under Special Ordinance C (i)*

Professors  
 Readers  
 University Senior Lecturers  
 University Lecturers  
 Assistant Directors of Research  
 Senior Assistants in Research  
 University Pathologist in the Department of Veterinary Medicine  
 Director of Biotechnology  
 Assistant Directors of Development Studies  
 Director of the Melville Laboratory for Polymer Synthesis  
 Director of the Institute of Criminology  
 Director of the Scott Polar Research Institute  
 Director of the Botanic Garden  
 Executive Director of Research in the Faculty of Economics  
 Deputy Director of the McDonald Institute for Archaeological Research

#### SPECIAL ORDINANCE C (ii)

*University Officers (Special Ordinance under Statute C I 2)*

1. Certain matters which may be regulated in future by Special Ordinances under Statute C I 2 are at present provided for by the Schedule to Statute C (formerly Statute U).<sup>1</sup>

2. The competent authority shall decide, after hearing the opinion of the Faculty Board or other authority concerned, whether a University office that is vacant or is expected to become vacant shall be filled or left vacant; provided that this shall not apply to

- (a) any of the offices specified individually in Statute C I 1;
- (b) any Professorship;
- (c) any office which is required to be filled under the terms of a trust subsisting at the time.

An election or appointment to an office may be made by anticipation as from a future date if it is known that the office will then be established, or will then be vacant and may be filled.

3. (a) The tenure of a University officer other than an officer specified in Schedule C (vii) 1 shall begin on such date as may at the time of the election or appointment be specified by the electing or appointing body; or, if no such date is specified, then

- (i) if the office is already vacant or is newly established, the officer's tenure shall begin on the day of the election or appointment,
- (ii) if the office is not yet vacant, the officer's tenure shall begin on the day after that on which the retiring officer vacates the office;

provided that no such body shall specify a date, or shall make an election or an appointment without specifying a date, so that the tenure of the officer elected or appointed begins on a date that is either earlier than the day on which the office fell vacant, or more than six months earlier than the day of the election or appointment, or more than eighteen months later than that day.

(b) Wherever in respect of a University office or category of University office provision is made by Statute or Ordinance or has been made by Grace for reappointment, and reappointment has not been precluded by the conditions upon which a particular office was established or re-established, no holder of such office or of an office in such category shall be reappointed more than one year before the date on which his or her present tenure of the office is due to expire.

(c) Where any Statute or Ordinance provides that a University office shall be divided into grades, whether identified by a number or by a specific title, each grade shall, unless otherwise specified in the relevant Statute or Ordinance, be regarded as a separate University office, and promotion from a lower grade to a higher grade within an office which is so divided shall be regarded as appointment to a different office.

<sup>1</sup> Cross-reference may be amended by Grace pursuant to Statute C I 8(c).

4. Unless it is otherwise provided by Statute or Ordinance, every officer shall be admitted to his or her office as soon as may be after the commencement of tenure by subscribing, in a book kept at the Registry, a declaration that the officer will well and faithfully discharge all the duties of the office, and by entering in the book the date of entering upon the office.

5. The stipend of an office shall accrue due to an officer from the commencement of tenure unless he or she fails to enter upon the duties of the office on or before the required date as hereinafter defined. The required date shall be that specified by the electing or appointing body at the time of the election or appointment, or, if no such date is specified, it shall be that of the commencement of tenure if the commencement is not on the day of the officer's election or appointment, or the first day of the next term if the commencement is on the day of the officer's election or appointment.

6. An officer who fails to enter upon the duties of his or her office on or before the required date shall report the fact to the competent authority. The competent authority shall then determine the date from which the officer's stipend is due to accrue, and may excuse the officer from compliance with any or all of the conditions of the office during a period of not more than one year after the required date, subject to any deduction of stipend which the competent authority may determine.

7. Except where it is otherwise determined by the University, stipends shall be considered as accruing from day to day and shall be apportionable in respect of time accordingly.

8. The University shall have power to prescribe by Ordinance that the stipend attached to any office shall be subject to deduction on account of emoluments received by the holder from a College or Colleges.

9. No person or body shall have authority to make any representation or contract on behalf of the University, except in the performance of duties assigned to such person or body by or under Statute or Ordinance, or by consent of the University authority concerned. Such consent may be given either with regard to a particular transaction or generally with regard to a class or classes of transaction, and shall be subject to any restrictions which may be imposed by the authority concerned.

10. The University shall join in the Universities Superannuation Scheme and shall pay the pension contributions due thereunder in respect of the pensionable salaries of those officers who become members of the Scheme.

11. Every University officer (other than the Chancellor, the High Steward, the Deputy High Steward, the Commissary, and any University officer who is exempted under any Statute from the provisions of this Section) shall comply with such regulations concerning residence and accessibility as may be made by the University.

12. Subject to the provisions of Statute C and any Special Ordinance made under Statute C, a University officer shall be entitled, unless the tenure of his or her office is limited in accordance with the provisions of any other Statute or Ordinance or by Grace, to hold office until the retiring age so long as he or she satisfactorily performs the duties of the office. All University officers (other than the Chancellor, the High Steward, the Deputy High Steward, the Commissary, and any University officer who is exempted under any Statute or Special Ordinance from the provisions of this Section) shall vacate their offices not later than the end of the academical year in which they attain the age of sixty-seven years.

13. Every University officer shall send to the secretary of the competent authority and of the Board, Syndicate, or other body which is chiefly concerned with the officer's duties, such returns as the competent authority and the other body may respectively direct.

14. The duty to undertake examining which is imposed by Statute C I 4 shall not apply to any University officer who was appointed to his or her current office with effect from a date earlier than 1 October 1994.

#### SPECIAL ORDINANCE C (iii)

##### *The Proctors (Special Ordinance under Statute C IV)*

1. The election of the Proctors shall be held on the first weekday of the Michaelmas Term each year at 10 o'clock in the morning, the Proctors for the previous year vacating their offices immediately beforehand. At the election the two Esquire Bedells shall stand in scrutiny and shall take their own votes and those of other voters by the words *placet* or *non placet*. If each of the persons nominated is approved by a majority of those voting, the Esquire Bedells shall declare him or her to be elected. When the Proctors have been elected, the election of the deputy Proctors shall be held without delay. If after the election a Proctor desires to nominate an additional person for election as deputy Proctor, he or she shall request the Council to submit a Grace to the Regent House for the approval of the person nominated.

2. The Cycle of Nominations shall be as set out in Schedule C (iii) 1. When the series of years specified in the Cycle is ended, the order of nomination shall proceed as in the beginning of the Cycle and until the end of it, and so on continually.

3. In the Easter Term of each year the Head of each College whose turn it is to nominate a Proctor for the ensuing academical year shall, either in person or through a deputy, present to the Vice-Chancellor, in the presence of the Registry, the person nominated by the College, and shall certify in writing that during the past two years the person nominated has resided in the University for the greater part of each of three terms at least. Before the end of the academical year each of the two persons nominated Proctor shall nominate either one or two persons for election as deputy Proctors.

4. If the nomination of a Proctor, having been duly made by a College, becomes void or is withdrawn before the election for some cause deemed sufficient by the Council, the College shall make a further nomination.

SCHEDULE C (iii) 1

*Cycle for the nomination of Proctors<sup>2</sup>*

1999–2000	Jesus New Hall	2016–17	Trinity Hall St Edmund's
2000–01	Downing Magdalene	2017–18	Newnham Darwin
2001–02	Christ's Selwyn	2018–19	St Catharine's Lucy Cavendish
2002–03	King's Gonville and Caius	2019–20	Fitzwilliam Peterhouse
2003–04	Robinson Darwin	2020–21	Emmanuel Clare Hall
2004–05	Peterhouse Newnham	2021–22	Churchill Clare
2005–06	St Catharine's Fitzwilliam	2022–23	Pembroke Girton
2006–07	Churchill Pembroke	2023–24	St John's Corpus Christi
2007–08	Trinity Clare	2024–25	King's Hughes Hall
2008–09	Girton Corpus Christi	2025–26	Trinity Sidney Sussex
2009–10	Emmanuel St John's	2026–27	Homerton Queens'
2010–11	King's Sidney Sussex	2027–28	Jesus New Hall
2011–12	Christ's Jesus	2028–29	Downing Magdalene
2012–13	New Hall Magdalene	2029–30	Christ's Selwyn
2013–14	Downing Queens'	2030–31	Robinson Darwin
2014–15	Robinson Selwyn	2031–32	Gonville and Caius Wolfson
2015–16	Gonville and Caius Wolfson		

<sup>2</sup> The present cycle was approved by Grace 7 of 26 May 1999 and amended by Grace 4 of 3 November 2010.

## SPECIAL ORDINANCE C (iv):

*Administrative Officers (Special Ordinance under Statute C VI 4)*

There shall be administrative officers under the direction of the Council in categories to be determined by Ordinance.

## SPECIAL ORDINANCE C (v):

*The Librarian (Special Ordinance under Statute C VII)*

1. There shall be in the University a Library Syndicate which shall have power to make rules for the management of the University Library, provided that such rules shall not be inconsistent with any Ordinance. The composition of the Library Syndicate and the manner of its appointment shall be determined by Ordinance from time to time.

2. The Librarian is placed under the direction of the Library Syndicate and shall act as Secretary to it. It shall be the duty of the Librarian

- (a) to be responsible for the management of the University Library in all respects as determined by Ordinance and by the rules made by the Library Syndicate;
- (b) to act as the General Board's principal adviser on matters relating to libraries;
- (c) to be responsible, in consultation with the Registry where appropriate, for the custody and arrangement in the Library of the University archives and of documents that are added thereto at the request of the Registry or otherwise, provided that the Registry shall be entitled to require the temporary deposit in the Registry of any document to which he or she may need to refer.

3. The Librarian shall be elected by a Board of Electors consisting of the Vice-Chancellor, or a duly appointed deputy, two persons appointed by the Council, three persons appointed by the General Board, and five persons appointed by the Library Syndicate. One at least of the Electors appointed by the General Board and one at least of those appointed by the Library Syndicate shall be persons who at the time of their appointment are not resident in the University nor officially connected with it, and three at least of the Electors appointed by the Library Syndicate shall be appointed from among the members of that Syndicate. The Secretary of the General Board, or a duly appointed deputy, shall be Secretary to the Board of Electors.

4. Electors shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment.

5. If an Elector is or becomes a candidate for the office of Librarian he or she shall be disqualified from acting thereafter in the matter of that election, and the other Electors shall have power to act.

6. If an appointment to the Board of Electors is made after the Electors have first met to consider a vacancy in the office of Librarian, the Elector so appointed shall not have any vote in the election of the Librarian, but that Elector's predecessor, if not a candidate for the office of Librarian, shall retain his or her right to vote in the election.

7. (a) When the Librarian is due under the Statutes to retire, the Vice-Chancellor shall report the fact to the Council and to the General Board in the Michaelmas Term, but not later than the division of that term, of the academical year next before the year at the end of which the retirement is due to take place.

(b) When it becomes known to the Vice-Chancellor that a vacancy has occurred or will occur in the Librarianship otherwise than by the holder's becoming due under the Statutes to retire, the Vice-Chancellor shall report the fact to the Council and to the General Board at their next meetings.

8. Not later than the thirtieth day after reporting a vacancy or an expected vacancy in the Librarianship the Vice-Chancellor shall publish a Notice inviting applications to fill the vacancy; provided that the General Board shall have power to suspend the publication of such a Notice for any period not exceeding one year.

9. The Board of Electors shall have power to act notwithstanding one or more vacancies in the number of its members and shall have power to adjourn and generally to regulate its own procedure, provided that

- (a) no election shall be made earlier than the day following that on which the qualifications of the candidates have been considered in the first instance at a meeting of the Board;
- (b) no election shall be made unless two-thirds at least of the members of the Board (exclusive of any member disqualified by being a candidate) are present at the time of voting and a majority of the members present vote in favour.

10. The Board of Electors shall have power (a) to offer the Librarianship to a person who has not submitted an application for the office, provided that such a person's qualifications have been considered at two meetings held on different days, and (b) to enquire whether any person or persons other than those who have submitted applications would accept the office if offered.

11. If at the end of two years from the date of publication under Section 8 of the Notice inviting applications for the Librarianship the Electors have been unable to make an election, the Librarian shall be appointed by the Chancellor or, if the office of Chancellor is vacant, by the High Steward.

SPECIAL ORDINANCE C (vi):

*The Director of the Fitzwilliam Museum (Special Ordinance under Statute C VIII)*

1. The Director of the Fitzwilliam Museum (who shall also be Marlay Curator) shall, subject to the direction of the Fitzwilliam Museum Syndicate, have charge of all the objects in the Museum and in the Marlay Collection and shall perform such other duties as may be prescribed by Ordinance.

2. The manner of appointment and, subject to the provisions of Statute C and any Special Ordinance made under it, the conditions of tenure of office of the Director and the manner of appointment of the Syndicate shall be determined by Ordinance from time to time.

SPECIAL ORDINANCE C (vii)

*Professors (Special Ordinance under Statute C XI 3)*

*A. Professors*

1. In addition to the Regius Professorships specified in Statute C XI, there shall be in the University such Professorships as by any trust for the time being binding on the University are required to be maintained; such Professorships as are for the time being included in Schedule C (vii) 1 and such Professorships as are for the time being established by Ordinance.

2. Subject to the provisions of any trust for the time being binding on the University,

(a) the University may make regulations for a Professorship under which candidature for that Professorship at any election thereto may be limited, or preference may be given by the Board of Electors, to candidates whose work is connected with a particular area of study within the general field of the title of the Professorship;

(b) either before or after the occurrence of a vacancy in a Professorship to which no such regulations apply, the General Board may determine that candidature for the Professorship at the next election thereto shall be limited, or preference shall be given, as aforesaid.

Notice of any such limitation or preference shall be published to the University forthwith.

3. No Professorship shall be established in the University except by Grace of the Regent House after the publication of a Report of the General Board. The Report shall state whether or not it is recommended that the Professorship be placed in Schedule C (vii) 1. If the Report recommends inclusion in Schedule C (vii) 1, it may also recommend inclusion in Schedule G (i) 2.

4. (a) When a Professorship becomes vacant or is due shortly to become vacant, the University may, on the recommendation of the General Board, terminate or temporarily discontinue it as from the date of the vacancy or modify the conditions relating to it, unless such termination or temporary discontinuance or modification can only be effected by Statute or by an authority other than the University.

(b) If it is reported to the General Board that a Board of Electors has been unable to make an election to a Professorship, the General Board may publish a Notice temporarily discontinuing the Professorship for a specified period determined under the provisions of Section 20 of Part B below, unless such temporary discontinuance can only be effected by Statute or by an authority other than the University.

5. If a Professorship is one which cannot be temporarily discontinued or the conditions of which cannot be modified otherwise than by making a Statute or by submitting an application for the alteration of a trust to an authority other than the University, and if the University has approved such a Statute or has submitted such an application, the election shall remain suspended until the result of the submission of the Statute to Her Majesty in Council or of the application to the other authority is known.

6. Subject to the provisions of Statute C and this Special Ordinance regarding the age of retirement, the University shall have power to establish a Professorship limited to a fixed term of years or to the tenure of one Professor only, or to direct that election to a Professorship (being neither a Professorship to which appointments are made by the Crown nor a Professorship governed for the time being by a trust expressly providing otherwise) shall be for a prescribed term of years or until a prescribed date.

7. The University shall assign each Professorship to a Faculty or Department or other institution under the supervision of the General Board, as appropriate, and may change the assignment from time to time. Subject to the concurrence of the authorities concerned, the duties of a particular Professorship may concern such institutions as the General Board shall determine.

8. Professorial stipends shall be determined from time to time by the University, provided that a Professor shall always receive any emolument to which he or she is entitled under the terms of any trust for the time being binding on the University.

9. The University may from time to time prescribe the minimum amount of instruction to be given by a Professor and the character of such instruction.

10. The University may from time to time by Ordinance impose restrictions on the nature of College offices that may be held by Professors and on the teaching which Professors may give otherwise than on behalf of the University.

11. If the University alters either the title of a Professorship or the definition of the scope of a Professorship, such alteration shall not have effect during the tenure of the person then holding the office except with his or her consent; but if the person concerned consents to the alteration he or she shall be entitled to hold the office under the same conditions as if the alteration had been made before his or her election to the office.

12. The University shall have power to add or remove Professorships to or from the list of those specified in Schedule C (vii) 1.

13. Any person who has not previously held the Slade Professorship of Fine Art may be elected to that Professorship for a period not exceeding three years notwithstanding that he or she has attained the age of sixty-seven years; but no one shall be re-elected to the Professorship for a period such that the tenure of the office will continue beyond the end of the academical year in which he or she will attain the age of sixty-seven years.

14. Any person may be elected or re-elected to one of the following Professorships, notwithstanding that he or she has attained, or will attain during the tenure of the office, the age of sixty-seven years: the John Wilfrid Linnett Visiting Professorship of Chemistry, the Alexander Todd Visiting Professorship of Chemistry, the Arthur Goodhart Visiting Professorship in Legal Science.

#### *B. Elections to Professorships*

1. Elections to all Professorships shall be governed by the provisions of this Special Ordinance (Parts A and B) except for

- (a) the Regius Professorships of Civil Law, Physic, and History, and the King Edward VII Professorship of English Literature, to which appointments are made by the Crown;
- (b) a Professorship limited to the tenure of one Professor only, if established for a particular person by Grace;
- (c) the following Professorships, to which elections are made by the General Board:
  - (i) any Professorships on the John Humphrey Plummer Foundation;
  - (ii) the Quick Professorship of Biology;
  - (iii) any Professorship the tenure of which is less than a year or is limited to a specified number of years;

provided that

- (i) any Professorship to which the appointment is to be made under the terms of any trust binding for the time being on the University shall be governed by this Special Ordinance only so far as this Special Ordinance is compatible with the terms of the trust;
- (ii) elections to the Dixie Professorship of Ecclesiastical History shall be made in accordance with the provisions of the Statute relating thereto for the University and for Emmanuel College in common.

2. Except as otherwise prescribed in Section 1 above, the election to a Professorship shall be made by a Board of Electors constituted in accordance with either Section 4 or Section 5 below. Subject to the provisions of Section 3, such a Board of Electors may be

*either*

- (a) a standing Board, of which the appointed members shall be appointed to serve for four years,
- or*
- (b) an *ad hoc* Board, of which the appointed members shall be appointed to serve until the election has been made and the Professor has entered upon the duties of the office, or until the General Board has published a Notice of temporary discontinuance under Part A Section 4(b) above.

3. A Board constituted in accordance with Section 4 may be either a standing Board or an *ad hoc* Board, as determined by the General Board under Section 6 below. A Board constituted in accordance with Section 5 shall be an *ad hoc* Board. The Registry or a University officer designated by the Council (or a duly appointed deputy appointed by the Registry or such University officer) shall act as Secretary to a Board of Electors. The membership of a standing Board shall be published at least once in each year. The membership of an *ad hoc* Board shall be published as soon as conveniently may be after the members have been appointed.

4. If a Professorship has been assigned to a Faculty or Department, or other institution under the supervision of the General Board, the election shall be made by a Board of Electors consisting of
  - (a) the Vice-Chancellor or a duly appointed deputy;
  - (b) eight persons appointed by the Council, two on the nomination of the Council itself, three on the nomination of the General Board, and three on the nomination of the Faculty Board concerned in the case of a Professorship assigned to a Faculty or to a Department within a Faculty, or on the nomination of the comparable authority in the case of a Professorship assigned to a Department independent of any Faculty or other institution under the supervision of the General Board.
5. If the General Board considers it desirable that the assignment of a Professorship should be deferred until the election has been made to that Professorship, the election shall be made by a specially constituted Board consisting of
  - (a) the Vice-Chancellor or a duly appointed deputy;
  - (b) five persons appointed by the Council, two on the nomination of the Council itself and three on the nomination of the General Board;
  - (c) such number of additional persons representing the branches of the subject included in the scope of the Professorship as the General Board shall determine, appointed by the Council on the nomination of the bodies deemed by the General Board to be concerned.
6. When a Professorship is first established, the General Board shall determine, after consulting such Faculty Boards or comparable authorities as are deemed by the General Board to be concerned, whether elections to the Professorship are to be made by a standing Board of Electors or by an *ad hoc* Board. The General Board shall subsequently have power to review its decision at any time and, after consulting the Faculty Boards or comparable authorities concerned, to reverse its previous decision; such reversal shall take effect from the first day of October next following.
7. Nominations for any Board of Electors shall be made on such dates as will enable the General Board to nominate with knowledge of the nominations of the Faculty Boards or comparable authorities concerned.
8. When a standing Board of Electors is constituted for the first time the members shall be appointed for periods so determined by the Council that in the year next but one and in every subsequent year (a) two of the eight appointed Electors shall retire on the thirtieth day of September, and (b) none of the nominating bodies shall nominate more than one Elector save when a casual vacancy is to be filled.
9. No person shall be appointed or reappointed a member of a standing Board of Electors who at the commencement of his or her period of service or further period of service, as the case may be, would have attained the age of sixty-seven years; and no person shall be appointed a member of an *ad hoc* Board of Electors who at the commencement of his or her period of service would have attained the age of seventy years.
10. To ensure the representation of opinion outside the University, every Board of Electors shall include at least two persons who are not the holders of any University office as defined in Statute C I 1(a) and are not habitually resident within twenty miles of the University Church. At least one such person shall be included among those nominated by the General Board, and at least one among those nominated by the Faculty Board or comparable authority (in the case of a Board constituted in accordance with Section 4) or among those nominated by the bodies deemed by the General Board to be concerned (in the case of a Board constituted in accordance with Section 5).
11. If a member of a Board of Electors who has been nominated as a representative of opinion outside the University subsequently becomes the holder of a University office as defined in Statute C I 1(a) or becomes habitually resident within twenty miles of the University Church, his or her place on the Board shall not thereby become vacant; but when next the body which nominated that person is to nominate a member of the Board it shall nominate a person qualified as in Section 10, unless there is already such a person among its nominees.
12. Whenever a vacancy from any cause other than lapse of time occurs on a Board of Electors (other than on an *ad hoc* Board after the Electors have first met to consider a vacancy in the Professorship), a new Elector shall be appointed to fill the vacant place. If an appointment to a standing Board of Electors is made after the Electors have first met to consider a vacancy in the Professorship, the Elector so appointed shall not take part in that election, and his or her predecessor shall retain the right, subject to the provisions of Section 13 below, to take part in the election. If the General Board publishes a Notice under Part A, Section 4(b) above temporarily discontinuing the Professorship, the publication of the Notice shall have the same effect for the purposes of this Section as if an election had been made.
13. If an Elector is or becomes a candidate for a Professorship, he or she shall be disqualified from acting thereafter in the matter of that election, and the remaining Electors shall have power to act.

**14.** A Board of Electors shall have power to act notwithstanding one or more vacancies in the number of its members, and shall have power to adjourn and generally to regulate its own procedure, provided that

- (a) no election shall be made earlier than the day following that on which the qualifications of the candidates have been considered in the first instance at a meeting of the Board;
- (b) no election shall be made unless two-thirds at least of the members of the Board (exclusive of any member disqualified by being a candidate) are present at the time of voting and a majority of the members present vote in favour.

**15.** A Board of Electors shall have power (a) to enquire whether any person or persons other than those who have submitted applications would accept the Professorship if offered, and (b) to offer the Professorship to a person who has not submitted an application, provided that such a person's qualifications have been considered at two meetings held on different days.

**16.** The following provisions shall apply to all Professorships other than those limited to the tenure of a single holder:

- (a) When a Professor is due under Statutes or Ordinances to retire, the Vice-Chancellor shall report the fact to the General Board not later than the division of the Michaelmas Term of the academical year next but one preceding the year at the end of which the retirement is due to take place.
- (b) When it becomes known to the Vice-Chancellor that a vacancy has occurred or will occur in a Professorship otherwise than by the holder's becoming due to retire or by the expiry of the period for which he or she was elected, the Vice-Chancellor shall report the fact to the General Board at the next opportunity.
- (c) If a vacancy is due to occur in a Professorship by the expiry of a period of discontinuance of more than three years, action shall be taken in accordance with subsection (a) above as if the end of that period were the end of the year in which a holder of the Professorship is due to retire. If a period of discontinuance is three years or less, action shall be taken in accordance with subsection (b) above.

**17.** When the Vice-Chancellor has reported under Section 16 above that a vacancy has occurred or is expected to occur in a Professorship, the General Board shall consider whether the conditions relating to the Professorship should be modified, or whether the Professorship should be terminated or temporarily discontinued. For this purpose the General Board shall consult such Faculty Boards or comparable authorities as are concerned, and also the Council of the relevant School, and shall ask whether they recommend that the vacancy should be filled, and if so whether they recommend (a) that candidature for the Professorship should be limited, or alternatively that preference should be given by the Electors, to persons whose work is connected with a particular area of study within the general field of the title of the office, or (b) that candidature should be open without limitation or preference to all persons whose work falls within that general field. In reaching a decision on these questions the General Board shall take into account, but shall not be bound by, the recommendations of the authorities consulted under this Section.

**18.** (a) Not later than the end of the eighteenth month after the Vice-Chancellor's report under Section 16 of a vacancy or an expected vacancy in a Professorship, the General Board shall

*either*

- (i) agree that the vacancy shall be filled; or
  - (ii) ask the Council to promote a Grace for the termination or temporary discontinuance of the Professorship from the date of the vacancy; or
  - (iii) ask the Council to promote a Grace extending by a specified amount the period prescribed by this subsection within which the General Board is required to act under sub-subsection (i) or (ii) above.
- (b) Not later than the date specified by subsection (a) above if the Board agrees that the vacancy shall be filled or if the Professorship is one that the University is required by any Statute or trust to maintain, *or* not later than the end of the term next following the term in which a Grace under subsection (a)(ii) above has been rejected, the Board
- (i) may ask the Council to promote a Grace for the amendment of the Statute or Ordinances prescribing the conditions relating to the Professorship; and
  - (ii) if the Professorship is one to which no such Statute or Ordinances apply, shall determine the conditions which shall relate to the Professorship at the next election.

**19.** Not later than the end of the twelfth month after

- (a) the General Board has agreed under Section 18(a)(i) that a vacancy shall be filled without the need for approval by Grace under Section 18(b)(i) of any modification of the conditions relating to the Professorship, or
- (b) the University has approved or rejected any Grace submitted under Section 18(b)(i) or has rejected any Grace submitted under Section 18(a)(ii),

the Vice-Chancellor shall publish a Notice inviting applications to fill the vacancy.

20. (a) If at the end of two years from the date of publication of the Notice inviting applications for a Professorship the Electors have been unable to make an election they shall report this fact and the reasons for it to the General Board. The General Board shall then

*either*

- (i) grant the Electors a further period of not more than two years in which to make an election; or
- (ii) publish a Notice discontinuing the Professorship for a specified period which shall not extend beyond the end of the seventh academical year following the date of publication under Section 19 of the Notice inviting applications.

(b) If the Electors have been granted a further period of two years under Section 20(a)(i) and within that further period have again been unable to make an election they shall report this fact and the reasons for it to the General Board. The General Board shall then

*either*

- (i) recommend the Council to ask the Chancellor, or, if the office of Chancellor is vacant, the High Steward, to appoint the Professor; or
- (ii) publish a Notice discontinuing the Professorship for a specified period which shall neither be less than one year nor extend beyond the end of the seventh academical year following the date of publication under Section 19 of the Notice inviting applications.

#### SCHEDULE C (vii) 1

##### ***Professorships***

Amendment of this schedule is to be made by Grace.

***Professorships assigned to this schedule by Ordinance or Grace.***

***University officers whose offices qualify them to hold Professorial Fellowships***

##### *Administrative officers*

The Vice-Chancellor  
 The Registrar  
 The Librarian  
 The Director of the Fitzwilliam Museum

##### *Professors*

Abrahamic Faiths and Shared Values (Sultan Qaboos)  
 Accounting  
 Active Tectonics  
 Aerodynamics  
 Aeronautical Engineering (Francis Mond)  
 Aerothermal Technology  
 Algebra  
 Algebraic Geometry (2000)  
 Algebraic Geometry (2001)  
 American History (Paul Mellon)  
 American History and Institutions (Pitt)  
 American Intellectual History  
 Anaesthesia  
 Analytical Biotechnology  
 Analytical Physics  
 Anatomy  
 Ancient History  
 Ancient Philosophy (Laurence)  
 Anglo-Saxon (Elrington and Bosworth)  
 Animal Embryology (Charles Darwin)  
 Applied Mathematics (1964)

Applied Mathematics (2003)  
Applied Mathematics (2006)  
Applied Statistics and Signal Processing  
Applied Thermodynamics (Hopkinson and Imperial Chemical Industries)  
Applied Thermodynamics  
Arabic (Sir Thomas Adams's)  
Archaeological Science (George Pitt-Rivers)  
Archaeology (Disney)  
Architectural History  
Architecture (1970)  
Architecture and the Moving Image  
Art History  
Assyriology  
Astronomy  
Astronomy (Royal Society)  
Astronomy and Experimental Philosophy (Plumian)  
Astronomy and Geometry (Lowndean)  
Astrophysical Fluid Dynamics  
Astrophysics (1909)  
Astrophysics (2009)  
Astrophysics (2011)  
Astrophysics (2011)  
Astrophysics and Cosmology  
Atmospheric Science  
Auditory Perception  
Behavioural Ecology  
Behavioural Neuroscience (1997)  
Behavioural Neuroscience (2009)  
Behavioural Science  
Biochemical Engineering  
Biochemistry (Sir William Dunn)  
Biochemistry (Herchel Smith)  
Biological Chemistry  
Biology (Quick)  
Biomedical Magnetic Resonance  
Biophysical Chemistry  
Biophysics  
Biostatistics  
Biostatistics (MRC Research)  
Biotechnology  
Botany (Regius)  
British and Irish History  
Cancer Biology (Royal Society Napier Research)  
Cancer Epidemiology  
Cancer Research (Ursula Zoëllner)  
Cancer Research (2001, Grace 9 of 13 December 2000)  
Cancer Research (2001, Grace 10 of 13 December 2000)  
Cancer Research (2001, Grace 11 of 13 December 2000)  
Cancer Therapeutics  
Cardiopulmonary Medicine  
Cardiothoracic Surgery  
Cardiovascular Medicine (British Heart Foundation)  
Cardiovascular Sciences (British Heart Foundation)  
Cell and Cancer Biology  
Cell Biology and Parasitology  
Cell Physiology  
Cellular Biochemistry

Cellular Dynamics  
Cellular Neuroscience  
Cellular Pathophysiology and Clinical Biochemistry  
Cellular Pharmacology  
Celtic  
Chemical and Structural Biology (John Humphrey Plummer)  
Chemical Biology  
Chemical Engineering (Shell)  
Chemical Engineering (1999)  
Chemical Engineering (2009)  
Chemical Physics (1999)  
Chemical Physics (2008)  
Chemical Physics (2011)  
Chemical Reaction Engineering  
Chemistry (BP) (1702)  
Chemistry (Geoffrey Moorhouse Gibson)  
Chemistry (1968)  
Chemistry (1996)  
Chemistry (2012)  
Chemistry and Chemical Biology  
Child and Adolescent Psychiatry  
Children's Poetry  
Chinese Development (Chong Hua)  
Chinese History, Science, and Civilization (Joseph Needham)  
Chinese Management (Sinyi)  
Civil Engineering  
Civil Engineering (Sir Kirby Laing)  
Civil Justice and Private Law  
Civil Law (Regius)  
Classical Archaeology (Laurence)  
Classics (2003)  
Classics (2004)  
Clinical Biochemistry and Medicine  
Clinical Gerontology  
Clinical Magnetic Resonance Imaging  
Clinical Microbiology  
Clinical Neuropsychology  
Clinical Neuroscience  
Clinical Nursing Research (Florence Nightingale Foundation)  
Clinical Oncology (2000)  
Clinical Pharmacology  
Cognitive Developmental Neuroscience  
Cognitive Neuroscience  
Cognitive Psychology (MRC Research)  
Combinatorial Mathematics  
Commonwealth History (Smuts)  
Communications Systems (Marconi)  
Company and Securities Law  
Comparative and Developmental Criminology  
Comparative Cognition  
Comparative Immunogenetics  
Comparative Oncology and Genetics  
Comparative Pathology  
Comparative Philology  
Complex Physical Systems (Schlumberger)  
Computational Engineering  
Computational Linguistics (2004)

Computational Linguistics (2011)  
Computational Logic  
Computational Physics  
Computer Assisted Reasoning  
Computer Science (1994)  
Computer Science (2012)  
Computer Science (Robert Sansom)  
Computer Technology (1997)  
Computer Technology (2005)  
Computer Vision and Pattern Recognition  
Computing  
Conservation and Development (Moran)  
Conservation Biology (Miriam Rothschild)  
Conservation Science  
Construction Engineering (Laing O'Rourke)  
Control Engineering (2002)  
Control Engineering (2006)  
Corporate Governance (Adam Smith)  
Corporate Law (S. J. Berwin)  
Cosmology  
Cosmology and Astrophysics  
Criminology (Wolfson)  
Criminology and Criminal Justice (2006)  
Criminology and Criminal Justice (2010)  
Cultural History and Aesthetics  
Demography  
Developmental Biology (2008)  
Developmental Biology (2010)  
Developmental Biology (John Humphrey Plummer)  
Developmental Cardiovascular Physiology and Medicine  
Developmental Genetics (2002)  
Developmental Genetics (2008)  
Developmental Mechanick  
Developmental Neuroscience  
Developmental Psychology  
Developmental Psychopathology  
Device Materials  
Divinity (Lady Margaret's)  
Divinity (Norris-Hulse)  
Divinity (Regius)  
Earth Sciences (BP Foundation McKenzie)  
Ecclesiastical History (Dixie)  
Ecological and Developmental Criminology  
Ecology and Evolutionary Biology (Prince Philip)  
Econometric Theory and Economic Statistics  
Econometrics  
Economic Geography  
Economic History (1928)  
Economic History (2004)  
Economics (Frank Ramsey)  
Economics (1970)  
Economics (1995)  
Economics (2007)  
Economics and Game Theory  
Economics and Organization  
Education (1938)

Education (2000)  
 Education (2000)<sup>3</sup>  
 Education (2002)  
 Education (2004)  
 Education (2004)  
 Education (2005)  
 Education (2008)  
 Education (2011)  
 Education and Development (Commonwealth)  
 Egyptology (Herbert Thompson)  
 Electrical Engineering  
 Electron Device Physics (Hitachi)  
 Electronics  
 Empirical Sociology  
 Endocrine Physiology  
 Endocrinology  
 Energy and Materials Science  
 Energy Technologies  
 Engineering (1875)  
 Engineering (1966, Grace 5 of 1 December 1965)  
 Engineering (1974)  
 Engineering (2008)  
 Engineering (2012)  
 Engineering (Rank)  
 Engineering (Regius)  
 Engineering (Van Eck)  
 Engineering Design  
 Engineering Tribology  
 English (1966, Grace 2 of 1 December 1965)  
 English (2001)  
 English (2001, Grace 1 of 21 November 2001)  
 English and Applied Linguistics  
 English Law (Rouse Ball)  
 English Literature (King Edward VII)  
 English Literature (2004)  
 English Private Law  
 Enterprise Studies (Margaret Thatcher)  
 Environment and Policy  
 Environmental Systems Analysis  
 Epidemiology and Medicine  
 Equine and Farm Animal Science (Alborada)  
 European Law  
 European Union and Employment Law  
 Evolutionary Genetics  
 Evolutionary Palaeobiology  
 Experimental Astrophysics  
 Experimental Combustion  
 Experimental Haematology  
 Experimental Medicine (Genzyme)  
 Experimental Neurology (Merck Company Foundation)  
 Experimental Neuroscience  
 Experimental Partical Physics  
 Experimental Philosophy  
 Experimental Physics (1998)  
 Experimental Physics (2002)

<sup>3</sup> Formerly Professor of Educational Leadership.

Experimental Psychology  
Experimental Quantum Physics  
Family Research  
Farm Animal Health, Food Science, and Food Safety (Marks & Spencer)  
Finance  
Finance (Sir Evelyn de Rothschild)  
Fluid Dynamics  
Fluid Mechanics (Dyson)  
Fluid Mechanics (G. I. Taylor)  
Fluid Mechanics (1998)  
Fluid Mechanics (2006)  
Fluid Mechanics (2006)  
Fluid Mechanics (2007)  
Foundations of Mathematics  
Fourier Analysis  
French (Drapers)  
French and Neo-Latin Literature  
French Government (Visiting)  
French History  
French Literature and the Visual Arts  
French Philology and Linguistics  
Gastroenterology  
General Practice  
Genetic Epidemiology  
Genetics  
Genetics (Arthur Balfour)  
Geoarchaeology  
Geography (1931)  
Geography (1993)  
Geology (Woodwardian)  
Geometry  
Geophysics  
German (Schröder)  
Graphics and Imaging  
Greek (Regius)  
Greek (2002)  
Greek Culture (A. G. Leventis)  
Haematology  
Haemato-oncology  
Health Management (Dennis Gillings)  
Health Neuroscience (Bernard Wolfe)  
Health Services Research  
Hebrew (Regius)  
High Energy Physics (2003)  
High Energy Physics (2009)  
Hinduism and the Comparative Study of Religion  
Histopathology  
Historical Anthropology  
Historical Geography and Demography  
Historical Musicology  
History (Regius)  
History and Philosophy of Science (2002)  
History and Philosophy of Science (2010)  
History and Philosophy of Science (Hans Rausing)  
History and Philosophy of the Sciences (2000)  
History and Public Policy  
History of Art

History of Christianity  
History of European International Relations  
History of International Relations  
History of Medieval Art  
History of Political Thought  
History of Science  
Human Evolution (Leverhulme)  
Human Genetics  
Human Geography  
Human Population Biology and Health  
Immunobiology  
Immunogenetics  
Immunology  
Immunology (Sheila Joan Smith)  
Immunology and Cell Biology  
Immunology and Medicine  
Imperial and Naval History (Vere Harmsworth)  
Indian Business and Enterprise (Jawaharlal Nehru)  
Industrial Information Engineering  
Industrial Relations and Labour Economics (Montague Burton)  
Infectious Disease Informatics  
Infectious Diseases  
Information Engineering (1994)  
Information Engineering (2000)  
Information Engineering (2002)  
Information Engineering (2004)  
Information Engineering (2012)  
Information Systems and Innovation Studies  
Inorganic Chemistry  
Intellectual History and English Literature  
Intellectual Property Law (Herchel Smith)  
International Finance (Pembroke Visiting)  
International History  
International Law  
International Law (Whewell)  
International Law and International Constitutional Studies  
International Relations (Sir Patrick Sheehy)  
Italian (Serena)  
Japanese Studies  
Land Economy  
Laser Engineering  
Latin (Kennedy)  
Latin American Geography  
Latin-American Literature  
Latin-American Studies (Simón Bolívar)  
Law (1973)  
Law (1995)  
Law (2006)  
Law and Legal History  
Laws of England (Downing)  
Learning Disability Psychiatry  
Legal and Political Philosophy  
Legal Science (Arthur Goodhart Visiting)  
Linguistics  
Linguistics and Philosophy of Language  
Logic  
Logic and Algorithms

Macroeconomics  
Mammalian Development and Stem Cell Biology  
Management Studies  
Management Studies (Beckwith)  
Management Studies (Diageo)  
Management Studies (KPMG)  
Manufacturing Engineering  
Manufacturing Engineering (GKN)  
Materials Chemistry  
Materials Chemistry and Corrosion  
Materials Engineering  
Materials Science (2001)  
Materials Science (2007)  
Materials Science (2008)  
Materials Science (2009)  
Materials Science (2009)  
Materials Science (Sir Alan Cottrell)  
Materials Science (Goldsmiths')  
Materials Science and Metallurgy  
Mathematical Biology  
Mathematical Foundations of Computer Science  
Mathematical Logic  
Mathematical Physics (1967)  
Mathematical Physics (1978)  
Mathematical Physics (1998)  
Mathematical Physics (2011)  
Mathematical Sciences  
Mathematical Sciences (N. M. Rothschild & Sons)  
Mathematical Statistics  
Mathematics  
Mathematics (Lucasian)  
Mathematics (Rouse Ball)  
Mathematics for Operational Research (Churchill)  
Mathematics of Systems  
Matrix Biochemistry  
Mechanical Engineering (1993)  
Mechanical Engineering (1997)  
Mechanical Engineering (2006)  
Mechanics of Materials (1997)  
Mechanics of Materials (1999)  
Medical Genetics (1997)  
Medical Genetics (2007)  
Medical Genetics and Genomic Medicine  
Medical Oncology  
Medical Physics  
Medical Physiology  
Medicinal Chemistry (Herchel Smith)  
Medicine (1962)  
Medicine (1987)  
Medicine (2010)  
Medieval and Renaissance English  
Medieval English History  
Medieval English Literature and Palaeography  
Medieval French and Occitan  
Medieval French Literature  
Medieval History  
Medieval Music

Medieval Music and Literature  
Mediterranean History  
Metabolic Medicine  
Metabolism and Medicine  
Metallurgy (Tata Steel)  
Microbial Pathogenesis (GlaxoSmithKline)  
Microbiology  
Mineralogy and Mineral Physics  
Mineralogy and Petrology  
Mitochondrial Medicine (MRC)  
Modern and Contemporary History  
Modern and Medieval German Studies  
Modern Arabic Studies (His Majesty  
Sultan Qaboos Bin Said)  
Modern British History  
Modern Chinese History  
Modern Cultural History  
Modern European History  
Modern German and Comparative Culture  
Modern Greek  
Modern History  
Modern Italian Culture  
Modern Languages  
Modern Spanish Literature and Intellectual History  
Molecular and Cellular Biochemistry  
Molecular Biology (2004)  
Molecular Biology (2011)  
Molecular Biology (Herchel Smith)  
Molecular Biophysics  
Molecular Biotechnology  
Molecular Cell Biology  
Molecular Endocrinology (Serono)  
Molecular Genetics (Herchel Smith)  
Molecular Genetics and Genomics  
Molecular Haemostasis  
Molecular Haematology  
Molecular Immunology  
Molecular Membrane Biology  
Molecular Microbiology  
Molecular Neurobiology  
Molecular Neurogenetics  
Molecular Neurology  
Molecular Nutrition and Metabolism  
Molecular Pathology (2009)  
Molecular Pathology (2011)  
Molecular Pharmacology  
Molecular Pharmacology (Royal Society)  
Molecular Physiology and Pathology  
Molecular Sciences Informatics (Unilever)  
Molecular Virology  
Music  
Music and Science  
Musical Performance Studies  
Nanotechnology (1999)  
Nanotechnology (2011)  
Natural Philosophy  
Natural Philosophy (Jacksonian)

Nephrology  
Neurobiology (2004)  
Neurobiology (2009)  
Neurological Genetics (1999)  
Neurological Genetics (2012)  
Neurology  
Neurophysiology  
Neuroradiology  
Neuroscience (2005)  
Neuroscience (2006)  
Neurosurgery  
Nonlinear Mathematical Science  
Nuclear Medicine  
Number Theory and Algebra (Kuwait)  
Numerical Analysis of Differential Equations  
Observational Astronomy  
Observational Cosmology and Astrophysics  
Obstetrics and Gynaecology (1975)  
Obstetrics and Gynaecology (2000)  
Ocean Physics  
Old Age Psychiatry  
Oncological Pathology  
Oncology (Li Ka Shing)  
Operations Research  
Ophthalmology  
Organic Chemistry (Herchel Smith)  
Organic Chemistry (2001)  
Orthopaedic Surgery  
Paediatrics (1978)  
Paediatrics (1998)  
Parasitology  
Particle Physics  
Pathology  
Perinatal Physiology  
Persian History  
Petroleum Science (BP)  
Pharmacology (Sheild)  
Philosophical Theology  
Philosophy (Knightbridge)  
Philosophy (Bertrand Russell)  
Philosophy (1999)  
Philosophy (2007)  
Philosophy (2012)  
Phonetic Sciences  
Phonetics  
Photonic Systems and Displays  
Photonics  
Photonics of Molecular Materials  
Physic (Regius)  
Physical Chemistry  
Physical Geography  
Physical Metallurgy  
Physics (Cavendish)  
Physics (Herchel Smith)  
Physics (1966, Grace 7 of 1 December 1965)  
Physics (2002)  
Physics (2005)

Physics (2006)  
Physics (2009)  
Physics (2011)  
Physics of Materials (John Humphrey Plummer)  
Physiology  
Physiology of Reproduction (Mary Marshall and Arthur Walton)  
Plant and Microbial Biochemistry  
Plant Biochemistry  
Plant Biochemistry and Cell Biology  
Plant Development  
Plant Ecology  
Plant Morphodynamics  
Plant Systematics and Evolution  
Poetry and Poetics (Gorley Putt)  
Political Economy  
Politics (2007)  
Politics (2012)  
Polymer Physics  
Polymeric Materials Chemistry and Physics  
Portuguese Literature and Culture  
Primary Care Research  
Private International Law  
Protein Crystallography  
Psychiatry (1998)  
Psychiatry (2000)  
Psychology (2007)  
Psychology in the Social Sciences  
Public Health Medicine  
Public Law and Jurisprudence  
Public Law and Private International Law  
Public Understanding of Risk (Winton)  
Pure Mathematics (2005)  
Pure Mathematics (2009)  
Pure Mathematics (Herchel Smith)  
Pure Mathematics (Sadleirian)  
Quantum Physics  
Quantum Physics (Leigh Trapnell)  
Quaternary Palaeoenvironments  
Radiation Oncology  
Radio Astronomy (1971)  
Radio Astronomy (2010)  
Radiology  
Real Estate Finance (Grosvenor)  
Regional and Applied Economics  
Representation Theory  
Reproductive Biology (2004)  
Reproductive Biology (2012)  
Reproductive Immunology  
Reproductive Physiology  
Respiratory Biology  
Respiratory Medicine  
Rheumatology  
RNA Molecular Biology  
Rural Economy  
Russian Literature and Cultural History  
Security Engineering  
Seismology

Semiconductor Engineering  
Service and Support Engineering  
Signal Processing  
Signalling Pharmacology  
Slavonic Studies  
Small Animal Medicine  
Social Anthropology (Sigrid Rausing)  
Social Anthropology (William Wyse)  
Sociology (1985)  
Sociology (2001)  
Sociology and Political Economy  
Sociology of Education  
Soil Mechanics  
Spanish  
Statistical Science  
Statistical Signal Processing  
Statistics (2006)  
Statistics (2012)  
Statistics in Biomedicine  
Stem Cell Biology  
Stem Cell Medicine  
Stochastic Analysis  
Stroke Medicine  
Structural and Molecular Biology  
Structural Biology (2000)  
Structural Biology (2010)  
Structural Dynamics  
Superconducting Engineering  
Surgery  
Sustainable Design  
Sustainable Reaction Engineering  
Systems Biology and Biochemistry  
Technology (Prince Philip)  
Tectonics  
Theoretical and Computational Physics  
Theoretical and Mathematical Physics  
Theoretical Astrophysics  
Theoretical Chemistry (2004)  
Theoretical Chemistry (2011)  
Theoretical Computer Science  
Theoretical Geography  
Theoretical Geophysics  
Theoretical Mineral Physics  
Theoretical Physics (John Humphrey Plummer)  
Theoretical Physics (1997)  
Theoretical Physics (1998)  
Theoretical Physics (1999)  
Theoretical Physics (2001)  
Theoretical Physics (2002)  
Theoretical Physics (2002)  
Theoretical Physics (2003)  
Theoretical Physics (2005)  
Theoretical Physics (2007)  
Theoretical Physics (2007)  
Theoretical Physics (2010)  
Theoretical Physics (2011)  
Transfusion Medicine

Transplantation  
 Urban and Regional Economics  
 Vertebrate Palaeontology  
 Veterinary Diagnostic Pathology  
 Virology  
 Volcanology  
 Zoology (1866)  
 Zoology (1997)  
 Zoology (2010)

*Professors (subject specified on the occasion of an election)*

BBV Foundation Visiting Professor  
 Humanitas Visiting Professors  
 Jawaharlal Nehru Visiting Professor

*Other University officers specified in Schedule C (i) 1*

Director of Biotechnology  
 Director of the Botanic Garden  
 Director of the Institute of Criminology  
 Director of the Melville Laboratory for Polymer Synthesis  
 Executive Director of Research in the Faculty of Economics

*Other University officers*

Director of the M.B.A. course  
 Director of the Cambridge Endowment for Research in Finance  
 Director of the University Computing Service

SPECIAL ORDINANCE C (viii):

*Readers (Special Ordinance under Statute C XII)*

1. The University may from time to time prescribe the minimum amount of instruction to be given by a Reader and the character of such instruction.
2. The stipend of a Reader shall be determined by the University from time to time.
3. The University may from time to time by Ordinance impose restrictions on the nature of College offices that may be held by Readers and on the teaching which Readers may give otherwise than on behalf of the University.

SPECIAL ORDINANCE C (ix):

*Senior Lecturers (Special Ordinance under Statute C XIII 2)*

1. Appointment to a University Senior Lectureship shall be made in such manner as the University shall from time to time determine. Such appointment shall be subject to the satisfactory completion of a period of probation under arrangements approved from time to time by the University unless the waiver of this requirement is recommended by the Appointments Committee and approved by the General Board. On confirmation of an appointment, a University Senior Lecturer shall hold office, subject to the provisions of the Schedule to Statute C,<sup>4</sup> until the retiring age, so long as he or she satisfactorily performs the duties of the office.
2. The teaching to be given by University Senior Lecturers and their stipends shall be determined in the same manner as for University Lecturers.
3. The restrictions imposed by Statute on the teaching which may be given by University Lecturers otherwise than on behalf of the University shall apply also to University Senior Lecturers.
4. When there is an incremental scale of prime stipends the General Board shall determine a University Senior Lecturer's place on the scale on appointment. If a revised scale of stipends is approved by the University, it shall be competent for the General Board to alter a University Senior Lecturer's place on the scale in accordance with the objects and conditions of the revision.

<sup>4</sup> Cross-reference may be amended by Grace pursuant to Statute C I 8(c).

## SPECIAL ORDINANCE C (x):

*Appointments Committees (Special Ordinance under Statute C XIII 3)*

1. Every appointment or reappointment to an office of University Lecturer shall be made by the Appointments Committee constituted in accordance with Section 2 below for the Faculty or Department or other institution in which the Lectureship is established or, if the General Board decides that the duties of a particular Lectureship concerned more than one institution, by a special Appointments Committee constituted in accordance with either Section 3(a) or Section 3(b) below, as the case may be. Every appointment or reappointment to an office of University Lecturer shall be made by the Appointments Committee with the concurrence of the votes (which shall be given in person at a meeting) of at least five members of the Appointments Committee, or of at least two-thirds of the number of members present, whichever is the greater number.

2. The Appointments Committee for a Faculty or Department or other institution under the supervision of the General Board, as the case may be, shall consist of:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) *either*
  - (i) when the Lectureship is established in a Faculty, the Chair of the Faculty Board;
  - or* (ii) when the Lectureship is established in a Department, the Head of that Department;
  - or* (iii) when the Lectureship is established in an institution independent of a Faculty or Department, the Head of the institution;
- (c) three persons appointed by the Faculty Board or, in the case of a Lectureship established in a Department independent of any Faculty or an institution independent of any Department or Faculty, three persons appointed by the comparable authority concerned;
- (d) two persons appointed by the General Board;

provided that the General Board shall have power to prescribe by Ordinance an alternative constitution for the Appointments Committee for a Department independent of any Faculty or for an institution independent of any Department or Faculty.

3. When the General Board decides that the duties of a particular University Lectureship concern more than one institution and specifies the institution concerned, the appointment or reappointment to such an office shall be made by a special Appointments Committee constituted as follows:

- (a) if the duties concern more than one Department in a single Faculty but not the Faculty as a whole, the Appointments Committee constituted as in Section 2 above but excluding the Chair of the Faculty Board and including the Heads of such Departments as may be specified by the General Board;
- (b) if the duties concern more than one institution, or any combination of these other than as provided for in subsection (a) above, an Appointments Committee consisting of:
  - (i) the Vice-Chancellor (or a duly appointed deputy) as Chair;
  - (ii) the Chair of the Board of each Faculty which is specified by the General Board as concerned;
  - (iii) the Head of each Department or other institution which is specified by the General Board as concerned;
  - (iv) for each institution specified as concerned, a number of persons appointed by the appropriate Faculty Board or Boards, or by the comparable authority or authorities, to be determined as follows:
    - either* (1) for each of two institutions, two persons;
    - or* (2) for each of more than two institutions, one person;
  - (v) two persons appointed by the General Board.

4. The following provisions shall apply to appointed members of any Appointments Committee constituted in accordance with Section 2 or Section 3 above:

- (a) members shall be appointed in the Michaelmas Term of each calendar year of which the number is even, to serve during the two calendar years next ensuing; provided that when an Appointments Committee is newly constituted in accordance with Section 2 or Section 3 above, or is reconstituted in accordance with Section 3 in view of a change in the institutions specified by the General Board as concerned in the duties of the office, the appointed members of the new Appointments Committee shall be appointed forthwith and shall serve until the end of the next calendar year of which the number is even;
- (b) no person shall be appointed or reappointed a member of an Appointments Committee who at the commencement of his or her period of service or further period of service, as the case may be, would have attained the age of seventy years.

5. (a) The appointment to a University Lectureship shall be subject to the satisfactory completion of a period of probation under arrangements approved from time to time by the University unless the waiver of this requirement is recommended by the Appointments Committee and approved by the General Board.

(b) On confirmation of an appointment, a University Lecturer shall hold office, subject to the provisions of Statute C or any Special Ordinance made under it, until the retiring age, so long as he or she satisfactorily performs the duties of the office.

6. The General Board shall have power to direct, either of its own motion or on the recommendation of the Faculty Board, comparable authority, or Appointments Committee concerned, or in order to comply with a trust binding on the University for the time being, that in a special case an appointment or a reappointment to be made by an Appointments Committee shall be for a fixed term, which shall be prescribed by the General Board and which may be shorter than the period specified in Section 5(b) above.

7. The General Board, after consulting the Faculty Board or other authority concerned, shall fix for each institution the limits within which the amounts of teaching to be given by all University Lecturers in the institution shall be determined. The lower limit of such teaching shall not be less than thirty hours' lectures a year; provided that

(a) an equivalent amount of other teaching may be substituted for lectures, the equivalence of such teaching being determined by the General Board;

(b) the General Board shall have power, in exceptional circumstances and on the recommendation of the Faculty Board or comparable authority concerned, to prescribe for a Lecturer, for periods not exceeding three years at a time, and under such conditions as the General Board may specify, an amount of teaching which is less than that specified above.

8. The amount of teaching to be undertaken by a University Lecturer shall be determined by the Faculty Board or comparable authority concerned within the limits fixed by the General Board in accordance with Section 7 above. Such teaching shall normally be given during full term, but the Faculty Board or comparable authority, with the approval of the General Board and with the officer's consent, may prescribe that some of it shall be given during the Long Vacation.

9. If a University Lecturer undertakes administrative work in connection with a Faculty, Department, or other institution, the General Board shall have power, on the recommendation of the Faculty Board or comparable authority concerned, to allow the Lecturer to count such administrative work as part of the duties for which he or she receives a pensionable stipend as a Lecturer.

10. In prescribing the amount of teaching to be given by a University Lecturer in any year the Faculty Board or comparable authority shall have regard to the character of the subject-matter of the lectures or other teaching, to the time which will be involved in preparation therefor, to any University administrative work approved by the General Board under Section 9 above, and to any College administrative work. If a Lecturer considers that the amount of teaching prescribed is unreasonable he or she may appeal to the General Board, whose decision shall be final.

11. A University Lecturer shall not undertake for remuneration during full term without the consent of the General Board any teaching other than teaching given on behalf of the University or a College or Colleges or the delivery of occasional lectures. The amount of teaching given by a University Lecturer on behalf of a College or Colleges shall not, except with the consent of the General Board, exceed twelve hours a week, or, if the Lecturer is a Tutor or Bursar, eight hours a week. The General Board may on account of the nature of the subject or the circumstances of the particular case extend the maximum number of hours a week to fifteen, or if the Lecturer is a Tutor or Bursar to ten. For the purposes of this Section the terms Tutor and Bursar shall include Assistant Tutors and Assistant Bursars unless in a particular case the General Board shall decide otherwise.

12. The prime stipends or scales of stipends for University Lecturers shall be determined by the University on the recommendation of the General Board.

13. When there is an incremental scale of prime stipends the General Board shall determine a University Lecturer's place on the scale on appointment. If a revised scale of stipends is approved by the University, it shall be competent for the General Board to alter a University Lecturer's place on the scale in accordance with the objects and conditions of the revision.

14. The prime stipend of a University Lecturer shall be subject, in respect of payments received from a College or Colleges other than payments for teaching and the direction of studies and such occasional payments as may be exempted by the General Board, to deductions to be determined by Ordinance.

## SPECIAL ORDINANCE C (xi):

*Associate Lecturers (Special Ordinance under Statute C XIII 4)*

1. The General Board may create Associate Lectureships and assign each Associate Lectureship to a Faculty or Department, as appropriate. The Board shall have power to direct an Appointments Committee to make an appointment or reappointment to a particular Associate Lectureship conditional on the holding of a post specified by the Board in an institution connected with the University.

2. Every appointment or reappointment to a University office of Associate Lecturer shall be made by the Appointments Committee for the Faculty or Department constituted in accordance with Section 2 of Special Ordinance C (x), or, if the General Board decides that the duties of a particular Associate Lectureship concern more than one Faculty or Department and specifies those Faculties or Departments, by a special Appointments Committee constituted in accordance with Section 3 of that Special Ordinance. Every appointment or reappointment to an office of Associate Lecturer shall be made by the Appointments Committee with the concurrence of the votes (which shall be given in person at a meeting) of at least five members of the Appointments Committee, or of at least two-thirds of the number of members present, whichever is the greater number. An Associate Lecturer shall be appointed and may thereafter be reappointed for such periods not exceeding five years at a time as the Appointments Committee shall determine; provided that if an Associate Lecturer ceases to hold the post in an institution connected with the University which has been specified by the General Board in accordance with Section 1 he or she shall thereupon vacate the Associate Lectureship.

3. All Associate Lecturers shall be required to devote themselves to the advancement of knowledge in their subject, to give instruction therein to students, and to promote the interests of the University as a place of education, religion, learning, and research. Every Associate Lecturer shall be required in each academical year to deliver a course or courses of lectures during a number of hours prescribed by the Faculty Board or comparable authority concerned, which shall be not less than sixteen, or to do such amount of other teaching as the General Board on the recommendation of the Faculty Board or comparable authority shall determine to be equivalent thereto, in a subject or subjects prescribed annually by the Faculty Board or comparable authority.

4. Associate Lecturers shall be subject to such conditions of residence as may be imposed from time to time by Ordinance. They shall not be subject to any of the restrictions imposed by Statute on the teaching which may be given by University Lecturers otherwise than on behalf of the University.

5. No Associate Lecturer shall be paid a stipend by the University unless for a particular Associate Lecturer, after consultation with the Faculty Board or comparable authority concerned and with the approval of the Council, the General Board decides otherwise and determines the stipend to be paid and whether it shall be pensionable.

## SPECIAL ORDINANCE C (xii):

*Redress of Grievances (Special Ordinance under Schedule to Statute C Chapter VI 2)**General*

1. Every University officer has a right to raise any concerns, problems, or complaints relating to his or her appointment or employment, not being matters for which express provision is made elsewhere in Statutes and Ordinances.

2. The purpose of this Ordinance is to provide an appropriate means for University officers to seek redress of workplace concerns as informally, fairly and speedily as possible. Where after investigation a grievance is found to be vexatious or malicious, and without any reasonable foundation, disciplinary action may follow.

3. An officer may at any time withdraw a grievance or may agree that it has been resolved.

4. The 'Responsible Person' in relation to any particular officer shall for the purposes of this Ordinance be either (i) the Head or Director of the appropriate Department, UAS Division or other institution or the Chair of the Board, Syndicate, or other body which is chiefly concerned with the officer's duties; or (ii) such other University officer as the secretary of the competent authority (as determined by Statute D I 1(b)) may determine. In cases of doubt, the secretary of the competent authority shall determine who is the Responsible Person.

Unless otherwise specified, the Responsible Person may delegate any duty prescribed by Ordinance or under any rule, code of practice, guidance or other provision made under Statute or Ordinance to a named person, provided that the written permission of the secretary of the competent authority to such delegation is obtained in each case, and references to the Responsible Person shall include reference to such other person as appropriate.

5. The expression 'working day' shall exclude weekends, public holidays, or any other day when the University Offices are closed.

6. If at any time during the Formal or Appeal Stage of this Grievance Procedure the aggrieved officer considers that any aspect of the process is subject to unreasonable delay, he or she may make a complaint in writing:

(a) at the Formal Stage, to the Director of the Human Resources Division or, if he or she is the Responsible Person, the Chair of the Human Resources Committee, and

(b) at the Appeal Stage, to the Chair of the Human Resources Committee

who shall investigate the alleged delay and respond in writing within five working days of receipt of the complaint. In exceptional circumstances where a complaint has been received, the person to whom the complaint is made may determine that another officer shall act as the Responsible Person or that an officer appointed to inquire into a grievance at the Appeal Stage shall be removed or replaced.

#### *Mediation*

7. At the Informal and Formal stages of the Grievance Procedure the aggrieved officer and the person responsible for considering the grievance shall consider whether to refer the matter to mediation. The University's internal mediation service may be used if desired. Participation in mediation is voluntary. Anything said or produced by either party to any mediation will be considered to be confidential and without prejudice.

#### *Informal Stage*

8. Grievances should first be raised informally by the officer with the person to whom the officer is immediately responsible. Where the conduct of that person is the subject of the grievance, the aggrieved officer should raise the matter informally with a University officer senior to that person. It is expected that most grievances will be resolved at or before this stage.

#### *Formal Stage*

9. If the grievance cannot be resolved by informal discussions, then the officer may make a written complaint to the Responsible Person. Where bullying or harassment is the subject matter of the grievance, the Responsible Person may, after consultation with the Human Resources Division, determine that the complaint be regarded as a complaint under the Dignity at Work Procedure if it is considered that this will offer a more appropriate means of addressing the officer's concerns. Where such a determination is made, the officer may subsequently make a further written complaint to the Responsible Person if he or she is dissatisfied with the outcome of the Dignity at Work Procedure. A grievance cannot be considered under this procedure while a complaint is being considered under the Dignity at Work procedure in respect of the same subject matter.

10. If the grievance directly concerns the Responsible Person, the officer should write to the Director of Human Resources who, in consultation with the Chair of the Human Resources Committee (or, if the Director of Human Resources is the Responsible Person, the Chair of the Human Resources Committee), will appoint a person to act in place of the Responsible Person in the Formal Stage of the Grievance Procedure. Where such an appointment is to be made by the Director of Human Resources, he or she will act in consultation with the Chair of the Human Resources Committee.

11. On receipt of a written grievance the Responsible Person should notify the Human Resources Division without delay. The Human Resources Division will inform the secretary of the competent authority, as determined by Statute C I 1(b), and advise on the requirements of fair and correct practice and procedure, to ensure that these are applied consistently across the University.

12. The Responsible Person will arrange a meeting with the officer, if possible within five working days after receipt of the complaint, and will inform the officer of his or her right to be accompanied, confirming that information in writing. The Responsible Person may, if the subject matter of the grievance requires particular knowledge or expertise, or involves another part of the University, invite to the meeting such other officer or officers as may be of assistance in hearing the grievance and advising the Responsible Person, and will inform the officer that they will be attending the meeting.

13. The officer has the right to be accompanied by a colleague or by a trade union representative. For a person to qualify as a trade union representative, he or she must be certified in writing by the union as having experience of, or having received training in, acting as a worker's companion at disciplinary or grievance meetings. The officer has no right to insist on being accompanied by a particular person against that person's will.

14. Before the meeting takes place, the officer shall propose to the Responsible Person whom he or she has chosen as a companion, if any. The Responsible Person shall accept the companion chosen by the officer unless their choice is unreasonable, for example if the companion has a conflict of interest or might prejudice a fair discussion of the grievance, when the Responsible Person may ask them to choose a different companion.

15. Where possible, the timing and location of the meeting should be agreed with the officer. If the officer's companion cannot attend on the proposed date, the officer can suggest another date as long as it is reasonable and is not more than five working days after the date originally proposed by the responsible person. That five day time limit may be extended by mutual agreement. The meeting should be held in a private location and there should be no interruptions.

16. At the meeting, the officer shall be allowed to explain the complaint and say how he or she thinks it should be settled. If a point in the meeting is reached where the Responsible Person is not sure how to deal with the grievance or believes that further investigation is necessary, he or she should adjourn the meeting to get advice or to investigate further.

17. The officer's companion shall be allowed to participate fully in the meeting, to confer with the officer during the course of the meeting and if necessary to request an adjournment to confer privately with the officer. The companion may not answer questions on the officer's behalf, nor address the meeting if the officer does not wish it, nor prevent the Responsible Person from conducting the proceedings in any way.

18. The Responsible Person should give the grievance careful consideration before responding.

19. The Responsible Person should write to the officer within a reasonable time, and normally not more than five working days after the meeting (including any adjournment) has concluded, responding to the grievance and referring to the officer's right of appeal. Where it is not possible to respond within five working days the officer should be given an explanation for the delay and told when a response can be expected. The response shall be sent by recorded delivery to the officer's home address as notified to the University by the officer.

#### *Appeal Stage*

20. If the officer wishes to appeal, he or she may, within ten working days after the date of the letter of response, write to the Director of Human Resources asking that the grievance be referred to the Human Resources Committee. The Director of Human Resources shall have discretion to accept a later appeal where he or she is satisfied that there was good reason why that appeal could not be submitted within ten working days.

21. On receipt of such a request, the Human Resources Committee will appoint one or more persons to inquire into the grievance with a view to resolving it, and to report. The inquiry shall be subject to the Rules of inquiry contained in paragraph 26.

22. If at any time the grievance is withdrawn, or agreed to have been resolved, by the officer who made it, then the person or persons inquiring into the grievance shall not be obliged to proceed further or to report.

23. The Human Resources Committee will decide, after consideration of any report, what action (if any) to take. The Secretary of the Committee shall promptly notify the aggrieved officer in writing of its decision by recorded delivery to the officer's home address as notified to the University by the officer.

24. The Human Resources Committee and the person or persons appointed to inquire into the grievance shall proceed with all reasonable speed.

25. This is the end of the procedure and there is no further appeal.

#### *Rules of inquiry*

26. The following rules shall apply as regards an inquiry under the Appeal Stage of the grievance procedure:

- (i) Before any report is made, the aggrieved officer shall be heard. Such a meeting need not be by all of the persons (if more than one) inquiring into the grievance.
- (ii) The aggrieved officer shall be entitled to be represented or accompanied for that purpose by a trade union officer or a colleague, on the same basis as described in paragraphs 12–16 above.
- (iii) Subject to the above rules, the person or persons conducting the enquiry shall use all reasonable endeavours to ensure that the conduct of the inquiry is just and fair.

27. This procedure is established pursuant to the Schedule to Statute C, Chapter VI 2.

*Transitional provision*

**28.** This Ordinance shall apply to all grievances submitted in writing by officers on or after 13 March 2013. The former arrangements contained in former Statute U, VI shall be deemed to apply to all grievances submitted in writing prior to that date, together with the former Regulations relating to Grievance Committees in Ordinances, Chapter II.<sup>5</sup> When no longer required this provision may be repealed by Grace.

<sup>5</sup> The regulations were last published in *Statutes and Ordinances* 2012, p. 212.