

# CAMBRIDGE UNIVERSITY REPORTER

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UNIVERSITY OF  
CAMBRIDGE

**NOTICES****Calendar**

17 January, *Tuesday*. Full Term begins.

24 January, *Tuesday*. Discussion at 2 p.m. in the Senate-House (see below). End of first quarter of Lent Term.

28 January, *Saturday*. Congregation of the Regent House at 2 p.m.

29 January, *Sunday*. Preacher before the University at 11.15 a.m., The Rev'd Dr Susan Durber, Minister of the United Reformed Church, Taunton and Moderator of the Faith and Order Commission of the World Council of Churches, formerly Principal of Westminster College, Cambridge.

**Discussions (at 2 p.m.)**

24 January  
7 February  
21 February  
7 March  
21 March

**Congregations**

28 January  
25 February  
25 March  
1 April

**Discussion on Tuesday, 24 January 2017**

The Vice-Chancellor invites those qualified under the regulations for Discussions (*Statutes and Ordinances*, p. 103) to attend a Discussion in the Senate-House on Tuesday, 24 January 2017, at 2 p.m. for the discussion of:

1. Annual Report of the Council for the academical year 2015–16, dated 21 November 2016 (*Reporter*, 6448, 2016–17, p. 202).
2. Annual Report of the General Board to the Council for the academical year 2015–16, dated 2 November 2016 (*Reporter*, 6448, 2016–17, p. 215).
3. Reports and Financial Statements for the year ended 31 July 2016 (*Reporter*, 6448, 2016–17, p. 221).
4. Report of the Council, dated 9 January 2017, on the provision of additional hockey and changing facilities at the Wilberforce Road Sports Ground (p. 306).

**Withdrawal of Grace 1 of the Regent House of 14 December 2016**

21 December 2016

The Vice-Chancellor gives notice that, under the provisions of Regulation 6 of the regulations for Graces and Congregations of the Regent House (*Statutes and Ordinances*, p. 103), he has withdrawn Grace 1 submitted to the Regent House on 14 December 2016 (*Reporter*, 6449, 2016–17, p. 283) concerning the handling of student complaints of harassment and sexual misconduct for further consideration.

**'Scarlet days' and flying of the University Flag from the Old Schools****Scarlet days**

The Vice-Chancellor wishes to remind members of the University of the days in 2017 appointed by regulation for the wearing of festal gowns by Doctors (which are also the days on which the academical dress of other universities may in general be worn). Under this regulation he is also designating 21 June (Congregation for Honorary Degrees) as an additional 'Scarlet day' in 2017.

16 April	Easter Day
25 May	Ascension Day
4 June	Whitsunday
11 June	Trinity Sunday
21 June	Honorary Degrees
28, 29, 30 June, and 1 July	General Admission to Degrees
1 November	All Saints' Day
5 November	Commemoration of Benefactors
25 December	Christmas Day

**Flying of the University Flag from the Old Schools**

Published for information are the days when the University Flag will usually be flown:

6 February	Accession of HM The Queen
21 April	Birthday of HM The Queen
23 April	St George's Day
10 June	Birthday of HRH The Duke of Edinburgh
17 June	Official Birthday of HM The Queen
14 November	Birthday of HRH The Prince of Wales

The University Flag will also be flown on all Congregation days, including 2 October (Admission of the Vice-Chancellor and Election and Admission of the Proctors), 21 June (Honorary Degrees), and General Admission to Degrees.

**Elections to the Board of Scrutiny and to the Nominating Committee for External Members of the Council**

*11 January 2017*

The following Notice provides information about elections to fill vacancies on the Board of Scrutiny and on the Nominating Committee for External Members of the Council.

**Board of Scrutiny**

The Vice-Chancellor gives notice of an election to a casual vacancy on the Board of Scrutiny in the following class under Statute A VII, following the election of Dr David Secher as a member of the Finance Committee:

- one member in class (c)(ii) (a member of the Regent House), to serve with immediate effect until 30 September 2019.

The Board of Scrutiny consists of:

- the Proctors;
- the two Pro-Proctors nominated by the Colleges;
- eight members of the Regent House elected by the Regent House.

Under the provisions of Statute A VII 4, no person may be a member of the Board of Scrutiny who is a member of the Council, the General Board, or the Finance Committee of the Council, or who holds any of the University offices of Chancellor, Vice-Chancellor, Pro-Vice-Chancellor, University Advocate, Deputy University Advocate, Registry, Assistant Registry, or Secretary of a School. The Statute further prohibits from membership holders of offices with primarily administrative duties designated by Ordinance: Directors and Deputy Directors in the Unified Administrative Service and Assistant Treasurers have been designated as such prohibited offices. A retiring member of the Board who has served for four or more consecutive years is not eligible to serve again as a member in class (c) until one year has elapsed after the end of her or his previous period of service.

If no nominations are received in accordance with the timetable below, the Council shall be asked whether it wishes to appoint a member to the vacant place or for another election to be held, in accordance with Regulation 3 of the regulations for the election of members of the Board (*Statutes and Ordinances*, p. 112).

Further information about the Board of Scrutiny can be found in the *Statutes and Ordinances* as noted above, on the Board's website (<http://www.scrutiny.cam.ac.uk/>), and obtained from Dr Lydia Drumright (email: [lnd23@cam.ac.uk](mailto:lnd23@cam.ac.uk)), Chair of the Board.

**Nominating Committee for External Members of the Council**

The Vice-Chancellor gives notice of an election to a casual vacancy on the Nominating Committee in the following class, following the election of Dr Stephen Cowley as a member of the Council:

- one member in class (d) (a member of the Senate elected by the Regent House), to serve with immediate effect until 30 September 2019.

No person may be a member of the Committee in class (d) who is a member of the Council or who holds any of the University offices of Pro-Vice-Chancellor, Registry, or Director or Deputy Director in the University Offices.

Further information about the Committee can be found in the *Statutes and Ordinances* (p. 111) and obtained from the Acting Registry (email: [registry@admin.cam.ac.uk](mailto:registry@admin.cam.ac.uk)).

**Nomination procedure and election timetable**

The nomination procedure and election timetable for the elections is as follows.

In order to be eligible, a candidate for election must be nominated on a paper sent to the Vice-Chancellor at the Old Schools so as to be received not later than **12 noon on Friday, 27 January 2017**. The nomination paper must contain (a) a statement signed by two members of the Regent House, nominating the candidate for election and specifying the body and the class to which he or she is nominated, and (b) a statement signed by the candidate certifying that he or she consents to be so nominated. The candidate is also required to provide a statement of her or his *curriculum vitae* by the same date (see below).

The Vice-Chancellor would be obliged if nominations could be delivered to the Acting Registry in the Old Schools during office hours. Documents which are submitted by fax to 01223 (3)32332 or scanned documents containing a signature or signatures sent to the Acting Registry at Registry@admin.cam.ac.uk will also be accepted. Nominations will be published on the Senate-House Noticeboard as they are received; the complete list of nominations will be published in the *Reporter* on Wednesday, 1 February 2017.

In accordance with the regulations governing the elections (*Statutes and Ordinances*, p. 110), each person nominated for election is required to send to the Acting Registry, not later than 12 noon on Friday, 27 January 2017, a statement of her or his *curriculum vitae* for distribution to members of the Regent House with the voting papers. It is suggested that such a statement should be of not more than 500 words in length, and that it should cover the following points:

- the candidate's present position in the University;
- previous posts held, whether in Cambridge or in other universities or outside the university system, with dates;
- a note of the candidate's particular interests within the field of University business.

If more than one nomination is received for each vacancy by the deadline, an election will be conducted by ballot under the Single Transferable Vote regulations. Online voting will open at 10 a.m. on Monday, 6 February 2017 and close at 5 p.m. on Thursday, 16 February 2017. Hard-copy voting papers and supporting materials will be distributed not later than Monday, 6 February 2017 to those who opted by 3 November 2016 to vote on paper; the last date for the return of voting papers will be **5 p.m. on Thursday, 16 February 2017**.

### **Topic of concern to the University on investment responsibility: Notice in response to Discussion remarks**

The Council has considered the remarks made at the Discussion on 22 November 2016 (*Reporter*, 6446, 2016–17, p. 164) concerning the following topic of concern (*Reporter*, 6441, 2016–17, p. 64):

That the Regent House, as the governing body of the University, consider the report of the ACBELA Working Group on Investment Responsibility published in June 2016,<sup>1</sup> and in particular consider a policy of divestment from fossil fuels.

The Council acknowledges the consensus among speakers on the acceptance of the evidence of global warming and the urgent requirement to take action to mitigate the effects of climate change, as well as a widespread appreciation of the need to find alternatives to fossil fuels. However, the Council notes that there was a range of views as to the steps that ought to be taken on behalf of the University in relation to its investment policy.

Members of the Council recognize their continuing fiduciary responsibility as trustees to ensure that environmental, social, and governance (ESG) factors are properly and appropriately taken into account in the University's approach to its investment policy. For that reason, in May 2015 the Council endorsed the establishment of a working group of the Advisory Committee on Benefactions and External and Legal Affairs (ACBELA) to consider whether any changes to the University's Statement of Investment Responsibility should be recommended, taking into account the integration of ESG considerations into investment practice, the mission and core values of the University, and the relevance, performance, and scope of potential investment approaches and asset allocation strategies.

Over a twelve-month period, the working group reviewed a wide range of evidence and opinion, including, as noted in Schedule 2 of the working group's report, an extensive paper submitted by the Zero Carbon Society. Following careful deliberation, the working group determined not to advocate the adoption of a mandatory policy of divestment but instead recommended in its report a range of actions intended to expand the alignment of the University's expectations in respect of ESG factors and its investment practices. The report included a recommendation that attention be paid to investments across asset classes that focus on ESG considerations, when financially equivalent to current holdings. The report also highlighted the sustainability and environmental initiatives which the University actively carries out through its teaching, education, and research.

At its meeting in June 2016 the Council debated the working group's report in detail, including the option of taking a more interventionist stance than that proposed by the group, in particular concerning investment in fossil fuels. Following that discussion, Council members were not as a body convinced that the interests of the University would be best served by mandating divestment from extraction industries and, noting that in any event the University had no direct or indirect holdings in tar sands companies, and its indirect exposure to thermal coal companies was negligible, voted unanimously to endorse the recommendations of the working group's report. Going forward, it is the Council's intention to commission a report into the advantages and disadvantages of a policy of divestment.

The Council takes this opportunity to remind members of the Regent House that ACBELA, as a sub-committee of the Council, is responsible for keeping the University's policy on investment responsibility under regular review and that, as highlighted in the working group's report, there is an existing route for raising any matters of concern relating to the application of the policy by addressing such concerns to the Registry.

<sup>1</sup> See *Reporter*, 6430, 2015–16, p. 636.

## Grace for submission to the Regent House under Special Ordinance A (i) 5: Notice in response

The Council has received and considered the following Grace which has been initiated under Special Ordinance A (i) 5 by 140 members of the Regent House:

‘That the Regent House, as the governing body of the University, resolves that none of the University’s Endowment Funds should be invested directly or indirectly in companies whose business is wholly or substantially concerned with the extraction of fossil fuels, and requires the Council to publish a Report to the University within twelve months setting out how this is to be achieved.’

A list of the signatories is set out in Annex A.

The Council has agreed to authorize the submission of the Grace to the Regent House (Grace 1, p. 307). In adopting this course, the members of Council are mindful that the Grace cannot operate as a mandate in respect of the exercise of their fiduciary responsibility for the University’s investment practices. However, they recognize the strong feeling amongst those who have signed the Grace and they propose to respond by commissioning a report specifically into the advantages and disadvantages of the policy of divestment which the Grace supports, to be completed in so far as possible in line with the timescale envisaged in the Grace. The Council will keep the Regent House informed as to the terms of reference and membership of the body tasked with preparing the report and as to the exact timetable for delivery of the report, which will be made available to the Regent House.

### Annex A

R. H. ABBOTT	J. L. GIBSON	E. E. MAWDSLEY
A. AGUILAR SALGADO	M. E. GLENDENNING	L. G. MELLOR
C. ALAGHBAND-ZADEH	A. GONZALEZ CABRERA HONORIO	S. C. MENTCHEN
R. A. ALEXANDER	SERRENHO	T. G. MICKLEM
T. ALEXOPOULOU	J. P. M. GOSLING	I. MÖLLER
A. H. AMIN	W. T. GOWERS	A. W. MOORE
W. AMOS	A. M. GRANT	R. MORIEUX
H. AZÉRAD	C. D. GRAY	N. I. MUNDY
P. BADA KHCHANI	P. M. GRAY	J. M. MUNNS
A. P. BALMFORD	J. T. A. GREATOREX	D. P. NALLY
J. R. BAVIDGE	B. B. GROISMAN	M. NIKOLAJEVA
E. C. BLAIR	Z. R. GROVES	K. OTTEWELL
C. BRASSETT	J. A. GUARNERI	K. PATEL
M. T. BRAVO	J. D. GUTHRIE	H. PFEIFER
B. J. BURCHELL	N. S. M. GUYATT	S. A. RADCLIFFE
G. L. BURGESS	R. HAYNES	N. RADIC
J. L. CADDICK	R. J. E. HIGHAM	ALICE M. REID
M. T. CALARESU	S. J. HOGARTH	P. G. M. RICHARDSON
H. A. CHALMERS	R. E. HOLMES	S. L. ROBERTSON
M. C. CHIODO	N. D. HOPWOOD	M. A. RUEHL
S. T. CLARK	M. HREBENIAK	M. J. RUTTER
R. M. COLEMAN	M. IACOVOU	C. G. SANDBROOK
P. J. CONNELL	J. M. JACOBS	J. L. SCOTT
R. C. COULTER	A. S. JEFFREY	J. E. SCOTT-WARREN
J. A. CROWCROFT	C. D. JIGGINS	A. C. H. SKELTON
H. A. CURRY	A. P. JUDSON	J. SLOAN
L. M. DELAP	A. J. KABLA	Z. SOBRAL MOURAO
J. J. DEPLEDGE	S. R. KELL	A. SRIPRAKASH
B. J. DOODY	R. M. KILNER	B. STEGER
K. L. DOW	L. P. KING	W. J. SUTHERLAND
A. C. B. DRURY	D. D. KONADU	Z. A. M. SVENDSEN
G. C. M. DUFOR	A. KÜNZL-SNODGRASS	S. R. S. SZRETER
F. E. DUNCAN	M. E. DE L. LAMB	E. V. TANNER
R. N. DUSCHINSKY	C. S. LANE	P. N. TAYLOR
L.-A. U. DUVIC-PAOLI	J. A. LANGLEY	W. P. VAN PELT
M. EILSTRUP-SANGIOVANNI	M. R. LAVEN	J. M. B. WALLACE
A. ERCOLE	N. LEADER-WILLIAMS	E. WATSON
E. EVENHUIS	C. L. LEMANSKI	S. WATSON
A. J. FAUVERGE	Y. LIU	J. F. W. WEITZDOERFER
C. J. B. FORD	M. V. LUCAS-SMITH	N. J. WIDDOWS
W. A. FOSTER	R. C. LUPTON	R. D. WILLIAMS
S. FRANSEN	R. T. R. LYNE	J. L. WONG
N. M. FUREY	T. G. MCAULEY	J. WOODHOUSE
C. GAGNE	R. G. MACFARLANE	W. YAQOOB
M. GANDY	I. MCNEILL	C. ZÄHNER
R. GARCIA MAYORAL	E. E. MCPHERSON	L. K. ZEITLER
M. W. GEHRING	W. J. MATTHEWS	J. ZINK

## Office for Students: registration fees for HE providers – consultation

**Deadline: 3 February 2017 at 5 p.m.**

The Department for Education has launched a consultation on registration fees that registered higher education providers will pay to the Office for Students (OfS). In addition to the consultation on the calculation of the registration fee, views are also being sought on examples of situations in which the OfS could use its power to charge other fees, and how government funding to the OfS could work. Further information is available online at <https://www.gov.uk/government/consultations/office-for-students-registration-fees-for-he-providers>.

The Council welcomes comments by 5 p.m. on Friday, 3 February 2017 so that these can be taken into account in drafting a response on behalf of the University. Responses can be provided by email to the Head of the Registry's Office: [head-ro@admin.cam.ac.uk](mailto:head-ro@admin.cam.ac.uk).

## Sale of the University Dental Practice

The Council by Notice on 18 March 2015 informed the University of its intention to sell the University of Cambridge Dental Practice (*Reporter*, 6380, 2014–15, p. 428).

The Practice was sold on 22 December 2016. The new owners and managers are committed to providing continuity of treatment to patients currently under the care of the Practice and welcome new patients. The Practice continues at the 3 Trumpington Street premises and the new telephone number is 01223 367870.

## Annual Report of the Audit Committee for the financial year 2015–16

The Council has received the Annual Report of the Audit Committee for 2015–16. The report is published for the information of the University. Appendices B–E are available at [http://www.admin.cam.ac.uk/reporter/2016-17/weekly/6450/AuditReport\\_Appendices\\_2015-16.pdf](http://www.admin.cam.ac.uk/reporter/2016-17/weekly/6450/AuditReport_Appendices_2015-16.pdf).

### 1 Introduction

The Audit Committee is required to submit an annual report to Council, the Vice Chancellor, and subsequently to the Higher Education Funding Council for England ('HEFCE'). The Audit Committee Annual Report is informed by the internal audit annual report (see Appendix A [not published with this report]).

This report follows the guidance set out in Appendix 6 of HEFCE's *Handbook for Members of Audit Committees in Higher Education Institutions*.

This Audit Committee Annual Report is for the financial year 1 August 2015 – 31 July 2016 and includes the opinion of the Audit Committee on the reliance to be placed on the internal control and reporting systems of the University. The opinion is based on the Committee's consideration of the University's Risk Register, the internal auditor's annual report, the external auditor's Management Letter, other work commissioned by the Committee during the year, and on discussions at its meetings and workshops.

#### 1.1 Internal auditor

Deloitte LLP are the University's internal auditors and were reappointed from August 2014.

#### 1.2 Internal audit reports

This report refers only to those final internal audit reports that have been received and considered by the Audit Committee during the financial year under consideration. This will include any reports that were issued in draft during 2014–15, but which were not finalized for the Committee's consideration until the 2015–16 financial year. This will not include any 2015–16 reports that have been finalized recently by internal audit, but which have not yet been considered by the Audit Committee at one of its meetings.

During 2015–16 and up to the point of writing, the Committee has received and considered 16 internal audit reports. Where a rating was ascribed, 54% of reports were given Substantial or Full assurance.<sup>1</sup>

#### 1.3 External auditor

PricewaterhouseCoopers LLP were reappointed as the University's external auditors (see paragraph 7.1).

## 2 Audit Committee opinion

This section provides the Audit Committee's opinion on the adequacy and effectiveness of institutional arrangements during 2015–16 and up to the date of this report.

### 2.1 Opinion – risk management, control, and governance

The Audit Committee has monitored and considered the effectiveness of the University's risk management, control, and governance throughout 2015–16. These arrangements support the University in fulfilling its policies, aims, and objectives, enabling the University to identify, understand, and manage its principal risks, and to be accountable and transparent in its governance. The Committee considers that the University, individual institutions, and subsidiary companies have continued to make clear and sustained efforts to understand, communicate, and incorporate best practice in risk management, governance, and internal controls.

<sup>1</sup> The % figure differs from that given in the Internal Audit Annual Report for the reasons outlined in paragraph 1.2.

The Committee has agreed that the Statement of Internal Control in the Financial Statements for 2015–16 is an accurate reflection of the risk management, control, and governance arrangements in place. The Committee is satisfied that these arrangements are adequate and effective.

### 2.2 *Opinion – economy, efficiency, and effectiveness (value for money)*

The Committee has monitored the effectiveness of the University’s financial controls, systems, and management structures in place for promoting efficiency, effectiveness, and economy in the use of public funds and other resources.

The Committee has noted the continuing adoption of and improvement in financial procedures and management practices designed to support the achievement of value for money and institutional effectiveness. The Committee is satisfied that these arrangements are appropriate and effective.

### 2.3 *Opinion – data integrity*

The Audit Committee monitors the effectiveness of the University’s management and quality assurance of data submitted to HESA, to HEFCE, and to other funding bodies. Internal audit reviews of various aspects of data management form part of the three-year cycle of audits. An internal audit on data quality in the HESA return has been conducted this year for which substantial assurance was given. The Committee is satisfied that the management control and quality assurance of data submitted are adequate and effective.

## 3 **Audit Committee membership**

### 3.1 *Constitution of the Audit Committee*

The constitution of the Audit Committee is set out in the *Statutes and Ordinances of the University of Cambridge* (see Appendix B).

### 3.2 *Membership, 2015–16*

Chair:	Mr Mark Lewisohn
Secretary:	Dr Jonathan Nicholls, Registry
Assistant Secretary:	Dr Clara East

There were a number of membership changes over the course of the year and these are summarized in the table below.

**Table 1: Membership of the Committee, 2015–16**

<i>Class of membership*</i>	<i>Name of member</i>	<i>Limit of tenure</i>
(a)	Mr Mark Lewisohn	31 December 2017
(b)	Dr Ruth Charles	31 December 2016
	Dr David Good ( <i>until December 2015</i> )	31 December 2015
	Reverend Jeremy Caddick ( <i>from January 2016</i> )	31 December 2018
(c)	Mr Peter Doyle	31 December 2018
	Ms Janet Legrand	31 December 2018
	Ms Catherine Spitzer	31 December 2016
	Mr John Aston	31 December 2016
(d)	Professor Nigel Slater ( <i>until December 2015</i> )	31 December 2015
	Dr Thomas Keith Carne	31 December 2016
	Professor John Dennis ( <i>from June 2016</i> )	31 December 2016

\* Class (a): Chair and external member of the Council; class (b): members of Council; class (c): external members; class (d): co-opted members.

### 3.3 *Process of appointment*

Members are appointed to the Audit Committee by the Council of the University of Cambridge. Membership nominations are made to the University’s Council’s Advisory Committee on Committee Memberships and External Nominations, except in the case of class (d) members who are co-opted by the Committee on the basis of recommendations received.

### 3.4 *University officers and auditors*

The Audit Committee invites certain senior university officers and the University’s external and internal auditors to attend unreserved meetings. It may also invite other colleagues and external speakers to attend for a specific agenda item or to present on a particular area of risk. The Audit Committee also invites the Chair of each of the audit committees of Cambridge Assessment and Cambridge University Press to attend all meetings and to make biannual reports.

The Vice-Chancellor is invited to address the Audit Committee annually.

**Table 2: Senior officers, auditors, and other colleagues invited to attend meetings during 2015–16**

<i>Position</i>	<i>Name</i>
Director of Finance	Mr Andrew Reid
Senior Pro-Vice-Chancellor (Planning and Resources)	Professor Duncan Maskell
Internal Auditor – Deloitte LLP	Ms Kirsty Searles Mr Jonathan Gooding Mr Richard Neal
External Auditor – PricewaterhouseCoopers LLP	Mr Charles Joseland Mr Simon Ormiston Mr Stephen Wyborn Mr David Savage
Deputy Head of Legal Services	Mr David Parsons
Director of International Strategy	Dr Toby Wilkinson
Managing Director, BAE Systems Applied Intelligence	Mr Kevin Taylor
Director of University Information Services	Dr Martin Bellamy
Head of the University Research Office	Dr Peter Hedges
Assistant Director, Research Office	Dr Jo Dekkers
Quality Assurance and Compliance Manager	Ms Sara Hajnassiri
Pro-Vice-Chancellor (Education)	Professor Graham Virgo
Academic Secretary	Ms Emma Rampton
Head of Graduate Student Administration	Ms Kerri Gardiner
External Consultant, JCA Group	Ms Alice Perkins
Director of Estates Strategy	Dr Jason Matthews
Joint Head of Legal Services	Ms Helen Jackson
Director of Health, Safety, and Regulated Facilities	Dr Martin Vinnell
Chair of the Audit Committee of Cambridge Assessment	Mr Bruce Picking
Chair of the Audit Committee of Cambridge University Press	Mr Nick Temple

#### 4 Meetings

The table below provides information on meeting dates and attendance.

**Table 3: Attendance at meetings, financial year 2015–16**

<i>Date</i>	<i>Members and associated class</i>				<i>Senior officers and guests</i>	<i>Auditors</i>	<i>Apologies<sup>2</sup></i>	<i>Quorate</i>
	<i>(a)</i>	<i>(b)</i>	<i>(c)</i>	<i>(d)</i>				
08/10/15	1	1	2	2	6	Internal: 3	5	Partial <sup>3</sup>
19/11/15	1	1	4	1	4	Internal: 2 External: 3	3	Yes
14/01/16 <sup>4</sup>	1	2	3	1	7	Internal: 3 External: 1	3	Yes
10/03/16	1	2	3	1	7	Internal: 3 External: 2	3	Yes
05/05/16	1	2	3	1	7	Internal: 3	2	Yes
30/06/16	1	2	4	2	8	Internal: 2	1	Yes

#### 5 Terms of reference

The Audit Committee's terms of reference are set out in *Statutes and Ordinances of the University of Cambridge*. It is the duty of the Audit Committee:

- (a) to keep under review the effectiveness of the University's internal systems of financial and other control;
- (b) to advise the Council on matters relating to the external and internal auditors including their appointment, the provision by the auditors of any additional services outside the scope of their regular responsibilities, the remuneration of the auditors, and any questions relating to the resignation or dismissal of auditors;
- (c) to ensure that sufficient resources are made available for internal audit;
- (d) to approve proposals for internal audit put forward by the internal auditors;
- (e) to review annually with the external auditors the nature and scope of the external audit;

<sup>2</sup> Figures refer to Committee members, senior officers, and Chairs of CUP and CA Audit Committees.

<sup>3</sup> Owing to the delayed arrival of the Chair, the meeting was inquorate for the first five items on the agenda.

<sup>4</sup> The Vice-Chancellor attended this meeting to give his annual report to the Audit Committee.

- (f) to consider any reports submitted by the auditors, both external and internal;
- (g) to monitor the implementation of any recommendations made by the internal auditors;
- (h) to satisfy themselves that satisfactory arrangements are adopted throughout the University for promoting economy, efficiency, effectiveness, and risk management;
- (i) to establish appropriate performance measures and to monitor annually the performance and effectiveness of the external and internal auditors;
- (j) to consider, in consultation with the external auditors, (i) any financial statements annexed to the abstract of accounts, including the auditors' report, and (ii) any statement provided by the Council on the governance of the University;
- (k) to ensure that all significant losses are properly investigated and that the internal and external auditors, and where appropriate the Higher Education Funding Council for England, are informed;
- (l) to oversee the University's policy on fraud and irregularity, and to ensure that they are informed of any action taken under that policy;
- (m) to make an annual report to the Council, the Vice-Chancellor, and the Higher Education Funding Council for England;
- (n) to receive reports from the National Audit Office and the Higher Education Funding Council for England, and to advise the Council thereon;
- (o) to forward minutes of their meetings to the Council.

## 6 Internal audit

### 6.1 Provider

Deloitte LLP were reappointed as internal auditors for the University with effect from 1 August 2014 until 31 July 2017.

### 6.2 Review of appointment

The performance of the internal auditors and their lead partner is considered annually by the Committee.

### 6.3 Review of internal audit annual report

The annual report for the period 1 August 2015 to 31 July 2016 was received by the Audit Committee at its meeting of 6 October 2016 (see Appendix A [not published with this Report]). Subject to the limitations of the work described in Deloitte LLP's report, the internal audit opinion given was as follows:

'We provide reasonable assurance that the University has an adequate and effective system of risk management, control and governance, and considers economy, efficiency, and effectiveness in its systems and processes for the year ended 31 July 2016. The control issues identified during our work do not materially impact upon the assurance statement provided.'

### 6.4 Review of audit risk assessment and strategy

Internal audit plans are prepared annually on the basis of ranked risks and ownership, as set out in the University's key risk register, and key issues identified in interviews with a selection of Committee members and senior officers. Different teams of auditors are assigned to undertake the work depending on the level of specialism required.

Audits are themed by function and involve visits to a range of Departments and institutions. Fact-finding reports are commissioned where particular situations warrant further investigation. Departmental audit is primarily covered by the annual departmental self-assurance survey. The survey addresses all areas of the traditional on-site departmental audits. To help validate the findings of the survey the results are followed up by face-to-face meetings and selected on-site testing. The results are shared with Schools to highlight best practices and areas for improvement. Departments with an overall rating of red or amber are given a full breakdown of results.

### 6.5 Review of audit reports

The Committee considers all reports submitted by the internal auditors. Each internal audit report is assigned to a member of the Committee for detailed consideration. Reports are presented by the internal auditors and feedback and queries are subsequently invited from the member to whom the report had been assigned.

Deloitte LLP provide an assessment of the adequacy and effectiveness of systems using the following definitions:

Full	There is a sound system of internal control designed to achieve the University's objectives. The control processes tested are being consistently applied.
Substantial	While there is a basically sound system of internal control, there are weaknesses, which put some of the University's objectives at risk. There is evidence that the level of non-compliance with some of the control processes may put some of the University's objectives at risk.
Limited	Weaknesses in the system of internal controls are such as to put the University's objectives at risk. The level of non-compliance puts the University's objectives at risk.
Nil	Control processes are generally weak leaving the processes/systems open to significant error or abuse. Significant non-compliance with basic control processes leaves the processes/systems open to error or abuse.

Deloitte LLP classify their recommendations as follows:

- |            |   |
|------------|---|
| Priority 1 | Issues that are fundamental to the University, for the attention of senior management and the audit committee.                      |
| Priority 2 | Issues that are fundamental to the area subject to internal audit, for the attention of senior management, and the audit committee. |
| Priority 3 | Important issues to be addressed by management in their areas of responsibility.  |
| Priority 4 | Housekeeping issues or good practice suggestions.   |

#### 6.6 Fees

Fees paid for work completed in the financial year 2015–16 are shown in Appendix C.

### 7 External audit

#### 7.1 Provider

PricewaterhouseCoopers LLP (PwC) were reappointed as external auditors for the University for the financial year 2015–16.

#### 7.2 Review of appointment

In accordance with HEFCE's Financial Memorandum an external auditor is appointed or reappointed annually. The *Statutes and Ordinances of the University of Cambridge* also require that the accounts of the University are audited annually by qualified accountants appointed by Grace on the nomination of the Council.<sup>5</sup>

At its January 2016 meeting the Committee agreed to recommend to the Council that a Grace be promoted for the re-appointment of PwC as the external auditors for the financial year 2014–15. The recommendation was based on the Committee's recent positive assessment of PwC (see below) which had led to their reappointment as the University's external auditors for the next three years.

Market testing of the external auditors is required to be carried out every seven years and appointment/reappointment of external auditors was due in the 2015–16 financial year. A sub-group of the Audit Committee was set up to consider the matter. The group reviewed feedback reports on PwC's performance from Cambridge University Press and Cambridge Assessment as well as Value for Money benchmarking papers for external audit provision in the HE sector. The group recommended not to proceed to a full retender but to continue with PwC for the next three years. PwC were asked for their proposals to re-fresh and enhance their service and gave a presentation to the Committee at its November 2015 meeting. The Committee subsequently agreed to recommend the reappointment of PwC as the University's external auditors until 2018.

#### 7.3 Details of non-audit services

During 2015–16 the external auditors carried out work in the following areas for the University: tax compliance for a University subsidiary, pensions and tax advice at Cambridge University Press (CUP), an external project administered by Cambridge Institute for Sustainability Leadership; and other minor engagements. In each case the engagement was subject to the Audit Committee's policy on non-audit services to ensure that the external auditors' independence was not placed at risk.

#### 7.4 Review of the management letter

The external audit management letter 2015–16 submitted by PricewaterhouseCoopers LLP was received by the Audit Committee at its meeting on 17 November 2016.

The Audit Committee considered the report and was satisfied with the remarks on auditing and accounting matters, detailed control observations, and other observations from around the University group.

#### 7.5 Fees

Fees paid for work completed in 2015–16 are shown in Appendix D.

### 8. Other work undertaken

#### 8.1 Statement of internal control

The Council is responsible for reviewing the effectiveness of the system of internal control. The Audit Committee supports the Council in this role through the following processes:

- (a) The Council receives periodic reports from the Chair of the Audit Committee concerning internal control and receives the minutes of all meetings of the Audit Committee;
- (b) The Audit Committee receives regular reports from the internal auditors, which include the internal auditors' independent opinion on the adequacy and effectiveness of the University's system of internal control and risk management, together with recommendations for improvement;
- (c) The Council's review of the effectiveness of the system of internal control is informed by the work of the internal auditors. They operate to the standards defined in Accountability and Audit: HEFCE Code of Practice;
- (d) The Audit Committee reviews and reports on the implementation of recommendations made and agreed in the regular audit cycle and other investigations.

<sup>5</sup> *Statutes and Ordinances of the University of Cambridge*, 2015, p. 49.

Through the consideration of reports from the internal auditors and other investigations the Audit Committee is assured that the University's system of internal control is currently effective and is able to report its reassurance to the Council for the year 2015–16.

### 8.2 *Review of assurances received*

Deloitte LLP have confirmed its reasonable assurance that the University has an adequate and effective system of risk management, control, and governance, and considers economy, efficiency, and effectiveness in its systems and processes for the year ended 31 July 2016. They have further confirmed that the control issues identified during their work do not materially impact upon the assurance statement provided.

### 8.3 *Review of institution's risk management strategy*

#### (a) *The University's approach to risk management*

The University of Cambridge pursues good practice in risk management as given in the Turnbull Committee guidance and more recent FRC guidance issued in 2014, and endeavours to comply fully with HEFCE and other statutory requirements. The University's view of acceptable risk is derived from a balanced view of all the risks in its operating environment. Risks are prioritized and assessed according to qualitative and quantitative measures. The strategy is as follows:

- (i) A Risk Steering Committee (RSC) oversees the risk management process as a whole, on behalf of Council. The Chair of the Risk Steering Committee is the Senior Pro-Vice-Chancellor who attends Audit Committee meetings. The Chair of the Audit Committee is one of three Council representatives on the Risk Steering Committee. This strengthens the link between audit and risk management;
- (ii) A Risk Policy is reviewed annually;
- (iii) The identification of the fundamental risks affecting the University and its Departments, Faculties, and central bodies. These are reviewed biannually to ensure that the full scope of the University's activities is covered;
- (iv) Determining the appropriate risk appetite and level of exposure for the University as a whole;
- (v) Implementation of arrangements to manage fundamental risks and examination of the effectiveness of those arrangements. Where risk management is judged weak, poorly understood, or limited in effect, controls have been and will be enhanced;
- (vi) Allocating responsibility for the management of risks to senior university officers;
- (vii) A review of risks and their management at least once a year.

#### (b) *Risk management – the role of the Audit Committee and its auditors*

##### (i) *Audit Committee*

The Audit Committee provides advice to the Council on the effectiveness of the Risk Steering Committee and on the internal control system, including the University's system for the management of risk. The Audit Committee received the Risk Steering Committee's annual report and annual review of the University's key risk register at its November 2015 meeting. The interim revised key risk register was received at the May 2016 meeting.

Members of the Audit Committee are invited to bring their copies of the key risk register to all meetings to help inform discussions of audit reports and the impact on risk management, and also to plan the audit cycle.

A programme of presenters to speak to the Committee about key risks and to answer questions directly from Committee members was initiated in 2014–15 and continued during the course of 2015–16. The Committee received the following presentations:

*8 October 2015* – The Head of the International Strategy Office, Dr Toby Wilkinson, spoke about the University's international strategy and the management of risks in relation to its international activities.

*14 January 2016* – The Managing Director of BAE Systems Intelligence, Mr Kevin Taylor, gave an external view on cyber security risks and mitigating actions. The Director of the UIS, Dr Martin Bellamy, followed with a presentation on actions taken in the University with respect to cyber security.

*10 March 2016* – The Senior Pro-Vice-Chancellor gave a current assessment of the risks on the Key Risk Register for which he was owner (Financial health, Key infrastructure, Estate).

*5 May 2016* – The Pro-Vice-Chancellor (Education), Professor Graham Virgo, gave a current assessment of the risks on the Key Risk Register which he owned (Student Access/Admissions and Student experience and quality assurance).

*30 June 2016* – The Director of Health and Safety and Regulated Facilities, Dr Martin Vinnell, discussed the recent development of his Division and associated key risks.

In 2015–16 senior officers were also invited to attend meetings to supplement the presentation of two of the annual reports received by the Committee. The Head of the University Research Office and two colleagues attended to discuss their report on Research Grants Sponsors audits at the March 2016 meeting and one of the joint Heads of Legal Services attended the June 2016 meeting for the Annual Report on Bribery and Corruption.

For those audit reports which carried limited assurance a senior officer was invited to attend the Committee meeting to give opportunity for a response to the report and to allow for questions. In this regard the Audit Committee heard directly from the Academic Secretary and Head of Graduate Student Administration on the Graduate and Exam Progression audit, from the Pro-Vice-Chancellor (Education) on the Sports Clubs and Events audit, and from the Director of Estate Strategy on the Minor Works audit reports.

The Vice-Chancellor gave his annual report to the Committee at its January meeting.

(ii) *Internal audit programme*

The internal audit programme is responsible for providing independent and objective assurance on the University's operations in order to evaluate and improve the effectiveness of the University's internal control systems. The internal audit strategy is developed around the University's objectives and assessment of its fundamental risks including an evaluation of the effectiveness of the University's risk management process.

Deloitte LLP were reappointed for three years with effect from 1 August 2014 to provide the University's internal audit function. This was subject to a refreshed approach to their service which included an increased focus on priority risk areas aligned with the University's Key Risk Register, a broader insight from specialist and senior input, and greater self-assurance by Schools and Departments. The self-assurance is achieved both by an annual survey issued to Departments which asks questions relating to key risk areas and data analytics (using tools to interrogate data sets in financial systems to pick up any anomalies) to give efficient assurance on Departments' compliance with key processes in high risk areas. The survey includes a set of questions on risk management practices. The annual report of survey findings enables the Committee, administrative offices, Schools and Departments to see at a glance where weaker areas exist by both Department and topic.

(iii) *External audit*

External audit informs the Audit Committee on the operation of the internal financial controls reviewed as part of the annual audit.

8.4 *Other work*

The Audit Committee has a number of standing agenda items: Value for Money ('VFM'), Fraud, Risk Management, and HEFCE. For each of these items it requests updates from senior University officers and also seeks assurance from the internal auditors.

(a) *Value for money*

The University's Resource Management Committee ('RMC') oversees VFM reporting for the University. The Chair of RMC, the Senior Pro-Vice-Chancellor, attends Audit Committee meetings and provides statements on behalf of the RMC. Economy, efficiency, and effectiveness in use of resources are considered within each system audit undertaken and recommendations are made in the individual audit reports as appropriate.

A set of VFM reporting indicators approved by the Resource Management Committee are employed and form part of the annual report to the Audit Committee which is received at the November meeting. The indicators focus on 'institutional effectiveness' at the strategic level and, by focusing on overall performance in core areas of teaching, research, and administration, aim to demonstrate how effectively the University uses its resources. Various measures are used to indicate how well the University is using its resources and transforming them into 'results', and, ultimately, whether the University is institutionally effective. Performance can be tracked over time and considered in comparison to the University's key competitors.

In 2015–16 the University began participating in a pilot of the UniForum programme which is a university benchmarking exercise to help institutions understand the cost of its services. Results are expected in December 2016.

Efficiency and VFM values continue to be promoted through both local level and University-wide initiatives such as shared financial services, use of the Data Centre, equipment sharing and work on procurement practices, and energy and sustainability.

(b) *Fraud*

Under the Financial Regulations, any member of staff must report immediately to the Registry and the Director of Finance any suspicion of bribery, fraud, or other irregularity. Instances of bribery and fraud that involve sums of over £25,000 must be reported to HEFCE under the terms of the Financial Memorandum.

Over the 2015–16 academic year there have been no instances of bribery or fraud in excess of £25,000. There was one report of fraud in the University under this threshold which concerned an employee who had ordered equipment for their own use. Cambridge University Press and Cambridge Assessment make separate reports of fraud to the Audit Committee. Cambridge University Press identified one case of fraud, which was reported to HEFCE since it was over the threshold. Cambridge Assessment had no cases to report.

(c) *Risk management*

Risk management is a standing item on the Audit Committee's agenda. The University's Key Risk Register is updated and reviewed by the Risk Steering Committee which meets twice a year. The Risk Steering Committee reports to the Audit Committee on updates to the Key Risk Register in May and October. The October review forms part of the Risk Steering Committee's annual report which is submitted to the Audit Committee in November.

The Senior Engagement Partner of Deloitte LLP attended both Risk Steering Committee meetings in 2015–16 as an observer. This helped give the internal auditors better insight into the University's approach to and discussions about risk.

The annual summary of Schools' and Non-School Institutions' (NSI) risks was presented to the Risk Steering Committee at its half-year meeting. These summaries were subsequently shared with Schools and NSIs to allow them to view others' risk profiles and to encourage consistency across the types of risks identified and the assessments made. The risk management training seminars delivered through the Personal and Professional Development (PPD) training programme and offered to staff across the University were continued in Michaelmas Term 2015 and Lent Term 2016. Two Departmental Administrators from different Schools attended the seminars to champion the benefits of risk management at a local level and to help promote best practice and consistency of approach. Separately, a training session on risk management was presented to a selection of Departmental Administrators from the School of Clinical Medicine. Further sessions have been offered to all Schools in advance of the forthcoming preparation of risk registers and business plans for submission by institutions as part of the 2016 planning round.

Local Emergency Action Plans are now stored online on Estate Management's Micad system. This system contains detailed building plans and compliance documents so is a natural platform for hosting the plans. A further advantage of this system is that it helps automate the procedure for sending institutions timely reminders to review and update their plans and to carry out test exercises. The system also shows information about departmental occupancy of buildings, enabling any missing plans to be readily identified.

In collaboration with the University Information Services Division, work has continued in 2015–16 on equipping the University's Silver Team with essential IT facilities to assist the Team in an emergency. Work is currently underway to consider a new option for the secondary incident room because the current venue is subject to future re-development.

The University Silver Team was led through a desktop exercise on crisis communications by an external consultant, Mr Donald Steel, in January 2016.

A sub-set of the Silver Team was convened in May and June 2016 following two separate incidents. Follow-up actions have been taken in both cases to reduce the risk of further occurrence of similar events.

(d) *HEFCE*

(i) *HEFCE's assessment of institutional risk*

The Committee received a copy of the letter from HEFCE in March 2016 stating its opinion that the University is 'not at higher risk'.

(ii) *Assurance on Colleges' use of HEFCE funds*

The Committee has agreed a protocol enabling the Director of Finance, on an annual basis, to provide assurance to the Audit Committee that the funding transferred to the Colleges was being used for the intended educational purposes. The calculation for 2015–16 was considered by the Audit Committee at its meeting in March 2016. The exercise involved looking at the total expenditure on education by Colleges against their total educational income including the College fee. The small number of cases where there was a surplus could be explained. The Committee was happy to give the assurance that the tuition income was properly applied by the Colleges for educational purposes.

In support of the mechanism described above, an annual meeting takes place between the Chair of the Audit Committee, the Chair of the Colleges' Committee, the Registry, and the Chair of the Bursars' Committee. An agreed note of the meeting is submitted to the Audit Committee. The annual report by the General Purchasing Sub-Committee to the Bursars' Committee on Value for Money is also submitted to the Audit Committee. The meeting took place in March 2016 (see Appendix E). Note that Appendix E includes the more recent report received following the meeting to cover the 2014–15 financial year with updates on 2015–16 initiatives.

The Chair of the Bursars' Committee Value for Money Sub-Committee reported on different intercollegiate value for money exercises such as energy purchasing, joint training events, and joint event organization. IT was a significant feature of collaboration between the University and Colleges. It was noted that there was cross-representation on both University and College committees that looked at value for money activities.

(e) *Non-standard items*

In addition to the standing agenda items, the Audit Committee has considered the following items as part of its business during the 2015–16 financial year:

(i) *Policy against bribery and corruption*

The Committee received an annual review of the University's policy against bribery and corruption at its June 2016 meeting. There had been no reports of bribery. Cambridge University Press and Cambridge Assessment have separately provided assurance to the Audit Committee that their own policies against bribery and corruption are compliant with the University's policy.

Training via the online Bribery and Corruption training module has continued with institutions showing weaker participation targeted. Monitoring of training participation overall continues. Online guidance across the University is being updated to ensure that there is consistent advice on who should undertake training and how frequently. Procurement contracts have been reviewed to ensure that appropriate anti-bribery clauses have been incorporated. A comprehensive review of other forms of contract will now be undertaken.

There was one case of whistleblowing in the University. Following a full review by the HR Division, the claims were considered to be unsubstantiated.

(ii) *North West Cambridge Project Phase 1*

In the light of potential forecast budget cost overruns reported for the project to the Finance Committee and the Council in July 2015, the Audit Committee, on the recommendation of these senior bodies, established an Audit Group. The Group was chaired by the Chair of the Audit Committee and consisted of a further member of the Audit Committee, the Finance Committee, the Senior Pro-Vice-Chancellor, and one external member.

The Audit Group reported to the October meeting of the Audit Committee and its recommendations were considered and adopted by the Council at its meeting on 19 October 2015. The Audit Group separately reported on the broader governance questions for the North West Cambridge development and other large projects. The Committee received the second report for discussion at its January 2016 meeting. The Secretary of the Audit Group, Mr David Parsons, Deputy Director of Legal Services, attended for the discussion.

(iii) *Review of effectiveness*

At its January 2016 meeting, the Committee agreed to commission an external consultant to conduct a review of the Committee's own effectiveness. This decision was made following consideration of a Leadership Foundation Report into the effectiveness of HEI Audit Committees. The review involved individual interviews with all members and regular attendees of the Committee. The consultant also observed the June 2016 meeting. The consultant's report is being submitted to the Committee's October meeting for presentation and discussion of the findings.

### 8.5 Workshops

Audit Committee workshops are opportunities to discuss strategic issues in more depth, often based around an expert presentation. These workshops operate in part as professional development opportunities for the Committee's members. A workshop on pensions, with particular focus on USS, was held at Trinity Hall on 6 July 2016. The University's independent actuary, Mr Jonathan Seed of Xafinity Consulting, gave a presentation in which he highlighted the University's pension commitments and associated risks. Mr Howard Jacobs, Chair of the trustee of Cambridge University Assistants' Contributory Pension Scheme, contributed to discussions.

### Appendices

Appendices B–E are available online at [http://www.admin.cam.ac.uk/reporter/2016-17/weekly/6450/AuditReport\\_Appendices\\_2015-16.pdf](http://www.admin.cam.ac.uk/reporter/2016-17/weekly/6450/AuditReport_Appendices_2015-16.pdf).

## VACANCIES, APPOINTMENTS, ETC.

### Electors to the Professorship of Information and Communications

The Council has appointed members of the *ad hoc* Board of Electors to the Professorship of Information and Communications as follows:

Professor Geoffrey Ward, *HO*, in the Chair, as the Vice-Chancellor's deputy

(a) on the nomination of the Council

Professor Richard Prager, *Q*  
Professor Ramji Venkataramanan, *TH*

(b) on the nomination of the General Board

Professor Amos Lapidoth, *ETH Zürich*  
Dr Joan Lasenby, *T*  
Professor Rodolphe Sepulchre, *SID*

(c) on the nomination of the Faculty Board of Engineering

Professor William Byrne, *CL*  
Professor Simon Godsill, *CC*  
Professor Muriel Medard, *Massachusetts Institute of Technology*

### Elections, appointments, and reappointment

The following elections, appointments, and reappointment have been made:

#### ELECTIONS

Professor Manohar Bance, B.Sc., *Manchester*, M.Sc., *Toronto*, Professor, Dalhousie University, elected Professor of Otology and Skull Base Surgery with effect from 1 May 2017.

Professor Rupert Wegerif, B.A., *Kent*, Ph.D., *Open University*, Professor of Education, University of Exeter, elected Professor of Education (2000) with effect from 17 June 2017.

#### APPOINTMENTS

##### Reader

*Economics*. Dr Koens Jochmans, M.Sc., Ph.D., *Leuven, Belgium*, appointed from 1 September 2017 until the retiring age.

##### University Lecturer

*Anglo Saxon, Norse, and Celtic*. Dr Alison Clare Bonner, M.A., M.Phil., Ph.D., *HH*, B.A., *Oxford*, appointed from 1 January 2017 until the retiring age and subject to a probationary period of five years.

##### Clinical Lecturers

*Medicine*. Dr Jagtar Singh Nijjar, B.Sc., M.B.Ch.B., Ph.D., *Glasgow*, MRCP, appointed from 6 February 2017 until 5 February 2020 and subject to a probationary period of twelve months.

*Obstetrics and Gynaecology*. Dr Filipe Jose Correia Martins, M.D., M.Sc., Ph.D., *Coimbra Medical School, Portugal*, MRCOG, appointed from 1 December 2016 until 30 November 2020 and subject to a probationary period of twelve months.

**Acting Deputy Head of Department**

*Biochemistry*. Professor Sarah Lummis, *K*, appointed from 1 October 2016 until 30 September 2017.

**Assistant Treasurer**

*University Offices (Finance Division)*. Ms Rebecca Anne Darlow appointed from 1 March 2017 until the retiring age and subject to a probationary period of nine months.

**Senior Assistant Registrar**

*University Offices (Registrar's Office)*. Dr James Alexander Knapton, B.A., *Durham*, M.Phil., D.Phil., *Oxford*, appointed from 1 December 2016 until the retiring age.

**Assistant Registrar**

*University Offices (Academic Division)*. Ms Grace Elizabeth Parker, M.A., *R*, appointed from 1 January 2017 until the retiring age and subject to a probationary period of nine months.

**Librarian**

*Judge Business School*. Ms Angela Fitzpatrick, M.A., *N*, M.A., *Manchester*, appointed from 12 December 2016 until the retiring age and subject to a probationary period of nine months.

**Careers Adviser**

*Careers Service*. Dr Joy Warde, M.A., Ph.D., *SE*, appointed from 6 February 2017 until the retiring age and subject to a probationary period of nine months.

**Administrative Officers**

*University Offices (Academic Division)*. Dr Susan Wan, B.Sc., *London, Sheffield*, appointed from 1 October 2016 until the retiring age. Ms Annabel Louise Curd, B.A., *Canterbury Christ Church, Kent*, appointed from 28 November 2016 until the retiring age and subject to a probationary period of nine months. Ms Sarah Katherine Baddeley, B.Sc., *Exeter*, appointed from 5 December 2016 until the retiring age and subject to a probationary period of nine months. Ms Joanne Elizabeth Overhill, B.A., *Hull*, appointed from 3 January 2017 until the retiring age and subject to a probationary period of nine months. Ms Tracy Louise Davnall, B.A., *Leeds*, appointed from 23 January 2017 until the retiring age and subject to a probationary period of nine months. Dr Jeanne Estabel, Diplôme, Doctorat, *École Pratique des Hautes Études, Paris*, appointed from 1 February 2017 until the retiring age and subject to a probationary period of nine months.

*University Offices (Research Operations)*. Dr Daphne Ioannidis, M.Sc., *Mediterranean Agronomic Institute of Chania, Greece*, Ph.D., *Reading*, LL.M., *Turin, Italy*, appointed from 1 January 2017.

## REAPPOINTMENT

**Deputy Head of Department**

*Computer Laboratory*. Professor Simon William Moore, *TH*, reappointed from 1 January 2017 until 31 December 2017.

**Vacancies in the University**

A full list of current vacancies can be found at <http://www.jobs.cam.ac.uk/>.

**University Lecturer in the Faculty of Economics (two posts)**; salary: £39,324–£49,772; tenure: from 1 September 2017; closing date: 5 February 2017; further details: <http://www.jobs.cam.ac.uk/job/11943>; quote reference: JH10567

**Director of Operations at the Institute of Continuing Education**; salary: £57,674–£66,835; closing date: 5 February 2017; further details: <http://www.jobs.cam.ac.uk/job/12466>; quote reference: EA11038

**Head of Procurement in the Finance Division**; salary: £52,793–£55,998; closing date: 24 January 2017; further details: <http://www.jobs.cam.ac.uk/job/12536>; quote reference: AG11105

**Finance Trainer in the Finance Division of the University Offices**; salary: £29,301–£38,138; closing date: 5 February 2017; further details: <http://www.jobs.cam.ac.uk/job/12456>; quote reference: AG11029

*The University values diversity and is committed to equality of opportunity.*

*The University has a responsibility to ensure that all employees are eligible to live and work in the UK.*

**EVENTS, COURSES, ETC.****Announcement of lectures, seminars, etc.**

The University offers a large number of lectures, seminars, and other events, many of which are free of charge, to members of the University and others who are interested. Details can be found on individual Faculty, Department, and institution websites, on the What's On website (<http://www.admin.cam.ac.uk/whatson/>), and on Talks.cam (<http://www.talks.cam.ac.uk/>).

Brief details of upcoming events are given below.

<i>History</i>	George Macaulay Trevelyan Lectures, 2017 by Ruth Harris, Professor of Modern History, University of Oxford, on the theme <i>The global idealist moment: encounters between East and West, 1880–1940</i> . Lectures will be held at 5 p.m. in LG19, Faculty of Law, West Road on 27 January, 1, 3, and 6 February 2017. First lecture on 27 January: <i>Margaret Noble and Vivekananda: aggression, submission, and the spirituality of nationalism</i> .	<a href="https://www.hist.cam.ac.uk/events/2017-george-macaulay-trevelyan-lectures">https://www.hist.cam.ac.uk/events/2017-george-macaulay-trevelyan-lectures</a>
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**NOTICES BY THE GENERAL BOARD****Kettle's Yard Committee membership**

6 January 2017

The General Board, on the recommendation of the Kettle's Yard Committee, has approved an amendment to the membership of the Kettle's Yard Committee, to reduce the terms of appointment for members in class (b) to three years and introduce a limitation on the reappointment of such members, in order to increase the turnover of Committee members. A requirement for at least one of the co-opted members of the Committee to have expertise as a professional artist has also been inserted.

By amending Regulations 2(b), (f), and (g), and 3 of the regulations for the Kettle's Yard Committee (*Statutes and Ordinances*, p. 640) so as to read:

Regulation 2.

- (b) five members of the Senate appointed by the General Board, two on the nomination of the Fitzwilliam Museum Syndicate, and one on the nomination of the Finance Committee of the Council;
- (f) one member of the University *in statu pupillari* appointed by the General Board to serve for the academical year following that in which the appointment is made;
- (g) not more than four persons co-opted by the Committee, at least one of whom shall be a person with expertise as a professional artist.

Regulation 3.

- 3. Members in class (b) shall be appointed in the Michaelmas Term to serve for three years from 1 January following their appointment, followed by the option of reappointment for an additional three-year period. Co-opted members shall serve until 31 December of the year in which they are co-opted or of the following year as the Committee shall determine at the time of their co-optation. The Secretary of the Committee shall be appointed by the Registry.

**REGULATIONS FOR EXAMINATIONS****Human, Social, and Political Sciences Tripos: Correction**

(*Statutes and Ordinances*, p. 345)

Further to the Notice published on 2 November 2016 (*Reporter*, 6442, 2016–17, p. 85), Section B of Regulation 11 should have been amended so as to include the following papers and the papers for Biological Anthropology under Regulation 13 should have been deleted:

- ARC1. Introduction to archaeology (from Part I of the Archaeology Tripos)
- ARC3. Introduction to the cultures of Egypt and Mesopotamia (from Part I of the Archaeology Tripos)
- BAN1. Humans in biological perspective (from Part I of the Archaeology Tripos)
- PBS1. Introduction to psychology (from Part I of the Psychological and Behavioural Sciences Tripos)

## Preliminary Examination for the Psychological and Behavioural Sciences Tripos

(*Statutes and Ordinances*, p. 254)

### With effect from 1 October 2017

The General Board, on the recommendation of the Faculty Board of Biology, has approved special supplementary regulations for a Preliminary Examination for Part II of the Psychological and Behavioural Sciences Tripos, to read as follows:

1. There shall be a Preliminary Examination for Part II of the Psychological and Behavioural Sciences Tripos.

2. The scheme of examination shall be as follows:

PBS3 Social and developmental psychology

PBS4 Cognitive neuroscience and experimental psychology (lectures and practicals drawn from the subject Experimental Psychology in Part IB of the Natural Sciences Tripos)

Two Optional Papers from the list published in accordance with Regulation 9 of the regulations for the Psychological and Behavioural Sciences Tripos; subject to Regulation 4 of the Tripos regulations, any candidate who has not previously completed Part IA of the Tripos must, except with the permission of the Committee of Management, offer PBS 1 and PBS 2 as Optional Papers if he or she has not previously offered these papers within another Tripos.

### SUPPLEMENTARY REGULATIONS

There shall be an examination of three hours' duration set for Paper PBS 3. Paper PBS 4 will be examined by one examination of three hours' duration and a second examination of one and a half hours' duration. Other papers will be examined in accordance with the regulations set down by the Faculty or comparable authority concerned.

## Psychological and Behavioural Sciences Tripos

(*Statutes and Ordinances*, p. 407)

### With effect from 1 October 2017

The General Board, on the recommendation of the Faculty Board of Biology, has approved an amendment to the regulations so as to admit to Part II a student who has previously obtained honours in any Honours Examination, other than Part IA or IB of the Psychological and Behavioural Sciences Tripos, in the year next after so obtaining honours, and provided that he or she has kept seven terms and that fifteen complete terms have not passed after her or his first term of residence, and subject to the prior approval of the Committee of Management in consultation with a Faculty Board or comparable authority concerned. Regulation 21 has also been amended so as to replace paper PBS 7 with PBS 5 and to remove the option for candidates to offer more than two papers from PBS12–14 and the word 'captions' has been added to Regulation 22(b) in order to indicate further exclusions from the research dissertation word length.

By amending Regulations 19, 21, and 22(b) so as to read (retaining all footnotes):

19. The following may be candidates for honours in Part II:

(a) A student who has obtained honours in Part IB of the Tripos in the year next after having done so, provided that he or she has kept seven terms and no more than twelve complete terms have passed after her or his first term of residence;

(b) A student who takes the examination in the year next after obtaining honours in an Honours Examination other than Part IA or IB of the Psychological and Behavioural Sciences Tripos, provided that he or she has kept seven terms and no more than fifteen complete terms have passed after her or his first term of residence, and subject to the prior approval of the Committee of Management in consultation with a Faculty Board or comparable authority concerned.

21. A candidate for honours in Part II shall be required to offer PBS 5, the research dissertation, and three further papers, provided that no candidate shall offer more than two papers chosen from the list of Optional Papers published in accordance with Regulation 9.

[22.](b) The research dissertation shall contain full references to any sources used in its composition, and shall be of not more than 7,000 words in length, including footnotes but excluding any tables, figures, captions, bibliography, and appendices.

**NOTICES BY FACULTY BOARDS, ETC.****Music Tripos, 2016–17: Correction**

Further to the Notices published on 8 June 2016 (*Reporter*, 6429, 2015–16, p. 623) and 27 July 2016 (*Reporter*, 6434, 2015–16, p. 804), the Faculty Board of Music gives notice that the titles of certain additional papers for Parts IB and II have been amended.

## PART IB

## NEW REGULATIONS

*Papers 7–12 Additional papers*

- from* 9. Music in Middle Eastern societies  
*to* 9. Introduction to Ethnomusicology

## PART II

## NEW REGULATIONS

*Papers 8–17 Additional papers*

- from* 13. Klezmer and song  
*to* 13. Klezmer and Yiddish song, roots, and revival

These papers are examined by a three-hour written examination.

The Faculty Board of Music is satisfied that no candidate's preparation for the examination will be affected.

**FORM AND CONDUCT OF EXAMINATIONS**

Notices by Faculty Boards, or other bodies concerned, of changes to the form and conduct of certain examinations to be held in 2017, by comparison with those examinations in 2016, are published below. Complete details of the form and conduct of all examinations are available from the Faculties or Departments concerned.

**Modern and Medieval Languages Tripos, Parts IB and II, 2017**

Further to the Notice published on 16 November 2016 (*Reporter*, 6444, 2016–17, p. 110), the Faculty Board of Modern and Medieval Languages gives notice that, with effect from the examinations to be held in 2017, the form of the examination for the following papers for the Modern and Medieval Languages Tripos will be as specified below.

## PART IB: CORRECTION

*SCHEDULE A*

FRAV, GEAV, ITAV, PGAV, SLAV, SPAV  
 (Language) though audio-visual media.

Candidates will be required to answer all questions. The examination will last for ninety minutes. When the exam commences, candidates will have five minutes in which to read the exam questions. After that, the exam clip will be played twice. *There will be a five-minute pause in between each playing of the exam clip.* Candidates may take notes during the playing of the clip. After the second play-through of the clip, candidates will be told the exact time at which the exam will end and may then write their answers.

(The previous notice omitted to give details of the five-minute pause between each playing of the exam clip.)

## PARTS IB AND II

*SCHEDULE B***Slavonic Studies***Sl. 7. Soviet and Russian cinema*

Questions on this paper will no longer be grouped into sections. Candidates will be required to answer three questions. At least one answer must focus on the works of a single director whose films were produced in Russia, the Soviet Union, or one of the republics of the former Soviet Union. At least one answer must be comparative across the works of at least two Russian, Soviet, and/or post-Soviet filmmakers. Candidates must make reference to at least two films in each answer.

Candidates may not draw substantially on material from their dissertations or material which they have used or intend to use in another scheduled paper.

Candidates may not draw substantially on the same material in more than one answer on the same paper.

## REPORTS

### Report of the Council on the provision of additional hockey and changing facilities at the Wilberforce Road Sports Ground

The COUNCIL begs leave to report to the University as follows:

1. Facilities to meet the University's needs for athletics, hockey, and general training are provided at the Wilberforce Road Sports Ground. These facilities are provided in addition to the amenities available at the University Sports Centre at West Cambridge, and the University Cricket Ground, the Indoor Cricket School, and University Lawn Tennis Club facilities at Fenner's.

2. The facilities at Wilberforce Road currently include a floodlit, synthetic hockey surface. Full planning permission for a second, synthetic hockey pitch with floodlighting is in place. A second pitch has not yet been constructed, however, pending external fundraising.

3. A philanthropic donor has expressed an interest in supporting the construction of additional hockey facilities in Cambridge. The donor wishes to create two additional synthetic pitches so that there is sufficient capacity at Wilberforce Road to host the Cambridge University and Cambridge City Hockey Clubs, as well as to support the training and playing needs of College and other local

hockey clubs and local schools. The provision of additional synthetic hockey surfaces at Wilberforce Road is supported by a 'playing pitch strategy' articulated by Cambridge City and South Cambridgeshire District Councils and endorsed by England Hockey. Construction of a third pitch on the same site is subject to approval by the local planning authority and agreement with the landowner. The existing changing facilities will be remodelled to accommodate additional teams.

4. The project was registered by the Planning and Resources Committee at its meeting on 7 December 2016. Further details relating to the design, maintenance, recurrent costs, and funding arrangements will be brought to future meetings of the Buildings Committee and the Planning and Resources Committee. A Second-stage Report will be published in due course to seek approval for implementation of the project.

5. A location plan of the Wilberforce Road Sports Ground is shown below.

6. The Council recommends:

I. That approval in principle be given for the construction of additional hockey and changing facilities as described in this Report.

II. That the Director of Estates Strategy be authorized to apply for detailed planning approval in due course.

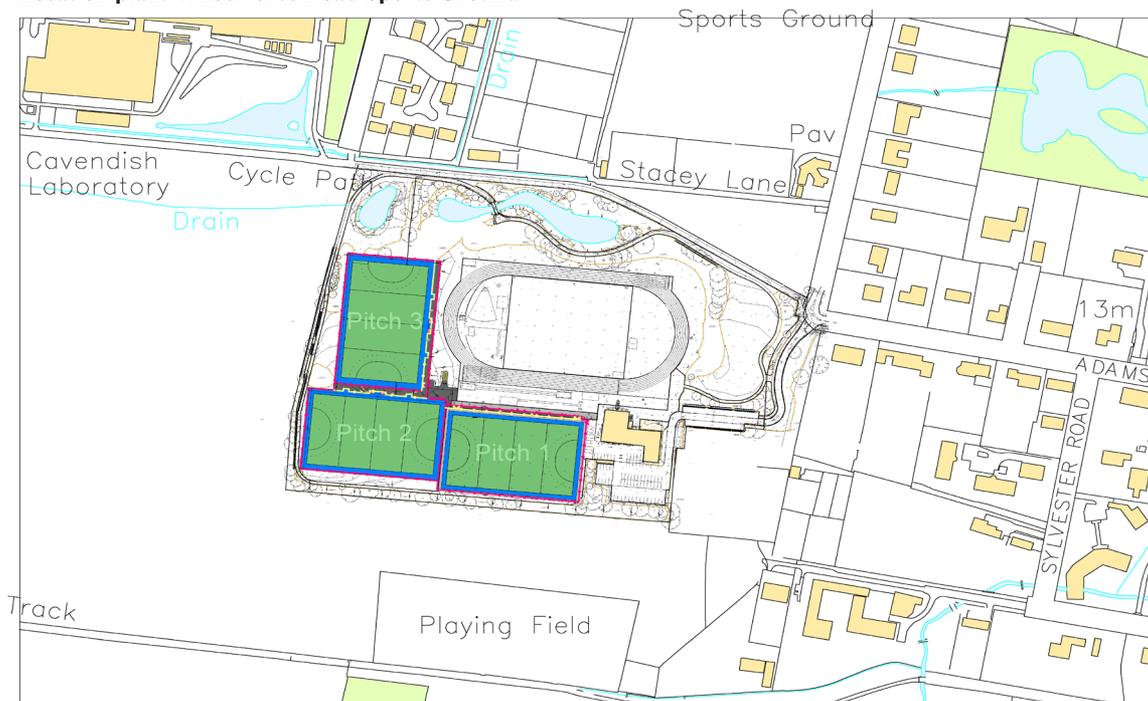
9 November 2016

L. K. BORYSIEWICZ, *Vice-Chancellor*  
 CHAD ALLEN  
 ROSS ANDERSON  
 RICHARD ANTHONY  
 R. CHARLES  
 STEPHEN. J. COWLEY

NICHOLAS GAY  
 NICHOLAS HOLMES  
 ALICE HUTCHINGS  
 STUART LAING  
 MARK LEWISOHN  
 SUSAN OOSTHUIZEN

MICHAEL PROCTOR  
 JOHN SHAKESHAF  
 SARA WELLER  
 I. H. WHITE  
 MARK WORMALD  
 JOCELYN WYBURD

#### Location plan: Wilberforce Road Sports Ground



**OBITUARIES****Obituary Notices**

Professor Robert Aubrey Hinde, CBE, M.A., Sc.D., *JN*, B.Sc., *London*, M.A., D.Phil., *Oxford*, FRS, FBA, Fellow and former Master of St John's College, Royal Society Research Professor in the Department of Zoology 1963–89, died on 23 December 2016, aged 93 years.

Sir Douglas William Gretton Wass, GCB, M.A., *JN*, Honorary Fellow of St John's College, former Chair of the Syndicate on the Government of the University, Permanent Secretary to HM Treasury 1974–83 and Joint Head of the Home Civil Service 1981–83, died on 4 January 2017, aged 93 years.

**GRACES****Graces submitted to the Regent House on 11 January 2017**

The Council submits the following Graces to the Regent House. These Graces, unless they are withdrawn or a ballot is requested in accordance with the regulations for Graces of the Regent House (*Statutes and Ordinances*, p. 103), will be deemed to have been approved at 4 p.m. on Friday, 20 January 2017.

1. That the Regent House, as the governing body of the University, resolves that none of the University's Endowment Funds should be invested directly or indirectly in companies whose business is wholly or substantially concerned with the extraction of fossil fuels, and requires the Council to publish a Report to the University within twelve months setting out how this is to be achieved.<sup>1</sup>
2. That the recommendations in paragraph 10 of the Report of the General Board, dated 30 November 2016, on the rescinding of the Medical and Veterinary Sciences Tripos and the introduction of two new Triposes, the Medical Sciences Tripos and the Veterinary Sciences Tripos (*Reporter*, 6447, 2016–17, p. 189) be approved.<sup>2</sup>

<sup>1</sup> See the Council's Notice on p. 292.

<sup>2</sup> The Council notes the remarks of Professor Herrtage in support of the proposals (p. 308) and is submitting a Grace for the approval of the recommendations of the Report.

E. M. C. RAMPTON, *Acting Registrar*

**END OF THE OFFICIAL PART OF THE 'REPORTER'**

## REPORT OF DISCUSSION

**Tuesday, 20 December 2016**

A Discussion was held in the Senate-House. Deputy Vice-Chancellor Professor Geoffrey Ward was presiding, with the Registrar's deputy, the Senior Proctor, the Senior Pro-Practor, and two other persons present.

The following Report was discussed:

***Report of the General Board, dated 30 November 2016, on the rescinding of the Medical and Veterinary Sciences Tripos and the introduction of two new Triposes, the Medical Sciences Tripos and the Veterinary Sciences Tripos (Reporter, 6447, 2016–17, p. 189).***

Professor M. E. HERRTAGE (Dean of the Veterinary School, and St Edmund's College), read by Professor A. Williams:

Deputy Vice-Chancellor, I speak today in support of the proposal to separate the Medical and Veterinary Sciences Tripos (MVST) into a Medical Sciences Tripos and a Veterinary Sciences Tripos. I do so with a focus on the provision of Veterinary Education in the University in my role as Dean of the Veterinary School and Chair of the Veterinary Education Committee. That committee is charged with, amongst other duties, advising the Faculty Boards of Biology and Veterinary Medicine on 'matters relating to the education of veterinary students, including admissions policies, student statistics, and examination results'.<sup>1</sup>

The proposal has been discussed by and has the support of not only the Veterinary Education Committee, but also the Faculty Boards of Veterinary Medicine and of Biology, the Medical Education Committee, the MVST Part I Committee, the Senior Tutors' Committee, and the Undergraduate Admissions Committee. All these committees have approved the academic case for the creation of a distinct Veterinary Sciences Tripos and the resource for the administrative support underpinning the proposal has also been provided.

This proposal is designed to enhance the coherence and scientific rigour of the veterinary course, by matching recruitment, admissions, teaching, and assessment to the distinctive needs of the veterinary students here in Cambridge who, unlike students at any other veterinary school in the UK, are required to study for a specialist Part II honours subject alongside their professional qualification.

The MVST, since its inception in 1965, has provided material that is common to both medical and veterinary science, but since that date, for good educational reasons, the medical and veterinary components have become more distinctive in content, workload, and emphasis. Currently, the planning of the first two years of medical and veterinary teaching is permeated by an understandable desire to create parity and fairness between the two pre-clinical cohorts. Course elements are continually adjusted for volume, content, difficulty, and relevance to the two cohorts. However, this considerable effort expended in 'artificially matching and balancing' the medical and veterinary courses, leads to distortion of course development and assessment processes to promote fairness when the two cohorts compete within the same Tripos. The last of these criteria is obviously desirable, but the first three reflect the arbitrary constraints of a unified Tripos. Every innovation in the assessment of medical students currently necessitates a 'balancing' change in the veterinary assessment system, and *vice versa*. Thus, both groups are disadvantaged by the constraints placed upon their courses. It is educationally

undesirable to proceed in this manner. Educational and assessment practices should be optimized to promote the progress of each student cohort, rather than accommodate a requirement to make the veterinary and medical courses 'match'.

The creation of a separate Veterinary Sciences Tripos will improve veterinary students' engagement with Cambridge's unique scientific environment by allowing a more flexible, considered engagement with parallel courses in Medicine and Natural Sciences. Co-teaching of Cambridge veterinary students with natural scientists and medical students is a highly desirable element of the course. It allows veterinary students to benefit from the diverse and rigorous scientific milieu of Cambridge, and prepares them to be high achievers in an unusually wide range of future careers. The current co-teaching with medical and/or natural sciences students would continue to the same total extent as at present; there will be no increase in the teaching load on any Department, no increased cost to the University, and only small alterations to assessment and oversight systems.

A further consideration here is that both the medical and veterinary elements of the MVST require external validation, but by different professional bodies, and this has led to the introduction of unnecessary constraints and pressures on one group by the external validation requirements of the other, leading to compromises on the running of the course for both cohorts. One example was the General Medical Council-driven introduction of Options courses in the second year of MVST – a change now reversed, although its knock-on effects are still to be fully unravelled. This change was initially imposed on both medical and veterinary students, despite the GMC having no jurisdiction over the latter. The opposite phenomenon may occur in the near future, as the Department of Veterinary Medicine applies for accreditation by the American Veterinary Medical Association.

The creation of a separate Veterinary Sciences Tripos would have a further positive effect on the recruitment and admissions of students to the veterinary course. The medical and veterinary courses are already different and separate, and appear so to the outside world. The pre-clinical courses attract discrete applicant cohorts, have different UCAS codes, cannot be applied for at the same time, do not permit transfers, have completely separate clinical courses, are overseen by different professional bodies, set dramatically different extramural studies requirements, have different workloads that relate, in part, to different scientific emphases between medicine and veterinary medicine, and, while they share some elements of teaching and assessment, have additional and separate elements of teaching in the pre-clinical years that directly relate to the different professional requirements of the two courses. Indeed, it could be said that the medical and veterinary courses are in some ways more discrete than any other courses within the University – despite their co-taught elements.

The scientific milieu of the University is a unique selling point of the Cambridge veterinary course. I believe that creating a separate Veterinary Sciences Tripos will improve the quality of Cambridge veterinary students, enhance their scientific learning experience, enhance assessment processes, and facilitate external validation and thus continue to produce the best veterinary graduates in the world.

<sup>1</sup> *Statutes and Ordinances*, p. 141

## COLLEGE NOTICES

### Vacancies

*Christ's College:* Four-year, fixed-term College Lectureship in Modern and Medieval Languages (Spanish) associated with a Fellowship of Christ's College; closing date: 13 February 2017 at 12 noon; further details: <http://www.christs.cam.ac.uk/jobs>

*Jesus College:* Graduate Applicant Scholarships 2017; Humanities and Social Sciences: Albert Goh and Elizabeth Coupe Scholarship (Masters, £4,000); History or historical studies: Gurnee Hart Scholarship (Masters, £5,000); Physical Science, Engineering, or Mathematics: Embiricos Scholarship (Ph.D., up to £13,500 per academical year for three years maximum; Greek, Greek Cypriot, or British nationality or descent); applications deadline: 31 March 2017; further details: <http://www.jesus.cam.ac.uk/admissions/graduates/feesandscholarships/>

*St John's College:* Director of Education (Senior Tutor); tenure: between five and seven years; closing date: 15 February 2017; further details: <http://www.joh.cam.ac.uk/director-education-senior-tutor>

### Elections

#### Pembroke College

Elected to Honorary Fellowships from 8 November 2016:  
Lawson Edward (Kamau) Brathwaite, CHB, B.A., Dip. Ed., *PEM*, Ph.D., *Sussex*  
Sir Simon Gerard McDonald, KCMG, KCVO, M.A., *PEM*

#### Selwyn College

Elected to a Fellowship in Class A and College Lectureship in Slavonic Studies for five years with effect from 1 January 2017:

Elena Y. Filimonova, M.A., Ph.D., *Moscow State University*

Elected to a Fellowship in Class B for five years with effect from 1 June 2017:

Professor Katharine Ellis, B.A., D.Phil., *Oxford*, FBA

Elected to a Bye-Fellowship in Economics for the academical year 2016–17:

Björn F. N. Wallace, B.A., *Stockholm*, M.Phil., *K*, M.Sc., Ph.D., *Stockholm School of Economics*

Elected to a Bye-Fellowship in Land Economy for the academical year 2016–17:

Shaun Larcom, B.Com., *Melbourne*, M.Phil., Ph.D., *UCL*

## Events

### Darwin College

#### Darwin College Lecture Series 2017: Extremes

A series of eight multi-disciplinary public lectures prepared for a general audience by leading authorities in their fields; theme: *Extremes*. Lectures are held at Lady Mitchell Hall, Sidgwick Avenue, at 5.30 p.m. on Fridays from 20 January – 10 March 2017.

First lecture on 20 January: *Extreme weather* by Emily Shuckburgh, British Antarctic Survey.

Further information is available at <http://www.darwin.cam.ac.uk/lectures>.

## OTHER NOTICES

### Former Jawaharlal Nehru Memorial Trust

The Trustees of the Jawaharlal Nehru Memorial Trust decided in 2015 to wind up the Trust and transfer its funds to charities with similar objectives, namely the support of Indian students at the University of Cambridge, and an annual lecture in London by a distinguished speaker on a topic relevant to India.

In 2016 the Cambridge Commonwealth, European and International Trust accepted part of the Jawaharlal Nehru Memorial Trust's funds as a restricted permanent endowment to be known as the Jawaharlal Nehru Memorial Fund. The funds are used to award the Jawaharlal Nehru Memorial Cambridge Scholarship, for Indian Ph.D. students in any academic subject at the University of Cambridge.

The annual lecture continues under the auspices of the King's India Institute at King's College London. The 36th Jawaharlal Nehru Memorial Lecture, entitled *Health and disease in the world's pharmacy – India* will be given by Professor Peter Piot at 6.30 p.m. on Thursday, 26 January 2017 in the Great Hall, King's College London. Full details and registration can be found at <http://www.kcl.ac.uk/sspp/sga/kii/Events/eventsrecords/Health-and-disease-in-the-world's-pharmacy-India.aspx>.

### Great St Mary's, the University Church

Great St Mary's, the University Church, has a vacancy for an Accounts Administrator; 15 hours a week with flexible working hours; salary: £8,977 (full-time rate: £21,843); closing date: 25 January 2017; further details: <http://www.gsm.cam.ac.uk/accounts-administrator-required/> or contact Kate Phizacklea (email: [kp392@cam.ac.uk](mailto:kp392@cam.ac.uk))

**EXTERNAL NOTICES****University of Oxford**

Pro-Vice-Chancellor (Planning and Resources); closing date: 23 January 2017; further details: <http://www.perrettflaver.com/candidates.ref.2832>

*European Studies Centre, St Antony's College:* Deakin Visiting Fellowship 2017–18; £13,000 expenses allowance; closing date: 5 February 2017; further details: <http://www.sant.ox.ac.uk/about/vacancies/academic/deakin-visiting-fellowship>

*European Studies Centre, St Antony's College:* Santander Visiting Fellowship in Iberian and European Studies 2017–18; £17,000 expenses allowance; closing date: 5 February 2017; further details: <http://www.sant.ox.ac.uk/about/vacancies/academic/santander-fellowship-iberian-and-european-studies-european-studies-centre-0>

*Exeter College:* Gwyneth Emily Rankin Fellow and Lecturer in English Literature (1550–1830); salary: £37,029–£39,653; closing date: 9 February 2017 at 12 noon; further details: <http://www.exeter.ox.ac.uk/gwyneth-emily-rankin-fellowship-lecturership-english-literature-1550-1830.html>

*St Anne's College:* Executive Assistant to the Senior Tutor; salary: £32,245; closing date: 19 January 2017 at 12 noon; further details: <http://www.st-annes.ox.ac.uk/about/job-opportunities>

Kathleen Bourne Junior Research Fellowship in French; salary: £23,497 and housing allowance; closing date: 3 February 2017; further details: <http://www.st-annes.ox.ac.uk/about/job-opportunities>

*St Catherine's College:* Graduate Scholarships; value: £3,021–£5,000; closing date: 10 March 2017; further details: <http://www.stcatz.ox.ac.uk/scholarships-and-bursaries/postgraduate>

*Wadham College:* Associate Professor or Professor in French with Tutorial Fellowship (from 1 September 2017); salary: £45,562 plus substantial benefits; closing date: 6 February 2017; further details: <https://www.wadham.ox.ac.uk/about-wadham/jobs/academic/tutorial-fellowship-in-french>

*Wolfson College:* Non-stipendiary Junior Research Fellowships in Humanities and Social Sciences 2017 and Non-stipendiary Research Fellowships in Humanities and Social Sciences 2017; closing date: 19 March 2017; further details: <http://www.wolfson.ox.ac.uk/fellowships/>

Notices for publication in the *Reporter*, or queries concerning content, should be sent to the Editor, Cambridge University Reporter, Registry's Office, The Old Schools, Cambridge, CB2 1TN (tel. 01223 332305, email [reporter.editor@admin.cam.ac.uk](mailto:reporter.editor@admin.cam.ac.uk)). Advice and information on content submission is available on the *Reporter* website at <http://www.reporter.admin.cam.ac.uk/>. Copy should be sent as early as possible in the week before publication; short notices will be accepted up to **4 p.m. on Friday** for publication the following Wednesday. Inclusion of notices is at the discretion of the Editor.

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