

CHAPTER IX

FACULTIES, DEPARTMENTS, AND OTHER INSTITUTIONS UNDER THE SUPERVISION OF THE GENERAL BOARD

The provisions contained in this Chapter are Regulations of the General Board

GENERAL REGULATIONS FOR FACULTIES

1. There shall be a Faculty in respect of each of the subjects enumerated in the Schedule appended to these regulations.

Preliminary lists.

2. In October of every year, not later than the first day of Full Term, the Registry shall publish a preliminary list of the members of each Faculty.

Objections.

3. Objections to the inclusion or omission of any name may be addressed to the Secretary of the Board of the Faculty concerned, and shall be decided by that Board subject to an appeal to the General Board. Any such decision of a Faculty Board or the General Board shall be communicated to the objector and to the Registry forthwith.

Corrected lists.

4. As early as possible in the Michaelmas Term each year, and in any case not later than 28 October, the Secretary of the Board of each Faculty shall send to the Registry the names of persons who are members of the Faculty under Regulation 1(c) of the Regulations for Faculty Membership.

Promulgation of lists.
Annual meetings.

5. On the fifth weekday of November the Registry shall promulgate the lists of the Faculties, and the lists so promulgated shall constitute the several Faculties for the purpose of the annual meetings of the Faculties. Those meetings shall be held after the sixth day and before the twenty-fifth day of November. Between the promulgation of the lists and the end of the academical year the Registry shall not be required to ascertain or to notify any change that may occur in the membership of a Faculty.

Election of members of Faculty Boards.

6. In each year elections shall be held as necessary of members of Faculty Boards in category (ii) of class (a) and in classes (c) and (f), in accordance with the regulations for Classes of Faculty Board Membership, Elections, and Periods of Office. The names of the members elected shall be reported to the Registry forthwith.

Teaching programme.

7. In the exercise of their responsibility under Regulation 7 of the General Regulations for the Constitution of the Faculty Boards for preparing the teaching programme of the Faculty each Faculty Board shall

either (a) invite to a conference at least once in each academical year the University officers and Affiliated Lecturers in the Faculty, and, if they think fit, the lecturers whose lectures have in the previous academical year been included in the scheme of lectures under Regulation 8;

or (b) delegate to Heads of Departments in the Faculty the responsibility for arranging similar conferences of Lecturers within their Departments. If this alternative is followed, the Faculty Board shall at least once a year receive reports from Heads of Departments on the outcome of these conferences and shall decide whether they give rise to any questions which should be considered by a conference of lecturers in the Faculty as a whole.

8. Each Faculty Board shall be authorized to invite College teaching officers or other persons to give lectures or other instruction on subjects which fall within the province of the Board, and to include such lectures or other instruction in the teaching programme of the Faculty.

Lectures not within scope of Faculty Board.

9. The General Board is authorized to sanction the announcement of lectures by Professors and Readers in subjects which do not come within the scope of any Faculty Board.

SCHEDULE

Architecture and History of Art
Asian and Middle Eastern Studies
Biology
Business and Management
Classics
Clinical Medicine
Computer Science and Technology
Divinity
Earth Sciences and Geography
Economics
Education

Engineering
English
History
Human, Social, and Political Science
Law
Mathematics
Modern and Medieval Languages
Music
Philosophy
Physics and Chemistry
Veterinary Medicine

FACULTY MEMBERSHIP

1. The members of each Faculty in any year shall be
 - (a) those persons, giving instruction in a subject falling within the scope of the Faculty, who belong to any of the following classes, namely,
 - (i) University officers;
 - (ii) persons whose lectures or other instruction the Faculty Board has approved as part of the teaching programme of the Faculty for the current academical year, if they are (1) Heads or Fellows of Colleges or (2) persons employed by the University to undertake teaching or research;
 - (iii) persons who occupy in a College or in an Approved Society, as teachers of subjects falling within the scope of the Faculty, the position of Praelector, Lecturer, Assistant Lecturer, or Director of Studies;
 - (b) other persons or members of classes of persons approved for this purpose by Ordinance; and
 - (c) any other persons who may be appointed by the Faculty Board to be members of the Faculty until the next promulgation, or the next promulgation but one, of the list of the members of the Faculty.

Faculty members.

The Faculty Board concerned shall have power to decide whether a subject falls within the scope of the Faculty for the purpose of subsection (a) above, and whether the instruction given by a person is of such nature and quantity as to entitle him or her to be included as a member of the Faculty under that subsection. An appeal on any such question shall lie from the Faculty Board to the General Board, from whose decision there shall be no further appeal.

2. A list of the members of each Faculty shall be promulgated in each year on a day prescribed by Ordinance of the General Board. Objections to the inclusion or omission of any name shall be decided in such manner as may be prescribed by Ordinance of the General Board.

Promulgation of lists.

3. A person may be a member of more than one Faculty.

4. The Chair of each Faculty shall be the person elected Chair of the Faculty Board.

Chair.

5. There shall be an annual meeting of the members of each Faculty for the election of a member or members of the Faculty Board.

Election of members of Faculty Boards.

6. In addition to the annual meeting, the Chair may summon a meeting of the Faculty whenever he or she thinks it desirable to do so. The Chair shall summon a meeting without delay upon receiving a written request signed by at least ten members of the Faculty.

7. At any election by a Faculty of a member of the Faculty Board nominations shall be made in writing and votes shall be taken by ballot.

8. At the annual meeting, and at any other meeting, of a Faculty there may be a discussion of any matter connected with the work of the Faculty that may be raised by any member of the Faculty after notice given to the members, or at the discretion of the Chair without notice. No resolution of a Faculty shall be binding on the Faculty Board.

CONSTITUTION OF THE FACULTY BOARDS

GENERAL REGULATIONS

Amended by Graces 1 of 14 March and 4 of 4 July 2018, and Notice (Reporter, 2017–18, p. 758)

1. Every Faculty Board shall include members in each of the following classes (a), (b), and (c):
 - (a) members in one or both of the following categories:
 - (i) Heads of Departments within the Faculty;
 - (ii) holders of Professorships assigned to the Faculty or to a Department within the Faculty and of other offices specified in the Schedule to Special Ordinance C (vii) 1 which have been approved by Grace as qualifying their holders for membership in this category of a particular Faculty Board;
 - (b) members appointed by the Council after consultation with the General Board;
 - (c) members elected by the Faculty.

The General Board may make provision by Ordinance, on the recommendation of the Faculty Board, for the addition of members in the following classes:
 - (d) members co-opted by the Faculty Board;

Classes of Faculty Board membership.

- (e) representatives of cognate studies and holders of specified offices;
- (f) members elected by and from among the students in the Faculty in a manner to be determined by Ordinance of the General Board; provided that a member in class (f) shall cease to be a member if he or she ceases to be a student in the Faculty.

Number of members in classes.

2. For every Faculty Board the number of members in each category of class (a) and the number of members in classes (b), (c), (d), (e), and (f) shall be determined by Ordinance of the General Board on the recommendation of the Faculty Board; provided that

- (a) the number of members in class (f) shall not be more than four, *and*
- (b) if there are three or four, at least one shall be a graduate student and at least one shall be *in statu pupillari*.

3. For every Faculty Board the General Board shall determine by Ordinance the period of membership of members in category (ii) of class (a) and of members in classes (b), (c), (d), and (f) and of representatives of cognate studies in class (e).

Chair and Secretary.

4. Each Faculty Board shall elect annually one of its members as Chair and, unless for a particular Faculty Board it is provided otherwise by Ordinance of the General Board, a Secretary; provided that no Board shall elect either as Chair or as Secretary a person who is a student in any Faculty.

Powers and duties.

5. A Faculty Board may make recommendations to the General Board for any changes which it considers desirable in the Ordinances for those examinations with which it is concerned.

6. Each Faculty Board shall submit to the General Board nominations of such examiners as it is required by Ordinance of the General Board to nominate.

7. Each Faculty Board shall be responsible to the General Board for ensuring the provision of appropriate instruction and adequate facilities for research in the subjects of the Faculty, for preparing the teaching programme of the Faculty, and for ensuring that the teaching given is of a high standard. For the discharge of these duties it shall be empowered:

- (a) to make representations to the General Board concerning the resources needed by the Faculty for the support of its activities in teaching and research;
- (b) to prescribe the subjects in which instruction is to be given in the teaching programme of the Faculty;
- (c) to authorize courses of lectures and other instruction to be given by persons not holding University offices, under such conditions of remuneration as may be approved by the General Board;
- (d) to report to the General Board if any University officer in the Faculty is not performing satisfactorily the duties of her or his office or is not fulfilling the conditions attaching to it.

Application of funds.

8. The Secretary of each Faculty Board shall be responsible for the proper application of the funds available to the Faculty, other than those for which Heads of Departments are responsible under the provisions of Statute A V 17(c), for ensuring that the approved estimate of expenditure is not exceeded, and that the accounts are correctly maintained; provided always that if the General Board so requires these duties shall be assigned by the Faculty Board to some other person approved by the General Board.

9. Each Faculty Board shall submit to the General Board, in accordance with arrangements determined by Ordinance, estimates of annual expenditure for consideration by the Board in accordance with Statute A V 1(b).

Reports.

10. A Faculty Board shall prepare any reports on the work of the Faculty which the General Board may require.

Reserved business.

11. Under the provisions of Special Ordinance A (vii) 5(iii), the election of the Chairs and Secretaries of Faculty Boards, the co-optation of members of Faculty Boards, and the appointment (or nomination for appointment) of Examiners, Electors to Professorships, members of Faculties, members of Appointments or Selection Committees, and members of Degree Committees shall be reserved business in addition to the other matters listed under Special Ordinance A (vii) 5.

CLASSES OF FACULTY BOARD MEMBERSHIP, ELECTIONS, AND PERIODS OF OFFICE

1. Subject to the provisions of Regulations 2 and 3, the number of members in each category of class (a) and in classes (b), (c), (d), (e), and (f) of each Faculty Board shall be that specified in Schedule I appended to these regulations. Numbers of members in classes.

2. The number of members in each category of class (a) of each Faculty Board shall be determined as follows: Class (a).

- (a) all Heads of Departments (if any) within a Faculty shall be members in category (i) of class (a);
- (b) unless there are more than five Departments within a Faculty, the total number of members in class (a) shall not exceed five;
- (c) when there are five or more than five Departments within a Faculty, there shall be no members in category (ii) of class (a);
- (d) when there are less than five Departments within a Faculty, the members in category (ii) shall be:
 - either* all the persons eligible for membership of the Faculty Board in category (ii), provided that this would not increase the total number of members in class (a) to more than five;
 - or* such number of persons as will bring that total number up to five, elected from among all the persons who are eligible for membership of the Faculty Board in that category by all those eligible persons, or in such other manner as may be approved by the General Board on the recommendation of the Faculty Board.

Offices (other than Professorships) specified in the Schedule to Special Ordinance C (vii) 1 which qualify their holders for membership in category (ii) of class (a) of a particular Faculty Board shall be those specified in Schedule II appended to these regulations.

3. The number of members in class (b) of each Faculty Board shall be two. Class (b).

4. The General Board shall determine for each Faculty Board, in consultation with any other Faculty Board or other body concerned, the cognate studies to be represented by members in class (e) and the method of appointment of those representatives, and shall specify the offices by virtue of which the holders shall be members in class (e). Details of the membership of Faculty Boards in class (e) shall be appended to these regulations as Schedule III. Class (e).

5. The elected members of each Faculty Board in category (ii) of class (a) shall serve for two years or four years, as the Faculty Board shall determine, from 1 January following their election. Periods of membership.

Members in class (b) shall serve for two years from 1 January following their appointment.

Members in class (c) shall serve for four years from 1 January following their election.

Members in class (d) shall serve for one year from 1 January following the date of their co-optation or for the remainder of the calendar year in which they are co-opted, as the Faculty Board shall determine.

Members in class (e) who are appointed as representatives of cognate studies shall serve for two years from 1 January following their appointment.

Members in class (f) shall serve from the date of their election until such date in the following year as shall be determined, in accordance with the regulations for the election of student members of Faculty Boards, as the day for the election of members in class (f), or until such earlier date as they may, under the provisions of Regulation 1 of the General Regulations for the Constitution of the Faculty Boards, cease to qualify for membership in class (f).

6. For each Faculty Board which includes members in category (ii) of class (a), an election of such members shall be held each year, if necessary, on a date between the sixth and the twenty-fifth day of November. Such an election shall be conducted in accordance with the provisions of Regulation 2(d) above. Election of members in class (a)(ii).

7. For each Faculty Board an election of members in class (c) shall be held each year at the annual meeting of the Faculty. The procedure for the election of members in class (c) shall be that prescribed in the Single Transferable Vote Regulations, except that the returning officer shall be the Chair of the Faculty or in the Chair's absence a deputy appointed by the Chair subject to the approval of the General Board; provided that, in order to secure the representation of Departments within the Faculty or of institutions associated with the Faculty, the Faculty may from time to time determine that some or all of the candidates for election shall be nominated in accordance with a procedure approved by the General Board on the recommendation of the Faculty. in class (c).

8. If a casual vacancy occurs in class (c), the Faculty Board shall be empowered to co-opt a member to fill the vacancy from the date of its occurrence until the end of the calendar year or, if the vacancy Casual vacancies.

occurs between the annual meeting of the Faculty and 31 December, until the end of the following calendar year; and at the next annual meeting of the Faculty a member shall be elected to serve for the remaining complete years (if any) of the period of tenure of his or her predecessor.

9. For each Faculty Board an election of members in class (f) shall be held each year. Such an election shall be conducted in accordance with the regulations for the election of student members of Faculty Boards and other bodies.

ELECTION OF STUDENT MEMBERS OF FACULTY BOARDS AND OTHER BODIES

Application of regulations.

1. These regulations shall apply to each Faculty Board or other University body whose membership includes student members, except in so far as may be provided otherwise in the special regulations for a particular Faculty Board or other body.

Schemes of election.

2. A Faculty Board or other University body shall adopt for the election of its student members one of the schemes listed in Schedule IV below. A body which intends to hold an election of student members for the first time shall notify the Registry not later than 1 October in the academical year in which the election is to be held. A body may subsequently alter its choice of scheme, provided that it notifies the Registry not later than 1 October in the academical year in which the change is to take effect.

Date of election and procedure.

3. If the scheme adopted provides for the electors to be divided into categories according to their course of study or their year of study, the Registry shall be notified accordingly.

4. For each Faculty Board or other body to which these regulations apply an election of student members shall be held in each academical year on a day in Full Term not earlier than 20 October and not later than the last day of Full Lent Term. The persons eligible to vote and to stand as candidates shall be those persons who are certified by the Registry to be students in the Faculty concerned or, in an election of members of a body other than a Faculty Board, those persons whose course of study or research is similarly certified by the Registry to be in a subject falling within the scope of the body concerned. Voting shall be by ballot. The date and procedure of the election, the final date for the receipt of nominations, and the hours of voting shall be determined by the Faculty Board or other body concerned; provided that the final date for the receipt of nominations shall not be later than the seventh day of Full Term before the day appointed for the election.

Notice of election.

5. The returning officer shall be the Chair of the body concerned or a member of the Regent House appointed by the body.

6. Not later than the fourteenth day of Full Term before the day appointed for the election, the returning officer shall give public notice of the date and place appointed for the election, the hours of voting, and the final date for the receipt of nominations.

Nominations.

7. Nominations shall be in writing. Each nomination shall be signed by two persons proposing and seconding the nomination and shall be accompanied by a statement signed by the candidate, consenting to be nominated.

Electoral rolls.

8. Not later than the eighteenth day after the beginning of the Full Michaelmas Term, the Registry shall send to the returning officer for each body to which these regulations apply, save those listed in Schedule V, an electoral roll of all the persons who on the fourteenth day after the beginning of the Full Michaelmas Term were eligible, under the provisions of Regulation 1 of the General Regulations for the Constitution of the Faculty Boards and of these regulations, to vote and to stand as candidates in the election. For those bodies listed in Schedule V, the Registry shall send to the returning officer, not later than 12 November, an electoral roll of all the persons who on 8 November were eligible, under the provisions of Regulation 1 of the General Regulations for the Constitution of the Faculty Boards and of these regulations, to vote and to stand as candidates in the election. The roll shall be undivided, or divided into sections corresponding to categories determined in accordance with Regulation 3. The returning officer shall make the roll public forthwith and voting shall not commence earlier than the second day after the roll is published. The Registry shall have power, on the recommendation of the returning officer, to amend the roll at any time before the time fixed for the start of voting. The nomination of any candidate whose name, or the name of whose proposer or seconder, is not included in the roll (or, if the roll is divided into categories, in the section of the roll for the category for which the candidate has been nominated), or in the roll (or the appropriate section of the roll) as amended by the Registry, shall be declared by the returning officer to be invalid.

9. If at any election of a student member or members the total number of vacancies is not filled, the Faculty Board or other body may fix a date for the holding of a further election to fill such vacancies as are unfilled. Unless the body concerned determines otherwise, the persons eligible to vote and to stand as candidates in such an election shall be those persons who were so eligible in the preceding election; provided that no such person may vote or be a candidate in a further election if the Registry certifies that he or she is no longer entitled to be included in the relevant electoral roll.

Unfilled vacancies.

10. If a casual vacancy occurs, the body concerned shall determine whether a bye-election shall be held to fill the vacancy and shall determine the date on which any such election is to be held. Unless the body concerned determines otherwise, the persons eligible to vote and to stand as candidates in a bye-election shall be those persons who were eligible at the time of the last preceding annual election to vote and to stand as candidates in the election to the place which has been vacated, provided that no such person may vote or be a candidate in a bye-election if the Registry certifies that he or she is no longer entitled to be included in the relevant electoral roll.

Casual vacancies.

11. The General Board, after consulting the Council, shall from time to time make rules in accordance with which:

- (a) the Registry shall certify persons as students in a Faculty for the purpose of Regulation 1 of the General Regulations for the Constitution of the Faculty Boards, and as persons entitled to be included in the electoral roll for the purpose of an election to any body other than a Faculty Board; and
- (b) the terms graduate student and undergraduate shall be defined for the purpose of the schemes listed in Schedule IV to these regulations.

Subject to such rules, any question of interpretation of these regulations shall be decided by the Registry, whose decision shall be final.

12. If the number of eligible persons nominated does not exceed the number of vacancies, the person or persons nominated shall be deemed to be elected.

SCHEDULE I

The composition of the Faculty Boards¹

Amended by Notices (Reporter, 2017–18, pp. 160 and 667)

Faculty Board	Classes						Total	
	(a)(i)	(a)(ii)	(b)	(c)	(d)	(e)		(f)
Architecture and History of Art	2	3	2	5	2	2	3	19
Asian and Middle Eastern Studies	2	3	2	6	2	5	3	23
Biology	8	0	2	8	6	7	3	34
Business and Management	1	4	2	10	5	1	4	27
Classics	0	5	2	8	4	0	3	22
Clinical Medicine	12	0	2	10	3	10	4	41
Computer Science and Technology	1	4	2	4	2	1	3	17
Divinity	0	5	2	8	6	2	3	26
Earth Sciences and Geography	2	3	2	10	2	2	3	24
Economics	1	4	2	8	3	1	4	23
Education	1	4	2	8	4	0	3	22
Engineering	1	4	2	10	3	3	4	27
English	1	4	2	8	3	2	3	23
History	0	5	2	9	4	1	3	24
Human, Social, and Political Science	3	2	2	9	3	6	4	29
Law	1	4	2	8	3	0	4	22
Mathematics	2	3	2	8	4	0	3	22
Modern and Medieval Languages	0	6	2	9	6	3	3	29
Music	0	2	2	6	4	1	4	19
Philosophy	0	3	2	6	3	3	3	20
Physics and Chemistry	4	1	2	8	3	0	3	21
Veterinary Medicine	1	4	2	4	4	4	2	21

¹ See Regulation 1 of the General Regulations for the Constitution of the Faculty Boards for the definition of the classes of membership (p. 605).

SCHEDULE II

Offices (other than Professorships) specified in the Schedule to Special Ordinance C (vii) 1 which qualify their holders for membership in category (ii) of class (a) of particular Faculty Boards

<i>Offices</i>	<i>Faculty Boards for which the holders are eligible as members in category (ii) of class (a)</i>
Directorship of the Fitzwilliam Museum	Architecture and History of Art
Executive Directorship of Research in the Faculty of Economics	Economics

SCHEDULE III

*Membership of Faculty Boards in class (e)
(Representatives of cognate studies and holders of specified offices)*

Amended by Notice (Reporter, 2017–18, p. 160)

<i>Faculty Board</i>	<i>Representatives of cognate studies and method of appointment</i>	<i>Holders of specified offices</i>
Architecture and History of Art	—	The Director of Kettle's Yard; the Director of the Hamilton Kerr Institute
Asian and Middle Eastern Studies	One person appointed by the Faculty Board of History; one person appointed by the Faculty Board of Modern and Medieval Languages; two persons appointed by the Faculty Board of Human, Social, and Political Science	The Director of the Language Centre
Biology	One person appointed by each of the Faculty Boards of Earth Sciences and Geography, Human, Social and Political Science, Physics and Chemistry, and Veterinary Medicine	The Director of the Centre for Family Research; the Director of Education (Biological Sciences) in the Faculty of Biology; the Director of Medical Education in the Faculty of Clinical Medicine
Business and Management	—	The Director of the M.B.A. course
Classics	—	—
Clinical Medicine	One person appointed by the Faculty Board of Biology; one person appointed by the University officers in the Department of Pathology	The Regius Professor of Physic; the Director of Medical Education; the Director of Graduate Education; the Regional Postgraduate Dean; two Clinical Sub-Deans; the Professor of Pathology; the Chair of the Degree Committee
Computer Science and Technology	—	The Departmental Secretary of the Department of Computer Science and Technology
Divinity	One person appointed by the Faculty Board to represent Hebrew; one person appointed by the Faculty Board to represent Ecclesiastical History	—
Earth Sciences and Geography	One person appointed by the Faculty Board of Biology	The Director of the Scott Polar Institute
Economics	—	The Professor of Economic History
Education	—	—
Engineering	—	The Head of the Department of Chemical Engineering and Biotechnology; the Head of the Department of Materials Science and Metallurgy; the Head of the Department of Computer Science and Technology

<i>Faculty Board</i>	<i>Representatives of cognate studies and method of appointment</i>	<i>Holders of specified offices</i>
English	One person appointed by the Faculty Board of Modern and Medieval Languages	—
History	—	The Professor of Ancient History
Human, Social, and Political Science	One person appointed by each of the Faculty Boards of Biology, Economics, Education, and History	The Director of the Museum of Archaeology and Anthropology, the Director of the McDonald Institute for Archaeological Research
Law	—	—
Mathematics	—	—
Modern and Medieval Languages	One person appointed by the Faculty Board of Asian and Middle Eastern Studies; one person appointed by the Faculty Board of English	The Director of the Language Centre
Music	One person appointed by the Faculty Board of an appropriate discipline as determined by the General Board on the recommendation of the Faculty Board of Music	—
Philosophy	One person appointed by the Faculty Board of Classics; one person appointed by the University officers in the Department of Psychology; one person appointed by the Board of History and Philosophy of Science	—
Physics and Chemistry	—	—
Veterinary Medicine	Two persons appointed by the Faculty Board of Biology; one person appointed by the Faculty Board of Clinical Medicine	The Director of Education (Biological Sciences) in the Faculty of Biology

SCHEDULE IV

Under the several schemes for the election of student members of Faculty Boards and other bodies, the student members shall be as set out below. For bodies other than Faculty Boards the terms 'student in the Faculty' and 'undergraduate in the Faculty' shall be understood to mean appropriately qualified persons as certified by the Registry in accordance with Regulation 4 above.

- Scheme A. Two students elected in a single constituency by all the students in the Faculty.
- Scheme B. Two students, as follows: (i) one graduate student elected by all the graduate students in the Faculty, and (ii) one undergraduate elected by all the undergraduates in the Faculty.
- Scheme C. Three students, as follows: (i) one graduate student elected by all the graduate students in the Faculty, and (ii) two undergraduates elected by all the undergraduates in the Faculty.
- Scheme D. Three students, as follows: (i) one graduate student elected by all the graduate students in the Faculty; (ii) one undergraduate elected by and from a class of undergraduates in the Faculty defined by reference to a specified year or years of study; and (iii) one undergraduate elected by and from among all the undergraduates in the Faculty who are not eligible to be members in category (ii).
- Scheme E. Three students, as follows: (i) one graduate student elected by all the graduate students in the Faculty; (ii) one undergraduate elected by and from among all the undergraduates in the Faculty pursuing a course of study appropriate to a specified Tripos or a specified degree; and (iii) one undergraduate elected by and from among all the undergraduates in the Faculty who are not eligible to be members in category (ii).
- Scheme F. Three students, as follows: (i) one undergraduate elected by all the undergraduates in the Faculty; (ii) one graduate student elected by and from among the graduate students in the Faculty pursuing a course of study appropriate to a specified degree or other qualification; and (iii) one graduate student elected by and from among all the graduate students in the Faculty who are not eligible to be members in category (ii).
- Scheme H. Two students, as follows: (i) one student elected by and from among all the students in the Faculty pursuing a course of study appropriate to a specified Tripos or a specified degree or other qualification; and (ii) one student elected by and from among all the students in the Faculty who are not eligible to be members in category (i).

- Scheme J. See p. 636.
- Scheme K. Three students, as follows: (i) two students elected by and from among the students in the Faculty pursuing a course of study appropriate to a specified degree or other qualification; and (ii) one student elected by and from among all the students in the Faculty who are not eligible to be members in category (i).
- Scheme L. Four students, as follows: (i) two undergraduate students elected by and from among all undergraduate students in the Faculty; (ii) one graduate student elected by and from among the students in the Faculty pursuing a course of study appropriate to a specific degree or other qualification; and (iii) one graduate student elected by and from among all the graduate students in the Faculty who are not eligible to be members in category (ii).
- Scheme M. Four students, as follows: (i) one undergraduate student elected by and from among all undergraduates in the Faculty; (ii) one graduate student elected by and from among all the graduate students in the Faculty who are pursuing a course of study appropriate to a specific degree or other qualification; and (iii) two graduate students elected by and from among all the graduate students in the Faculty who are not eligible to be members in category (ii).

SCHEDULE V

Faculty Boards or other bodies with an electoral roll generated on or after 8 November

The Faculty Board of Biology
 The Faculty Board of Earth Sciences and Geography
 The Board of History and Philosophy of Science
 The Faculty Board of Mathematics
 The Faculty Board of Physics and Chemistry

Rules made by the General Board in accordance with Regulation 11 for the election of student members of Faculty Boards and other bodies

1. These rules shall apply to the compilation of electoral rolls for the election of student members of Faculty Boards and other University bodies.
2. The term student in the Faculty shall mean a matriculated person certified by the Registry to be pursuing a course of study leading to a Tripos examination, or a course of study or research leading to a degree, diploma, or certificate of the University, in a subject falling within the scope of the Faculty.
3. The Registry shall not at any time include the name of any person in the electoral roll for the election of student members of more than one Faculty Board, or in such an electoral roll and also in an electoral roll for the election of student members of any of the following bodies: the Chemical Engineering and Biotechnology Syndicate, the Board of History and Philosophy of Science, the Board of Land Economy.
4. Notwithstanding that a Graduate Student may be under the supervision of the Degree Committee for a Faculty, the Registry may include his or her name in the electoral roll for the election of students to serve on one of the bodies specified in Rule 1 other than a Faculty Board if satisfactory evidence is provided by the Secretary of the Degree Committee or otherwise, showing that it is appropriate to do so.
5. A person whose name is on the Register of Graduate Students shall be eligible for inclusion in the appropriate electoral roll, whether or not registered as a candidate for a particular degree, diploma, or certificate.
6. The Registry shall include in the appropriate electoral roll the name of any sabbatical officer of CUSU who has, before completing a course of study leading to the degree for which he or she intends to be a candidate, been given an allowance under Regulation 1(b) for Allowances to Candidates for Examinations for the purpose of holding such office, but shall not include any such sabbatical officer who has completed a course of study for any of the degrees specified in Rule 9(a) below and has not commenced any further course of study.
7. The Registry shall not include in any electoral roll the name of any Graduate Student who
 - either (a) on 1 October next preceding the election had been registered for his or her current course of study or research for more than four calendar years,
 - or (b) held a Fellowship of a College on 1 October next preceding the election,
 - or (c) was a member of a Faculty at the most recent promulgation of the lists of the Faculties.
8. The Registry shall assign candidates for the Natural Sciences Tripos and the Medical Sciences Tripos and the Veterinary Sciences Tripos to electoral rolls in accordance with the procedure prescribed below.
9. For the purpose of the schemes listed in Schedule IV to the regulations for Classes of Faculty Board Membership, Elections, and Periods of Office,
 - (a) the term undergraduate shall mean a student whose course of study is one leading to any of the following degrees: B.A., M.A.St., M.Eng., M.Math., M.Sci., B.Th.;
 - (b) the term graduate student shall mean a student who is not an undergraduate so defined;
 - (c) Affiliated Students whose course of study is one leading to the B.A. Degree shall, in their first year of study, be deemed to be in their second year and, in their second year, shall be deemed to be in their third year.

Procedure for the allocation to electoral rolls of candidates for the Natural Sciences Tripos and the Medical Sciences Tripos and the Veterinary Sciences Tripos

1. Candidates for the Natural Sciences Tripos and the Medical Sciences Tripos and the Veterinary Sciences Tripos shall, subject to the rules set out in paragraphs 2 and 3 below, be eligible for inclusion in the electoral rolls of such of the following Faculty Boards and other bodies as include a class of members elected by students:

- A. The Faculty Board of Earth Sciences and Geography.
- B. The Faculty Board of Mathematics.
- C. The Faculty Board of Physics and Chemistry.
- D. The Faculty Board of Biology.
- H. The Board of History and Philosophy of Science.

2. Subject to paragraph 1 and the rules set out in paragraph 3 below, candidature for the following subjects or Parts shall confer eligibility for inclusion in the electoral rolls of the bodies specified in paragraph 1 as follows:

Natural Sciences Tripos

Part IA

Biology of Cells	D
Chemistry	C
Evolution and Behaviour	D
Earth Sciences	A
Materials Science	C
Physics	C
Physiology of Organisms	D

The subjects Computer Science, Mathematical Biology, Elementary Mathematics for Biologists, and Mathematics shall not confer eligibility for an electoral roll.

Part IB

Animal Biology	D
Biochemistry and Molecular Biology	D
Cell and Developmental Biology	D
Chemistry A	C
Chemistry B	C
Ecology	D
Experimental Psychology	D
Geological Sciences A	A
Geological Sciences B	A
History and Philosophy of Science	H
Mathematics	B
Materials Science	C
Neurobiology	D
Pathology	D
Pharmacology	D
Physics A	C
Physics B	C
Physiology	D
Plant and Microbial Sciences	D

Part II

Astrophysics	C
Biochemistry	D
Biological and Biomedical Sciences	D
Chemistry	C
Experimental and Theoretical Physics	C
Genetics	D
Geological Sciences	A
History and Philosophy of Science	H
Materials Science	C
Neuroscience	D
Pathology	D
Pharmacology	D
Physical Sciences	C
Physiology, Development, and Neuroscience	D
Physiology and Psychology	D
Plant Sciences	D
Psychology	D
Zoology	D

<i>Part III</i>	
Astrophysics	C
Biochemistry	D
Chemistry	C
Experimental and Theoretical Physics	C
Geological Sciences	A
Materials Science	C
Systems Biology	D
Medical Sciences Tripos and Veterinary Sciences Tripos	
<i>Part IA</i>	D
<i>Part IB</i>	D

3. Candidates for Part II and Part III of the Natural Sciences Tripos and for Part IA and Part IB of the Medical Sciences Tripos and the Veterinary Sciences Tripos shall be allocated to electoral rolls in accordance with paragraph 2. Candidates for the remaining examinations shall be allocated to electoral rolls as follows, provided that any candidate offering two or more subjects of which only one confers eligibility for inclusion in the electoral roll of a Faculty Board (or other body) which includes a class of a members elected by students shall be allocated to that roll:

Part IA and Part IB of the Natural Sciences Tripos. Candidates offering two subjects conferring eligibility for the same electoral roll shall be allocated to that roll. Other candidates shall be allocated at their choice to any one of the electoral rolls for which they are eligible.

4. Any candidates who, in accordance with paragraph 3 above, are eligible for inclusion in more than one electoral roll shall, through their Tutors, communicate their choice of electoral roll to the Registry not later than the last day on which the electoral roll is generated under Regulation 8 for the election of student members of Faculty Boards and other bodies. The Registry may exclude from any electoral roll the name of any such candidate who fails to send notification of his or her choice of electoral roll by that date.

DEGREE COMMITTEES

Amended by Graces 1 of 6 December 2017, 4 of 14 March and 4 of 4 July 2018, and Notice (Reporter, 2017–18, p. 158)

Constitution. 1. There shall be a Degree Committee for each Faculty, and for each of the institutions specified in Schedule I to these regulations. The constitution of such a Degree Committee shall be determined by the Faculty Board or other comparable authority, provided that:

- (a) the minimum numbers of members shall be ten persons and the maximum shall be twenty persons unless the General Board determines otherwise in an individual case;
- (b) no person shall be a member of a Degree Committee who [has been admitted as a Graduate Student or who is a candidate for a Diploma or a Certificate or comparable qualification, the regulations for which do not require her or him to be admitted as a Graduate Student] (is a registered student)¹;
- (c) Degree Committees may co-opt one or more members from other Degree Committees; the co-opted members of the Committee shall serve for one year from 1 January following the date of their co-optation or for the remainder of the calendar year in which they are co-opted, as the Faculty Board or comparable authority shall determine.

Chair. 2. Each Degree Committee shall nominate one of its members as Chair of the Committee for appointment by the Board of Graduate Studies.

Secretary. 3. The Faculty Board shall nominate a Secretary to the Committee for appointment by the Board of Graduate Studies. Unless the appointed Secretary is an assistant member of staff, he or she may be a voting member of the Committee. The Secretary shall inform the Registry of any change in the Committee's membership.

Meetings. 4. Degree Committees shall meet with sufficient frequency to conduct their business in an appropriate and timely manner.

Quorum. 5. (a) Subject to sub-paragraph (b), no business shall be transacted at a meeting of a Degree Committee unless at least one third of the whole number of members is present. No resolution that a person be recommended or approved for the award of a degree, or that a person be not so recommended or approved, shall be valid unless passed with the concurrence of the votes, cast at a meeting, of one half of the whole number of members of the Committee.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

(b) Exceptionally, with the prior approval of the Chair of the Board of Graduate Studies, the approval for such a resolution may be obtained by circulation, provided that at least one half of the whole number of members of the Degree Committee support that resolution.

6. It shall be the duty of each Degree Committee:

Duties.

- (a) to recommend applicants for admission as Graduate Students to the Board of Graduate Studies, and to consider matters affecting those Graduate Students within the oversight of the Degree Committee, including review of their subsequent progress, reporting or making recommendations to the Board as appropriate;
- (b) to make recommendations to the Board of Graduate Studies on applications for allowances as appropriate under the regulations listed in Schedule II;
- (c) to receive the reports and recommendations from Examiners and Assessors on the work of candidates for the degrees of Doctor of Divinity, Law, Science, Letters, Music, Philosophy, Engineering, Education, Medicine, Medical Science, and Veterinary Medicine, and of Master of Science and of Letters, and to make recommendations to the Board of Graduate Studies on whom, in the opinion of the Committee, the degrees should be conferred;
- (d) to receive the reports and recommendations from Examiners and boards of Examiners on the work of candidates for the degrees of Master of Philosophy by dissertation and by advanced study, Master of Research, Master of Studies, and Master of Education, and for the Certificate of Postgraduate Study, the Advanced Diploma in Economics, and Postgraduate Diplomas in Legal Studies and in International Law, and to submit for publication to the Board of Graduate Studies lists of those candidates to whom, in the opinion of the Committee, the qualifications should be awarded, in a form as prescribed by the Board;
- (e) to receive the reports and recommendations from Examiners and boards of Examiners on the work of candidates for the Advanced Diploma in Theology, Religion, and Philosophy of Religion and the Diploma in the Conservation of Easel Paintings, and to determine those candidates to whom, in the opinion of the Committee, the qualifications should be awarded;
- (f) to review and comment on applications for new graduate and postgraduate programmes;
- (g) to make an Annual Report to the cognate Faculty Board or comparable authority as those bodies deem necessary or as they may require;
- (h) to undertake such other functions as may from time to time be assigned to them by the General Board, the cognate Faculty Board or comparable authority, or the Board of Graduate Studies.

SCHEDULE I

Department of Land Economy
 Department of History and Philosophy of Science
 Department of Politics and International Studies

SCHEDULE II

Regulations for the following degrees, diplomas, and certificates:

Doctor of Philosophy, Master of Science, Master of Letters, and Master of Philosophy by Dissertation
 Doctor of Business
 Doctor of Education
 Doctor of Engineering
 Master of Philosophy by Advanced Study
 Master of Research
 Master of Studies
 Master of Education
 Diploma in the Conservation of Easel Paintings
 Advanced Diploma in Economics
 Postgraduate Diploma in International Law
 Postgraduate Diploma in Legal Studies
 Certificates of Postgraduate Study

DEPARTMENTS AND HEADS OF DEPARTMENTS

Amended by Notice (Reporter, 2017–18, p. 845)

1. There shall be Departments within the several Faculties, and Departments independent of any Faculty, as specified in Regulation 3.

2. (a) Subject to the provisions of Regulation 3, the Head of each Department, who shall be a University officer or University officers engaged in teaching and research in the Department, shall be appointed by the General Board, on the recommendation of the Faculty Board or other authority

concerned, for a period not exceeding five years at a time, save that in a particular case the General Board shall have power, after consultation with the Faculty Board or other authority concerned, to make an appointment for a period not exceeding ten years at a time.

(b) If more than one University officer is appointed as Head of a Department, (i) the arrangements for sharing the appointment shall be as determined by the General Board, and (ii) any provision in Ordinance or Regulation making reference to the Head of that Department in the singular shall be construed in accordance with those arrangements.

3. The Head of each Department shall be a person or persons appointed in accordance with Regulation 2, except in the cases where an alternative arrangement is listed below:

FACULTIES AND DEPARTMENTS	HEAD OF DEPARTMENT
Faculty of Architecture and History of Art.	
<i>Faculty of Architecture and History of Art</i>	
Department of Architecture	
Department of History of Art	
Faculty of Asian and Middle Eastern Studies.	
<i>Faculty of Asian and Middle Eastern Studies</i>	
Department of East Asian Studies	
Department of Middle Eastern Studies	
Faculty of Biology.	
<i>Faculty of Biology</i>	
Department of Biochemistry	
Department of Genetics	
Department of Pathology	
Department of Pharmacology	
Department of Physiology, Development, and Neuroscience	
Department of Plant Sciences	
Department of Psychology	
Department of Zoology	
Faculty of Business and Management.	
<i>Faculty of Business and Management</i>	
Judge Institute of Management (Judge Business School)	The Director of Judge Business School
Faculty of Clinical Medicine.	
<i>Faculty of Clinical Medicine</i>	
Department of Clinical Biochemistry	
Department of Clinical Neurosciences	
Department of Haematology	
Department of Medical Genetics	
Department of Medicine	
Department of Obstetrics and Gynaecology	
Department of Oncology	
Department of Paediatrics	
Department of Psychiatry	
Department of Public Health and Primary Care	
Department of Radiology	
Department of Surgery	
Faculty of Computer Science and Technology.	
<i>Faculty of Computer Science and Technology</i>	
Department of Computer Science and Technology	
Faculty of Earth Sciences and Geography.	
<i>Faculty of Earth Sciences and Geography</i>	
Department of Earth Sciences	
Department of Geography	
Faculty of Engineering.	
<i>Faculty of Engineering</i>	
Department of Engineering	
Faculty of English.	
<i>Faculty of English</i>	
Department of Anglo-Saxon, Norse, and Celtic	
Faculty of Human, Social, and Political Science.	
<i>Faculty of Human, Social, and Political Science</i>	
Department of Archaeology	
Department of Social Anthropology	
Department of Sociology	
Department of Politics and International Studies	
Faculty of Law.	
<i>Faculty of Law</i>	
Institute of Criminology	The Director of the Institute of Criminology
Faculty of Mathematics.	
<i>Faculty of Mathematics</i>	
Department of Applied Mathematics and Theoretical Physics	
Department of Pure Mathematics and Mathematical Statistics	
Faculty of Physics and Chemistry.	
<i>Faculty of Physics and Chemistry</i>	
Institute of Astronomy	The Director of the Institute of Astronomy
Department of Materials Science and Metallurgy	
Department of Chemistry	
Department of Physics	

Faculty of Veterinary Medicine

Department of Veterinary Medicine

Departments independent of any Faculty

Chemical Engineering and Biotechnology

History and Philosophy of Science

Land Economy

Faculty of
Veterinary
Medicine.
Departments
independent of
any Faculty.

4. The General Board, on the recommendation of the Faculty Board or other authority concerned, shall appoint a person to be Acting Head of a Department during any period of absence from duty of the Head of that Department, or during any period when there is a vacancy in an office whose holder is *ex officio* Head of the Department. A person so appointed shall be recognized as Head of the Department for all purposes.

Acting
Heads of
Departments.

5. The General Board shall have power to establish one or more Deputy Headships in any Department specified by them and, at the request of the Head of such a Department and after consultation with the relevant Faculty Board or other authority, to appoint one or more Deputy Heads of that Department. A person appointed Deputy Head shall hold office for a period of not more than three years at a time, and shall be eligible for reappointment. The duties and powers of each Deputy Head appointed under this regulation shall be determined by the General Board after consultation with the Head of the Department.

Deputy
Heads of
Departments.

SPECIAL REGULATIONS FOR FACULTIES AND DEPARTMENTS

INSTITUTE OF ASTRONOMY

Astronomy.

1. The Institute of Astronomy, incorporating the Newall Observatory and the Solar Physics Observatory, shall be a Department within the Faculty of Physics and Chemistry.

2. Appointments and reappointments to the University office of Director of the Institute of Astronomy shall be made by the General Board, on the recommendation of the Faculty Board of Physics and Chemistry, from among the University officers engaged in teaching and research in the Institute. Appointments and reappointments shall be for periods not exceeding five years at a time, save that in a particular case the General Board shall have power, after consulting the Faculty Board, to make an appointment for a period not exceeding ten years at a time. The Director shall be the Head of the Department *ex officio*.

Director and
Head.

3. The Professor of Astrophysics shall be Director of the Solar Physics Observatory *ex officio*.

4. There shall be a Departmental Advisory Committee of the Institute consisting of:

Advisory
Committee.

(a) the Head of the Department, who shall be the Chair;

(b) the Plumian Professor of Astronomy and Experimental Philosophy, and the Professor of Astrophysics, who shall be members *ex officio*;

(c) three University officers in the Institute elected by a body consisting of all the members of the Faculty of Physics and Chemistry who have been designated for the purpose by the Board of that Faculty on the nomination of the Departmental Advisory Committee.

Elections of members in class (c) shall be held annually before the end of the Michaelmas Term and shall be in accordance with a procedure determined from time to time by a meeting of those entitled to vote. One member shall be elected in every calendar year of which the number is odd, and two members in every calendar year of which the number is even. A member elected shall serve for the two calendar years next ensuing, provided that if he or she ceases to be a member of the Faculty he or she shall thereupon cease to be a member of the Departmental Advisory Committee.

5. The Committee shall advise the Head of the Department at least once a term on matters concerning the teaching, research, and administration within the Institute.

Duties.

6. The Secretary of the Institute of Astronomy shall act as Secretary of the Committee and as Secretary of the Faculty Board of Physics and Chemistry.

Visiting Fellowships

1. In order to enable scholars from outside Cambridge to take part in and contribute to the work of the Institute of Astronomy, there shall be Visiting Fellowships for persons who have made important contributions to the study of astronomy.

Purpose.

Astronomy. Number.	The maximum number of Visiting Fellows that there may be in the Institute at any one time shall be determined by the General Board. A Visiting Fellowship shall not be filled, either by appointment or by reappointment, without the permission of the General Board.
Appointments and tenure.	2. Appointments and reappointments to Visiting Fellowships shall be made by the Faculty Board of Physics and Chemistry on the recommendation of the Head of the Department for periods not exceeding one year at a time.
Duties.	3. A Visiting Fellow shall be required to take part in the teaching and research programme of the Institute.
Restrictions.	4. Visiting Fellows shall not hold any University office during the tenure of their Fellowships. A Visiting Fellow who is not a member of the University at the time of appointment shall be required to become a member as soon as is conveniently possible thereafter.
Stipend.	5. The stipend, if any, of a Visiting Fellow shall be determined by the Faculty Board of Physics and Chemistry with the approval of the General Board on the occasion of each appointment or reappointment.
Grants.	6. Subject to the approval of the General Board the Departmental Advisory Committee of the Institute may make grants to Visiting Fellows to meet travelling or other expenses incurred in connection with their Fellowships.

The McClean Fund

Name.	1. The sum bequeathed to the University by the late Frank McClean, M.A., of Trinity College, shall form a fund called the McClean Fund.
Purpose.	2. The annual income and capital of the McClean Fund shall be applied for the purpose of providing improved instrumental equipment for the Newall Observatory, in such manner as may be approved by the Faculty Board of Physics and Chemistry.
Payments.	3. Applications made by the Professor of Astrophysics and approved by the Faculty Board of Physics and Chemistry shall be sufficient authority for payments to be made from the income or capital of the McClean Fund, it being understood that in any question of proposed expenditure which in the opinion of the Faculty Board will involve increased charges for maintenance, application shall be made to the University for its sanction.
	4. The foregoing regulations shall be subject to alteration by Ordinance provided that the regulations shall always be in accordance with the provisions of Mr McClean's will.

Institute of Astronomy Flower Fund

Title.	1. The sum received from Professor Donald Lynden-Bell, Emeritus Professor of Astrophysics in the University, shall form a fund called the Institute of Astronomy Flower Fund.
Application.	2. The income of the Fund shall be applied by the Secretary of the Institute of Astronomy to purchase bulbs, Cambridgeshire wild flowers, and/or trees to enhance the beauty of the grounds and especially Adams Walk at the Institute.

Sheepshanks Benefaction Fund

Endowments, 1904, p. 131, Grace 1 of 7 July 2010

The sums available under the Sheepshanks benefaction shall be administered by the Departmental Advisory Committee of the Institute of Astronomy and shall be applied to support the work of the Institute.

The John Couch Adams Astronomership¹

Appointments and tenure.	1. Appointments and reappointments to the University office of John Couch Adams Astronomer shall be made by the General Board, subject to the concurrence of the Faculty Board of Physics and Chemistry, for such periods not exceeding five years at a time as the General Board shall determine. Before the appointment is made the General Board shall confer with the Director of the Institute of Astronomy, and the appointment may be cancelled at any time by the General Board with the concurrence of the Faculty Board of Physics and Chemistry.
-----------------------------	--

¹ The John Couch Adams Astronomership is supported by a trust fund of which the trustees are the Master, Fellows, and Scholars of St John's College; see *Reporter*, 1919–20, pp. 568 and 665.

2. The stipend of the John Couch Adams Astronomer shall be the income of the John Couch Adams Astronomership Fund, and shall be paid by quarterly instalments. Astronomy.
Stipend.
3. The duties of the John Couch Adams Astronomer shall be determined by the General Board after consultation with the Faculty Board of Physics and Chemistry. Duties.
4. The John Couch Adams Astronomer shall be or become a member of the staff of the Institute of Astronomy and, if not Director of the Institute, shall be responsible to the Director. To whom
responsible.

DEPARTMENT OF BIOCHEMISTRY

Biochemistry.

School of Biochemistry

The offer of £165,000 for the endowment of a School of Biochemistry, conveyed in a scheme received from the Trustees of the late Sir William Dunn, Bart. (*Reporter*, 1919–20, p. 1094), was accepted by Grace 1 of 22 June 1920 upon terms which were last published in *Ordinances*, 1967, pp. 427–8.

Colman Library

Of the sum of £2,000 given to the University by Sir Jeremiah Colman, Bart., M.A., of St John's College, for a library for the School of Biochemistry, £500 shall be expended in the purchase of the existing library books, the balance being invested in Trustee Securities and kept intact, the income therefrom being held available for the maintenance of the library in perpetuity, the provision of scientific journals and their binding, or for any incidental requirement in the upkeep of the library.

The library shall be called the Colman Library.

FACULTY OF BIOLOGY

Biology.

Director of Education (Biological Sciences)

1. Appointments and reappointments to the University office of Director of Education (Biological Sciences) in the Faculty of Biology shall be made by an Appointments Committee consisting of the following persons: Appointments
Committee.
- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
 - (b) the Regius Professor of Physic;
 - (c) the Chair of the Faculty Board of Biology;
 - (d) the Head of the Council of the School of the Biological Sciences;
 - (e) one person appointed by the General Board.
2. The Directorship shall be held concurrently with a University office. Director.
3. The duties of the Director shall be determined by the General Board after consultation with the Faculty Board of Biology. Duties.
4. The Director shall conform to such conditions of residence as may be determined by the Faculty Board of Biology subject to the approval of the General Board. Residence.
5. Appointments shall be for a period of up to five years at a time. Tenure.

Medical Students Register

The Faculty Board and the Faculty Board of Clinical Medicine shall maintain jointly through a Fitness to Practise Committee a register of students who are deemed fit to practise medicine and consequently to be admitted as candidates for the Second Examination and the Final Examination for the degrees of Bachelor of Medicine and Bachelor of Surgery. A Fitness to Practise Appeal Panel shall have the power on appeal from a student affected by a decision of the Fitness to Practise Adjudication Panel to confirm, quash, amend, or refer back to the same, or a newly constituted, Fitness to Practise Adjudication Panel the decision in question.

Veterinary Students Register

The Faculty Board and the Faculty Board of Veterinary Medicine shall maintain jointly through a Veterinary Fitness to Practise Committee a register of students who are deemed fit to practise veterinary medicine and consequently to be admitted as candidates for the Second Examination and the Final Examination for the degree of Bachelor of Veterinary Medicine. A Veterinary Fitness to Practise

Biology. Appeal Panel shall have the power on appeal from a student affected by a decision of the Veterinary Fitness to Practise Adjudication Panel to confirm, quash, amend, or refer back to the same, or a newly constituted, Veterinary Fitness to Practise Adjudication Panel the decision in question.

CENTRE FOR FAMILY RESEARCH

Management

Committee of Management. 1. The Centre for Family Research shall be an institution within the Faculty of Biology and shall be under the general control of a Committee of Management which shall consist of:

- (a) the Director of the Centre;
- (b) the Deputy Director of the Centre;
- (c) one person appointed by the General Board;
- (d) three persons appointed by the Faculty Board of Biology;
- (e) not more than two persons co-opted at the discretion of the Committee.

2. Members in classes (c) and (d) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Co-opted members in class (e) shall serve until 31 December of the year in which they are co-opted or of the year next following, as the Committee shall determine at the time of their co-optation.

Chair and Secretary. 3. The Committee shall elect one of their members other than the Director to be their Chair, to serve for three years from 1 January following his or her election. The Secretary of the Committee shall be appointed by the Secretary of the Department of Psychology.

Duties. 4. Subject to the powers of the Council, the General Board, and the Faculty Board of Biology, the duties of the Committee shall be as follows:

- (a) to promote study and research in family life and kinship, and to co-operate with outside bodies in the encouragement of such study and research;
- (b) to administer funds allocated to them for the purposes specified in (a) above;
- (c) to supervise the work of staff of the Centre.

5. Five members of the Committee shall form a quorum.

Staff of the Centre

Director and Deputy Director. 1. The Directorship and the Deputy Directorship of the Centre shall each be held concurrently with a University office in the Faculty of Biology.

2. The Director and the Deputy Director shall be appointed by the General Board on the recommendation of the Faculty Board of Biology. They shall each hold office for four years, and shall be eligible for reappointment.

Duties of the Director. 3. Under the general control of the Committee of Management, the Director shall be the administrative head of the Centre and shall be responsible for the direction of study and research in the Centre.

4. Under the general control of the Committee of Management, the Deputy Director shall deputize for the Director of the Centre as required and shall carry out such other duties as the Director shall determine.

5. The Director and the Deputy Director of the Centre shall conform to such conditions of residence as may be determined by the Committee of Management with the approval of the General Board.

DEPARTMENT OF CHEMICAL ENGINEERING AND BIOTECHNOLOGY

Amended by Grace 1 of 14 March 2018

Chemical Engineering and Biotechnology Management.

1. The Department of Chemical Engineering and Biotechnology shall be a Department independent of any Faculty. The Department shall be managed by the Chemical Engineering and Biotechnology Syndicate under the supervision of the General Board.

Selection and Appointments Committees.

2. Appointments and reappointments to an academic office other than a Professorship in the Department of Chemical Engineering and Biotechnology shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.¹ Appointments and reappointments to an academic-related office in the Department of Chemical Engineering and Biotechnology other than an office of Technical Officer shall be made by an Appointments Committee for the Department consisting of the following persons:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;

¹ See p. 682.

- (b) (i) the Chair of the Chemical Engineering and Biotechnology Syndicate;
 - (ii) the Head of the Department;
 - (c) three University officers appointed by the Syndicate;
 - (d) two persons appointed by the General Board.
3. University officers in the Department of Chemical Engineering and Biotechnology shall be members both of the Faculty of Physics and Chemistry and of the Faculty of Engineering.

Officers in the Department.

Chemical Engineering and Biotechnology Syndicate

Amended by Grace 4 of 4 July 2018 and Notice (Reporter, 2017–18, p. 758)

1. The Chemical Engineering and Biotechnology Syndicate shall consist of:
- (a) the Heads of the Departments of Chemical Engineering and Biotechnology, Chemistry, and Engineering;
 - (b) two persons appointed by the Council;
 - (c) two persons appointed by the General Board;
 - (d) one person appointed each by the Councils of the Schools of the Biological Sciences, Clinical Medicine, the Physical Sciences, and Technology;
 - (e) three persons elected from amongst their own number by the Professors of the Department of Chemical Engineering and Biotechnology, except for any Professor who is the Head of the Department;
 - (f) three persons elected from amongst their own number by the University officers of the Department of Chemical Engineering and Biotechnology, except for the Professors and the Head of the Department;
 - (g) not more than two persons co-opted by the Syndicate;
 - (h) two persons elected in accordance with Regulation 3.
2. Members in classes (b)–(d) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Members in classes (e) and (f) shall be elected in the Michaelmas Term to serve for two years from 1 January following their election. The procedure for such elections shall be that prescribed in the Single Transferable Vote regulations, except that the Returning Officer shall be the Chair of the Syndicate or a Deputy appointed by the Chair subject to the approval of the General Board. If a casual vacancy occurs in class (e) or (f) the Syndicate shall co-opt a member to fill the vacancy; a member so appointed and any member co-opted in class (g) shall serve until the end of the calendar year in which they are co-opted.
3. The provisions for the election of members of Faculty Boards in class (f) and for the period for which such members shall serve, which are contained in the regulations for the constitution of the Faculty Boards and for the Classes of Faculty Board Membership, Elections, and Periods of Office, and in the rules made under those regulations, shall apply, *mutatis mutandis*, to the election and period of membership of members of the Syndicate in class (h).
4. The Syndicate shall elect annually a Chair and a Secretary, each of whom shall be a member of the Syndicate in a class other than class (h).
5. Except so far as may be determined otherwise by Ordinance the Syndicate shall have the same powers and duties as are assigned by the General Regulations for the Constitution of the Faculty Boards to the Board of a Faculty organized in Departments.
6. The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply as if the Syndicate were a body constituted by Statute and any matter which would, if the Syndicate were a Faculty Board, be reserved business under Regulation 11 of the General Regulations for the Constitution of the Faculty Boards shall also be reserved.

Constitution.

Appointments.

Student members of the Syndicate.

Chair and Secretary.

Powers and duties.

Reserved business.

DEPARTMENT OF CHEMISTRY

Chemistry.

Departmental Committee

1. There shall be a Departmental Committee of the Department of Chemistry consisting of:
- (a) the Head of the Department who shall be Chair;
 - (b) not more than four persons holding Professorships assigned to the Department of Chemistry;
- provided that
- (i) when the Head of the Department is a Professor, the number of persons in this class shall be three;

Departmental Committee.

- Chemistry.** (ii) when the number of Professorships assigned to the Department exceeds four the Professors shall elect from among themselves members to serve in this class for periods of two years at a time;
- (c) four University officers in the Department elected in accordance with Regulation 2 by a body comprising all University officers whose offices are assigned to, or established in, the Department and those other members of the Faculty of Physics and Chemistry who have been designated for the purpose by the Board of that Faculty on the nomination of the Departmental Committee;
- (d) persons co-opted by the Committee to serve until the end of the academical year in which they are co-opted or of the following academical year as the Committee may determine at the time of their co-optation, provided that it shall not be obligatory for the Committee to co-opt any person or persons;
- (e) the Secretary of the Department, who shall be Secretary of the Committee.
- 2.** Elections of members in class (c) shall be held annually before the end of the Easter Term and shall be in accordance with a procedure determined from time to time by a meeting of those entitled to vote. A member elected in this class shall serve for a period of two years from 1 October following his or her election and shall at the end of that period be eligible for re-election for one further period of two years, after which two years shall elapse before he or she shall again be eligible for re-election.
- Duties.** **3.** The Committee shall meet at least once a term and shall advise the Head of the Department on matters concerning teaching, research, staffing, resources, and administration within the Department.

Classics.

FACULTY OF CLASSICS

MUSEUM OF CLASSICAL ARCHAEOLOGY

- 1.** The Museum of Classical Archaeology shall be an institution within the Faculty of Classics.
- 2.** The administration of the Museum of Classical Archaeology shall be entrusted to a Director under the direction of a Committee consisting of six members of the Regent House, three appointed by the General Board and three appointed by the Faculty Board of Classics.
- 3.** Members of the Committee shall be appointed in the Michaelmas Term to serve for three years from 1 January following their appointment.
- 4.** The bequest of Dame Mary Grainger Sandys shall form a fund called the Museum of Classical Archaeology Endowment Fund the income of which shall be applied for the benefit of the Museum of Classical Archaeology in such manner as the Committee for the Museum may from time to time direct.
- 5.** The moneys subscribed in honour of Professor Jocelyn Toynbee shall form a fund called the Jocelyn Toynbee Library Fund, the income of which shall be used at the discretion of the Committee for the Museum to purchase, for the Museum or for the Library of the Faculty of Classics, books and other materials on subjects connected with the art or archaeology of the Roman world.
- 6.** It shall be the duty of the Committee to present a report every year to the Faculty Board of Classics. The accounts of the Committee shall be audited annually and shall be published with the University Accounts.
- 7.** The Committee shall be empowered to frame and submit to the University for approval further regulations for admission to the Museum.

Director and Curator of the Museum of Classical Archaeology

- Director.** **1.** There shall be a University office of Director of the Museum of Classical Archaeology, which shall be held in conjunction with another University office.
- Curator.** **2.** There shall be a University office of Curator of the Museum of Classical Archaeology who shall act under the Director as the executive officer of the Museum. The office of Curator shall not normally be held concurrently with any other University office.
- Appointments and tenure.** **3.** Appointments and reappointments to the Director and Curator of the Museum of Classical Archaeology shall be determined by the Committee for the Museum, subject to the approval of the General Board. Appointments to the Directorship shall be for such periods not exceeding three years at a time as the Committee shall determine.
- Duties.** **4.** The duties of the Director and Curator of the Museum of Classical Archaeology shall be determined by the Committee for the Museum, subject to the approval of the General Board.
- 5.** The Curator shall act as Secretary to the Committee for the Museum.

6. Under the direction of the Committee, the Director shall exercise a general superintendence over the Museum and its collections and over the staff of the Museum. Classics.

7. The Director shall be responsible for the maintenance of the catalogues, published and unpublished, of the Museum's collections, and shall undertake such other duties in connection with the administration of the Museum as the Committee shall from time to time direct.

8. The Director and Curator shall be members of the Faculty of Classics under Regulation 1(b) of the Regulations for Faculty Membership. Members of Faculty.

FACULTY OF CLINICAL MEDICINE

1. The Heads of Departments in the Faculty of Clinical Medicine shall submit the annual estimates of their Departments to the Faculty Board of Clinical Medicine. The Faculty Board shall be responsible for scrutinizing the estimates, revising them where necessary, and submitting them in a consolidated form to the General Board for its approval. Clinical Medicine.
Submission of Departmental estimates.

2. The Faculty Board shall be responsible for allocating to Departments the accommodation assigned to the School of Clinical Medicine by the General Board. Accommodation.

3. The Faculty Board and the Faculty Board of Biology shall maintain jointly through a Fitness to Practise Committee a register of students who are deemed fit to practise medicine and consequently to be admitted as candidates for the Second Examination and the Final Examination for the degrees of Bachelor of Medicine and Bachelor of Surgery. A Fitness to Practise Appeal Panel shall have the power on appeal from a student affected by a decision of the Fitness to Practise Adjudication Panel to confirm, quash, amend, or refer back to the same, or a newly constituted, Fitness to Practise Adjudication Panel the decision in question. Register of students.

4. The Faculty Board shall be responsible for recommending to the General Board the number and categories of University offices to be established in each Department, and, notwithstanding Regulation 5 for employment by the University, the number and grades of University assistants to be established in each Department. Establishments.

5. The General Board shall be authorized to grant, on the recommendation of the Faculty Board of Clinical Medicine, the title of University of Cambridge Senior Clinical Tutor to any person, other than a University officer, who in the University, or in such University Hospital, Associate Teaching Hospital, or Associate Teaching General Practice or other institution associated with the University as the Faculty Board may have approved for the purposes of the regulations for the degrees of Bachelor of Medicine and Bachelor of Surgery, makes a regular and sufficient contribution throughout a year of clinical study to the teaching of candidates for those degrees by means of lectures, seminars, or other kinds of demonstration, supervision, or instruction approved by the Faculty Board. The recognition shall be for not more than three years at a time and shall be renewable. Recognition of clinical tutors.

6. The General Board shall be authorized to grant, on the recommendation of the Faculty Board of Clinical Medicine, the title of Regional Clinical Sub-Dean to any person who in such University Hospital, Associate Teaching Hospital, or Associate Teaching General Practice, or other institution associated with the University as the Faculty Board may have approved for the purposes of the regulations for the degrees of Bachelor of Medicine and Bachelor of Surgery, takes a leadership role with respect to the organization and teaching of candidates for those degrees. The recognition shall be for not more than five years at a time and may be renewable for periods of up to five years, subject to the Regional Clinical Sub-Dean remaining in employment with one of the aforementioned NHS institutions. Recognition of Regional Clinical Sub-Deans.

7. The General Board shall be authorized to grant, on the recommendation of the Faculty Board of Clinical Medicine, the title of Associate Clinical Sub-Dean to any person who in the University, or in such University Hospital, Associate Teaching Hospital, or Associate Teaching General Practice, or other institution associated with the University as the Faculty Board may have approved for the purposes of the regulations for the degrees of Bachelor of Medicine and Bachelor of Surgery, take a leadership role across all aspects of medical education, with respect to candidates for those degrees. The recognition shall be for not more than five years at a time and may be renewable for periods of up to five years. Recognition of Associate Clinical Sub-Deans.

Director of Medical Education

1. Appointments and reappointments to the University office of Director of Medical Education in the Faculty of Clinical Medicine shall be made by the General Board, on the advice of a Committee specially constituted for the particular occasion. Appointments.

**Clinical
Medicine.**

Tenure.

2. Appointment shall be for an initial period of five years. On reappointment, the Director shall hold office, subject to the provisions of Statute C, until the retiring age, so long as he or she satisfactorily performs the duties of the office.

Duties.

3. The duties of the Director of Medical Education shall be determined by the General Board after consultation with the Faculty Board of Clinical Medicine.

*Regional Postgraduate Dean**Amended by Grace 1 of 14 March 2018*

Appointments.

1. (a) Appointments and reappointments to the University office of Regional Postgraduate Dean in the Faculty of Clinical Medicine shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.

(b) The Selection Committee shall have power to make an appointment or reappointment to the office of Regional Postgraduate Dean conditional on the holding of a post specified by the Faculty Board of Clinical Medicine in an institution connected with the University. If the Regional Postgraduate Dean ceases to hold such a post that person shall thereupon vacate the Deanship.

Duties.

(c) The duties of the Regional Postgraduate Dean shall be determined by the General Board after consultation with the Faculty Board of Clinical Medicine who shall consult the Directorate of Health and Social Care, Midlands and East of England.

2. No stipend shall be attached to the office of Regional Postgraduate Dean.

*Directors and Assistant Directors of Studies in General Practice**Amended by Grace 1 of 14 March 2018*

Number.

1. There shall be such number of University offices of Director and Assistant Director of Studies in General Practice (including not more than two offices of Director) as the General Board may from time to time determine on the recommendation of the Faculty Board of Clinical Medicine.

Appointments.

2. Appointments and reappointments to a University office of Director or Assistant Director of Studies in General Practice in the Faculty of Clinical Medicine shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.

Tenure.

3. Appointments and reappointments to a University office of Director of Studies in General Practice shall be for periods not exceeding five years at a time. Appointments and reappointments to a University office of Assistant Director of Studies in General Practice shall be for periods not exceeding three years at a time.

Duties.

4. The duties of a Director or an Assistant Director of Studies in General Practice shall be determined by the General Board after consultation with the Faculty Board of Clinical Medicine.

*Clinical Sub-Deans**Amended by Grace 1 of 14 March 2018*

Number.

1. There shall be such number of University offices of Clinical Sub-Dean in the Faculty of Clinical Medicine as the General Board may from time to time determine on the recommendation of the Faculty Board of Clinical Medicine.

Appointments.

2. Appointments and reappointments to a University office of Clinical Sub-Dean in the Faculty of Clinical Medicine shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.

Duties.

3. The duties of a Clinical Sub-Dean shall be determined by the General Board after consultation with the Faculty Board of Clinical Medicine.

Tenure.

4. Appointments and reappointments to a University office of Clinical Sub-Dean shall be for periods not exceeding five years at a time.

Certain University offices whose holders have clinical responsibilities in the National Health Service

1. No Professor, Reader, University Senior Lecturer, University Lecturer, Assistant Director of Research, or Clinical Lecturer, who holds an honorary clinical contract in the National Health Service, nor the Consultant Occupational Physician, shall engage in private medical practice for more than one NHS session (one half-day) each working week. All payments for private practice work shall be administered by the Cambridge University Technical Services Ltd. The officer concerned may elect to

receive a fee for such private practice which will be calculated after the deduction of administrative and overhead costs. Income remaining after this fee has been paid shall be placed in a fund or funds to be used for medical education or research administered according to arrangements approved by the Faculty Board of Clinical Medicine.

Clinical
Medicine.

2. No University officer who receives additional payments for clinical responsibility under the regulations for those payments, nor the Consultant Occupational Physician, shall be a Tutor, Assistant Tutor, Steward, Bursar, or Assistant Bursar of a College, nor shall he or she give instruction on behalf of a College or Colleges for more than six hours a week, or, if a Professor, four hours a week.

Arrangement with the United Cambridge Hospitals¹

INSTITUTE OF PUBLIC HEALTH

Management

1. The Institute of Public Health shall be an institution within the Faculty of Clinical Medicine, and shall be under the general control of a Committee of Management, which shall consist of:

Committee of
Management.

- (a) the Director;
- (b) the Regius Professor of Physic;
- (c) one person appointed by the General Board;
- (d) one person appointed by the Faculty Board of Clinical Medicine;
- (e) one person appointed by the Medical Research Council;
- (f) one person appointed by the Secretary of State for Health;
- (g) not more than five persons co-opted at the discretion of the Committee.

2. Members in classes (c), (d), (e), and (f) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Co-opted members in class (g) shall serve until 31 December of the year in which they are co-opted or of the year next following, as the Committee shall determine at the time of their co-optation.

3. The Committee shall elect one of their members other than the Director to be their Chair and to serve for three years from 1 January following her or his election. The Director of the Institute shall serve as Secretary of the Committee.

Chair and
Secretary.

4. Subject to the powers of the Council, the General Board, and the Faculty Boards concerned, the duties of the Committee shall be as follows:

Duties.

- (a) in collaboration with the Faculty Board of Clinical Medicine, and with any other Faculty Boards concerned, to promote teaching in the field of public health, and to promote research in that field and the publication of the results of such research;
- (b) to collaborate with outside bodies in the encouragement of teaching and research in public health;
- (c) to administer funds allocated to them for the purposes specified in (a) and (b) above;
- (d) to establish such advisory bodies, representing interests and activities associated with public health as it sees fit;
- (e) to approve annual estimates prepared by the Executive Committee for submission to the General Board;
- (f) to make an Annual Report to the Faculty Board of Clinical Medicine on the affairs of the Institute;
- (g) the Committee of Management may designate, for a period not exceeding five years at a time, one of the Executive Committee of the Institute to act as Deputy Director.

5. The Institute shall have an Executive Committee, the membership of which shall be:

Executive
Committee.

- (a) the Director of the Institute;
- (b) the Head of the Department of Public Health and Primary Care;
- (c) the Director of the MRC Epidemiology Unit;
- (d) the Director of the MRC Biostatistics Unit;
- (e) the Heads of any Public Health England Units based at the Institute;
- (f) other persons co-opted at the discretion of the Committee.

6. The Executive Committee shall:

Duties.

- (a) promote and enable research and teaching in the field of public health and the publication of the results of such research;

¹ These regulations were last printed in *Statutes and Ordinances*, 1988, p. 731.

Clinical
Medicine.

- (b) administer funds allocated to the Institute to support its mission;
- (c) prepare annual estimates for submission to the Committee of Management.

Director of the Institute

Director.

1. There shall be a University office of Director of the Institute, which may be held in conjunction with another University office.

2. The Director shall be appointed by the General Board on the recommendation of the Committee of Management. He or she shall hold office for five years, and shall be eligible for reappointment.

Duties.

3. Under the general control of the Committee of Management, the Director shall be the administrative Head of the Institute, and shall be responsible for the direction of study and research in public health in the Institute and the promotion of the subject generally.

Consultant Occupational Physician¹

Amended by Grace 1 of 14 March 2018

Appointments
and tenure.

1. Appointments and reappointments to the University office of Consultant Occupational Physician in the Faculty of Clinical Medicine shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board. The tenure of the Consultant Occupational Physician shall be the same as that prescribed for a University Lecturer by Special Ordinance C (ix) 3 and 4.

Duties of
Physician.

2. The duties of the Consultant Occupational Physician shall be:

- (i) to act as medical adviser to the General Board of the Faculties and the Council as appropriate on the hazards to health which arise in the course of work in the University, to arrange and maintain a surveillance system of the health of persons who may be at special risk, and to keep such records and to maintain such liaison with medical practitioners, local authorities, health authorities, and government agencies as may be appropriate;
- (ii) to engage in research, and to undertake such amount of teaching as may be determined by the General Board on the recommendation of the Faculty Board of Clinical Medicine;
- (iii) to act as Director of Occupational Health Services to the Cambridge University Hospitals NHS Foundation Trust.

For these duties the Consultant Occupational Physician shall be responsible

(a) as they concern the University, to the Head of the Human Resources Division of the University Offices,

(b) as they concern the Cambridge University Hospitals NHS Foundation Trust, to that Trust.

3. The Consultant Occupational Physician shall be required to discharge these duties throughout the year save for a period not exceeding seven weeks, including public holidays, in any one academical year.

Payments for
clinical
responsibility.

4. The Consultant Occupational Physician shall be eligible to receive payments for clinical responsibility under the terms of Regulation 5 of the regulations governing payments additional to stipend.

POSITRON EMISSION TOMOGRAPHY (PET) SCIENTIFIC SERVICES

Director

Appointment.

1. Appointments and reappointments to the University office of Director of PET Scientific Services in the Faculty of Clinical Medicine shall be made by an Appointments Committee constituted as follows:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) the Regius Professor of Physic;
- (c) three persons appointed by the Faculty Board of Clinical Medicine;
- (d) two persons appointed by the General Board.

Members in classes (c) and (d) shall be appointed in the Michaelmas Term of each calendar year of which the number is even to serve for the two calendar years next following.

Duties.

2. The Director shall be responsible to the Faculty Board of Clinical Medicine for the scientific and technical management of the PET component of the Brain Imaging Centre; and shall undertake such

¹ See also the regulations for certain University offices whose holders have clinical responsibilities in the National Health Service (p. 624).

other duties as the Faculty Board may from time to time determine, subject to the approval of the General Board. Clinical
Medicine.

3. The Director shall conform to such conditions of residence as may be determined by the General Board, after consultation with the Faculty Board of Clinical Medicine. Residence.

FACULTY OF DIVINITY

Divinity.

A University officer who is a member of the Faculty of Divinity and who under the provisions of the Regulations for a University officer holding a Residentiary Canonry of Ely Cathedral holds a residentiary Canonry of Ely Cathedral shall not be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College.

COMMITTEE OF MANAGEMENT FOR THE DEGREE OF BACHELOR OF THEOLOGY FOR MINISTRY

1. There shall be a Committee of Management for the B.Th. Degree, responsible to the Faculty Board of Divinity for the detailed administration of the Degree, which shall consist of: Committee of
Management.

- (a) three members of the Regent House appointed by the Faculty Board of Divinity;
- (b) two persons appointed by the Council of the Cambridge Theological Federation;¹
- (c) not more than two persons co-opted by the Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons;
- (d) two members who are candidates for the B.Th. Degree, elected by all the students who are pursuing the course of study for that degree.

Members in classes (a) and (b) shall be appointed in the Michaelmas Term to serve for three years from 1 January next following their appointment. Members in class (c) 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. Regulations 4–7 and 9–10 for the selection of student members of Faculty Boards and other bodies shall apply to the election of members in class (d) as if all members were matriculated students. One member in class (d) shall be elected in the Michaelmas Term to serve for one year from 1 January next following their election, and one member in class (d) shall be elected in the Lent Term to serve for one academic year from 1 October next following their election.

2. The Faculty Board shall appoint annually one of the members in class (a) to be Chair, and the Secretary shall be the Registrar of the Cambridge Theological Federation *ex officio*. Chair and
Secretary.

3. The Committee may also have responsibility for the detailed administration of the Diploma in Theology for Ministry, if the Faculty Board of Divinity so decide.

DEPARTMENT OF EARTH SCIENCES

Earth
Sciences.

Departmental Committee

1. There shall be a Departmental Committee of the Department of Earth Sciences consisting of: Departmental
Committee.
- (a) the Head of the Department who shall be Chair;
 - (b) not more than three persons holding Professorships assigned to the Department of Earth Sciences: provided that
 - (i) when the Head of the Department is a Professor, the number of places in this class, subject to a maximum of two, shall be one less than the number of Professorships assigned to the Department;
 - (ii) when the number of such Professorships exceeds the number of places the Professors shall elect from among themselves members to serve in this class for periods of two years at a time;
 - (c) such number of University officers in the Department as will bring the total number of members in classes (a), (b), and (c) to six, elected in accordance with Regulation 2 by a body comprising all University officers whose offices are assigned to the Department and those members of the Faculty of Earth Sciences and Geography who have been designated for the purpose by the Board of that Faculty on the nomination of the Departmental Committee;

¹ Ridley Hall, Wesley House, Westcott House, Westminster College, the Margaret Beaufort Institute of Theology, the Institute for Orthodox Christian Studies, and the Eastern Region Ministry Course.

Earth
Sciences.

(d) persons co-opted by the Committee to serve until the end of the academical year in which they are co-opted or of the following academical year as the Committee shall determine at the time of their co-optation, provided that it shall not be obligatory for the Committee to co-opt any person or persons.

2. Elections of members in class (c) shall be held annually before the end of the Easter Term and shall be in accordance with a procedure determined from time to time by a meeting of those entitled to vote. A member elected in this class shall serve for a period of two years from 1 October following his or her election and shall at the end of that period be eligible for re-election for one further period of two years, after which two years shall elapse before he or she shall again be eligible for re-election.

Duties.

3. The Committee shall meet at least once a term and shall advise the Head of the Department on matters concerning the teaching, research, staffing, resources, and administration within the Department.

SEDGWICK MUSEUM OF EARTH SCIENCES

Amended by Grace 1 of 14 March 2018 and Notice (Reporter, 2017–18, p. 667)

Staff.

1. There shall be the following University offices on the staff of the Museum:

(a) the office of Director of the Museum;

(b) the office of Curator of the Museum or Senior Assistant Curator of the Museum or Assistant Curator of the Museum, as the General Board shall from time to time determine;

(c) such other offices of Curator, designated Curator of a specified collection, as the General Board shall from time to time determine.

2. (a) The office of Curator of the Museum may be held in conjunction with the office of Director, but shall not be held in conjunction with any other University office. The office of Senior Assistant Curator or Assistant Curator of the Museum shall not be held in conjunction with any other University office.

(b) Any office of Curator of a specified collection shall be held in conjunction with another University office in the Department of Earth Sciences.

Appointments
and tenure.

3. Appointments and reappointments to the University offices of Director of the Museum, Curator, Senior Assistant Curator, or Assistant Curator of the Museum or to any office of Curator of a specified collection shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.¹

Duties.

4. The Director shall be responsible to the Head of the Department of Earth Sciences for the management of the Museum and for such other duties relating to the Museum as shall be determined by the Head of the Department from time to time.

5. The Curator, Senior Assistant Curator, or Assistant Curator of the Museum shall be responsible through the Director to the Head of the Department for the cataloguing, maintenance, and conservation of the collections of the Museum, for making arrangements for their display, and for making them available for study and research. The holders of other offices on the staff of the Museum shall assist in these duties.

Teaching.

6. If the holder of a University office on the staff of the Museum is a University Lecturer, the performance of the officer's duties in the Museum shall be taken into account by the Faculty Board of Earth Sciences and Geography in determining the amount of the officer's teaching work so that the total of that work, together with work in the Museum, is within the limits fixed by the General Board under Special Ordinance C (ix) 5.

7. The holder of an office of Curator or Senior Assistant Curator or Assistant Curator of the Museum shall undertake at the request of the Faculty Board of Earth Sciences and Geography, without additional payment, such teaching as the Faculty Board may consider desirable, having regard to the due performance of the officer's duties in the Museum. The amount of teaching given by such an officer on behalf of a College or Colleges shall not exceed six hours a week.

Hours of
attendance.

8. The hours of attendance in the Museum of members of the staff shall be determined by the Faculty Board of Earth Sciences and Geography on the recommendation of the Head of the Department of Earth Sciences.

¹ See p. 682.

9. The holders of University offices on the staff of the Museum shall be members of the Faculty of Earth Sciences and Geography under Regulation 1(b) of the Regulations for Faculty Membership.

Earth
Sciences.
Members of
Faculty.

FACULTY OF ECONOMICS

Economics.

Executive Director of Research

Amended by Grace 1 of 14 March 2018

1. There shall be an office¹ of Executive Director of Research in the Faculty of Economics, which may be held on such terms and conditions as the General Board shall determine. The office may be tenable concurrently with another University office.

2. Appointments and reappointments to the University office of Director shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.²

3. The duties of the Director shall be to advance knowledge and to promote and direct research in Economics, to give instruction to students, and to facilitate the research of University officers in the Faculty, subject to the powers of the Faculty Board of Economics. Such teaching as the Director may give on behalf of the University, including the supervision of Graduate Students, shall be given without additional remuneration as part of the duties of the office.

4. The Director shall conform to such conditions of residence as may be determined by the Board with the approval of the General Board.

5. The Director shall not be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College.

Marshall Library Fund

1. The Marshall Library Fund shall be divided into two accounts of which one shall be called the Marshall Library Fund I and shall consist of the capital and income of Mrs Marshall's benefaction,³ and the other shall be called the Marshall Library Fund II and shall consist of the capital and income of Mrs Marshall's bequest.

Two accounts.

2. The Faculty Board of Economics shall be authorized to make supplementary payments into the Marshall Library Fund I out of the Faculty Fund.

Fund I.

3. The Faculty Board shall be authorized to provide out of the Marshall Library Fund I the expenses of rent, equipment, purchase of books, attendance, etc., of a research library for the use of students of Economics, to be called the Marshall Library.

4. Payments from the Marshall Library Fund II shall be made by resolution of the Faculty Board, subject to the approval of the General Board, with the exception that the reinvestment of the income of the Fund be conducted as at present.

Fund II.

DEPARTMENT OF ENGINEERING

Engineering.

Director of Research (Administration and Development)

1. Appointments and reappointments to the University office of Director of Research (Administration and Development) shall be made in accordance with arrangements agreed from time to time by the competent authority.

2. The duties of the Director shall be determined by the General Board after consultation with the Faculty Board of Engineering.

3. The Director shall be a member of the Faculty of Engineering under Regulation 1(b) of the Regulations for Faculty Membership.

Superintendent of the Engineering Workshops

1. Appointments and reappointments to the University office of Superintendent of the Engineering Workshops shall be made by the Appointments Committee for the Faculty of Engineering.

2. The duties of the Superintendent shall be determined by the General Board after consultation with the Faculty Board of Engineering.

¹ This office is an office specified in the Schedules to Special Ordinances C (i) 1 (p. 72) and C (vii) 1 (p. 87).

² See p. 682.

³ See *Reporter*, 1924–25, p. 122, and Grace 1 of 29 May 1925.

Engineering. 3. The Superintendent shall be a member of the Faculty of Engineering under Regulation 1(b) of the Regulations for Faculty Membership.

Senior Design Engineers, Design Engineers, and Electronic Design Engineers in the Department of Engineering

Appointments. 1. Appointments and reappointments to a University office of Senior Design Engineer and to a University office of Design Engineer and to a University office of Electronic Design Engineer shall be made by the Appointments Committee for the Faculty of Engineering. The number of offices of Senior Design Engineer, Design Engineer, and Electronic Design Engineer in the Department of Engineering shall be determined by the Faculty Board of Engineering, on the recommendation of the Head of the Department of Engineering, subject to the approval of the General Board.

Duties. 2. The duties of a Senior Design Engineer, of a Design Engineer, and of an Electronic Design Engineer shall be determined by the Faculty Board of Engineering, subject to the approval of the General Board.

Members of Faculty. 3. The Senior Design Engineers, Design Engineers, and Electronic Design Engineers shall be members of the Faculty of Engineering under Regulation 1(b) of the Regulations for Faculty Membership.

HPS. DEPARTMENT OF HISTORY AND PHILOSOPHY OF SCIENCE

Amended by Grace 1 of 14 March 2018

Management. 1. The Department of History and Philosophy of Science shall be a Department independent of any Faculty. The Department shall be managed by the Board of History and Philosophy of Science under the supervision of the General Board.

Selection and Appointments Committees. 2. Appointments and reappointments to an academic office other than a Professorship in the Department of History and Philosophy of Science shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.¹ Appointments and reappointments to an academic-related office in the Department of History and Philosophy of Science shall be made by an Appointments Committee for the Department consisting of the following persons:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) (i) the Chair of the Board of History and Philosophy of Science;
- (ii) the Head of the Department and the Professor of History and Philosophy of Science;
- (c) three members of the Board of History and Philosophy of Science appointed by the Board;
- (d) two persons appointed by the General Board.

Duties. 3. The Head of the Department shall be responsible to the Board of History and Philosophy of Science for the preservation, augmentation, and display of the collections in the Whipple Museum of the History of Science and of the books in the Whipple collections. The Head of the Department shall have discretion to delegate any or all of these responsibilities to the Curator of the Museum.

Board of History and Philosophy of Science

Amended by Grace 4 of 4 July 2018

Constitution. 1. The Board of History and Philosophy of Science shall consist of:

- (a) the Head of the Department of History and Philosophy of Science;
- (b) the Professors and Readers in the Department of History and Philosophy of Science;
- (c) the Librarian and the Secretary of the Department of History and Philosophy of Science;
- (d) the Curator of the Whipple Museum of the History of Science;
- (e) four persons elected from among their own number by the University officers in the Department of History and Philosophy of Science and those persons whose contribution to the teaching programme of the Department is such that they have been recognized for this purpose by the Board of History and Philosophy of Science subject to the concurrence of the General Board;
- (f) two persons appointed by the General Board;
- (g) not more than five persons co-opted by the Board provided that in the case of a casual vacancy or vacancies in class (b) or class (e) an additional person or persons may be co-opted to serve until the end of the calendar year in which the vacancy or vacancies occurred;
- (h) three persons elected in accordance with Regulation 3.

¹ See p. 682.

2. The election of members in class (e) shall be held in the Michaelmas Term of every year; the procedure for such an election shall be that prescribed in the Single Transferable Vote Regulations, except that the returning officer shall be the Chair of the Board or a deputy appointed by the Chair subject to the approval of the General Board. Members in class (e) shall serve for two years from 1 January following their election. Members in class (f) shall serve for two years from 1 January following their appointment. Co-opted members in class (g) shall serve until 31 December of the year in which they are co-opted or of the following year, as the Board shall determine at the time of their co-optation. HPS.
Appointments.
3. The provisions for the election of members of Faculty Boards in class (f) and for the period for which such members shall serve, which are contained in the regulations for the constitution of the Faculty Boards and for the Classes of Faculty Board Membership, Elections, and Periods of Office, and in the rules made under those regulations, shall apply, *mutatis mutandis*, to the election and period of membership of members of the Board in class (h). Student
members of the
Board.
4. The Board shall elect annually one of their number as Chair of the Board, and a Secretary; provided that neither of the persons so elected shall be a [Graduate Student or a person *in statu pupillari*] (registered student).¹ Chair and
Secretary.
5. Except so far as may be determined otherwise by Ordinance, the Board shall have the same powers and duties as are assigned by the General Regulations for the Constitution of the Faculty Boards to the Board of a Faculty organized in Departments. Powers and
duties.
6. The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply as if the Board were a body constituted by Statute and any matter which, if the Board were a Faculty Board, would be reserved business under Regulation 11 of the General Regulations for the Constitution of the Faculty Boards shall also be reserved. These provisions shall apply to any member of the Board in class (h) who is not [*in statu pupillari*] (a registered student)¹ as if he or she were a [person *in statu pupillari*] (registered student).¹ Reserved
business.

Curator and Assistant Curator of the Whipple Museum of the History of Science

1. There shall be a University office of Curator of the Whipple Museum of the History of Science, the holder of which shall also be entitled Director of the Museum. Director.
2. There shall be a University office of Assistant Curator of the Whipple Museum of the History of Science, the holder of which shall report to the Curator of the Museum. Assistant
Curator.
3. Appointments and reappointments to the University offices of Curator and Assistant Curator of the Whipple Museum of the History of Science shall be made by the Appointments Committee for the Department of History and Philosophy of Science. Appointments
and tenure.
4. The duties of the Curator shall be determined by the Board of History and Philosophy of Science and shall include the following: Duties.
- (a) to assist the Head of the Department of History and Philosophy of Science in the preservation, augmentation, and display of the collections of the Museum, and in making them available for purposes of study and research;
- (b) to undertake at the request of the Board of History and Philosophy of Science, without additional payment, such teaching as the Board may consider desirable, having regard to the due performance of her or his duties as Curator.
5. The duties of the Assistant Curator shall be determined by the Board of History and Philosophy of Science and shall include assisting the Curator in her or his duties under Regulation 4 above.

FACULTY OF HUMAN, SOCIAL, AND POLITICAL SCIENCE
MCDONALD INSTITUTE FOR ARCHAEOLOGICAL RESEARCH

Human, Social,
and Political
Science.

Constitution and Management

1. The McDonald Institute for Archaeological Research shall be an institution within the Department of Archaeology.
2. The object of the Institute shall be to further research into all aspects of the early human past, including the origins and development of the human species, the development of the human mind and Object.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

its expression, and the variety of early human achievement, customs, and practice in every part of the world. The work of the Institute, which shall include archaeological fieldwork and excavation, shall be interdisciplinary in character and shall involve collaboration with the environmental and other sciences, and with disciplines relevant to the development of the human cognitive faculties, and shall be designed to lead to the collation and publication of data and conclusions. Research conducted by the Institute shall have primary (but not exclusive) reference to the Euro-Asian sector and shall involve co-operation and sharing of knowledge with similar bodies and organizations in all parts of the world.

Managing
Committee.

3. The Institute shall be under the general control of a Managing Committee, which shall consist of:

- (a) the Disney Professor of Archaeology;
- (b) the Director of the Institute, if not the Disney Professor;
- (c) the George Pitt-Rivers Professor of Archaeological Science;
- (d) the Deputy Director of the Institute;
- (e) the Head of the Department of Archaeology, or his or her nominee;
- (f) one person appointed by the General Board;
- (g) two persons appointed by the Faculty Board of Human, Social, and Political Science, one of whom shall be a University officer in the Department of Archaeology and the other a University officer in the Faculty of Classics;
- (h) two persons appointed by the D. M. C. McDonald Foundation.

Members in classes (f) and (g) shall be appointed in the Michaelmas Term to serve for three years from 1 January following their appointment and shall be eligible for reappointment. The D. M. C. McDonald Foundation shall have power to assign the right of appointment of members in class (h) either to a separate trust or to some official body or to the holder of a particular office.

Chair and
Secretary.

4. The Managing Committee shall meet at least twice a year, and shall elect one of their own number as Chair for a period of three years at a time. The Director of the Institute shall act as Secretary of the Managing Committee.

Reports.

5. The Managing Committee shall make an Annual Report to the General Board on the work of the Institute and such other reports to the General Board as they think fit. Copies of all such reports shall at the same time be submitted to the D. M. C. McDonald Foundation or its nominated successors.

Staff of the Institute

Director.

1. There shall be a University office of Director of the McDonald Institute, which shall normally be held concurrently with the Disney Professorship of Archaeology.

Appointments
and reappoint-
ments.

2. Appointments and reappointments to the Directorship shall be made by the General Board on the recommendation of the Managing Committee for the Institute, and shall be for a period or periods not exceeding five years at a time; provided that the General Board may, on the recommendation of the Managing Committee, require the Director to resign the Directorship with effect from the date on which a newly-elected holder of the Disney Professorship of Archaeology takes up the duties of that office, so that the latter may be appointed Director.

Duties.

3. The Director shall be the administrative Head of the Institute, and shall be responsible for the direction of research in the Institute, subject to the overall control of the Managing Committee.

Deputy
Director.

4. There shall be a University office of Deputy Director¹ of the Institute who shall act under the Director as the executive officer of the Institute. The office of Deputy Director shall not normally be held concurrently with any other University office.

Appointments
and reappoint-
ments.

5. Appointments and reappointments to the University office of Deputy Director of the Institute shall be made by the Managing Committee, subject to the approval of the General Board.

Duties.

6. The duties of the Director and the Deputy Director of the Institute shall be determined by the Managing Committee, subject to the approval of the General Board.

Residence.

7. The Director and the Deputy Director shall conform to such conditions of residence as may be determined by the Managing Committee, subject to the approval of the General Board.

¹ This is an office specified in the Schedule to Special Ordinance C (i) 1 (p. 72).

Fellows of the Institute

1. There shall be such number of Fellows of the McDonald Institute as the Managing Committee may from time to time determine, subject to the approval of the General Board.

Fellows.

2. Fellowships of the Institute shall be held by persons who have made or are making important contributions to research in archaeology, or who are pursuing advanced work in the subject. A Fellowship may be held concurrently with a University office.

3. Appointments and reappointments to Fellowships shall be made by the Managing Committee for periods not exceeding five years at a time.

Appointments and
reappointments.

4. The stipend, if any, of a Fellow shall be determined by the Managing Committee, subject to the approval of the General Board.

Stipend.

Visiting Fellowships

1. In order to enable scholars from outside Cambridge to take part in, and to contribute to, the work of the McDonald Institute there shall be Visiting Fellowships for persons who have made or are making important contributions to research in archaeology or who are pursuing advanced work in the subject.

Visiting
Fellows.

2. The maximum number of Visiting Fellows that there may be in the Institute at any one time shall be determined by the Managing Committee, subject to the approval of the General Board. Appointments and reappointments to Visiting Fellowships shall be made by the Managing Committee for periods not exceeding one year at a time.

Appointments
and tenure.

3. A Visiting Fellow shall be required under the general supervision of the Managing Committee to take part in the research programme of the Institute.

Duties.

4. Visiting Fellows shall not hold any University office during the tenure of their Fellowships.

5. The stipend, if any, of a Visiting Fellow shall be determined by the Managing Committee, subject to the approval of the General Board.

Restrictions.
Stipend.

6. Subject to the approval of the General Board the Managing Committee may make grants to Visiting Fellows to meet travelling or other expenses incurred in connection with their Fellowships.

Grants.

D. M. McDonald Trust Fund

1. The sums given to the University by Dr D. M. McDonald for the support of the McDonald Institute for Archaeological Research shall form a Fund called the D. M. McDonald Trust Fund.

Title.

2. The Fund shall be held by the University upon trust for the furtherance of archaeological research within the McDonald Institute, in accordance with the objects of the Institute.

Purpose.

3. The Fund shall be administered by the Managing Committee for the Institute who shall regulate their own procedure. They may pay out of the Fund their own expenses and all other expenses, costs, and charges which they deem necessary in connection with the administration of the Fund.

Administration.

4. The first charge on the income of the Fund shall be the cost of carrying on the activities of the Institute, including the payment of the salaries of its staff, and the running costs of the Institute and the maintenance of its building. In this connection the Managing Committee may propose the establishment of University offices and assistant posts within the Institute, may provide equipment, and may fund Fellowships, Scholarships, and Studentships. If further income is available after meeting all the above mentioned costs, grants may also be approved by the Managing Committee to the D. M. McDonald Grants and Awards Fund¹ or to institutions or organizations in any part of the world having purposes similar to those of the Institute.

Income.

5. The Managing Committee shall decide from time to time what part of the Fund shall be available as income and what part shall be invested and used as capital, subject to the need to ensure that sufficient income shall be made available in every year to meet the running costs of the Institute and to maintain its building.

6. The Managing Committee shall appoint an Investment Committee which shall consist of:

Investment
Committee.

(a) one of the members of the Managing Committee in class (h);

(b) two other members of the Managing Committee;

(c) one person nominated by the Finance Committee of the Council;

(d) not more than two persons co-opted by the Investment Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons.

7. The Managing Committee shall have power to appoint suitably qualified investment advisers or investment managers of the Fund, subject to the approval of the Finance Committee of the Council.

Investment
advisers.

¹ See p. 896.

Human, Social,
and Political
Science.

8. The Fund, or any part of it, may from time to time be invested in such manner as the Investment Committee shall think fit, in the name of the Chancellor, Masters, and Scholars of the University, and the Committee shall have power to vary or realize such investment at their discretion.

Staff supported
by the Fund.

9. All persons engaged on the staff of the Institute shall for all purposes be employees of the University but, except and in so far as they may be remunerated in respect of any other office or post in the University, their total emoluments shall be reimbursed by the D. M. McDonald Trust Fund.

Land
Economy.

DEPARTMENT OF LAND ECONOMY

Amended by Grace 1 of 14 March 2018

Independent of
a Faculty.

1. The Department of Land Economy shall be a Department independent of any Faculty. The Department shall be controlled by the Board of Land Economy under the supervision of the General Board.

Selection and
Appointments
Committees.

2. Appointments and reappointments to an academic office other than a Professorship in the Department of Land Economy shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.¹ Appointments and reappointments to an academic-related office in the Department of Land Economy shall be made by an Appointments Committee for the Department consisting of the following persons:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) the Head of the Department of Land Economy;
- (c) three members of the Board of Land Economy appointed by that Board;
- (d) two persons appointed by the General Board.

Board of Land Economy

Amended by Grace 4 of 4 July 2018

Constitution.

1. The Board of Land Economy shall consist of:

- (a) the Head of the Department of Land Economy;
- (b) the Directors of such Research Centres within the Department of Land Economy as approved by the Board of Land Economy;
- (c) the Professors in the Department of Land Economy;
- (d) the Secretary of the Degree Committee for the Department;
- (e) six persons elected from among their own number by the Readers and other University officers in the Department of Land Economy and those members of the Regent House whose contribution to the teaching and research programme of the Department is such that they have been recognized by the Board;
- (f) one person appointed by the Council;
- (g) one person appointed by the General Board;
- (h) one person appointed by each of the Faculty Boards of Earth Sciences and Geography, Economics, and Law;
- (i) not more than two persons co-opted by the Board provided that in the case of a casual vacancy or vacancies in class (e) an additional person or persons may be co-opted to serve until the end of the calendar year in which the vacancy or vacancies occurred;
- (j) three persons elected in accordance with Regulation 3.

2. The election of members in class (e) shall be held in the Michaelmas Term of every year; the procedure for such an election shall be that prescribed in the Single Transferable Vote Regulations, except that the returning officer shall be the Chair of the Board or in the Chair's absence a deputy appointed by the Chair subject to the approval of the General Board. Members in class (e) shall serve for two years from 1 January following their election. Members in classes (f)–(h) shall serve for two years from 1 January following their appointment. Co-opted members in class (i) shall serve until 31 December of the year in which they are co-opted or of the following year as the Board shall determine at the time of their co-optation.

Student
members of
the Board.

3. The provisions for the election of members of Faculty Boards in class (f) and for the period for which such members shall serve, which are contained in the regulations for the constitution of the Faculty Boards and for the Classes of Faculty Board Membership, Elections, and Periods of Office,

¹ See p. 682.

and in the rules made under those regulations, shall apply, *mutatis mutandis*, to the election and period of membership of members of the Board in class (j).

Land
Economy.

4. The Board shall elect annually one of their members as Chair of the Board, provided that the person so elected shall not be a [Graduate Student or a person *in statu pupillari*] (registered student).¹ The Secretary of the Board shall be the Departmental Administrative Officer.

Chair and
Secretary.

5. Except so far as may be determined otherwise by Ordinance, the Board shall have the same powers and duties as are assigned by the General Regulations for the Constitution of the Faculty Boards to the Board of a Faculty organized in Departments. It shall also be their duty, under the supervision of the General Board, to exercise general control over the Department of Land Economy.

Powers and
duties.

6. The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply as if the Board were a body constituted by Statute and any matter which, if the Board were a Faculty Board, would be reserved business under Regulation 11 of the General Regulations for the Constitution of the Faculty Boards shall also be reserved. These provisions shall apply to any member of the Board in class (j) who is not [*in statu pupillari*] (a registered student)¹ as if he or she were a [person *in statu pupillari*] (registered student).¹

Reserved
business.

AGRICULTURAL ECONOMICS UNIT

General

1. Subject to the powers of the Board of Land Economy, the Agricultural Economics Unit shall be under the general control of the Head of the Department of Land Economy.

2. In accordance with such general arrangements as may be agreed upon between the Department for Environment, Food and Rural Affairs and the General Board, acting on behalf of the University, the Agricultural Economics Unit shall undertake investigations and provide specialist advice, as may be commissioned by the Ministry.

3. The Agricultural Economics Unit shall, in addition to the work commissioned by the Department for Environment, Food and Rural Affairs, promote and engage in research in agricultural economics.

Director of the Agricultural Economics Unit

1. Appointments and reappointments to the University office of Director of the Agricultural Economics Unit shall be made by the Appointments Committee for the Department of Land Economy, and two persons appointed by the General Board for the particular occasion.

Appointments.

2. The duties of the Director of the Agricultural Economics Unit shall be to advance knowledge and to promote and direct research in Agricultural Economics, to give instruction to students, and to supervise the work of the Unit, subject to the powers of the Board of Land Economy and under the general control of the Head of the Department of Land Economy. Such teaching as the Director may give on behalf of the University other than the supervision of Graduate Students shall be given without additional remuneration as part of the duties of the office.

Duties.

3. The Director shall conform to such conditions of residence as may be determined by the Board with the approval of the General Board.

Residence.

4. The Director shall not be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College.

Restrictions.

CAMBRIDGE CENTRE FOR HOUSING AND PLANNING

General

1. Subject to the powers of the Board of Land Economy, the Cambridge Centre for Housing and Planning shall be under the general control of the Head of the Department of Land Economy.

2. The Centre shall promote and engage in research in the field of housing and planning.

Director of the Cambridge Centre for Housing and Planning

1. There shall be a University office of Director of the Cambridge Centre for Housing and Planning, which may be held concurrently with another University office.

2. If the office is held concurrently with another University office, appointments and reappointments to the office of Director shall be made by the Appointments Committee for the Department of Land Economy and shall be for a period or periods not exceeding five years at a time.

Appointments
and tenure.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

**Land
Economy.**

Duties.

3. The duties of the Director shall be:

- (a) to promote and direct research in the field of housing and planning;
- (b) to give instruction to students therein;
- (c) subject to the powers of the Board of Land Economy and under the general control of the Head of the Department of Land Economy, to supervise the work of the Centre.

Such teaching as the Director may give on behalf of the University shall be given without additional remuneration as part of the duties of the office.

Residence.

4. The Director shall conform to such conditions of residence as may be determined by the Board of Land Economy with the approval of the General Board.

Restrictions.

5. The Director shall not be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College.

Law.

FACULTY OF LAW

INSTITUTE OF CRIMINOLOGY

Management

Amended by Grace 4 of 4 July 2018

Committee of
Management.

1. The Institute of Criminology shall be a Department within the Faculty of Law.

2. The Institute shall be under the general control of a Committee of Management which shall consist of:

- (a) the Director of the Institute;
- (b) the Wolfson Professor of Criminology;
- (c) the Chair of the Faculty Board of Law;
- (d) one person appointed by each of the following authorities: the Faculty Boards of Law, Business and Management, and Human, Social, and Political Science, the Strategic Committee for the Institute of Continuing Education, the Head of the Department of Psychiatry;
- (e) three persons elected from among their own number by the University officers in the Institute;
- (f) the Librarian of the Institute;
- (g) not more than three persons co-opted by the Committee; provided that it shall not be obligatory for the Committee to co-opt any person or persons;
- (h) two persons elected in accordance with Regulations 4 and 5 below.

3. Members in class (d) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. An election of members in class (e) shall be held in the Michaelmas Term each year; members so elected shall serve for three years from 1 January following the election. The procedure for such an election shall be that prescribed in the Single Transferable Vote Regulations, except that the returning officer shall be the Director of the Institute or, in the absence of the Director, a duly appointed deputy, subject to the approval of the General Board. Members in class (g) 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.

Student
members.

4. Except as provided otherwise in these regulations, the provisions for the election and period of service of members of Faculty Boards in class (f) which are contained in the regulations for the constitution of the Faculty Boards and for the Classes of Faculty Board Membership, Elections, and Periods of Office, and in the rules made under those regulations, shall apply, *mutatis mutandis*, to the election and the period of service of members of the Committee of Management in class (h).

Scheme of
election.

5. The scheme for the election of members of the Committee of Management in class (h) shall be as follows:¹

J. The members in class (h) shall be (i) one graduate student elected by and from among the graduate students pursuing a course of study in the Institute for the Ph.D. Degree, and (ii) one graduate student elected by and from among the graduate students pursuing a course of study in the Institute leading to the M.Phil. Degree. The returning officer for the election shall be the Director of the Institute.

Chair and
Secretary.

6. The Committee shall elect annually one of their members as Chair, and a Secretary, provided that neither of the persons so elected shall be a [Graduate Student or a person *in statu pupillari*] (registered student).² They may, subject to the approval of the General Board, pay a salary to the Secretary.

Quorum.

7. Six members of the Committee shall constitute a quorum.

¹ For Schemes A–H see p. 611.

² The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

8. Subject to the powers of the Council, the General Board, and the Faculty Board of Law, the duties of the Committee shall be as follows: Law.
Duties of the
Committee.
- (a) to promote teaching and research in Criminology and the publication of the results of such research;
 - (b) to co-operate with other institutions in the University in the encouragement of teaching and research in Criminology;
 - (c) to supervise the work of the Institute.
9. The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply as if the Committee were a body constituted by Statute and any matter which, if the Committee were a Faculty Board, would be reserved business under Regulation 11 of the General Regulations for the Constitution of the Faculty Boards shall also be reserved. These provisions shall apply to any member of the Committee in class (h) who is not *in statu pupillari* as if he or she were a person *in statu pupillari*. Reserved
business.

Staff of the Institute of Criminology

Amended by Grace 1 of 14 March 2018

1. There shall be the University office of Director of the Institute of Criminology¹ which shall be held concurrently with another University office for a period not exceeding five years, as determined by the General Board at the time of appointment. The Director shall be appointed by the General Board on the recommendation of the Management Committee.
2. Appointments and reappointments to a University office of University Lecturer, Assistant Director of Research, or Senior Assistant in Research in the Institute shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.² Appointments.
3. The Director shall be the Head of the Department of the Institute of Criminology. Under the general control of the Committee of Management he or she shall carry out the duties specified for the Head of a Department in Statute A V 17.
4. The Director shall conform to such conditions of residence as may be determined by the Committee of Management with the approval of the General Board. Residence.
5. The Director shall not be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College. Restrictions.

Visiting Fellowships

1. In order to enable scholars and experts from outside Cambridge to take part in and contribute to the work of the Institute of Criminology there shall be Visiting Fellowships for persons who are experienced in the administration of criminal justice or who have made important contributions to the criminological and allied disciplines. There shall not be more than four Visiting Fellows in the Institute at any one time. Purpose and
number.
2. Appointments and reappointments to Visiting Fellowships shall be made by the Committee of Management of the Institute for periods not exceeding one year at a time. Appointments
and tenure.
3. A Visiting Fellow shall be required under the general supervision of the Committee of Management to take part in the teaching and research programme of the Institute. Duties.
4. Visiting Fellows shall not hold any University office during the tenure of their Fellowships. A Visiting Fellow who is not a member of the University at the time of appointment shall be required to become a member as soon as is conveniently possible thereafter. Restrictions.
5. The stipend, if any, of a Visiting Fellow shall be determined by the Committee of Management with the approval of the General Board on the occasion of each appointment or reappointment. Stipend.
6. Subject to the approval of the General Board, the Committee of Management may make grants to Visiting Fellows to meet travelling or other expenses incurred in connection with their Fellowships. Grants.

LAUTERPACHT RESEARCH CENTRE FOR INTERNATIONAL LAW

Management

1. The Lauterpacht Research Centre for International Law shall be an institution within the Faculty of Law and shall be under the general control of a Committee of Management which shall consist of: Committee of
Management.
- (a) the Chair of the Faculty Board of Law and the Whewell Professor of International Law *ex officio*;

¹ This is an office specified in the Schedules to Special Ordinances C (i) 1 (p. 72) and C (vii) 1 (p. 87).

² See p. 682.

- Law.** (b) the Director and the Deputy Director of the Centre;
 (c) one person appointed by the General Board, three by the Faculty Board of Law, and one by the Faculty Board of Human, Social, and Political Science;
 (d) not more than two additional persons co-opted at the discretion of the Committee.
- 2.** Members in class (c) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Co-opted members in class (d) shall serve until 31 December of the year in which they are co-opted or of the year next following, as the Committee shall determine at the time of their co-optation.
- Chair and Secretary.** **3.** The Faculty Board shall elect one of their number, other than the Director and the Deputy Director of the Centre, to be Chair of the Committee, to serve for four years from 1 January following his or her election. The Director shall serve as Secretary of the Committee.
- Duties of the Committee.** **4.** Subject to the powers of the Council, the General Board, and the Faculty Board of Law, the duties of the Committee shall be as follows:
 (a) to promote study and research in international law and to assist in the production of the *International Law Reports*;
 (b) to co-operate with outside bodies in the encouragement of study and research in international law;
 (c) to administer funds available to them for the purposes specified in (a) and (b) above, and to comply with any requirements of the General Board and of the Faculty Board of Law as regards the submission of reports, estimates, and accounts which shall be shown separately from the accounts of the Faculty;
 (d) to supervise the work of the staff of the Research Centre.
- 5.** Five members of the Committee shall form a quorum.
- Quorum. Finances.** **6.** The funds available to the Research Centre shall consist of donations including an annual donation from the Trustees of the *International Law Reports*.

Staff of the Research Centre

- Director.** **1.** There shall be a University office of Director of the Research Centre, which may be held concurrently with another University office and shall be held on such terms and conditions as the General Board may from time to time determine.
- Deputy Director.** **2.** There shall be a University office of Deputy Director of the Research Centre which shall be held concurrently with a University office in the Faculty of Law.
- 3.** Appointments and reappointments to the office of Director shall be made by the General Board on the recommendation of the Faculty Board of Law. If the office is held concurrently with another University office, appointments and reappointments shall be made for such periods not exceeding four years at a time as shall be determined by the General Board on the recommendation of the Faculty Board.
- 4.** Appointments and reappointments to the office of Deputy Director shall be made by the General Board on the recommendation of the Faculty Board of Law, and shall be for such periods not exceeding four years at a time as shall be determined by the General Board on the recommendation of the Faculty Board.
- Duties.** **5.** Under the general control of the Committee of Management, the Director shall be the administrative Head of the Research Centre. The Director and the Deputy Director shall be responsible for the direction of study and research in the Centre.

Visiting Fellowships

- Purpose.** **1.** In order to enable scholars to take part in and contribute to the work of the Research Centre there shall be Visiting Fellowships for persons who have made or are making important contributions to international law, or who are pursuing work in international law.
- Appointments and tenure.** **2.** The maximum number of Visiting Fellows that there may be in the Research Centre at any one time shall be determined by the General Board. Appointments and reappointments to Visiting Fellowships shall be made by the Committee of Management of the Research Centre, subject to the approval of the Faculty Board of Law, for periods not exceeding two years at a time.
- Duties.** **3.** A Visiting Fellow shall be required under the general supervision of the Committee of Management to take part in the work of the Research Centre.

4. Visiting Fellows shall not hold any University office during the tenure of their Fellowships. A Visiting Fellow who is not a member of the University at the time of appointment shall be required to become a member as soon as is conveniently possible thereafter. Law.
Restrictions.

5. The stipend, if any, of a Visiting Fellow shall be determined by the Committee of Management with the approval of the General Board on the occasion of each appointment or reappointment. Stipend.

JUDGE INSTITUTE OF MANAGEMENT (JUDGE BUSINESS SCHOOL)

Management.

1. The Judge Institute of Management shall be a Department within the Faculty of Business and Management and shall have the title 'Judge Business School'. The Director of the Institute shall be the academic head of the School. The Institute shall be under the general control of the Faculty Board of Business and Management.

2. There shall be an advisory board, which shall contain at least four persons who are not members of the Regent House and who have experience of business administration. It shall be the duty of the advisory board to advise the Director and the Faculty Board on policy for the future development of the Judge Business School in the University. Advisory
Board.

Staff of the Institute

1. There shall be a University office of Director of the Institute which shall be held concurrently with another University office in the Institute. Director.

2. The Director of the Institute shall be appointed by the General Board on the recommendation of the Faculty Board of Business and Management. He or she shall be appointed for a period of five years and shall be eligible for reappointment for a further period of five years. The Director shall be the Head of the Department *ex officio*. Tenure.

3. There shall be a University office of Director of the M.B.A. course, which may be held concurrently with another University office.¹ The Director of the M.B.A. course shall be responsible to the Faculty Board of Business and Management for the planning, development, and administration of the course leading to the degree of M.B.A. Appointments and reappointments to the office of Director, if held concurrently with another University office, shall be for such period or periods not exceeding five years at a time as the Appointments Committee for the Faculty Board shall determine. Director of
M.B.A. course.

4. There shall be such number of Careers Advisers in the Institute as the General Board shall determine on the recommendation of the Faculty Board. Appointments and reappointments to the office of Careers Adviser shall be made in accordance with arrangements agreed from time to time by the appropriate authority. Careers
Advisers.

CENTRE FOR BUSINESS RESEARCH

Management

1. The Centre for Business Research shall be an interdisciplinary research institute within the Judge Business School and shall be under the general control of a Committee of Management, which shall consist of: Committee of
Management.

(a) the Director;

(b) the Assistant Directors;

(c) one person appointed by the General Board, who shall be Chair;

(d) the Executive Director of Research in the Faculty of Economics, the Director of Judge Business School, the Heads of the Departments of Geography and Land Economy, and the Chairs of the Faculty Boards of Economics, Engineering, Human, Social, and Political Science, and Law, or in each case the elected representative of the Board;

(e) not more than two persons co-opted at the discretion of the Committee.

2. The member in class (c) shall be appointed in the Michaelmas Term to serve for four years from 1 January following her or his appointment. Members in class (e) 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.

3. The Committee shall appoint annually one of their number to act as Secretary. Secretary.

¹ This office is an office specified in the Schedule to Special Ordinance C (vii) 1 (p. 87).

Management. 4. The Committee shall meet at least once in each year. Five members present at a meeting shall constitute a quorum.

Quorum.

Duties of the Committee.

5. The duties of the Committee shall be as follows:

- (a) to promote business research and the dissemination of the results of such research;
- (b) to co-operate with outside bodies in the encouragement of business research;
- (c) to administer funds allocated to them for the purposes specified in (a) and (b) above;
- (d) to supervise the work of the staff of the Centre;
- (e) to make an Annual Report to the Director of Judge Business School.

6. The Committee shall prepare annual estimates for submission to the Director of Judge Business School.

Executive Committee.

7. There shall be an Executive Committee, consisting of the Director, who shall be Chair, and the Assistant Directors. The Committee shall advise the Director on matters concerning the staffing, resources, and administration of the Centre, including the setting and revision of project budgets. The Committee may co-opt not more than three additional members to serve for such periods as they think fit.

8. The Executive Committee shall meet at least once each term.

Advisory Board.

9. There shall be an Advisory Board consisting of:

- (a) the Director;
- (b) two of the Assistant Directors elected by the Executive Committee;
- (c) at least twelve persons appointed by the General Board on the recommendation of the Director. Members in classes (b) and (c) shall be elected or appointed in the Michaelmas Term to serve for four years from 1 January following their election or appointment. A member in classes (b) and (c) shall at the end of that period be eligible for re-election or reappointment, respectively, for one further period of four years, provided that the General Board may exceptionally allow a member to be eligible for a second further period of four years, after which two years shall elapse before he or she shall again be eligible for re-election or reappointment. The members in class (c) shall include at least nine persons who are not resident members of the University.

The General Board shall have power, after consulting the Director, to appoint two persons to attend meetings of the Advisory Board as observers.

Duties of the Board.

10. The duties of the Advisory Board shall be:

- (a) to advise the Director on lines of business research, their financial implications, and potential sources of funding for such research;
- (b) to assist the Director in co-operation with outside bodies in furthering the Centre's programme of research;
- (c) to receive reports of research conducted within the Centre and an annual statement of the Centre's financial position.

Chair.

11. The Advisory Board shall elect one of their number, other than the Director, to act as Chair each year, and a Secretary. The Board shall meet at least once in each year.

Staff of the Centre

Director of the Centre.

1. There shall be a University office of Director of the Centre which may be held concurrently with another University office.

2. The Director of the Centre shall be appointed by the General Board on the recommendation of the Committee of Management of the Centre for Business Research. If held concurrently with another University office, appointments and reappointments to the office of Director shall be for such periods not exceeding five years at a time as the General Board may determine.

3. Under the general control of the Committee of Management, the Director shall be the administrative Head of the Centre and shall be responsible for the direction of research in the Centre.

Assist Directors.

4. There shall be such number of University offices of Assistant Director of the Centre as the General Board may from time to time determine. The office of Assistant Director may be held concurrently with another University office.

5. If held concurrently with another University office, appointments and reappointments to a University office of Assistant Director of the Centre shall be made by the Committee of Management, subject to the approval of the General Board, and shall be for such periods as shall be determined by the General Board on the recommendation of the Committee.

6. The Assistant Directors shall be responsible to the Director for:
- (a) the development and efficient conduct of groups of research projects allocated to them by the Director;
 - (b) the provision of annual progress reports to the Director on their groups of research projects.
7. During any absence of the Director, or when the office of Director is vacant, the General Board may, on the recommendation of the Committee of Management, appoint one of the Assistant Directors as Acting Director on such terms and conditions as the Board may determine.
8. There shall be such number of Junior Research Fellowships, Research Fellowships, and Senior Research Fellowships as shall be determined from time to time by the Committee of Management on the recommendation of the Director. Such Fellowships may be held concurrently with another University office.

Management.

Research Fellowships.

Visiting Fellowships

1. In order to enable scholars from outside Cambridge to take part in and contribute to the work of the Centre there shall be Visiting Fellowships for persons who have made or are making important contributions to business research, or who are pursuing advanced work in the subject.
2. Appointments and reappointments to Visiting Fellowships shall be made by the Director of the Centre for periods not exceeding one year at a time.
3. The stipend, if any, of a Visiting Fellow shall be determined by the Director with the approval of the General Board on the occasion of each appointment or reappointment.

Appointments and tenure.

Stipend.

Research Affiliates

The Director may from time to time grant the status of Research Affiliate to persons (other than the salaried research staff of the Centre) who contribute to the Centre's work.

CAMBRIDGE ENDOWMENT FOR RESEARCH IN FINANCE

Director

1. Appointments and reappointments to the University office¹ of Director of the Cambridge Endowment for Research in Finance (CERF) shall be made by the General Board, on the advice of a committee specially constituted for the particular occasion.
2. The duties of the Director shall include:
- (a) proposing research programmes that meet the objectives of CERF;
 - (b) monitoring and reporting on progress in meeting the objectives of CERF, and its constituent research projects;
 - (c) taking a leading role in generating funds for CERF;
 - (d) taking responsibility for operational, financial, and administrative management of CERF.
3. The Director shall be responsible to, and act for, the Managers of CERF in matters concerned with the general policy and intellectual development of CERF and its research programmes.
4. The office of Director may be held simultaneously with other offices in the University of Cambridge.
5. The Director shall be resident in the University during Full Term.

Appointments.

Duties.

Residence.

DEPARTMENT OF PHYSICS

Physics.

Rayleigh Library

1. The Library at the Cavendish Laboratory shall be called the Rayleigh Library.
2. Out of the sum received from the Committee of the Rayleigh Memorial Fund, the sum of £600 shall be separately invested in the name of the Chancellor, Masters, and Scholars of the University, and shall be called the Rayleigh Library Endowment Fund for Experimental Physics.
3. The income of the Fund shall be paid for the purposes of the Rayleigh Library to the Cavendish Professor of Physics, who shall keep an account thereof.
4. A book-plate shall be prepared, and a copy of it placed in each book purchased out of the Fund.

Name.

Fund.

Income.

Book-plate.

¹ This office is an office specified in the Schedule to Special Ordinance C (vii) 1 (p. 87).

P.D.N.

DEPARTMENT OF PHYSIOLOGY, DEVELOPMENT, AND NEUROSCIENCE

*Certain University offices in the Department of Physiology, Development, and Neuroscience**Amended by Grace 1 of 14 March 2018*

- Staff. **1.** There shall be the offices of University Clinical Anatomist, University Clinical Veterinary Anatomist, and University Physiologist in the Department of Physiology, Development, and Neuroscience. The tenure of these offices shall be the same as that prescribed for a University Lecturer by Special Ordinance C (ix) 3 and 4.
- Appointments. **2.** Appointments and reappointments to each office of University Clinical Anatomist, University Physiologist, and University Clinical Veterinary Anatomist shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.¹
- Duties. **3.** The duties of each officer shall be to assist the Head of the Department of Physiology, Development, and Neuroscience in the work of the Department as directed by him or her throughout the year, save for a period or periods not exceeding a total of seven weeks in any one academical year as may be agreed between the officer and the Head of the Department.
- 4.** Each officer shall undertake without additional payment such formal teaching as may be assigned to him or her by the Head of the Department, with the concurrence of the Faculty Board of Biology, being not less than 100 hours nor more than 200 hours of demonstrating in any one year, or an equivalent amount of other teaching.
- Restrictions. **5.** None of the officers specified in Regulation 1 shall, without the leave of the General Board, engage in teaching other than teaching given on behalf of the University or a College or Colleges. The amount of teaching given on behalf of a College or Colleges shall not exceed six hours a week.
- 6.** None of the officers specified in Regulation 1 shall, without the leave of the General Board, engage in private practice or other duties involving clinical responsibility.

Plant Sciences.

DEPARTMENT OF PLANT SCIENCES

Herbarium

- Staff. **1.** There shall be the following University offices on the staff of the Herbarium:
 (a) an office of Curator which shall be held concurrently with another University office in the Department of Plant Sciences;
 (b) such number of offices of Senior Assistant Curator or Assistant Curator as the General Board shall from time to time determine.
- Appointment of Curator. **2.** Appointments and reappointments to the office of Curator of the Herbarium shall be made by the Appointments Committee for the Faculty of Biology.
- Duties of Curator. **3.** The Curator shall be responsible to the Head of the Department of Plant Sciences for the maintenance of the collection entrusted to his or her care, and for making it available for purposes of study and research.
- Teaching work. **4.** The amount of teaching to be given by the Curator shall be determined by the Faculty Board of Biology after taking into account his or her curatorial duties.
- Stipend. **5.** The stipend of the Curator shall be his or her stipend as a University officer together with such payments for special responsibilities as Curator as may from time to time be approved by the General Board on the recommendation of the Faculty Board.
- Appointments of other staff. **6.** Appointments and reappointments to a University office of Senior Assistant Curator or Assistant Curator of the Herbarium shall be made by the Appointments Committee for the Faculty of Biology, with the Curator of the Herbarium as an additional member for this purpose.
- Duties. **7.** The duties of a Senior Assistant Curator or an Assistant Curator shall be determined by the General Board on the recommendation of the Faculty Board and shall include the following:
 (a) to assist the Curator in the duties specified under Regulation 3 above;
 (b) to undertake at the request of the Faculty Board, without additional payment, such teaching as the Faculty Board may consider desirable, having regard to his or her curatorial duties.
- Members of Faculty. **8.** The holders of University offices on the staff of the Herbarium shall be members of the Faculty of Biology under Regulation 1(b) of the Regulations for Faculty Membership.

¹ See p. 682.

DEPARTMENT OF VETERINARY MEDICINE

Amended by Notice (Reporter, 2017–18, p. 731)

1. The short title of the Department shall be ‘The Veterinary School’.
2. The Faculty Board of Veterinary Medicine shall designate the Head of the Department of Veterinary Medicine as Dean of the Veterinary School, providing always that he or she is a member of the Royal College of Veterinary Surgeons.
3. The Faculty Board of Veterinary Medicine shall designate as Associate Dean for Veterinary Education in the Department of Veterinary Medicine an officer who holds an appointment in the Department.
4. The Faculty Board of Veterinary Medicine shall designate as Associate Clinical Dean in the Department of Veterinary Medicine an officer who holds an appointment in the Department.
5. The Faculty Board of Veterinary Medicine shall designate as Associate Dean for Research in the Department of Veterinary Medicine an officer who holds an appointment in the Department.

Certain University offices in the Department of Veterinary Medicine

1. (a) There shall be such number of University offices of University Pathologist, University Physician, University Surgeon, and University Equine Surgeon in the Department of Veterinary Medicine as the General Board may from time to time determine. The tenure of these offices shall be the same as that prescribed for a University Lecturer by Special Ordinance C (ix) 3 and 4.

Titles and
number.

(b) There shall be such number of University offices of Resident in the Department of Veterinary Medicine as the General Board may from time to time determine. An office of Resident shall be tenable for three years, provided that

- (i) in exceptional circumstances a Resident may be appointed for periods of not more than one year at a time;
- (ii) no person shall hold the office of Resident for a total period exceeding five years;
- (iii) any appointment to another office of Resident shall be regarded as a reappointment of the person concerned.

2. The duties of each officer shall be to assist the Head of the Department of Veterinary Medicine with the work of the Veterinary Hospital throughout the year save for such period or periods not exceeding six weeks in all in any one academical year as may be agreed by the Head of the Department.

Duties.

3. Each officer shall undertake without additional payment such teaching as may be assigned to him or her by the Head of the Department of Veterinary Medicine, with the concurrence of the Faculty Board of Veterinary Medicine.

4. None of the officers specified in Regulation 1 shall, without the leave of the General Board, engage in teaching other than teaching on behalf of the University or a College or Colleges. The amount of teaching given on behalf of a College shall not exceed six hours a week.

Restrictions.

5. The officers specified in Regulation 1 shall not, without the leave of the General Board, engage in private practice, but they may attend private patients in connection with their work in the Department of Veterinary Medicine, provided that any fees for such attendance are paid to a Clinical Research Fund which shall be administered according to arrangements approved by the Faculty Board of Veterinary Medicine.

Veterinary Students Register

The Faculty Board and the Faculty Board of Biology shall maintain jointly through a Veterinary Fitness to Practise Committee a register of students who are deemed fit to practise veterinary medicine and consequently to be admitted as candidates for the Second Examination and the Final Examination for the degree of Bachelor of Veterinary Medicine. A Veterinary Fitness to Practise Appeal Panel shall have the power on appeal from a student affected by a decision of the Veterinary Fitness to Practise Adjudication Panel to confirm, quash, amend, or refer back to the same, or a newly constituted, Veterinary Fitness to Practise Adjudication Panel the decision in question.

Zoology.

DEPARTMENT OF ZOOLOGY

MUSEUM OF ZOOLOGY

Amended by Grace 1 of 14 March 2018

- Staff. **1.** There shall be the following University offices on the staff of the Museum of Zoology:
- (a) the office of Director;
 - (b) an office of Curator or Senior Assistant Curator or Assistant Curator, as the General Board shall determine from time to time, of Vertebrates;
 - (c) an office of Curator or Senior Assistant Curator or Assistant Curator, as the General Board shall determine from time to time, of Insects;
 - (d) either an office of Curator, Senior Assistant Curator, or an office of Assistant Curator, as the General Board shall determine from time to time;
 - (e) an office of Senior Assistant Curator or Assistant Curator, as the General Board shall determine from time to time, in Malacology (Watson).

The title of Strickland Curator, on the foundation of Miss Frances Strickland, may be granted by the Faculty Board of Biology, on the recommendation of the Head of the Department of Zoology, to a person holding a University office or an unestablished appointment on the staff of the Museum. A person to whom the title is granted shall hold it for such period as may be determined by the Faculty Board, subject to the approval of the General Board.

2. (a) The office of Director shall be held in conjunction with a Professorship in the Department of Zoology.

(b) An office of Curator shall be held in conjunction with another University office in the Department of Zoology.

(c) An office of Senior Assistant Curator or Assistant Curator shall not be tenable in conjunction with any other University office.

Appointments and tenure.

3. Appointments and reappointments to a University office of Curator, Senior Assistant Curator, or Assistant Curator on the staff of the Museum shall be made by a Selection Committee in accordance with arrangements agreed from time to time by the General Board.¹ The tenure of a Curator shall be the same as that prescribed for a University Lecturer by Special Ordinance C (ix) 3 and 4. In accordance with the express wishes of the founder of the Hugh Watson Fund, a holder of the office of Senior Assistant Curator or Assistant Curator in Malacology (Watson) shall be a graduate of a university.

Duties.

4. The Director shall be responsible to the Head of the Department of Zoology for the maintenance of the collections of the Museum, and for making them available for study and research. The Director shall also undertake such other duties in connection with the Museum as may be assigned to him or her by the Head of the Department or the Faculty Board of Biology.

5. It shall be the duty of the other members of the staff of the Museum to assist the Director in the duties specified in Regulation 4.

Hours of attendance.

6. The hours of attendance in the Museum of members of the staff shall be determined by the Faculty Board of Biology on the recommendation of the Head of the Department of Zoology.

Teaching work.

7. If a Curator holds a University Lectureship or a University Senior Lectureship, the performance of his or her duties in connection with the Museum shall be taken into account by the Faculty Board under Special Ordinance C (ix) 8 in determining the amount of teaching that he or she is to undertake.

8. An Assistant Curator shall undertake at the request of the Faculty Board, without additional payment, such teaching in connection with the Department of Zoology as the Faculty Board may consider desirable, having regard to the due performance of his or her duties in the Museum.

Stipends.

9. No stipend shall be attached to the offices of Director or Curator. The Director may receive such payments for administrative responsibility as may from time to time be approved by the General Board on the recommendation of the Faculty Board.

Members of Faculty.

10. The holders of University offices on the staff of the Museum of Zoology shall be members of the Faculty of Biology under Regulation 1(b) of the Regulations for Faculty Membership.

*Crotch Fund**Endowments, 1904, p. 536*

Statute E

XXXVII.

Income.

1. The income of the Crotch Fund shall be placed at the disposal of the Director of the Museum of Zoology for the purchase of books or specimens for the Museum.

Reserve Fund.

2. The unexpended income in any year shall be carried to a Reserve Fund.

¹ See p. 682.

3. The Reserve Fund may be used, at the discretion of the Director, for the purposes of Regulation 1 or for the purchase of cases for exhibiting specimens or for special work in connection with the Museum collections. Zoology.

4. The Director shall make an annual report to the Faculty Board of Biology on the use of the Reserve Fund.

Balfour and Newton Libraries

In addition to the provisions of the regulations for Faculty, Departmental, and other Libraries the following special regulations shall apply to the Balfour Library and Endowment Fund and to the Newton Fund and Library.

Balfour Library and Endowment Fund

1. The Balfour Library shall be under the charge of the Head of the Department of Zoology, and shall be housed in the Department of Zoology. Library.

2. The Library shall also be open to workers in the Department of Zoology who are not members of the University and to such other persons as have obtained the permission of the Head of the Department. To whom open.

3. The income of the Balfour Library Endowment Fund shall be paid to the Head of the Department of Zoology, to be spent upon the upkeep of the Balfour Library or to be added to the capital of the Fund. Fund.

4. These regulations shall be subject to alteration by Grace, provided that no change be made in the name of the Library or in that of the Fund, and that the Library continue to be the Departmental Library of the Department of Zoology. Alterations.

Newton Fund and Library

1. The Newton Library shall be under the charge of the Head of the Department of Zoology and shall be housed in the Department of Zoology. Library.

2. The Library shall also be open to workers in the Department of Zoology who are not members of the University and to such other persons as have obtained the permission of the Head of the Department. To whom open.

3. The interest on the Fund bequeathed by the late Professor Newton shall be placed at the disposal of a Committee, consisting of the Head of the Department of Zoology, the Director of the Museum of Zoology, and the Strickland Curator, for keeping up and adding to the Newton Library. Fund.

SUB-DEPARTMENTS

Sub-departments.

GENERAL

1. The duties and responsibilities of the Director of a Sub-department shall be as follows: Duties of Directors.
 - (a) In all administrative and financial matters the Director shall be responsible to the Head of the Department.
 - (b) Within the first fortnight of the Easter Term the Director shall submit to the Head of the Department an estimate of the expenditure required in the ensuing financial year in his or her branch of the subject. After the estimate has been considered by the Head of the Department and the Finance Committee of the Council the Director shall have authority to expend sums not in excess of the amounts approved. All accounts shall be paid by the Head of the Department or by a person nominated by the Head under Statute A V 17, and all payments accounted for through the Departmental Account. A statement of the income and expenditure of each Sub-department shall be submitted at the end of each financial year to the General Board.
 - (c) In each Sub-department those departmental demonstrators, assistants in research, and laboratory attendants whose stipends and wages are covered by the aforesaid estimates shall be recommended for appointment by the Director but their appointment shall rest with the Head of the Department.
 - (d) In each academical year the Director shall recommend to the Head of the Department the teaching programme to be given in his or her branch of the subject, for approval and transmission to the Faculty Board concerned.
 - (e) The Director shall be responsible to the Head of the Department for the direction of research in the Sub-department.
2. There shall be Sub-departments of the several Departments, as specified in Regulation 4.

Sub-departments. 3. Subject to the provisions of Regulation 4, the Director of each Sub-department shall be appointed by the General Board, on the recommendation of the relevant Faculty Board or other authority, for a period not exceeding five years at a time.

4. The Directors of the several Sub-departments shall be as follows:

Directors.

<i>Department</i>	<i>Sub-department</i>
Geography	Scott Polar Research Institute The Director of the Scott Polar Research Institute.
Pure Mathematics and Mathematical Statistics	Statistical Laboratory A person appointed in accordance with Regulation 3.
Plant Sciences	Botanic Garden The Director of the Botanic Garden.
Zoology	Animal Behaviour A person appointed in accordance with Regulation 3.

Acting
Directors.

5. During any period of absence from duty of the Director of a Sub-department, or during any period when there is a vacancy in an office whose holder is *ex officio* Director of a Sub-department, the General Board on the recommendation of the relevant Faculty Board or other authority shall have discretion to appoint a person to be Acting Director of that Sub-department. A person so appointed shall be recognized as Director of the Sub-department for all purposes.

**Botanic
Garden.**
Sub-
department.

BOTANIC GARDEN

1. The Botanic Garden shall be a Sub-department of the Department of Plant Sciences, and the Director of the Botanic Garden shall be the Director of that Sub-department.

Syndicate.

2. There shall be a Syndicate called the Botanic Garden Syndicate, which, subject to the condition that no one shall be a member of the Syndicate who is not a member of the University, shall consist of:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) the Head of the Department of Plant Sciences;
- (c) eight members of the Senate, two appointed by the Council, two by the Faculty Board of Biology, and four by the General Board;
- (d) not more than four persons co-opted by the Syndicate, provided that it shall not be obligatory for the Syndicate to co-opt any person or persons.

Members in classes (c) and (d) shall be appointed or co-opted in the Michaelmas Term to serve for four years from 1 January following their appointment or co-optation. The Director of the Botanic Garden shall act as Secretary to the Syndicate.

Quorum.

3. Six members of the Syndicate shall form a quorum.

Duties of
Syndicate.

4. The duties of the Syndicate shall be:

- (a) to determine the general policy of the Garden and to supervise its finances;
- (b) to exercise a general supervision over the grounds, buildings, and collections;
- (c) to advise the Director in matters relating to the amenities of the Garden;
- (d) to inspect the Garden and its premises from time to time;
- (e) to make an Annual Report to the General Board on the condition of the Garden and its educational and research activities;
- (f) subject to the provisions of Regulation 10, to make rules of admission to the Garden and to amend such rules from time to time as they may think fit.

Annual Report.

Rules of
admission.

Appointment of
Director.

5. Except as may be otherwise provided by Statute or by Ordinances relating to a particular University office in the Department of Plant Sciences, appointments and reappointments to the University office¹ of Director of the Botanic Garden shall be made by the General Board, on the advice of a committee specially constituted for the particular occasion.

Duties of
Director.

6. The duties of the Director shall include:

- (a) the care of the Garden;
- (b) the maintenance of the collections;
- (c) provision for teaching and research;
- (d) such teaching duties as the Faculty Board of Biology, in consultation with the Botanic Garden Syndicate, may consider desirable having regard to the Director's duties in the Garden.

The Director shall be responsible to, and shall act as executive officer of, the Botanic Garden

¹ This office is an office specified in the Schedules to Special Ordinances C (i) 1 (p. 72) and C (vii) 1 (p. 87).

Syndicate for matters connected with the general policy of the Garden and the maintenance of its amenities. The Director shall be an additional member of the Appointments Committee for any office in the Department of Plant Sciences the duties of which the General Board determine also concern the Garden.

Botanic Garden.

7. The Director shall be resident in the University during Full Term and, subject to the proviso that the Syndicate shall have power to modify this requirement in any year, during not less than six weeks of the Long Vacation. The Director shall not be absent for more than two nights in any week during which he or she is required to reside without obtaining the permission of the Syndicate beforehand, if possible, or asking their approval upon return.

Residence of Director.

8. The Fund of the Botanic Garden shall be a separate part of the Fund of the Department of Plant Sciences in the accounts of the Department.

Fund.

9. There shall be a University office of Curator of the Botanic Garden, the holder of which shall report to the Director of the Botanic Garden. Appointments and reappointments to the office shall be made by an Appointments Committee appointed by the Head of the Department of Plant Sciences, provided that the Appointments Committee shall include the Director of the Botanic Garden and a person appointed by the Botanic Garden Syndicate. The duties of the Curator shall be determined by the Syndicate and shall include assisting the Director in her or his duties under Regulation 6 above.

Curator.

10. The Botanic Garden shall be open for not less than six hours on each weekday, except that on Christmas Day, Boxing Day, and on such other days as may appear necessary to the Syndicate, the Garden shall be closed.

Hours of opening.

ADMISSION TO THE UNIVERSITY BOTANIC GARDEN

Cambridge University Botanic Garden is private property. Visitors are welcome in accordance with the following rules made by the Botanic Garden Syndicate.

Rules of Admission

1. The Garden is open every day throughout the year except for the Christmas holiday period. There are two entrances, one in Bateman Street and one in Hills Road.

Times of opening and closing:

January, November, and December	10 a.m. – 4 p.m.
February, March, and October	10 a.m. – 5 p.m.
April–September	10 a.m. – 6 p.m.

The Glasshouses and Cafe close half an hour before Garden closing time. The Botanic Garden Shop closes fifteen minutes before the Garden closing time. From time to time, parts of the Garden, including the Glasshouses, may be closed to the public for maintenance. The latest admission time is half an hour before the Garden closing time.

2. Admission Charges

A charge is made for admission. The charge for admission is determined by the Syndicate from time to time.

Language schools wishing to visit the Botanic Garden must book as a group visit at least a week in advance, through the Administration Office, and must complete the necessary documentation. They will be guided to suitable resources for use during their visit, for which a charge also will be made.

Waiving of admission charge

(i) GENERAL VISITS – No admission charge is made for the following categories of visitor:

- companions of disabled persons without whose assistance the disabled visitor would be unable to gain access to the Garden;
- all undergraduate and current graduate students of the University of Cambridge upon production of a valid University Card;
- children sixteen years and under visiting with family or friends (i.e. in a non-educational capacity) providing they are accompanied and closely supervised at all times by an adult;
- Friends and Corporate Friends of the Botanic Garden upon production of a valid Friends membership card
- visits by groups approved by the Botanic Garden as being 'therapeutic'.

(ii) EDUCATIONAL VISITS – Please note that charges are made for all Assisted Educational Visits.

No admission charge is made for the following groups providing the visit is pre-booked well in advance through the Education Office and the necessary documentation completed:

- groups from nurseries, home-schools, and colleges following the UK Department for Education's National Strategies or pursuing a UK curriculum qualification (e.g. GCSE, Baccalaureate, A Level);
- groups from further and higher educational institutions, horticulture colleges, and from organizations providing services for special needs persons, provided that the visit is approved as 'educational' by the Botanic Garden's Education Department.

All persons working in the Department of Plant Sciences, the Sainsbury Laboratory Cambridge University, and the Botanic Garden may apply to the Director for a card permitting free admission. An admission card is not transferable.

Botanic
Garden.

Bona fide researchers wishing to use the Garden or its facilities in connection with their work must contact the Director for permission to do so.

3. Cycles, including children's bicycles, tricycles, and scooters, must be left in the parking spaces provided for them near the entrances.

4. Children aged sixteen years and under must be accompanied by an adult at all times. Children are allowed on the Limestone Rock Garden or on the British Wild Plants area only under the close supervision of an adult.

5. No games, sports training, or jogging are allowed.

6. No radios or sound reproduction equipment, or musical instruments, may be played in the Garden by visitors.

7. A permit is required for commercial photography. Application should be made to the Administrator. A charge will normally be made for commercial photography.

8. Refreshments brought into the Garden by visitors may not be consumed in the cafe area.

9. Dogs are not admitted except guide dogs for the blind, hearing dogs for the deaf or assistance dogs.

10. Smoking is not allowed in any of the Garden's buildings.

11. Visitors may not handle or gather plant material unless permission has been obtained from the Director.

12. All groups intending to visit the Garden must book their visit at least a week in advance.

13. The Director, Curator or staff authorized by them shall exclude from the Garden any person who is considered to be guilty of misconduct.

14. The Director, Curator or staff authorized by them reserve the right to refuse admission.

Cory Fund

Fund. 1. There shall be established a Cory Fund, into which shall be paid the sums received by the University under the will of Reginald Radcliffe Cory, of Trinity College, which provides that his bequest shall be used for the general interests of the Botanic Garden.

2. The Managers of the Fund shall be

Managers. (a) the Head of the Department of Plant Sciences as Chair, and the Director of the Finance Division (or a deputy);

(b) four members of the Senate appointed in the Michaelmas Term, two by the Council and two by the Faculty Board of Biology, to serve for four years from 1 January following their appointment.

Secretary. 3. The Director of the Botanic Garden shall act as Secretary to the Managers.

Annual and other Reports. 4. The Managers shall report to the General Board as occasion arises, and at least once in each academical year.

Archaeology
and
Anthropology.

MUSEUM OF ARCHAEOLOGY AND ANTHROPOLOGY

Management

Amended by Grace 4 of 4 July 2018

1. The Museum of Archaeology and Anthropology shall be a Sub-department of the Department of Social Anthropology.

Committee of Management. 2. The Museum shall be under the general control of a Committee of Management which shall consist of:

(a) the Head of the Department of Social Anthropology, or a deputy, who shall be the Chair of the Committee;

(b) the Curator and Director of the Museum;

(c) the Head of the Department of Archaeology, or a deputy;

(d) a Professor of the Department of Social Anthropology appointed by the Council of the School of the Humanities and Social Sciences;

(e) the President of the Cambridge Antiquarian Society, or a deputy;

(f) two persons appointed by the Council of the School of the Humanities and Social Sciences;

(g) two [members of the University *in statu pupillari*] (registered students)¹ from among those students who are candidates for any Part of the Human, Social, and Political Sciences Tripos, or the Archaeological Tripos, or from among those students who are graduate students within the Department of Archaeology, or the Department of Social Anthropology;

(h) not more than four persons co-opted by the Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons.

3. Members in class (g) shall be appointed in the Michaelmas Term to serve for one year from 1 January following their appointment. Members in classes (d), (f), and (h) shall serve for four years in the first instance following their appointment.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

- 4.** The Committee shall meet at least once in each term of the academical year. Five members of the Committee shall form a quorum.
- 5.** Subject to the powers of the General Board, and the Faculty Board of Human, Social, and Political Science, the duties of the Committee shall be:
- (a) to ensure the due performance by the Director of the Museum and the Senior Curators of their duties;
 - (b) to determine the hours of attendance in the Museum of members of the staff of the Museum;
 - (c) to review and approve policies and plans as required by Museum Accreditation;
 - (d) to oversee planning and resource management for the Museum, including the generation of funding and the use of income allocated for the purposes of the Museum;
 - (e) to oversee and authorize use of income from the Crowther-Beynon Fund, subject to consultation with the Faculty Board and approval of the General Board where necessary, and use of other moneys devoted to the purposes of the Museum;
 - (f) to consider and approve where appropriate, on the recommendation of curators, short and long-term loans of museum holdings to touring exhibitions and other museums;
 - (g) to consider and approve where appropriate, on the recommendation of curators, applications for permission to carry out destructive experiments on museum artefacts;
 - (h) to consider and approve where appropriate, on the recommendation of curators, the alienation of any object, except that (i) books and other objects which have come into the possession of the University through the Cambridge Antiquarian Society shall not be alienated without the sanction of the Council of the Cambridge Antiquarian Society, and may be alienated only in accordance with any conditions agreed between the Council of the Society and the Committee of Management; (ii) objects incorporating human remains may not be alienated without the approval of the General Board acting on the advice of the University's Human Remains Advisory Panel, to which the Committee of Management will offer advice as required;
 - (i) to make an Annual Report on the Museum to the General Board.
- 6.** The Cambridge Antiquarian Society shall be allowed free of charge, for meetings and for occasional conferences, the use of a suitable room in the Museum of Archaeology and Anthropology or in some other University building.
- 7.** The provisions of Special Ordinance A (vii) concerning Reserved Business shall apply to the Committee of Management as if it were a body constituted by Statute.

Archaeology
and
Anthropology.

Quorum.

Duties of
Committee.Crowther-
Beynon Fund.Antiquarian
Society.

Annual Report.

Reserved
business.*Staff of the Museum*

- 1.** There shall be the following University offices of the staff of the Museum of Archaeology and Anthropology:
- (a) an office of Curator, the holder of which shall also be entitled Director of the Museum;
 - (b) such number of offices of Senior Assistant Curator or Assistant Curator as the General Board shall from time to time determine.
- 2.** Appointments and reappointments to the University office of Curator and Director of the Museum of Archaeology and Anthropology, which may be held concurrently with another University office, shall be made by the General Board on the advice of a committee specially constituted for the particular occasion.
- 3.** Under the general control of the Committee of Management, the Curator and Director shall
- (a) be responsible for the care, management, and exhibition of the collections, and promote the use of the collections and Museum for teaching, research, and public engagement;
 - (b) be the official Head of the Museum for all administrative purposes.
- 4.** Appointments and reappointments to an office of Senior Assistant Curator shall be made by the Appointments Committee for the Faculty of Human, Social, and Political Science, with the Curator and Director of the Museum as an additional member for this purpose.
- 5.** The holders of University offices on the staff of the Museum shall be members of the Faculty of Human, Social, and Political Science under Regulation 1(b) of the regulations for Faculty Membership.

University
offices.Curator and
Director.Duties of
Curator and
Director.Senior
Assistant
Curator.Members of
Faculty.

SCOTT POLAR RESEARCH INSTITUTE

Management

1. The Scott Polar Research Institute shall be a Sub-department of the Department of Geography.

2. The Institute, including its Museum and Archives, shall be under the general control of a Committee of Management which shall consist of:

- (a) the Chair of the Council of the School of the Physical Sciences, who shall be Chair of the Committee;
- (b) the Director of the Institute, who shall be Secretary of the Committee;
- (c) the Head of the Department of Geography;
- (d) two persons appointed by the Council of the School of the Physical Sciences;
- (e) two persons appointed by the General Board after consultation with the Councils of the Schools of the Biological Sciences, the Humanities and Social Sciences, and Technology;
- (f) not more than two persons co-opted by the Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons.

Members in classes (d) and (e) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Members in class (f) 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.

Meetings and
quorum.

3. The Committee of Management shall meet at least once in each academical year. Five members of the Committee shall constitute a quorum.

4. Subject to the powers of the Council, the General Board, and the Faculty Board of Earth Sciences and Geography, the duties of the Committee shall be:

- (a) to promote teaching and research in polar studies;
- (b) to co-operate with outside bodies in the encouragement of research in polar studies;
- (c) to assess the Institute's needs in respect of staffing and resources and report these to the Director;
- (d) to make such reports to the Council of the School of the Physical Sciences and the General Board as those bodies may require.

Advisory
Committee.

5. There shall be an Advisory Committee for the Institute, which shall consist of:

- (a) one person appointed by the General Board on the nomination of the Council of the School of the Physical Sciences, who shall be Chair of the Committee;
- (b) the Director of the Scott Polar Research Institute, who shall be Secretary of the Committee;
- (c) the Director of the British Antarctic Survey;
- (d) the Hydrographer of the Navy;
- (e) the Head of the Polar Regions Section, Foreign and Commonwealth Office;
- (f) the High Commissioner for Canada in the United Kingdom or a person appointed by the High Commissioner;
- (g) two persons representative of industry appointed by the General Board on the nomination of the Committee of Management;
- (h) one person appointed by the Royal Society;
- (i) one person appointed by the Royal Geographical Society;
- (j) not more than two persons co-opted by the Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons.

Members of the Committee in classes (g)–(i) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Members in class (j) 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.

6. The Advisory Committee shall meet not less than once in each academical year.

7. The duties of the Advisory Committee shall be to advise the Director of the Institute as to the most advantageous lines of education and research, and to promote co-operation with other bodies concerned with polar research.

Staff of the Institute

Director.

1. There shall be a University office of Director of the Institute, which shall be held concurrently with another University office.

2. The Director shall be appointed by the General Board on the recommendation of the Head of the Department of Geography and the Council of the School of the Physical Sciences, and shall be eligible

for reappointment. Appointments and reappointments to the office of Director shall be for such periods not exceeding five years at a time as the General Board may determine on the recommendation of the Head of the Department of Geography and the Council of the School.

Polar
Research.

3. Under the general control of the Committee of Management, the Director shall be responsible for the direction of polar studies in the Institute and their encouragement generally in the University.

4. The Director shall conform to such conditions of residence as may be determined by the General Board after consultation with the Committee of Management.

Scott Polar Research Institute Endowment Funds

Scott Polar Research Institute Endowment Fund I

1. The sums received from the Captain Scott Memorial Polar Research Trust, the Pilgrim Trust, and the British Museum shall form a fund to be called the Scott Polar Research Institute Endowment Fund I. Fund.

2. The purpose of the Fund shall be to support the activities of the Scott Polar Research Institute. Purpose.

3. The Fund shall be administered by the Head of the Department of Geography and the Director of the Scott Polar Research Institute.

4. Any unspent income in a financial year may be added to the capital of the Fund, or accumulated for use as income in a future year, at the discretion of the administrators. Unexpended income.

Scott Polar Research Institute Endowment Fund II

1. The sums received as a result of the Scott Polar Research Institute Appeal shall form a fund to be called the Scott Polar Research Institute Endowment Fund II. Fund.

2. The income of the Fund shall be used to support the activities of the Library, Archives, and the Museum of the Scott Polar Research Institute. The first charge on the income of the Fund shall be the stipend, the national insurance and pension contributions, and associated indirect costs of staff appointed to develop the work of the Library, Archives, and Museum. Purpose.

3. The Fund shall be administered by a Board of Managers who shall be: Managers.

(a) The Director of the Scott Polar Research Institute as Chair;

(b) The Librarian of the Scott Polar Research Institute;

(c) The Head of the School of the Physical Sciences.

4. Any unspent income in a financial year shall either be added to the capital of the Fund, or accumulated for use as income in a future year, at the discretion of the Managers. Unexpended income.

OTHER INSTITUTIONS UNDER THE SUPERVISION OF
THE GENERAL BOARD

CENTRE FOR RESEARCH IN THE ARTS, SOCIAL SCIENCES, AND HUMANITIES

CRASSH.

Constitution

The Centre for Research in the Arts, Social Sciences, and Humanities (CRASSH) shall be an institution independent of any Faculty or Department but under the supervision of the General Board, and shall be within the School of Arts and Humanities.

Management Committee

1. The management of the Centre shall be the responsibility of a Management Committee, which shall consist of: Management Committee.

(a) the Director;

(b) the Heads of the Schools of Arts and Humanities and of the Humanities and Social Sciences;

(c) six people appointed by the General Board, of whom three shall be appointed on the recommendation of the Council of the School of Arts and Humanities and three on the recommendation of the Council of the School of the Humanities and Social Sciences, and of whom one shall be appointed Chair by the Management Committee;

(d) two people, not members of the constituent Schools, co-opted at the discretion of the Committee.

2. Members in class (c) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. A co-opted member in class (d) shall serve until 31 December

- CRASSH.** of the year in which he or she is co-opted or of the following year, as the Committee shall decide at the time of co-optation.
- Secretary. **3.** The Director, or failing whom the Deputy Director, shall serve as Secretary of the Committee.
- 4.** The Committee shall meet at least once each term.
- Duties of the Committee. **5.** Subject to the powers of the Council and the General Board, the duties of the Committee shall be to:
- (a) promote research in the fields of the arts, humanities, and social sciences and the publication of the results of such research;
 - (b) co-operate with individuals and bodies inside the University to encourage research in the arts, humanities, and social sciences;
 - (c) administer funds allocated to them for the purposes specified in (a) and (b) above;
 - (d) supervise the work of the staff of the Centre;
 - (e) prepare annual estimates for submission to the General Board;
 - (f) make an Annual Report to the General Board.

Staff of the Centre

- Director. **1.** There shall be a University office of Director of the Centre, which may be held concurrently with another University office and shall be held on such terms and conditions as the General Board may from time to time determine.
- 2.** The Director shall be appointed by the General Board on the recommendation of the Management Committee.
- Duties. **3.** Under the general control of the Management Committee the Director shall be the administrative Head of the Centre, and shall be responsible, subject to the advice of the Policy Committee and the approval of the Management Committee, for the choice of topics for the Centre's programmes.
- Deputy Director. **4.** There shall be a University office of Deputy Director of the Centre which may be held concurrently with another University office. If held concurrently with another University office, appointments and reappointments to the office shall be made by the Management Committee for periods of not more than five years at a time, provided that no person may hold the office for a total period exceeding six years.
- Duties. **5.** The duties of the Deputy Director shall be to assist the Director in all matters connected with the work of the Centre and to serve as Secretary of the Management Committee.

CISL. UNIVERSITY OF CAMBRIDGE INSTITUTE FOR SUSTAINABILITY LEADERSHIP

- 1.** The University of Cambridge Institute for Sustainability Leadership shall be an institution under the supervision of the General Board, and shall be within the School of Technology.
- Annual Report. **2.** A Management Board for the University of Cambridge Institute for Sustainability Leadership shall be responsible for the management of the Institute. The Management Board shall make an Annual Report to the Council of the School of Technology.
- Management Board. **3.** The Management Board for the University of Cambridge Institute for Sustainability Leadership shall consist of:
- (a) a member of the Regent House, appointed by the General Board, as Chair;
 - (b) a member of the Council of the School of Technology appointed by the Council of the School of Technology;
 - (c) the Director of the Institute, *ex officio*, who shall be Secretary of the Board;
 - (d) not more than six members of the Regent House appointed by the General Board on the nomination of the Council of the School of Technology;
 - (e) not more than three persons co-opted by the Board, provided that it shall not be obligatory for the Board to co-opt any person or persons.
- 4.** Members in class (d) shall be appointed in the Michaelmas Term to serve for two years next following their appointment. Members in class (e) shall serve for two years from 1 January next following their co-optation. Appointment of members in classes (d) and (e) shall be staggered such that half of the Board membership is appointed each year.
- 5.** The Management Board shall have authority
- (a) to approve the Institute's strategy and business plans, in line with the Institute's mission;

(b) to establish advisory bodies including persons who are not resident members of the University, representing interests and activities associated with industry, business, and government. CISL.

6. There shall be a quorum of five members of the Board for the award of qualifications and for the proposal of changes to the constitutional arrangements of the Institute and its Management Board. Quorum.

7. There shall be a University office of Director of the University of Cambridge Institute for Sustainability Leadership. The Director shall be responsible to the Management Board for the conduct of the Institute. Director.

8. There shall be an Appointments Committee for the Cambridge Institute for Sustainability Leadership constituted as follows: Appointments Committee.

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) the Chair of the Management Board;
- (c) three members of the Management Board appointed by the Board;
- (d) two persons appointed by the General Board;
- (e) (except for the appointment of the Director) the Director of the Institute.

Members in classes (c) and (d) shall be appointed in the Michaelmas Term of each calendar year of which the number is even, to serve for the two calendar years next ensuing. A member in class (c) who ceases to be a member of the Board shall thereupon cease to be a member of the Appointments Committee.

WELLCOME TRUST/CANCER RESEARCH UK GURDON INSTITUTE

Constitution

The Wellcome Trust/Cancer Research UK Gurdon Institute shall be an institution independent of any Faculty or Department but under the supervision of the General Board, and shall be within the School of the Biological Sciences.

Management

1. The Institute shall be under the general control of a Committee of Management which shall consist of: Committee of Management.

- (a) the Director of the Institute;
- (b) the Deputy Director of the Institute;
- (c) the Head of the Cancer Research UK section of the Institute;
- (d) the Head of the Wellcome Trust section of the Institute;
- (e) one person appointed by the General Board after consultation with Cancer Research UK;
- (f) two persons appointed by the General Board after consultation with the Wellcome Trust;
- (g) two persons appointed by the General Board, one of whom shall be appointed Chair of the Committee by the Board;
- (h) two persons appointed by the Faculty Board of Biology and one person appointed by the Faculty Board of Clinical Medicine;
- (i) not more than one additional person co-opted at the discretion of the Committee.

2. Members in classes (e)–(h) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. The co-opted member in class (i) shall serve until 31 December of the year in which he or she is co-opted or of the year next following, as the Committee shall determine at the time of the member's co-optation.

3. The Director of the Institute shall serve as Secretary of the Committee.

4. Subject to the powers of the Council, the General Board, and the Faculty Boards concerned, the duties of the Committee shall be as follows: Duties.

- (a) to promote research in the fields of cancer and developmental biology and the publication of the results of such research;
- (b) to co-operate with the Wellcome Trust and Cancer Research UK and with other institutions within the University in the encouragement of research in the fields of cancer and developmental biology;
- (c) to administer funds allocated to them for the purposes specified in (a) and (b) above;
- (d) to prepare annual estimates for submission to the General Board;
- (e) to make an Annual Report to the General Board, the Wellcome Trust, and Cancer Research UK.

Gurdon
Institute.

Administrative
Committee.

5. There shall be an Institute Administrative Committee consisting of the Director of the Institute, who shall be Chair of the Committee, and the other principal investigators. The Committee may co-opt additional members for such periods as the Committee shall determine. The Committee shall be responsible for the internal allocation of space within the Institute, for advising the Wellcome Trust and Cancer Research UK, as appropriate, on the selection of new principal investigators, and for advising the Director on other matters concerning the administration of the Institute.

Staff of the Institute

1. There shall be a University office of Director of the Institute, which may be held concurrently with another University office.

Director.

2. The Director of the Institute shall be appointed by the General Board on the recommendation of the Committee of Management. Appointments and reappointments to the office of Director shall be for such periods not exceeding five years at a time as shall be determined by the Board on the recommendation of the Committee.

3. Under the general control of the Committee of Management, and subject to the powers of the Institute Administrative Committee, the Director of the Institute shall be the administrative Head of the Institute.

Duties.

4. The duties of the Director of the Institute shall be determined by the Committee of Management, subject to the approval of the General Board.

5. The Director of the Institute shall conform to such conditions of residence as may be determined by the Committee of Management, subject to the approval of the General Board.

Residence.

Deputy
Director.

6. The Director of the Institute shall designate a member of the staff of the Institute as Deputy Director to serve for a period of one year at a time. The duties of the Deputy Director shall be determined by the Director.

Visiting Fellowships

1. In order to enable scholars from outside Cambridge to take part in and contribute to the work of the Institute there shall be Visiting Fellowships for persons who have made or are making important contributions to research in the fields of cancer or developmental biology, or who are pursuing advanced work in either of these subjects.

2. Appointments and reappointments to Visiting Fellowships shall be made by the Director of the Institute for periods not exceeding three years at a time.

3. Visiting Fellows shall not hold any University office during the tenure of their Fellowships.

4. The stipend, if any, of a Visiting Fellow shall be determined by the Director of the Institute in consultation with the relevant sponsoring body and subject to the approval of the General Board on the occasion of each appointment or reappointment.

5. Subject to the approval of the General Board the Committee of Management may make grants to Visiting Fellows to meet travelling or other expenses incurred in connection with their Fellowships.

INSTITUTE OF CONTINUING EDUCATION

Continuing
Education.

Strategic
Committee.

1. There shall be an Institute of Continuing Education, which shall be an institution under the supervision of the General Board. There shall be a Strategic Committee for the Institute of Continuing Education which shall consist of:

(a) a member of the Regent House, appointed by the General Board, as Chair;

(b) six members appointed by the General Board on the nomination of the Councils of the Schools, to include a representative of each School;

(c) the Director of Continuing Education;

(d) three members of the academic staff of the Institute, elected in the Michaelmas Term by such staff to serve for three years from 1 January following their election;

(e) not more than four persons co-opted by the Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons.

Except as otherwise provided, members of the Committee shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. The Director of Continuing Education, or a University officer designated by the Director, shall be Secretary of the Committee.

2. There shall be the University office of Director of Continuing Education. Appointments and reappointments to the office of Director shall be made by the General Board, on the advice of a committee specially constituted for the particular occasion. The duties of the Director shall be determined by the General Board on the advice of the Strategic Committee.

Continuing Education.
Director of the Institute.

3. There shall be such number of University offices of Senior Assistant Secretary, Assistant Secretary, and Junior Assistant Secretary (in Grades I, II, and III) as may be determined from time to time by the General Board on the recommendation of the Strategic Committee on the advice of the Director of Continuing Education. Appointments and reappointments to an office of Senior Assistant Secretary or Assistant Secretary or Junior Assistant Secretary shall be made in accordance with arrangements agreed by the General Board from time to time. The duties of each office shall be determined by the Strategic Committee on the advice of the Director of Continuing Education.

Other officers of the Institute.

4. The office of Director may be held concurrently with another University office.

5. There shall be such number of University offices of Senior Staff Tutor and Tutor as may be determined from time to time by the General Board on the recommendation of the Strategic Committee on the advice of the Director of Continuing Education. The duties of the offices shall be determined by the Strategic Committee on the advice of the Director.

6. Appointments and reappointments to an office of University Lecturer or University Senior Lecturer or Senior Staff Tutor or Tutor in the Institute, shall be made by a Selection Committee for the Institute constituted in accordance with Special Ordinance C (x).

Appointments.

7. The Strategic Committee shall have the authority to make recommendations to the General Board for granting the title of Affiliated Lecturer to persons who make a substantial contribution to the Institute's teaching programmes.

8. The Strategic Committee may designate, for a period not exceeding five years at a time, one of the officers in the Institute as Deputy Director.

9. The Strategic Committee shall be responsible to the General Board for the government of Madingley Hall. The General Board, on the advice of the Strategic Committee, shall designate a University officer as Warden of the Hall and may establish a committee for management of the Hall. The Warden shall be the principal officer in the Hall responsible under the direction of the Strategic Committee for the administration of the Hall and for presenting the annual accounts of the Hall to the Strategic Committee.

Madingley Hall.

10. The Warden shall be entitled to receive, in addition to the stipend of her or his University office, a pensionable payment for responsibility as Warden at an annual rate determined by the General Board after consultation with the Strategic Committee.

Payment to Warden.

11. The duties of the Strategic Committee shall be:

Duties of the Strategic Committee.

- (a) to determine academic policy for the Institute and the Hall and to report accordingly to the General Board;
- (b) to make an annual report to the General Board;
- (c) to act as an administering body in accordance with the Ordinances for the Master of Studies Degree;
- (d) to act as an administering body in accordance with the Ordinances for Diplomas and Certificates open to non-members of the University;
- (e) to co-operate with other University institutions and outside bodies in the development of continuing education;
- (f) to establish such advisory bodies, representing interests and activities associated with continuing education, as it sees fit;
- (g) to receive reports from the Director of the Institute and the Warden of the Hall on the deployment of funds allocated for the purposes set out in (a)–(f) above;
- (h) to appoint managers, on the advice of the Director, to administer the following funds;
 - (i) the Churton Collins Prize Fund,¹
 - (ii) the Hargood Memorial Fund,¹
 - (iii) the James Stuart Endowment Fund.¹

FITZWILLIAM MUSEUM

Fitzwilliam Museum.

Constitution

The Fitzwilliam Museum shall be an institution independent of any Faculty or Department but under the supervision of the General Board. It shall be under the general control of the Fitzwilliam Museum Syndicate.

¹ The relevant regulations were last published in *Ordinances*, 1946, p. 22.

Fitzwilliam
Museum.*Fitzwilliam Museum Syndicate*

Syndicate.

1. The Fitzwilliam Museum Syndicate shall consist of:
 - (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
 - (b) eight persons appointed by the General Board;
 - (c) the Head of the Department of History of Art;
 - (d) not more than four persons co-opted by the Syndicate, provided that it shall not be obligatory for the Syndicate to co-opt any person or persons.

Members in class (b) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Co-opted members shall serve for one year from 1 January following their co-optation.

2. All meetings of the Syndicate shall be summoned by the Vice-Chancellor, and there shall be at least four meetings each year.

3. No business shall be transacted at any meeting unless at least four members be present, but in cases of emergency a smaller number may act, provided they be unanimous.

Quorum.

Duties.

4. It shall be the duty of the Syndicate:
 - (a) to supervise the management of the Museum;
 - (b) to make such arrangements as they may from time to time think desirable for the delivery of lectures or the holding of classes, meetings, exhibitions (with or without charge for admission as the Syndicate shall think fit), or other assemblies in the Museum;
 - (c) to appoint and dismiss the assistant staff subject to the regulations for employment by the University;
 - (d) to control the expenditure of all moneys devoted to the purposes of the Museum, and to present an annual statement of accounts to the Finance Committee of the Council;
 - (e) to decide, after consultation with the Director, when gifts or bequests are offered to the University for the Museum, or objects offered to the Museum for purchase, whether such offers shall be accepted or declined, or whether the question shall be referred to the University and on such other matters as the General Board may require;
 - (f) to report to the University at any time on any question on which they think the University ought to be consulted;
 - (g) to make an Annual Report to the General Board upon any matters concerning the collections and the state of the buildings which in their opinion should be brought to the notice of the University;
 - (h) to be responsible in accordance with the regulations for the Hamilton Kerr Institute for the examination and certification of persons training in the Hamilton Kerr Institute.

Annual Report.

Staff of the Fitzwilliam Museum

1. The staff of the Fitzwilliam Museum shall consist of the Director and Marlay Curator, the Assistant Directors, the Senior Keepers, the Keepers, the Senior Assistant Keepers, the Assistant Keepers, the Museum Assistants in Research, and the University assistants. The Fitzwilliam Museum Syndicate shall designate one of the Senior Keepers or Keepers as Librarian. The total number of University offices of Assistant Director, Senior Keeper, Keeper, Senior Assistant Keeper, Assistant Keeper, and Museum Assistant in Research and the number of offices in each of those categories shall be determined from time to time by the General Board. The number of University assistants shall be determined from time to time in accordance with the regulations for employment by the University.

Election of
Director.

2. The Director shall be elected by a Board of Electors consisting of
 - (a) the Vice-Chancellor (or a duly appointed deputy);
 - (b) three persons appointed by the General Board of whom at least one shall be a person who at the time of his or her appointment is not resident in the University or officially connected with it;
 - (c) four persons appointed by the Fitzwilliam Museum Syndicate of whom three shall be persons who at the time of their appointment are members of that Syndicate, and the fourth shall be a person who at the time of his or her appointment is the Director of one of the following: the British Museum, the National Gallery, the Victoria and Albert Museum, the Wallace Collection, the Ashmolean Museum;
 - (d) one person appointed by the Faculty Board of Architecture and History of Art.

Members in classes (b)–(d) shall be appointed in the Michaelmas Term of each calendar year of which the number is even to serve for the four calendar years next ensuing.

The Academic Secretary, or a deputy appointed by the Academic Secretary, shall act as Secretary to the Board of Electors.

3. If an Elector is or becomes a candidate for the Directorship he or she shall be thereby disqualified from acting in the matter of that election and the remaining Electors shall have power to act.

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

5. (a) When the Director is due under the Statutes and Ordinances to retire, the Vice-Chancellor shall report the fact to the General Board not later than the division of the Michaelmas Term in the academical year next before the year at the end of which the Director is due to retire.

(b) When the Vice-Chancellor knows that a vacancy has occurred or will occur in the Directorship otherwise than by the holder's becoming due under the Statutes and Ordinances to retire, he or she shall report the fact to the General Board at their next meeting.

6. Not later than the sixtieth day after the report under Regulation 5 of a vacancy or an expected vacancy in the Directorship, 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.

7. The Electors shall have power to act notwithstanding one or more vacancies in their number and shall have power to adjourn and generally to regulate their 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 Electors;

(b) no election shall be made unless two-thirds at least of the Electors (exclusive of any Elector disqualified by being a candidate) are present at the time of voting and a majority of those present vote in favour.

8. The Electors shall have power to enquire whether any person or persons other than those who have submitted applications would accept the office if offered, and to offer the office 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.

9. If, at the end of two years from the date of publication under Regulation 6 of the Notice inviting applications for the Directorship, the Electors have been unable to make an election, the Director shall be appointed by the Chancellor, or, if the office of Chancellor is vacant, by the High Steward.

10. The duties of the Director shall be:

(a) to take charge of the collections and the library, to keep a register of all accessions to the collections, and to take measures under the sanction of the Syndicate that they be properly protected, kept in order, and exhibited;

(b) to exercise a general superintendence over the staff of the Museum, and to see that all rules laid down by the Syndicate are carried out;

(c) to undertake and superintend, under the sanction of the Syndicate, and with such assistance as they may think necessary, the formation of inventories and catalogues of the collections;

(d) to give, so far as is consistent with the performance of the above duties, assistance and guidance to persons visiting the Museum for purposes of study;

(e) to make inquiries and give advice respecting acquisitions for the Museum by purchase, donation, or bequest.

11. The Director shall be a member of the Faculty of Architecture and History of Art.

12. The Director shall be resident in the University during term and for four weeks in the Long Vacation, and shall normally be in attendance during Museum office hours. The Director shall not be absent for more than two nights in any week during Full Term without obtaining the permission of the Chair of the Syndicate. The Director shall nominate to the Syndicate a member of the staff of the Museum to act for the time being as his or her deputy during any period of absence from duty in circumstances not provided for by Statutes or Ordinance.

13. At the first meeting of the Syndicate in the Michaelmas Term of each year the Director shall make a report to the Syndicate on his or her residence and attendance during the preceding year. The report shall indicate the number of weeks during which the Director was resident in the University, and shall state whether he or she complied with the provisions of Regulation 12 concerning attendance at the Museum.

Duties of
Director.

Residence of
the Director.

Fitzwilliam Museum.

Duties of other members of the staff.

Appointments Committee.

14. The Assistant Directors, the Senior Keepers, the Keepers, the Senior Assistant Keepers, the Assistant Keepers, and the Museum Assistants in Research (including the Librarian) shall give such assistance in the work of the Museum as the Director may require. They shall be expected to attend (during each weekday) at such times as may be determined by the Syndicate.

15. Appointments and reappointments to an office of Assistant Director, of Senior Keeper, and of Keeper shall be made by an Appointments Committee consisting of the following persons:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (b) the Chair of the Fitzwilliam Museum Syndicate;
- (c) the Director of the Fitzwilliam Museum;
- (d) two members of the Fitzwilliam Museum Syndicate appointed by the Syndicate;
- (e) two persons appointed by the General Board.

Special Ordinance C (x) shall apply to the Committee as if it were a Selection Committee for a Faculty. The quorum for the Committee shall be five members.

Appointments and reappointments to the offices of Senior Keeper and of Keeper shall be made by the Appointments Committee on the recommendation of an Appointing Panel, which shall consist of the Chair of the Appointments Committee or a member of the Appointments Committee appointed by the Chair as her or his deputy, who shall be Chair of the Panel, the Director of the Fitzwilliam Museum, the Assistant Director of the Fitzwilliam Museum with oversight of the office or the Director of the Hamilton Kerr Institute (as appropriate), and a person with relevant expertise and experience appointed by the Chair. For such appointments and reappointments, the Appointments Committee may reach their decision by circulation with a quorum of five members; written reports of decisions taken by circulation shall be minuted at a subsequent meeting of that Committee.

Appointments and reappointments to the offices of Senior Assistant Keeper, Assistant Keeper, and Museum Assistant in Research, and offices at the Hamilton Kerr Institute under Regulation 8 shall be made in accordance with the arrangements agreed from time to time by the competent authority.¹

A Museum Assistant in Research shall not engage in teaching other than teaching given on behalf of the University or a College or Colleges. The amount of teaching given by a Museum Assistant in Research on behalf of a College or Colleges shall not exceed six hours a week.

Admission to the Fitzwilliam Museum

Galleries.

1. The galleries shall, unless the General Board on the recommendation of the Fitzwilliam Museum Syndicate determines otherwise, be open to the public on each weekday (with the exception of Mondays other than Bank Holidays and such other exceptions as are mentioned hereafter in these regulations) between the hours of 10 a.m. and 5 p.m., and on Sundays between noon and 5 p.m.

Exclusion.

2. The Syndicate shall have full authority to direct the exclusion of those persons whose admission appears to be undesirable.

Days of closing.

3. The Museum shall be closed on the following days: 24, 25, 26, and 31 December and 1 January and such other days as may appear necessary to the Syndicate.

Library and special collections.

4. The Syndicate shall from time to time make such rules as they think fit for the use of the library and for the inspection and study of the reserve and special collections.

Hamilton Kerr Institute

Purpose.

1. The Hamilton Kerr Institute shall be accommodated in the Mill House, Whittlesford, and shall be devoted to the conservation, and training in the conservation, of paintings.

2. The Institute shall be a Sub-department of the Fitzwilliam Museum.

3. There shall be the University office of Director of the Hamilton Kerr Institute and such number of University offices of Assistant to the Director of the Institute as the General Board shall from time to time determine.

Advisory Council.

4. There shall be an Advisory Council for the Hamilton Kerr Institute, whose duty it shall be to advise the Director of the Institute on the most advantageous lines of developing the work of the Institute, and to promote co-operation with other bodies concerned with the conservation of paintings. The Advisory Council shall consist of:

- (a) the Chair of the Fitzwilliam Museum Syndicate, who shall be Chair of the Advisory Council;
- (b) the Director of the Fitzwilliam Museum;

¹ See the Appointing arrangements for certain academic-related offices (p. 680).

- (c) two persons appointed by the General Board of the University;
- (d) not less than four nor more than eight persons appointed by the Fitzwilliam Museum Syndicate, at least two of whom shall be Fellows of the International Institute for Conservation and at least one of whom shall be the holder of a University office in the Department of History of Art;
- (e) not more than three persons co-opted by the Advisory Council, provided that it shall not be obligatory for the Council to co-opt any person or persons.

Fitzwilliam
Museum.

Members in classes (c) and (d) shall be appointed in the Michaelmas Term to serve for four years from 1 January next following their appointment. Members in class (e) shall serve until 31 December of the year in which they are co-opted, or of the following year, as the Council shall determine at the time of their co-optation.

The Advisory Council shall meet at least twice a year; five members shall constitute a quorum at any meeting. The Director of the Institute shall act as Secretary of the Council, and shall transmit a record of the Council's proceedings to the Fitzwilliam Museum Syndicate.

5. The holder of the office of Director of the Institute shall pursue study and research in the conservation of paintings, and shall supervise the work of the Institute under the general guidance of the Director of the Fitzwilliam Museum.

Duties of
Director.

6. The Director of the Institute shall be responsible in all administrative and financial matters to the Director of the Fitzwilliam Museum; shall submit to the Director of the Fitzwilliam Museum for approval by the General Board estimates of the expenditure of the Institute in the ensuing financial year; and shall recommend to the Director of the Fitzwilliam Museum for appointment such clerical and ancillary staff as are covered by those estimates and approved by the General Board.

7. Appointments and reappointments to the office of Director of the Institute shall be made by an Appointments Committee constituted for the purpose consisting of:

Appointment
and
reappointment
of Director.

- (a) the Vice-Chancellor or a duly appointed deputy;
- (b) the Director of the Fitzwilliam Museum;
- (c) four persons nominated by the Fitzwilliam Museum Syndicate for appointment by the General Board;
- (d) two persons appointed by the General Board.

One at least of the members in class (c) and one at least in class (d) shall be persons not in residence in the University or officially connected with it.

8. Appointments and reappointments to an office of Assistant to the Director of the Institute and to any other University office that may be established by Grace on the staff of the Institute shall be made in accordance with Regulation 15 for the staff of the Fitzwilliam Museum.

Staff of the
Institute.

The duties of the holders of these offices shall be to assist the Director of the Institute in the prosecution of her or his duties.

9. Neither the Director nor any other University officer on the staff of the Institute shall be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College, nor shall they, without the permission of the General Board, give instruction on behalf of a College. Except as the General Board may otherwise determine, all fees received by the Director or any other University officer on the staff of the Institute for work or consultancy connected with the conservation of paintings shall be paid into the funds of the Institute.

Restrictions.

10. The Director and any other University officer on the staff of the Institute shall be resident in the University during term and for four weeks in the Long Vacation.

Residence.

11. The Fitzwilliam Museum Syndicate shall be empowered:

- (a) to conduct and administer examinations of persons who are not members of the University but are undergoing training by the staff of the Institute, and for that purpose to fix fees, issue syllabuses, and appoint and pay examiners;
- (b) to issue certificates and diplomas of the Institute to successful candidates.

HRH PRINCE ALWALEED BIN TALAL CENTRE OF ISLAMIC STUDIES

Islamic
Studies.

Management

1. The HRH Prince Alwaleed Bin Talal Centre of Islamic Studies shall be an institution under the supervision of the General Board and shall be under the general control of a Committee of Management which shall consist of:

Committee of
Management.

- (a) the Chair of the Council of the School of Arts and Humanities who shall be Chair;

Chair.

Islamic
Studies.

- (b) a representative of the Department of Middle Eastern Studies;
- (c) the Director of the Centre;
- (d) no fewer than two other members appointed by the General Board including one on the recommendation of the Council of the School of the Humanities and Social Sciences and one on the recommendation of the Faculty Board of Asian and Middle Eastern Studies;
- (e) up to three persons nominated by HRH Prince Alwaleed Bin Talal;
- (f) up to two additional persons co-opted at the discretion of the Committee, provided that it shall not be obligatory to co-opt any person.

2. Members in class (d) shall be appointed in the Michaelmas Term to serve from January following their appointment for two or four years as the General Board shall determine at their appointment.

3. Co-opted members in class (f) 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.

4. The Assistant Director of the Centre shall serve as Secretary of the Committee.

Secretary.
Duties.

5. The duties of the Committee shall be as follows:

- (a) to meet the aim of the Centre being to foster deeper understanding between the Muslim world and the West through the twin paths of high quality research and effective outreach;
- (b) to meet the objectives of the Centre being:
 - (i) to create, on a self-sustaining basis, a world-class cadre of researchers at the postgraduate and postdoctoral levels by providing studentships and fellowships designed to feed into the next generation of academics as well as the public and private sectors;
 - (ii) to develop an energetic public outreach programme helping to ensure that public policy and debate is based on an informed understanding of Islam in today's societies;
 - (iii) to advance tolerance, mutual understanding, and cross-cultural dialogue between Islam and the West;
 - (iv) to act as an active partner with other national and international centres in promoting an informed understanding of Islam and Muslims in the contemporary world;
 - (v) to engage with Muslim organizations and members of the Muslim community in the United Kingdom and Europe;
 - (vi) to develop the activities of the Centre around the overarching theme of Islam in the Global Age and sub-themes of Islam in Europe and the United Kingdom, and Islam and the media, but so that the Centre should evolve over time (as approved by the General Board) to meet contemporary needs;
- (c) in collaboration with the Faculty Boards concerned, to promote teaching in Islamic subjects, and to promote research in these subjects and the publication of the results of such research;
- (d) to co-operate with outside bodies in the encouragement of teaching and research in Islamic subjects;
- (e) to create programmes and communications accessible to the wider community which encourage informed discussion on contemporary issues in the study of Islamic subjects;
- (f) to administer funds allocated to them for the purposes specified in (a) to (e) above;
- (g) to manage the distribution of income from the HRH Prince Alwaleed Bin Talal Centre of Islamic Studies Fund between the activities of the Centre;
- (h) to supervise the work of the staff of the Centre;
- (i) to appoint at their discretion an advisory group comprising eminent persons who can assist in the development of the Centre and whose membership shall include representatives of HRH Prince Alwaleed Bin Talal.

6. The Committee of Management shall prepare annual estimates for submission to the General Board and shall submit written reports at least twice a year to HRH Prince Alwaleed Bin Talal.

7. The Committee shall have the right of reporting to the University.

Acting
Director.

8. During any period of absence from duty of the Director, the General Board on the recommendation of the Committee of Management shall have the discretion to appoint a person to be Acting Director. A person so appointed shall be recognized as Director of the Centre for all purposes.

Staff of the Centre

Director and
Assistant
Director.
Tenure.

9. The Directorship and Assistant Directorship of the Centre shall each be held concurrently with a University office.

10. The Director and Assistant Director shall be appointed by the General Board on the recommendation of the Committee of Management. The Director shall hold office for five years, and the Assistant Director shall hold office for four years. Each shall be eligible for reappointment.

11. Under the general control of the Committee of Management, the Director shall be the administrative Head of the Centre, and shall be responsible for the direction of Islamic studies in the Centre and their encouragement generally in the University.

Islamic
Studies.
Duties.

12. Appointments and reappointments to a University office in respect of the graduate staff of the Centre other than the offices of Director and Assistant Director shall be made by the Committee of Management but subject to the approval of the General Board.

Appointments
of graduate
staff.

13. The duties of any graduate staff of the Centre other than the Director shall be determined by the Committee of Management, subject to approval by the General Board.

Duties.

14. The Director and any other members of the graduate staff shall conform to such conditions of residence as may be determined by the Committee of Management with the approval of the General Board.

Residence.

HRH Prince Alwaleed Bin Talal Visiting Fellowships

15. In order to enable scholars from outside Cambridge to take part in and contribute to the work of the HRH Prince Alwaleed Bin Talal Centre of Islamic Studies there shall be Visiting Fellowships for persons who are able to make important contributions to the objectives of the Centre.

Purpose and
definitions.

16. The maximum number of HRH Prince Alwaleed Bin Talal Visiting Fellowships that there may be in the Centre at any one time shall be determined by the Committee of Management of the Centre. Appointments and reappointments to Visiting Fellowships shall be made by the Committee of Management of the Centre for periods not exceeding one year at a time.

Number,
appointments,
and tenure.

17. A Visiting Fellow shall be required under the general supervision of the Committee of Management to take part in the teaching and research programme of the Centre.

18. Visiting Fellows shall not hold any University office during the tenure of their Fellowships. A Visiting Fellow who is not a member of the University at the time of appointment shall be required to become a member as soon as is conveniently possible thereafter.

19. The stipend, if any, of a Visiting Fellow shall be determined by the Committee of Management with the approval of the General Board on the occasion of each appointment or reappointment.

20. Subject to the approval of the General Board the Committee of Management may make grants to Visiting Fellows to meet travelling or other expenses incurred in connection with their Fellowships.

HRH Prince Alwaleed Bin Talal Postdoctoral Fellowships

21. The Committee of Management shall decide upon the number of HRH Prince Alwaleed Bin Talal Postdoctoral Fellowships to be awarded each year always provided that at least one Fellowship is held in each year. Appointments to these Fellowships shall be made by the Committee of Management upon the recommendation of the Director of the HRH Prince Alwaleed Bin Talal Centre of Islamic Studies.

Number and
appointments.

22. The Fellowships shall be tenable for periods of up to five years.

Tenure.

23. The annual stipend of a Fellow shall be within a range determined by the Committee of Management, to be approved from time to time by the General Board.

Stipend.

24. Additional research support grants may also be awarded to HRH Prince Alwaleed Bin Talal Postdoctoral Fellows.

Research
support grants.

25. Subject to the approval of the General Board the Committee of Management may make grants to Postdoctoral Fellows to meet travelling or other expenses incurred in connection with their Fellowships.

HRH Prince Alwaleed Bin Talal Postgraduate Scholarships

26. The Committee of Management shall decide upon the number of HRH Prince Alwaleed Bin Talal Postgraduate Scholarships to be awarded each year, always provided that at least one Scholarship is held in each year.

Number.

27. The Electors to an HRH Prince Alwaleed Bin Talal Scholarship shall be the Head of the Department of Middle Eastern Studies, the Director of the HRH Prince Alwaleed Bin Talal Centre of Islamic Studies, and the Assistant Director of the Centre provided that if the Director of the Centre and Head of the Department are the same person the Committee of Management shall appoint one other teaching officer in the Department of Middle Eastern Studies to serve for two years from 1 January following his or her appointment.

Electors.

Islamic
Studies.

Who are
eligible.

28. In order to be eligible for a Scholarship, a candidate must have been admitted, or be seeking admission, as a student studying towards the Ph.D. Degree in the field of Islamic studies, within the Department of Middle Eastern Studies.

Kettle's Yard.

KETTLE'S YARD COMMITTEE

Amended by Grace 4 of 4 July 2018

Constitution.

1. Kettle's Yard shall be an institution independent of any Faculty or Department but under the supervision of the General Board. It shall be under the general control of the Kettle's Yard Committee.

2. The Kettle's Yard Committee shall consist of:

- (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
- (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;
- (c) the Director of the Fitzwilliam Museum (or a deputy);
- (d) the Chair of the Music Sub-committee;
- (e) the Head of the Department of History of Art;
- (f) one [member of the University *in statu pupillari*] (registered student)¹ 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.

Secretary.

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.

Quorum.

4. Seven members of the Committee shall form a quorum, except when the Committee meets outside Full Term, when five members of the Committee shall form a quorum.

Music Sub-
committee.

5. There shall be a Music Sub-committee, responsible to the Kettle's Yard Committee. The Sub-committee shall consist of:

- (a) a Chair who shall be appointed by the Kettle's Yard Committee;
- (b) one person appointed by the Eastern Arts Association;
- (c) one [member of the University *in statu pupillari*] (registered student)¹ appointed by the Kettle's Yard Committee to serve for the academical year following that in which the appointment is made;
- (d) not more than three persons co-opted by the Sub-committee in the Michaelmas Term to serve for two years from 1 January following their appointment.

Secretary of
the Sub-
committee.

6. The Secretary of the Kettle's Yard Committee shall act as secretary of the Music Sub-committee. There shall be a Music Secretary who may be paid an honorarium, the amount of which shall be approved by the Kettle's Yard Committee.

Honorary
Curator.

7. An Honorary Curator of the Collection may be appointed by the members of the Kettle's Yard Committee in classes (a)–(d) and (f).

8. There shall be a University office of Director of Kettle's Yard and such number of University offices of Assistant to the Director as shall be determined from time to time by the General Board on the recommendation of the Kettle's Yard Committee. The Director shall be a member of the Faculty of Architecture and History of Art.

Appointments
Committee.

9. Appointments and reappointments to the offices of Director and Assistant to the Director shall be made by an Appointments Committee consisting of:

- (a) the Chair of the Kettle's Yard Committee as Chair;
- (b) the Director of the Fitzwilliam Museum;
- (c) two members appointed by the General Board;
- (d) four members appointed by the Kettle's Yard Committee.

Members in classes (c) and (d) shall be appointed in the Michaelmas Term of each year of which the number is even, to serve for the two calendar years next ensuing.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

10. The duties of the Director and the Assistants to the Director shall be determined by the Kettle's Yard Committee, subject to the approval of the General Board. Kettle's Yard.

11. It shall be the main purpose of the Committee to ensure that the Kettle's Yard Collection is available not only to members of the University, especially [those *in statu pupillari*] (registered students),¹ but also to the public, in such ways as to develop and improve the knowledge, understanding, enjoyment, and practice of the visual arts and to increase their general accessibility. Purpose and duties of the Committee.

In particular the Committee shall have the following duties:

- (a) to supervise the maintenance and security of the Collection of paintings, bronzes, and other works of art at Kettle's Yard; to make such rules for admission to the Collection or for the loan of items from the Collection as may appear to them to be desirable; to arrange the programme of exhibitions to be held in the Exhibitions Gallery; and to make arrangements as they may from time to time think fit for holding meetings and other assemblies at Kettle's Yard;
- (b) to administer the Kettle's Yard Fund and the Exhibitions Account;
- (c) to decide whether to accept, decline, or refer to the General Board for decision, gifts, bequests, or objects offered for purchase, for the benefit of the Collection;
- (d) to report to the General Board at any time on questions on which they think the General Board ought to be consulted;
- (e) to report to the General Board annually in the Michaelmas Term on the condition of the Collection and the state of the buildings, and on the exhibitions, concerts, and other events held during the preceding academical year and on such other matters as the General Board may require;
- (f) to consult with the Fitzwilliam Museum Syndicate from time to time regarding matters of mutual concern;
- (g) to decide on the sale of any of the items in the Collection without impairing the general nature of the Collection, using the proceeds of any such sale for the benefit of the Collection.

12. The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply to the Kettle's Yard Committee and the Music Sub-committee as if these bodies were bodies constituted by Statute. Reserved business.

LANGUAGE CENTRE

The Language Centre shall be an institution independent of any Faculty or Department and within the School of Arts and Humanities. Language Centre.

Committee of Management

Amended by Grace 4 of 4 July 2018

1. The Language Centre shall be under the general control of a Committee of Management, which shall consist of: Committee of Management.

- (a) one person appointed by the General Board who shall be Chair, provided that the General Board shall have power to appoint as Chair a person who is already a member of the Committee in one of classes (c), (d), and (f);
- (b) the Director of the Language Centre;
- (c) two persons appointed by the Council of the School of Arts and Humanities; and five persons appointed by the General Board after consultation with the Council of the School of the Humanities and Social Sciences, the Council of the School of the Biological Sciences, the Council of the School of Clinical Medicine, the Council of the School of the Physical Sciences, and the Council of the School of Technology;
- (d) one person appointed by the Senior Tutors' Committee;
- (e) one [member of the University *in statu pupillari*] (registered student),¹ appointed by Cambridge University Students' Union;
- (f) not more than two persons co-opted at the discretion of the Committee.

Members in classes (a), (c), and (d) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Members in class (e) shall be appointed in the Easter Term to serve for the academical year following their appointment. Members in class (f) shall serve until 31 December of the year in which they are co-opted.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

Language
Centre.

Duties.

2. Seven members of the Committee shall form a quorum.
3. Subject to the powers of the Council, the General Board, and the Council of the School of Arts and Humanities, the duties of the Committee of Management shall be:
 - (a) to determine the general policy of the Centre;
 - (b) to advise the Director in matters arising from the work of the Centre;
 - (c) to give guidance to the Director upon request on matters relating to language learning or teaching in the University;
 - (d) to assist the Director in promoting the teaching of modern languages;
 - (e) to approve an Annual Report to the Council of the School on the work of the Centre prepared by the Director;
 - (f) to award certificates of proficiency in subjects approved by the General Board and listed in the Schedule to these regulations to those persons who have followed courses of the Language Centre and whose work on those courses has been assessed by criteria determined by the Language Centre.
4. The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply as if the Committee were a body constituted by Statute and any matter which, if the Committee were a Faculty Board, would be reserved business under Regulation 11 of the General Regulations for the Constitution of the Faculty Boards shall also be reserved.

Schedule of subjects approved for certificates of proficiency awarded by the Language Centre

Amended by Notice (Reporter, 2017–18, p. 850)

Arabic Basic 1	Arabic Elementary 1	French Intermediate 1	French Intermediate 2
Arabic Basic 2	Arabic Elementary 2	German Intermediate 1	German Intermediate 2
Chinese Basic 1	Mandarin Chinese Elementary 1	Italian Intermediate 1	Italian Intermediate 2
Chinese Basic 2	Mandarin Chinese Elementary 2	Portuguese Intermediate 1	Russian Intermediate 2
French Basic 1		Russian Intermediate 1	Spanish Intermediate 2
French Basic 2	German for Business	Spanish Intermediate 1	
German Basic	Russian through Film	Swahili Intermediate 1	
Greek Basic			
Italian Basic 1			
Italian Basic 2			
Japanese Basic 1			
Japanese Basic 2			
Portuguese Basic			
Russian Basic 1			
Russian Basic 2			
Spanish Basic 1			
Spanish Basic 2			
Swahili Basic 1			
Swahili Basic 2			
Turkish Basic 1			
Turkish Basic 2			

Staff of the Language Centre

Director and
Deputy
Director.Duties of
Director.

1. There shall be the University offices of Director and Deputy Director of the Language Centre.
2. Appointments and reappointments to the offices of Director and Deputy Director of the Centre shall be made by an Appointments Committee consisting of:
 - (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
 - (b) the Chair of the Committee of Management of the Centre;
 - (c) three members of the Committee of Management appointed by the Committee of Management;
 - (d) two persons appointed by the General Board.
3. The duties of the Director of the Language Centre shall be as follows:
 - (a) to be responsible to the Committee of Management for all aspects of the work of the Language Centre. He or she shall act as Secretary to the Committee of Management and shall also act as the executive officer of the Committee in respect of their responsibilities for the Language Centre;
 - (b) to perform, in relation to the Language Centre, the duties assigned to the Head of a Department by Statute A V 17(b) and (c);
 - (c) to arrange the provision of facilities for oral language teaching and examinations;
 - (d) to provide advice and assistance in matters relating to language teaching and learning;

- (e) to be responsible for the direction of study and research in the field of language teaching and learning;
- (f) to prepare and submit to the General Board, in accordance with arrangements determined by Ordinance, the annual estimates of the Department for consideration by the Board in accordance with Statute A V 1(b);
- (g) to be responsible for the proper application of the funds available to the Department, and to ensure that the approved estimate of expenditure is not exceeded and that the accounts are correctly maintained.
4. The duties of the Deputy Director shall be to assist the Director in all matters connected with the work of the Centre. Language Centre.
Duties of Deputy Director.
Other offices.
5. There shall be such number of University offices of Language Adviser and Senior Language Adviser as the General Board shall approve on the recommendation of the Committee of Management.
6. Appointments and reappointments to an office of Language Adviser or Senior Language Adviser shall be made by the Committee of Management, excluding for this purpose the members in class (e), subject to the approval of the General Board.
7. The duties of the staff of the Centre shall be determined by the Director, subject to the approval of the General Board. Duties of other offices.
8. The Director and any other members of the staff of the Centre shall conform to such conditions of residence as may be determined by the General Board, after consultation with the Committee of Management. Residence.

UNIVERSITY LIBRARY

Library.

Constitution

The University Library and the affiliated libraries shall jointly constitute an institution under the supervision of the General Board. The affiliated libraries shall be those listed in the Schedule to these regulations as may be amended by the General Board from time to time.

*Library Syndicate**Amended by Grace 4 of 4 July 2018*

1. The Library Syndicate shall consist of: Library Syndicate.
- (a) the Vice-Chancellor (or a duly appointed deputy), who shall be Chair;
- (b) two persons appointed by the Council, who shall be appointed in the Michaelmas Term to serve for two years from 1 January following;
- (c) eight persons appointed by the General Board, who shall be appointed in the Michaelmas Term to serve for four years from 1 January following;
- (d) two persons elected from among their own number by the holders of University offices in the University Library, who shall be elected in the Michaelmas Term to serve for two years from 1 January following;
- (e) the Chairs of each of the Sub-syndicates and the Medical Library Policy Advisory Group, if not members in any other class;
- (f) not more than four persons co-opted by the Syndicate;
- (g) not more than two [members of the University *in statu pupillari*] <registered students>¹ co-opted by the Syndicate. Members in classes (f) and (g) shall serve until 31 December of the year following that in which they are co-opted, provided that if a member in class (g) ceases to be [*in statu pupillari*] <a registered student>¹ he or she shall thereupon cease to be a member in that class.
2. All meetings of the Syndicate shall be summoned by the Vice-Chancellor; there shall be at least one and normally two meetings each term. Meetings.
3. No business shall be transacted at any meeting unless at least four members are present. Quorum.
4. Under the provisions of Special Ordinance A (vii) 5(iii), the appointment of members of the Board of Electors to the office of Librarian, the appointment of members of the Appointments Reserved business.

¹ The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.

Library. Committee for the University Library, and the co-optation of members of the Syndicate in class (f) shall be reserved business.

Duties and powers. 5. (a) The Syndicate shall supervise the management of the University Library.

(b) There shall be such Sub-syndicates as the Library Syndicate shall consider necessary and listed in the Schedule to these regulations. There shall be a Medical Library Policy Advisory Group. Through the agency of the Sub-syndicates and the Policy Advisory Group, the Syndicate shall supervise the management of the affiliated libraries.

(c) The Syndicate shall supervise the custody and arrangement of the University Archives.

6. (a) The Syndicate shall do all such things as in their opinion are necessary or expedient for the regulation, security, and improvement of the University Library and the affiliated libraries. They shall exercise a general oversight over all matters relating to the administration, staffing, and financial resources of these libraries, and shall be empowered to make recommendations to the General Board about the staff, accommodation, and equipment needed for their proper functioning.

(b) In the exercise of their power of making rules for the management of the Library, the Syndicate shall have power to approve, through the agency of the Sub-syndicates and Medical Library Policy Advisory Group, rules for the use of the affiliated libraries.

(c) The following affiliated libraries shall continue to receive printed material received under the Legal Deposit Libraries Act 2003: the Betty and Gordon Moore Library, the Medical Library, and the Squire Law Library.

Reports. 7. The Syndicate shall make an Annual Report to the General Board, and such other reports to the University as they shall think fit.

Sub-syndicates and Policy Advisory Group. 8. (a) Each Sub-syndicate and the Medical Library Policy Advisory Group shall include at least one member appointed by the following bodies: the Library Syndicate; the General Board; and each Faculty Board with an interest in the libraries falling within its remit. Each shall elect a Chair from among its own members.

(b) No business shall be transacted at any meeting of a Sub-syndicate and Policy Advisory Group unless at least four members are present.

(c) The provisions of Special Ordinance A (vii) 5 concerning reserved business shall apply to each of the Sub-syndicates and Policy Advisory Group as if it were a body constituted by Statute; the election of the Chair and the co-optation of members of each Sub-syndicate shall also be reserved.

(d) The Librarian or a deputy appointed by the Librarian shall act as Secretary of each Sub-syndicate and Policy Advisory Group.

Duties. 9. In respect of each of the affiliated libraries the relevant Sub-syndicate or Policy Advisory Group shall have the following duties:

(a) to co-ordinate policies between the University Library and the affiliated libraries;

(b) to submit recommendations to the Library Syndicate concerning the location in the affiliated library of library material received under the Legal Deposit Libraries Act (for those libraries where this is appropriate);

(c) on behalf of the Library Syndicate, and subject to their approval, to make rules for the use of the affiliated libraries;

(d) to oversee appropriate co-ordination of library services and resources in respect of teaching, learning, and research in connection with the relevant Faculties and Departments with which the libraries are associated.

Staff of the University Library and the affiliated libraries

Constitution. 1. The staff of the University Library, including for this purpose the affiliated libraries, shall consist of the Librarian, the Deputy Librarian, the Senior Under-Librarians, the Under-Librarians, the Assistant Under-Librarians, the Assistant Library Officers, the Graduate Trainees, the holders of such other offices as may be established in the Library from time to time, and the University assistants.

Designated offices. 2. (a) This staff shall include officers designated by the Library Syndicate, on the recommendation of the Librarian.

(b) In addition to the officers specified in sub-paragraph (a) above, the Library Syndicate, on the recommendation of the Librarian, may also designate other officers for duties in any of the affiliated libraries.

(c) The Library Syndicate may make appointments to such University offices of Curator as may be approved by the General Board, and may appoint such Honorary Keepers as they themselves think fit.

3. The number of University offices of Deputy Librarian, Senior Under-Librarian, Under-Librarian, Assistant Under-Librarian, and Assistant Library Officer shall be determined from time to time by the General Board on the recommendation of the Library Syndicate. The number of University assistants shall be determined from time to time in accordance with the regulations for employment by the University. Library.

4. Appointments and reappointments to a University office on the staff of the University Library, other than the office of Librarian or an office of Curator, shall be made in accordance with the arrangements agreed from time to time by the competent authority.

5. The Syndicate shall have power to appoint the Deputy Librarian to be Acting Librarian during any period of absence from duty of the Librarian, or during any period when there is a vacancy in the office of Librarian.

6. It shall be the duty of the Librarian:

Librarian.

(a) subject to the direction of the Library Syndicate, to be responsible for the management and leadership of the University Library and the affiliated libraries;

(b) to perform, in relation to the University Library and the affiliated libraries, the duties assigned to the Head of a Department by A V 17(b) and (c);

(c) to act as the General Board's principal adviser on matters relating to libraries.

7. The holders of other University offices on the staff of the University Library and the affiliated libraries shall assist the Librarian and shall carry out their duties in accordance with such directions as may be issued from time to time by the Syndicate or the Sub-syndicate concerned, as the case may be.

8. The stipend, if any, of a Curator appointed under Regulation 2(c) shall be determined from time to time by the General Board on the recommendation of the Library Syndicate. The tenure of such an office and its duties shall be determined by the Syndicate. Curators.

9. Subject to the approval of the Syndicate, the Librarian shall assign to the University assistants their several duties. Assistants.

SCHEDULE

The affiliated libraries

SCHOOL OF ARTS AND HUMANITIES

Architecture and History of Art Library
Asian and Middle Eastern Studies Library
Classics Library
Divinity Library
English Library
Modern and Medieval Languages Library
Pendlebury Library of Music
Casimir Lewy Library of Philosophy

SCHOOL OF THE BIOLOGICAL SCIENCES

Betty and Gordon Moore Library

SCHOOL OF CLINICAL MEDICINE

Medical Library

SCHOOL OF THE HUMANITIES AND SOCIAL SCIENCES

African Studies Library
Everton Library of Education
Haddon Library of Archaeology and Anthropology
Land Economy Library
Marshall Library of Economics
Radzinowicz Library of the Institute of Criminology
Seeley Historical Library
Social and Political Sciences Library
South Asian Studies Library
Squire Law Library
Whipple Library of the History and Philosophy of Science

SCHOOL OF THE PHYSICAL SCIENCES

Betty and Gordon Moore Library

Library.

*Use of the University Library*¹

Opening and closing.

1. Except on the days on which it is to be closed under Regulations 2 and 3, the Library shall be open for at least four hours on Saturdays and at least six hours on other days. Subject to this regulation the hours of opening may be determined from time to time by the Syndicate.

2. The Library shall be closed on the following days:

Sundays throughout the year;

Christmas Eve and the following days up to and including the New Year public holiday;

Good Friday and the three following days;

the August Bank Holiday.

3. The Library shall be closed for the second full week (Monday to Saturday) of September, for the purpose of an annual inspection and the preparation of lists of missing books. No books shall be taken out of the Library during this period.

Admission.

4. The Library shall be open to all members of the University on the production of *either* a University Card, which has been registered by the University Library, *or* a valid Reader's Card, which shall be issued on request. Use of these cards shall be recorded, when readers enter and leave the Library, to provide statistical information on the use of the Library by different categories of user. These cards are not transferable and must be shown on request to any member of the Library staff in the proper discharge of her or his duties. In addition the Syndicate shall have power to determine by rules what other persons may be admitted and upon what terms. The Syndicate shall have absolute discretion to direct the exclusion, either indefinitely or for a specified period, of any person whose admission is considered prejudicial to the interests of the Library or its users.

Borrowing.

5. (1) Not more than twenty volumes may be borrowed by the following persons: members of the Senate; University staff; Fellows of Colleges; honorary graduates of the University; Bachelors of Medicine and Bachelors of Surgery; students, other than Affiliated Students, who are graduates of this or any other university and who are following a course of study leading to a Tripos examination, or to a degree, diploma, or certificate of the University.² The Syndicate may grant permission for more than twenty volumes to be borrowed if they are of the opinion that sufficient reasons have been advanced.

(2) Not more than ten volumes may be borrowed by students who are graduates of any university and who are resident members of Ridley Hall, Westcott House, Westminster College, or Wesley House.

(3) Not more than ten volumes may be borrowed by (a) undergraduates, and (b) Affiliated Students.

(4) Not more than twenty volumes may be borrowed, under such conditions as may from time to time be laid down by the Syndicate, by the following persons if they have been approved by the Syndicate on the recommendation of the Chair of the Faculty Board, Head of the Department, or Head of the College or Approved Society concerned:

(a) graduates of any university who for the time being are engaged in teaching, research, or administration in the University, or in a College or Approved Society, or in an institution connected with the University which has been recognized for this purpose by the General Board in consultation with the Syndicate;

(b) visiting scholars and others who for the time being have been allocated working facilities in a Faculty, Department, College, or Approved Society.

(5) In exceptional circumstances the Syndicate may grant to other persons the privilege of borrowing books under such conditions as they think fit.

6. (a) Any volume borrowed under Regulation 5(1), 5(4), or 5(5) shall be returned not later than eight weeks after the date of borrowing, provided that the Librarian shall have power to demand its return earlier.

(b) Any volume borrowed under Regulation 5(2) or 5(3) shall be returned not later than the fourteenth day after the date of borrowing, provided that the Librarian shall have power to demand its return earlier.

(c) Notwithstanding the provisions of Regulation 6(b), any volume borrowed under Regulation 5(3) between the Monday and Friday of the last week of either Michaelmas or Lent Full Term may be

¹ Excluding the affiliated libraries listed in the Schedule to the regulations for staff of the University Library and the affiliated libraries.

² For the purposes of this regulation the term 'diploma or certificate of the University' does not apply to certificates of proficiency awarded by the Language Centre or to certificates and diplomas open to non-members of the University, except for those administered by the Institute of Continuing Education.

retained until the first day of the following Full Term, unless the Librarian has demanded its earlier return. Library.

7. Any user of the Library who requires a volume that has been borrowed by another person may give notice to the Librarian that he or she requires the volume. The Librarian shall then notify the borrower that he or she is required to return the volume to the Library. The borrower shall comply with this requirement within seven days of the date of such notification.

8. Volumes borrowed and returned shall be noted in the Library borrowing records by the Library staff in the presence of the borrowers or their representatives. When loans are renewed online the amendments to the Library borrowing records shall be recorded via the Library catalogue.

9. (a) No volume borrowed from the Library may be taken or sent outside the British Isles except with the written permission of the Syndicate.

(b) No volume borrowed from the Library may be used for commercial purposes except with the written permission of the Syndicate.

10. Any person who fails to return a volume in accordance with the provisions of Regulation 6 shall be liable to a fine. The level of the fines that may be levied under this regulation shall be determined from time to time by the Syndicate, subject to the provisions of Regulation 15.

11. A fine of not more than £175 may be imposed by the Syndicate on any person who removes a book or other item of library material from the Library without following the borrowing procedures laid down by the Syndicate, or who, having borrowed such a book or other item, is unable, without showing good reason, to return it, or who wilfully damages such a book or other item. The imposition of such a fine shall be without prejudice to the University's right to obtain, in addition, compensation for any loss or damage suffered by the University.

12. Manuscripts of special value or importance, other items of great rarity, and materials from collections to which special conditions apply, shall not be borrowed from the Library except with the approval of the Syndicate who shall specify the conditions and the period, which shall not exceed six months, of the loan.

13. Exercises and dissertations which are deposited in the Library by candidates for degrees shall be available for consultation, unless the Board of Graduate Studies or other comparable authority determine that a particular exercise or dissertation shall, for a specified period, be available only to the author or to those who have the author's written permission to consult the work. Exercises and dissertations shall not be borrowed.

14. Rules made from time to time by the Syndicate shall be posted within the Library.

Rules.

15. A fine of not more than £175 may be imposed by the Syndicate on any person who wilfully infringes any of these regulations or any rule made by the Syndicate. A person from whom any fine is due that has been imposed under these regulations shall not be admitted to the Library or allowed to borrow books until such fine has been paid.

Penalties for infringement.

BORROWING FROM THE UNIVERSITY LIBRARY:¹ NOTICE

The General Board has announced that it has recognized the following institutions whose members may borrow books from the University Library under the conditions specified in Regulation 5(4)(a) of the regulations for the use of the University Library.

Biotechnology and Biological Sciences Research Council institutions

Babraham Institute
National Institute of Agricultural Botany
Institute of Plant Science Research
Statistics Group

Natural Environment Research Council institutions

British Antarctic Survey
Institute of Terrestrial Ecology

Other institutions

Animal Health Trust
BirdLife International
British Trust for Ornithology
Cambridge Group for History of Population and Social Structure
Commonwealth Bureau of Plant Breeding and Genetics

¹ Excluding the affiliated libraries listed in the Schedule to the regulations for staff of the University Library and the affiliated libraries.

Library. European Bioinformatics Institute
 Fauna and Flora International
 International Union for Conservation of Nature
 Medical Research Council institutions in the Cambridge area
 Needham Research Institute
 NHS Authorities and Trusts in the Cambridgeshire County Council area
 Quadrant Research Foundation
 Royal Society for the Protection of Birds
 Strangeways Research Laboratory
 TRAFFIC
 Tropical Biology Association
 Tyndale House Residential Centre for Biblical Research
 UNEP World Conservation Monitoring Centre
 Veterinary Investigation Centre
 Wellcome Trust Sanger Institute
 West Suffolk Hospital

Affiliated libraries

The rules made from time to time for the use of each of the affiliated libraries, shall specify the arrangements for the opening and closing of the library, for admission to the library, and for borrowing from the library. Such rules shall be posted within the library concerned.

Libraries.

FACULTY, DEPARTMENTAL, AND OTHER LIBRARIES

Application. The following regulations shall apply to all Faculty and Departmental Libraries except those that are affiliated to the University Library.

Authority responsible. **1.** The authority responsible for the Library of a Faculty, Department, or other institution under the supervision of the General Board, shall be the Board, Syndicate, Committee, or other comparable body, provided that the responsibility may be delegated, wholly or in part, by the Faculty Board or other such body to the Head of a Department or other University officer or to a committee. Each authority shall be empowered to do such things in accordance with these regulations as are necessary for the management of the library, and in particular to authorize the purchase of books, provide a catalogue, and defray other expenses, from the funds at their disposal.

Library rules. **2.** The authority responsible for a library shall make rules, in accordance with these regulations and subject to the approval of the General Board, for the use of the library, including rules for borrowing if it is decided to permit borrowing; and they shall display in the library a notice of all the rules.

Admission. **3.** Unless the General Board on the application of the authority has agreed otherwise, the authority responsible for a library shall admit to it, in addition to those members of the University for whom it is primarily intended, any member of the Regent House or registered Graduate Student wishing to use it for purposes of scholarship or research. Other persons may be admitted at the authority's discretion. **Borrowing.** Borrowing may also be permitted at the authority's discretion, and may be restricted to such classes of user as the authority may decide.

Acceptance of gifts. **4.** The authority responsible for a library shall have power to accept gifts of books and other library material. The authority shall seek the approval of the General Board:
 (a) if acceptance of the gift would involve additional expense falling on general University funds;
 or
 (b) if any condition is imposed by the donor which would prevent the disposal of the books or other material that are found to be no longer required for the purposes of the library.

Disposal of books, etc. **5.** An authority responsible for a library wishing to dispose of any book, pamphlet, or periodical shall be at liberty to do so by sale or otherwise, provided that, before it is disposed of, it shall, unless the General Board agrees otherwise, observe the procedure set out from time to time by the General Board which includes the requirement to offer such item to the Syndics of the University Library, for transfer to that library (including the dependent libraries), and to the authorities responsible for other libraries in the University. Before the authority disposes of any literary, historical, or scientific manuscript, paper, microform material, or other archive, it shall first be offered to the Syndics of the University Library or the Keeper of the University Archives for transfer to that library or to the University Archives as may be appropriate.

6. The authority responsible for a library shall, on first subscribing to any periodical, inform the Periodicals Department of the University Library of the placing of the subscription. The authority shall obtain the approval of the General Board before an existing subscription to a periodical is cancelled.

Libraries.
Periodicals.

ISAAC NEWTON INSTITUTE FOR MATHEMATICAL SCIENCES

Mathematical
Sciences.

Constitution

The Isaac Newton Institute for Mathematical Sciences shall be an institution independent of any Faculty or Department but under the supervision of the General Board, and shall be within the School of the Physical Sciences.

Scientific Steering Committee

1. There shall be a Scientific Steering Committee which, while taking into account its national and international responsibilities and its need for expertise across the mathematical sciences including multidisciplinary applications, shall consist of:

Constitution.

- (a) the Director;
- (b) four persons appointed by the General Board after consultation with the Engineering and Physical Sciences Research Council which will represent the views of other Research Councils in this process;
- (c) two persons appointed by the General Board after consultation with the London Mathematical Society;
- (d) six persons appointed by the General Board after consultation with the Councils of the Schools of the Physical Sciences, Technology, the Biological Sciences, Clinical Medicine, and the Humanities and Social Sciences, and those national scientific bodies listed in a Schedule to be approved from time to time by the General Board for this purpose;
- (e) one additional person co-opted at the discretion of the Committee.

2. Members in classes (b), (c), and (d) shall serve for four years from 1 January following their appointment. A co-opted member in class (e) shall serve until 31 December of the year in which he or she is co-opted or of the year next following, as the Committee shall determine at the time of co-optation.

3. The General Board, in making its appointments to the Committee, shall ensure that at least seven of its members are not resident members of the University.

4. The Chair of the Committee shall be appointed by the General Board from among the members in classes (b), (c), and (d). The Chair shall be appointed for a period of not more than three years and shall be eligible for reappointment for a period or periods of not more than three years at a time.

Chair.

5. The Director of the Institute shall serve as Secretary of the Committee.

Secretary.

6. The Committee shall meet at least once each year. Six members present at a meeting shall constitute a quorum.

Meetings.

7. The duty of the Committee shall be to advise the Director on all aspects of the scientific work and policy of the Institute.

Duties.

Management Committee

1. The management of the Institute shall be the responsibility of a Management Committee, which shall consist of:

Constitution.

- (a) the Director;
- (b) the Deputy Director;
- (c) the Heads of the Departments of Applied Mathematics and Theoretical Physics and of Pure Mathematics and Mathematical Statistics;
- (d) one person appointed by the General Board, who shall be Chair, provided that the General Board shall have power to appoint as Chair a person who is already a member of the Committee in one of classes (c), (e), and (f);
- (e) five persons appointed by the General Board, of whom one shall be appointed on the recommendation of the Council of the School of the Physical Sciences, one on the recommendation of the Council of the School of Technology, and one on the recommendation of the Faculty Board of Mathematics;

Mathematical
Sciences.

- (f) one person appointed by St John's College and one person appointed by Trinity College;
- (g) one person appointed by the Engineering and Physical Sciences Research Council;
- (h) one additional person co-opted at the discretion of the Committee.

2. Members in classes (d)–(g) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. A co-opted member in class (h) shall serve until 31 December of the year in which he or she is co-opted or of the year next following, as the Committee shall determine at the time of co-optation.

3. The General Board, in making its appointments to the Committee, shall ensure that at least two of its members are not resident members of the University.

Secretary.

4. The Director shall serve as Secretary of the Committee unless there is a Deputy Director, in which case the latter shall serve as Secretary of the Committee.

Meetings.

5. The Committee shall meet at least once each term.

Duties.

6. Subject to the powers of the Council and the General Board, the duties of the Committee shall be as follows:

- (a) to promote research in the field of the mathematical sciences and the publication of the results of such research;
- (b) to co-operate with outside bodies in the encouragement of research in the mathematical sciences;
- (c) to administer funds allocated to them for the purposes specified in (a) and (b) above;
- (d) to supervise the work of the staff of the Institute;
- (e) to prepare annual estimates for submission to the General Board;
- (f) to make an Annual Report to the General Board and to the Councils of the Schools and the other bodies mentioned in Regulation 1(e), (f), and (g) above.

Staff of the Institute

Director.

1. There shall be a Director of the Institute who shall be the N. M. Rothschild & Sons Professor of Mathematical Sciences.

Duties of
Director.

2. Under the general control of the Management Committee the Director shall be the administrative Head of the Institute, and shall be responsible, subject to the advice of the Scientific Steering Committee and the approval of the Management Committee, for the choice of topics for the Institute's programmes.

Deputy
Director.

3. There shall be a University office of Deputy Director of the Institute, which may be held concurrently with another University office. Appointments and reappointments to the Deputy Directorship shall be made by the Management Committee. If the office is held concurrently with another University office, appointments and reappointments shall be made for periods of not more than five years at a time, provided that no person may hold the office for a total period exceeding six years.

Duties of
Deputy
Director.

4. The duties of the Deputy Director shall be to assist the Director in all matters connected with the work of the Institute, to serve as Secretary of the Management Committee, to engage actively in research, and to carry out such teaching duties as may be required by the Head of the Department of Applied Mathematics and Theoretical Physics or of the Department of Pure Mathematics and Mathematical Statistics, as the Director agrees are compatible with the other duties of the office.

Rothschild Visiting Professorships

Fund.

1. The sum donated by N. M. Rothschild & Sons shall constitute a fund called the Rothschild Visiting Professorships Fund from which the stipend, travelling expenses, and subsistence allowance of Rothschild Visiting Professors and the travelling expenses and subsistence allowance of Rothschild Distinguished Visiting Fellows shall be paid.

Election and
tenure of
Visiting
Professor.

2. A Rothschild Visiting Professor shall be elected under the authority of Special Ordinance C (vii) B.1(c)(iv) by the General Board on the recommendation of the Management Committee. The tenure of a Rothschild Visiting Professor shall normally be for a period of not more than six months but may, exceptionally, be for a period of not more than one year, and shall be determined by the General Board on the recommendation of the Management Committee on the occasion of each appointment.

Distinguished
Visiting
Fellow.

3. A Rothschild Distinguished Visiting Fellow shall be appointed by the Management Committee for a period of not more than six months, provided that the Management Committee may, exceptionally, make an appointment for one year.

Duties.

4. It shall be the duty of a Rothschild Visiting Professor and a Rothschild Distinguished Visiting Fellow to participate in the Institute's research programme.

5. The stipend of a Rothschild Visiting Professor shall be determined by the General Board on the recommendation of the Management Committee.

Mathematical Sciences.

Stipend.

6. A Rothschild Visiting Professor and a Rothschild Distinguished Visiting Fellow shall be required to reside in the University.

Residence.

7. After provision has been made in accordance with Regulations 1 and 5, such further payments may be made from the Fund in support of the work of a Rothschild Visiting Professor and a Rothschild Distinguished Visiting Fellow as may be approved by the Management Committee.

Other expenditure.

Visiting Fellowships

1. In order to enable scholars from outside Cambridge to take part in and contribute to the work of the Institute, there shall be Visiting Fellowships for persons who have made or are making important contributions to research in mathematical sciences, or who are pursuing advanced work in the subject.

Purpose and definitions.

2. Appointments and reappointments to Visiting Fellowships shall be made by the Director of the Institute for periods not exceeding one year at a time.

Appointments.

3. The stipend, if any, of a Visiting Fellow shall be determined by the Director with the approval of the General Board on the occasion of each appointment or reappointment.

Senior Fellowships

1. The Management Committee shall have power, subject to the approval of the General Board, to grant the title of Senior Fellow of the Institute to any person associated with the Institute (other than a member of the staff of the Institute) who has made or is making important contributions to research in mathematics.

2. A person to whom the title of Senior Fellow has been granted shall hold that title for not more than five years at a time. At the end of any such period the title may again be granted for a further period of not more than five years on each occasion.

MELVILLE LABORATORY FOR POLYMER SYNTHESIS

Polymer Synthesis.

Director

1. There shall be a University office of Director of the Melville Laboratory for Polymer Synthesis¹ in the Department of Chemistry.

2. Appointments and reappointments to the office of Director of the Melville Laboratory for Polymer Synthesis shall be made by an Appointments Committee consisting of:

Appointment.

- (a) the Vice-Chancellor, or a duly appointed deputy, as Chair;
- (b) the Head of the Department of Chemistry;
- (c) two persons appointed by the Council of the School of the Physical Sciences;
- (d) one person appointed by the Council of the School of Technology;
- (e) three persons appointed by the General Board.

Members in classes (c), (d), and (e) shall be appointed in the Michaelmas Term of each year of which the number is even to serve for two years from 1 January following their appointment.

3. The duties of the Director shall be to engage in research in polymer synthesis and to manage the Melville Laboratory so as to promote polymer synthesis within the University, under the supervision of a Committee of Management consisting of:

Duties.

- (a) the Chair of the Council of the School of the Physical Sciences, who shall be Chair of the Committee;
- (b) the Heads of the Departments of Engineering, Chemical Engineering and Biotechnology, Chemistry, Materials Science and Metallurgy, and Physics; provided that each Head may appoint a deputy to attend any meeting of the Committee;
- (c) one member appointed by each of the sponsors of the Melville Laboratory, as defined in the agreement with the University;
- (d) not more than three persons co-opted by the Committee to serve for two years from the date of their co-optation;
- (e) the Director of the Melville Laboratory for Polymer Synthesis, who shall be Secretary of the Committee.

Committee of Management.

¹ This office is an office specified in the Schedules to Special Ordinances C (i) 1 (p. 72) and C (vii) 1 (p. 87).

Polymer
Synthesis.

The Committee of Management shall meet at least twice in each academical year.

4. The provisions of Special Ordinance C (vii) A.10 that apply to a Professor shall also apply to the Director of the Melville Laboratory for Polymer Synthesis.

5. The Director shall conform to such conditions of residence as may be determined by the General Board, after consultation with the Committee of Management.

Sainsbury
Laboratory.

SAINSBURY LABORATORY

Constitution

The Sainsbury Laboratory shall be an institution independent of any Faculty or Department but under the supervision of the General Board, and shall be within the School of the Biological Sciences.

Management

Board of
Management.

1. The Laboratory shall be under the general control of a Board of Management which shall consist of:

- (a) four members appointed by the General Board;
- (b) seven members appointed by the General Board, on the nomination of the Gatsby Charitable Foundation;
- (c) the Director of the Laboratory, *ex officio*;
- (d) two other senior members of the Laboratory appointed by the General Board on the nomination of the Management Board.

Members in classes (a), (b), and (d) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment. Among the members in classes (a) and (b) shall be not less than three scientists working in institutions overseas and one business person with a scientific background.

Condition of
membership.

2. If any member in classes (a) and (b) misses two consecutive meetings her or his membership shall cease, unless the cause of the absence has been declared sufficient by the Board of Management.

Chair.

3. The Management Board shall elect a Chair from among the members in classes (a) and (b), to serve for three years from 1 January following election; the Chair shall be eligible for re-election for a further period of three years.

Secretary.

4. The Administrator of the Laboratory shall serve as Secretary of the Board.

Duties of the
Board.

5. Subject to the powers of the Council, the General Board, the Council of the School of the Biological Sciences, and the Faculty Board of Biology, the general duties of the Board shall be:

- (a) to promote research in plant development and plant diversity;
- (b) to oversee the scientific progress of the Laboratory;
- (c) to approve the distribution of funding in support of the Laboratory from the Gatsby Charitable Foundation;
- (d) to prepare an Annual Report on the finances of the Laboratory for submission to the General Board and the Gatsby Charitable Foundation;
- (e) to oversee the arrangements for the periodic review of the Laboratory, in accordance with agreements between the University and the Gatsby Charitable Foundation;
- (f) to appoint, or reappoint, the scientific staff of the Laboratory, other than those who hold University offices.

Annual Report.

6. The Chair, in consultation with the Director, shall submit an Annual Report on the scientific progress of the Laboratory to the General Board and the Gatsby Charitable Foundation.

Staff of the Laboratory

Director.

1. There shall be a University office of Director of the Laboratory which shall be held concurrently with a Professorship.

Tenure.

2. The Director shall normally be appointed by the General Board for a term of five years and may be re-appointed for further periods, as determined by the General Board, on the advice of a Committee constituted for the particular occasion, in consultation with the Gatsby Charitable Foundation.

3. Subject to the duties of the Management Board, the Director shall be the administrative head of the Laboratory, and shall be responsible to the Management Board for the proper operation and management of the Laboratory and for ensuring the effective carrying out of the Laboratory's purpose and functions, including the direction of research in the Laboratory.

4. There shall be such other University offices in the Laboratory as the University, or the General Board, on the recommendation of the Management Board, may establish from time to time. Appointments to such offices shall be made in accordance with the relevant provisions of the Statutes and Ordinances. Sainsbury
Laboratory.
5. The staff of the Laboratory shall conform to such conditions of residence as may be determined by the Management Board, subject to the approval of the General Board. Residence.
6. The duties of the staff of the Laboratory other than the Director, shall be determined by the Management Board subject to the approval of the General Board. Duties of the
staff.
7. During any period of absence from duty of the Director, the General Board, on the recommendation of the Management Board, shall have the authority to appoint a person to be Acting Director. A person so appointed shall be recognized as Director of the Laboratory for all purposes. Acting
Director.

NOTICE BY THE GENERAL BOARD

UNIVERSITY RESEARCH ETHICS COMMITTEE

Amended by Grace 4 of 4 July 2018

1. The General Board has agreed to establish a University Research Ethics Committee which shall consist of:
 - (a) the Chair of the Human Biology Research Ethics Committee;¹
 - (b) the Chair of the Psychology Research Ethics Committee;
 - (c) a member of the Cambridge Local Research Ethics Committee;¹
 - (d) one person appointed by the General Board who shall be Chair, provided that the General Board shall have power to appoint as Chair a person who is already a member of the Committee in one of classes (a), (b), (e) or (f);
 - (e) two persons appointed by the General Board who shall not be resident members of the University;
 - (f) six persons appointed by the General Board, one each on the nomination of the Councils of the Schools to ensure appropriate representation of areas of research involving human participants or personal data and a breadth of expertise in research integrity matters;
 - [(g) one member of the University, *in statu pupillari*, appointed on the nomination of the Graduate Union;]²
 - [(g) two elected officers of the student unions or registered students, one appointed on the nomination of Cambridge University Students' Union and one appointed on the nomination of the Graduate Union;]²
 - (h) not more than two persons co-opted by the Committee, provided that it shall not be obligatory for the Committee to co-opt any person or persons.
2. The appointment of members in classes (d)–(f) shall be made in the Michaelmas Term for periods of four years from the following 1 January. Members shall be eligible for reappointment. 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 Pro-Vice-Chancellor (Research), the Academic Secretary, the Director of the Research Services Division, and the Director of Human Resources shall have the right to attend meetings of the Committee. The Secretary of the Committee shall be the Academic Secretary or a duly appointed deputy.
3. Six members of the Committee shall constitute a quorum. The Committee shall:
 - (i) devise a University policy for approval by the General Board for the consideration and approval of research projects involving human participants or personal data, including the establishment of specialist sub-committees, where appropriate, to cover specific areas;
 - (ii) monitor the implementation of this policy, establish associated procedures, and recommend to the Board any changes that are considered necessary in the light of experience;
 - (iii) consider and decide on any application for approval of research involving human participation or personal data which is referred to the Committee by one of its sub-committees or by any other relevant body;
 - (iv) establish, implement, and keep under review a procedure for considering appeals against decisions made by sub-committees to withhold, suspend or withdraw approval of a research project which it considers to contravene University policies or procedures on research involving human participants or personal data;
 - (v) consider and advise on training provision for those involved in considering applications for research projects involving human participants or personal data and for those undertaking such research;
 - (vi) receive and consider annual reports from the ethics subject sub-committees;
 - (vii) report annually to the General Board on (i)–(v) above;
 - (viii) advise the Pro-Vice-Chancellor (Research) on the development and implementation of policy and procedures related to research integrity.

¹ The Human Biology Research Ethics Committee falls within the School of the Biological Sciences and considers applications from staff and students of the University for ethical approval of research programmes in fields within its scope involving human participants, except in the field of human psychology where applications are considered by the Psychology Research Ethics Committee. The Cambridge Local Research Ethics Committee normally considers applications from all departments within the Clinical School. It is an advisory committee to the Norfolk, Suffolk, and Cambridgeshire Strategic Health Authority and is independent of the NHS Trusts and the University.

² The text in angular brackets will replace the text in square brackets subject to the approval by Her Majesty in Council of the amendments of Statute approved by Grace 4 of 4 July 2018.