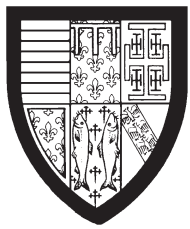
STATUTES
OF
QUEENS' COLLEGE

IN THE
UNIVERSITY OF CAMBRIDGE
1955
AS AMENDED TO 2006



In nomine Summae et Individuae Trinitatis, Patris et Filii et Spiritus Sancti, et in memoriam Sanctorum Margaretæ et Bernardi, in quorum nominibus Collegium hoc dedicatur, statuimus primo et ordinamus quod idem Collegium Collegium Reginale perpetuis temporibus futuris nuncupetur.

(The opening sentence of the Elizabethan statutes of 1559, under which the College was governed until 1860.)

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APPENDIX 24

AT THE COURT OF SAINT JAMES

The 29th day of April, 1954

Present,

Her Majesty Queen Elizabeth The Queen Mother

Her Royal Highness The Princess Margaret

Lord Privy Seal	**Miss Horsbrugh**	**Sir Thomas Dugdale**
Viscount Swinton	**Mr Selwyn Lloyd**	**Mr Hopkinson**

WHEREAS Her Majesty, in pursuance of the Regency Acts, 1937 to 1953, was pleased, by Letters Patent dated the twentieth day of November, 1953, to delegate to Her Majesty Queen Elizabeth The Queen Mother, Her Royal Highness The Princess Margaret, His Royal Highness The Duke of Gloucester, Her Royal Highness The Princess Royal and the Earl of Harewood, or any two or more of them, as Counsellors of State, full power and authority during the period of Her Majesty's absence from the United Kingdom to summon and hold on Her Majesty's behalf Her Privy Council and to signify thereat Her Majesty's approval of anything for which Her Majesty's approval in Council is required:

AND WHEREAS the Governing Body of Queens' College, in the University of Cambridge, did, under the provisions of the Universities of Oxford and Cambridge Act, 1923, on the 12th day of January, 1954, make a Statute amending the Statutes of the College:

AND WHEREAS the said Statute has been submitted to Her Majesty in Council, and notice of its having been so submitted has been published in the London Gazette, and the said Statute has also been laid before both Houses of Parliament in accordance with the directions contained in the said Act, and no Petition or Address against the same has been presented:

NOW, THEREFORE, Her Majesty Queen Elizabeth The Queen Mother and Her Royal Highness The Princess Margaret, being authorized thereto by the said Letters Patent, have taken the said Statute (a copy whereof is hereunto annexed) into consideration, and do hereby, by and with the advice of Her Majesty's Privy Council, on Her Majesty's behalf approve thereof.

W.G. Agnew

STATUTE* to alter and amend the Statutes of the Queen's College of St. Margaret and St. Bernard, commonly known as Queens' College in the University of Cambridge, which amending Statute has been duly made at a General Meeting of the Governing Body of the said College, specially summoned for this purpose, and held on the twelfth day of January one thousand nine hundred and fifty four (notice of the proposed amending Statute having been given to the said University), and passed at such meeting by the votes of not less than two-thirds of the number of persons present and voting, and is now submitted for the approval of Her Majesty the Queen in Council.

We, The President, Fellows and Scholars of Queens' College in the University of Cambridge in pursuance of the power given to us by Section 7 of the Universities of Oxford and Cambridge Act, 1923, DO HEREBY alter and amend the Statutes made under that Act in relation to our said College in such manner that the said Statutes shall read as follows:

Given under our Common Seal this twelfth day of January one thousand nine hundred and fifty four

J. A. VENN, *President*,
A. D. BROWNE, *Fellow*,
C. T. WOOD, *Fellow*.

L S

*As amended by Order of the University Commissioners on 21st October 1993 and by Amending Statutes made by the Governing Body of the College on:

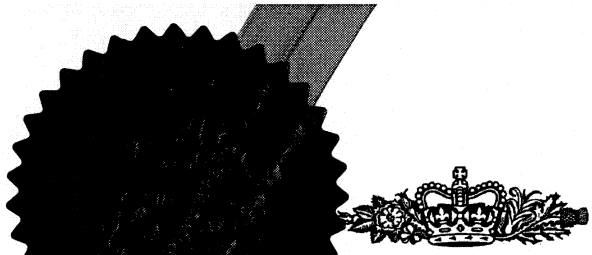
5th November 1954
16th March 1956
16th March 1962
3rd November 1966
15th April 1975
14th July 1978
13th February 1987
30th June 1989

And, most recently, under our Common Seal this twenty-fourth day of October two thousand and five

J. L. EATWELL, *President*,
A. D. COSH, *Senior Bursar*,
J. W. F. ALLISON, *Fellow*.
(*Chairman, Statutes Committee*)

L S

And as set out in the Schedule, referred to and approved by Order in Council in the following manner:



At the Court at Buckingham Palace

THE 9th DAY OF MAY 2006

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY
IN COUNCIL

The Governing Body of Queen's College, in the University of Cambridge, has made a Statute amending College Statutes in accordance with the Universities of Oxford and Cambridge Act 1923, and in the form set out in the Schedule to this Order:

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

No petition or address has been presented against the Statute:

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

STATUTE *referred to in the foregoing Order in Council*

1. *Of the Foundation of the College*

The Foundation of the College shall consist of a President, the Fellows and such Scholars as are admitted under Statute 28 paragraph 4.

2. *Of the Visitor*

1. The Visitor shall be elected by the Governing Body.

2. When the date of the resignation of the Visitor is known or the office of Visitor becomes vacant, the Visitor shall be elected according to the procedures for the election of the President under Statute 6 except that what is required in that event to be done by the Vice-President or senior member of the Governing Body shall at the election of the Visitor be done by the President.

3. If at any time the Governing Body decides by a three-fourths majority of the whole Governing Body that the Visitor is incapable of performing the duties of the Visitor, the President shall declare the office of Visitor to be vacant and shall proceed to the election of a new Visitor.

4. If the performance of a duty of the Visitor is required while the office of Visitor is vacant, the Governing Body shall, by two-thirds majority of the whole Governing Body, appoint a person, who shall not be a member of the Governing Body, to perform that duty. If, under the rules of natural justice, the Governing Body is unable to make an appointment, the Master of Pembroke College Oxford shall appoint such a person.

3. *Of the Constitution of the Governing Body*

The Governing Body shall be the President and the Fellows under Classes A and B of Statute 11.

4. *Of the Powers of the Governing Body*

1. The Governing Body shall exercise all powers given under these Statutes except in so far as the Statutes otherwise direct or expressly permit.

2. The Governing Body shall have the administration of all the property and income of the College.

3. The Governing Body may from time to time make orders for the good government of the College, and for maintaining and improving the discipline and studies of the students thereof, provided that such orders shall not be inconsistent with any of these Statutes.

4. The Governing Body shall make provision for the admission of persons not on the Foundation to become members of the College. No person shall be admitted a member of the College *in statu pupillari* who is not qualified to be matriculated.

5. The Governing Body may from time to time appoint a committee for any such matter as in the opinion of the Governing Body may be better dealt with by means of a committee, and may delegate to any committee so appointed, with or without restrictions and conditions, the exercise of any functions proper to that committee provided that,

(a) such delegation shall not relieve the Governing Body of responsibility for the matter delegated;

(b) the Governing Body shall have the right of access to all papers retained by such a committee;

(c) such delegation shall not extend to the election of the President and Fellows and the appointment or confirmation in office of the Senior Tutor, Senior Bursar and Junior Bursar.

5. *Of Meetings and Procedure of the Governing Body*

1. There shall be as provided in this Statute meetings of the Governing Body called College Meetings, including in each year not less than three General College Meetings. Notice of College Meetings shall be given in writing by the President to the members of the Governing Body.

2. The Governing Body shall fix from time to time the days for General College Meetings, provided that the interval between any two consecutive General College Meetings do not exceed six calendar months. Fourteen days' notice at least shall be given by the President to each member of the Governing Body of the date fixed for a General College Meeting.

It shall be the duty of every member of the Governing Body to attend the General College Meetings.

3. The President may call a College Meeting other than a General College Meeting whenever the President shall think fit.

The President shall upon the requisition in writing of any three members of the Governing Body summon a Special College Meeting within seven days after the receipt of such requisition.

4. The quorum necessary for the transaction of business at a College Meeting other than a Special College Meeting shall be a majority of the members of the Governing Body.

The quorum necessary for the transaction of business at a Special College Meeting shall be two-thirds of the members of the Governing Body.

5. The President, or in the absence of the President, the Vice-President, shall preside at all College Meetings. If neither the President nor the Vice-President be present at a College Meeting, the senior Fellow present shall preside.

6. Except where these Statutes otherwise provide, decisions at College Meetings shall be taken by a simple majority of the members present and voting. In case of equality of votes, the person presiding at the College Meeting shall have an additional or casting vote.

7. Where any Statute provides that a decision on a proposal requires a majority of the whole Governing Body, the proposal shall not be adopted unless a majority of all the members of the Governing Body, excluding those who are on leave, cast their votes in favour of the proposal.

Where any Statute provides that a decision on a proposal requires a two-thirds majority, the proposal shall not be adopted unless at least two-thirds of those present and voting cast their votes in favour of the proposal.

Where any Statute provides that a decision on a proposal requires a two-thirds majority of the whole Governing Body, except as provided to the contrary in Statute 6, the proposal shall not be adopted unless at least two-thirds of all the members of the Governing Body, excluding those who are on leave, cast their votes in favour of the proposal.

Where any Statute provides that a decision on a proposal requires a three-fourths majority of the whole Governing Body, the proposal shall not be adopted unless at least three-fourths of all the members of the Governing Body, excluding those who are on leave, cast their votes in favour of the proposal.

8. All orders made at College Meetings, hereinafter called College Orders, shall be entered in a book kept for the purpose, hereinafter called the Conclusion Book, and shall be signed by the members of the Governing Body agreeing to the same. Members of the Governing Body shall be entitled to record their dissent. The Governing Body may from time to time alter or repeal any College Order but only at a College Meeting after seven days' notice has been given that the matter is to be raised, and by a majority of the whole Governing Body.

9. No vote may be cast at a College Meeting except by a member of the Governing Body actually present.

6. *Of the Election of the President*

1. When the date of the retirement or resignation of the President is known the Vice-President shall summon a meeting of the Governing Body to be held as soon as is reasonably practicable but not more than twelve months before the date on which the retirement or resignation is to take effect.

At least fourteen days' notice in writing of this meeting shall be sent to each member of the Governing Body.

At this meeting, at which the President shall not be present, the Governing Body shall, if a two-thirds majority of the whole Governing Body, including those on leave, are in favour of doing so, decide to pre-elect to the office of President and shall fix a date for the pre-election. The procedure for election of a President under paragraph 3 of this Statute shall apply in the case of a pre-election. A President who has been pre-elected shall be admitted to office in accordance with paragraph 5 of this Statute as soon as is practicable after the office has been vacated.

2. When the office of President becomes vacant and a successor has not been pre-elected the senior member of the Governing Body then in Cambridge shall call all the members of the Governing Body to meet as soon as is reasonably practicable after the occurrence of the vacancy. A majority of the members present at this meeting shall fix a date not sooner than seven days or later than nine calendar months thereafter for a meeting of the Governing Body to elect a President.

3. The Vice-President on the same day on which the date for election has been fixed in accordance with paragraph 2 of this Statute

shall give written notice thereof to all the members of the Governing Body. Whether they receive the said notice or not, the election shall be proceeded with on the day fixed as aforesaid, provided that not less than two-thirds of the Governing Body are present. At the time fixed for the election the Vice-President shall read to the assembled body the following injunction:

"Injungo vobis ut hominem magis idoneum vestro judicio, omni partialitate remota, in praesidentem hujus collegii eligatis; qui sit homo providus, discretus, competenter literatus, in spiritualibus et temporalibus circumspectus, honestate morum praeclarus, conversationis laudabilis, atque famae redolentis, qui et melius sciverit atque poterit negotia collegii promovere."

After which the Vice-President, and all the members present, one by one, according to seniority, shall record their votes in writing, in this form:

"Ego N. eligo N. ad officium praesidentis hujus collegii."

When the votes have been thus recorded, the Vice-President shall read the votes aloud, and distinctly, in the hearing of all present. And a properly qualified person on whom two-thirds of the whole Governing Body, including those on leave, have agreed shall be held elected. The Vice-President shall forthwith declare the election in this form:

"Auctoritate mihi commissa, ego N., socius hujus collegii, nomine meo et nomine omnium sociorum meorum (sive majoris partis), electum pronuncio N. in praesidentem hujus collegii."

If a two-thirds majority of the whole Governing Body, including those on leave, do not agree on one person the meeting shall be adjourned after fixing a date for the adjourned meeting not less than seven days from the original date. Notice of this adjourned meeting shall be sent, in writing, to all members of the Governing Body not present at the original meeting. Further adjournments may take place as necessary. At an adjourned meeting the procedure for election shall be the same as that at the original meeting.

4. If no election is made before twelve months have elapsed since the office of President became vacant, the appointment of a President for that vacancy shall devolve on the Visitor.

5. The President-elect shall attend the College Chapel in the presence of the Governing Body on a day to be appointed by them, and shall then make the following promise:

"Do fidem quod officium praesidentis pro tempore meo fideliter geram; statuta, ordinationes, et laudabiles consuetudines hujus collegii, quantum in me est, illaesa observabo; eademque statuta fideliter exequar, vel exequi procurabo."

When the President elect has made this promise the senior Fellow present shall admit the President-elect to the office of President in these words:

"Auctoritate mihi commissa admitto te in praesidentem hujus collegii."

The President shall then be installed in the President's seat in the Chapel by the senior Fellow present, who shall hand to the President a copy of these Statutes.

7. *Of the Stipend and Residence of the President*

1. The Stipend of the President shall be determined from time to time by the Governing Body at a General College Meeting.

2. The President shall reside in the College during two-thirds of each term.

3. The President shall be entitled to reside in the President's Lodge free of rent, rates and taxes. The President's Lodge shall be kept in good and sufficient repair, both externally and internally, at the expense of the College.

8. *Of the Duty and Authority of the President*

It shall be the duty of the President to see that the Statutes of the College and the College Orders are duly observed, and the President shall impartially enforce or cause to be enforced the said Statutes. In an emergency, not provided for by these Statutes or by College Order, the President shall have power to take such action as the welfare of the College may require.

9. *Of the Retirement or Resignation of the President*

1. The President shall not continue in office beyond the age of 75.

2. Except as hereinafter provided the President shall retire on whichever date is the latest of the following:

(a) the end of the academic year in which the President attains the age of 65;

(b) the end of the academic year in which the President attains the age of 67 always provided that the President holds a University Office;

(c) the end of the academic year in which falls the fifth anniversary of the admission of the President to the office of President.

3. Subject to the provisions of paragraphs 1 and 2 of this Statute, the President shall be appointed until the end of the academic year in which falls the tenth anniversary of the admission of the President to the office of President.

4. Not less than twelve months nor more than eighteen months before the term of the office of the President will end in accordance with paragraphs 2 and 3 of this Statute, the Vice-President shall summon a meeting of the members of the Governing Body other than the President, to consider whether it is desirable in the interest of the College to continue the President in office or to proceed to an election in accordance with Statute 6. The Governing Body at that meeting may, by a two-thirds majority of the whole Governing Body exclusive of the President, continue the President in Office for such period or periods as they may think fit, subject always to paragraph 1 of this Statute.

5. If at any time, on the application of any four or more members of the Governing Body, it shall be proved to the satisfaction of the Visitor that the President has become incapable of performing the duties of the President's office, the Visitor shall thereupon authorise the Governing Body to appoint one of the Fellows to act in the place of the President. This appointment shall be made at a General College Meeting. And the Governing Body shall assign to the Fellow so appointed such part, not exceeding one-third, of the annual stipend of the President as they shall think fit.

6. The Fellow who shall, in accordance with the last preceding provision, be appointed to act in the place of the President shall be called the Pro-President. The Pro-President shall discharge the functions of the President, and shall receive that part of the annual stipend of the President which shall be assigned to the Pro-President; and so long as the Pro-President shall hold the office of Pro-President, the Pro-President shall do all things which in these Statutes are

appointed to be done by the President, and the Pro-President shall be bound by paragraph 2 of Statute 7.

7. If the President shall at any time within a period of three years after the appointment of a Pro-President again become capable of performing the President's duties, the Visitor shall on the application of any four or more members of the Governing Body have power to reinstate the President in office and functions, and in receipt of the whole of the President's emoluments.

8. If after such a period of three years the President be still incapable of performing the duties of the President's office, the President shall *ipso facto* cease to be President, and the Governing Body shall proceed to the election of a new President under Statute 6.

10. *Of the Vice-President*

The President shall appoint, in writing, from among the members of the Governing Body that Fellow whom the President shall think most fit, to be Vice-President, who, in the absence or illness of the President, shall take the place of the President in all things. The Vice-President shall continue to hold office so long as the Governing Body shall think fit, or, in the event of the retirement, resignation, removal, or death of the President who appointed the Vice-President, until the admission of the new President. In the absence or illness of the Vice-President, the senior member of the Governing Body then in Cambridge shall act instead of the Vice-President.

11. *Of Classes of Fellowship*

1. There shall be the following classes of Fellowship:

A. Official Fellowship.
B. Professorial Fellowship.
C. Bye-Fellowship.
D. Research Fellowship.
E. Life Fellowship.

2. *Class A*. *Official Fellowship*. A Fellowship of this class shall be held only by a person who at the same time holds one or more of the following qualifying offices:

(a) the College offices of Tutor, Senior Tutor, Senior Bursar, Dean of Chapel, Steward, Junior Bursar, Praelector, Librarian,

Chaplain, College Lecturer and such other offices as the Governing Body may from time to time determine, by a two-thirds majority of the whole Governing Body, to be qualifying offices;

(b) offices specified from time to time in accordance with the Statutes and Ordinances of the University as university administrative or teaching offices, other than offices which qualify the holder for election to a Professorial Fellowship.

There shall be not fewer than six Fellowships of this class unless the Visitor consents to a smaller number, and subject to this the maximum number of Fellowships allowed in this class shall be fixed from time to time by the Governing Body by a two-thirds majority of the whole Governing Body. The tenure of a Fellowship of this class shall cease when the holder ceases to hold an office qualifying for the tenure of such Fellowship.

3. *Class B. Professorial Fellowship*. A Fellowship of this class shall be held only by a person qualified in accordance with the Statutes of the University to hold a Professorial Fellowship.

The number of such Fellowships shall be not fewer than the quota of such Fellowships allotted to the College in accordance with the Statutes of the University and the College shall comply with the provisions of the Statutes of the University regarding the election to Professorial Fellowships.

Subject to the foregoing the number of Fellowships in this class shall be fixed from time to time by the Governing Body by a two-thirds majority of the whole Governing Body.

The tenure of a Fellowship of this class shall cease when the holder ceases to hold an office qualifying for the tenure of such Fellowship.

4. *Class C. Bye-Fellowship*. A Fellowship of this class shall be held on conditions of college teaching or other college work. A Fellowship of this class shall be tenable for an initial period of three years. The Governing Body shall have power to re-elect a holder for a further period or periods, so, however, that the tenure of such Fellowship shall normally not exceed twelve years in total. The number of Fellowships in this class shall be fixed from time to time by the Governing Body by a two-thirds majority of the whole Governing Body.

5. *Class D. Research Fellowship*. A Fellowship of this class shall be held on condition that the holder engages in research. A Fellowship

of this class shall be tenable for three years. The Governing Body shall have power to re-elect a holder for a further period or periods, so, however, that the tenure of such a Fellowship shall not exceed six years in total. The number of Fellowships in this class shall be fixed from time to time by the Governing Body by a two-thirds majority of the whole Governing Body.

6. *Class E. Life Fellowship*. The following shall become Life Fellows:

(a) The President on retirement or resignation from the office of President.

(b) A Fellow who has ceased to hold an Official or Professorial Fellowship after having been a Fellow for twenty years in either of these classes or for twenty years partly in one class and partly inthe other.

In any particular case by a two-thirds majority of the whole Governing Body, the Governing Body may elect to a Life Fellowship a Fellow who has ceased to hold an Official or Professorial Fellowship after a tenure of less than twenty years.

A Life Fellow shall not be entitled to hold any office or do any act required by these Statutes to be held or done by a Fellow.

12. *Of the Election of Fellows*

1. From among the persons qualified to hold Fellowships the Governing Body shall elect those persons whom the Governing Body consider best fitted to be Fellows of the College as a place of education, religion, learning and research.

2. When the Governing Body has decided to elect a Fellow they shall fix a date for the election.

3. The President shall send to every member of the Governing Body written notice of the date fixed by the Governing Body in accordance with paragraph 2 of this Statute for an election. This notice shall be sent at least fourteen days before the day on which the election is to be held.

On the day of the election if a majority of the whole Governing Body are present the election shall proceed in the following manner.

All members of the Governing Body present shall record their votes in writing in the following form:

"Ego N. eligo N. in socium hujus collegii."

When the votes have been thus recorded, the President shall read the votes aloud, and distinctly, in the hearing of all present. And a person on whom a majority of the whole Governing Body have agreed shall be held elected, and the President shall forthwith declare the election in this form:

"Ego N. Praesidens hujus collegii electum pronuncio N. in socium hujus collegii."

The Fellow-elect shall attend the College Chapel in the presence of the Governing Body on a day to be appointed by them, and shall then receive from the President a copy of the College Statutes and make the following promise:

"Do fidem quod statuta et laudabiles consuetudines hujus collegii, quantum ad me pertinent, illaesa observabo; et juvabo collegium in sanis consiliis et auxiliis ad quemcunque statum in futurum pervenero; et hoc laborabo pro posse meo quamdiu socius fuero."

When the Fellow-elect has made this promise, the Fellow-elect shall kneel before the President, who, holding the Fellow-elect's hands between the President's, shall admit the Fellow-elect in these words:

"Auctoritate mihi commissa admitto te in socium hujus collegii."

4. The Governing Body may, in any special case in which the interests of the College so require, make it at the time of election a condition of the tenure of a Fellowship that the Fellow shall, if called upon so to do within one year from the date of the election, accept some specified College office and hold it for such time as the Governing Body shall require. On any breach of such condition the tenure of the Fellowship shall cease.

5. Notwithstanding any other provision of these Statutes, no Fellow shall retain a Fellowship after election to the office of Visitor, and no Fellow, other than an Honorary Fellow, shall retain a Fellowship after admission to the office of President or to a Fellowship (other than an Honorary Fellowship) or Headship of any other College in the University of Cambridge or in the University of Oxford.

13. *Of the Duties and Rights of Fellows*

1. The Governing Body shall have the power to require the holder of any Fellowship under Class A, C, or D of Statute 11 as a condition

of tenure of the Fellowship to do College teaching or other College work within the limits permitted by any University regulations applicable to the holder.

2. Fellows under Class A, C, and D of Statute 11 shall be entitled to rooms in College free of rent, rates, and taxes, and to commons in Hall during term and such portions of the Vacation as may be determined by College Order.

3. Fellows under Class B of Statute 11 shall be entitled to commons in Hall during term and during such portions of the Vacation as may be determined by College Order, and, if the Governing Body so decides, to rooms in College free of rent, rates, and taxes.

4. Fellows under Class E of Statute 11 may be given such privileges in relation to commons in Hall as the Governing Body may decide. The Governing Body, if they consider that it is in the interests of the College, may by a two-thirds majority of the whole Governing Body allow such a Fellow to occupy rooms in College on payment of rent.

14. *Of the Emoluments of Fellows*

1. Fellowships under Classes A, B and E of Statute 11 shall be non-stipendiary.

2. Fellowships under Classes C and D of Statute 11 shall be stipendiary unless:

(a) the Governing Body in electing to any such Fellowship determine that it shall be non-stipendiary; or

(b) the holder of such a Fellowship signifies in writing to the President the wish to become a non-stipendiary Fellow.

3. The Governing Body shall have power at any time during the tenure of a non-stipendiary Fellowship under Class C or D to determine that the holder shall become a stipendiary Fellow.

4. The stipend of a stipendiary Fellow under Class C or D of Statute 11 shall be determined by the Governing Body after taking account of the other emoluments of the holder.

15. *Of Honorary Fellows*

1. The Governing Body at a College Meeting, held after notice has been given that the matter is to be raised, may by a three-fourths

majority of the whole Governing Body elect as Honorary Fellows any persons who are of conspicuous merit, or who have done good service to the State or to the College or to the University.

2. The Governing Body may by a like majority terminate the tenure of an Honorary Fellowship.

3. An Honorary Fellow shall not by virtue of such Fellowship possess any voice or authority in the College, nor be entitled to any emolument. With these exceptions, the Governing Body may grant an Honorary Fellow such privileges as they think fit.

16 *Of the Removal of Fellows*

1. If at any time a Fellow shall have been convicted by a court of competent jurisdiction of any serious crime, the President shall as soon as is reasonably possible call a College Meeting. If the fact of conviction be established, and a majority of the whole Governing Body think fit, the President shall pronounce the tenure of the Fellowship to be at an end; on which pronouncement the tenure of the Fellowship shall cease.

2. If at any time any five members of the Governing Body charge any Fellow before the President with disgraceful conduct rendering the Fellow unfit in their judgment to be a Fellow, the President shall as soon as reasonably possible call the members of the Governing Body other than the accused and the Fellows preferring such charge to a College Meeting. The members of the Governing Body so assembled shall inquire into the matter, and shall hear as well the accused person as the accusers. If the meeting decides by a two-thirds majority of the whole Governing Body (less the accused and accusers) that the charge is established, the accused and the accusers not being present at the time of the voting, the President shall, if the meeting by the said majority so determines, pronounce the tenure of the Fellowship of the accused person to be at an end; on which pronouncement the tenure of the Fellowship shall cease.

3. Subject to the provisions of paragraph 6(1) of Statute 40, nothing in this Statute shall apply to members of the academic staff to whom Statute 40 applies.

17. *Of the College Offices*

1. The College Offices shall be those governed by Statutes 19, 20, 21, 22, 23, 24, 25, 26, and 27 and such other offices as the Governing Body may from time to time determine.

2. The following College Offices may be held only by members of the Governing Body: Senior Tutor, Tutor, Senior Bursar, Dean of Chapel, Steward, Junior Bursar, Praelector, College Lecturer.

3. The holders of College Offices shall receive such stipends as the Governing Body may from time to time determine by College Order.

4. The Governing Body shall have the power to require the holder of any College Office to do College teaching within the limits permitted by any University regulations applicable to the holder in addition to the duties applicable to the College Office.

18. *Of Retirement and Pensions*

1. The Governing Body shall by College Order determine the retirement of College Officers to coincide with the retirement of University Officers under the Statutes of the University of Cambridge.

2. The Governing Body shall take such steps as may be necessary for the participation of the College in whatever superannuation scheme or schemes the Governing Body may from time to time deem appropriate.

19. *Of the Bursars*

1. The Governing Body shall appoint a Senior Bursar.

2. The Senior Bursar shall be appointed for an initial period of three years, and on the expiration of such period the Governing Body shall have power to confirm the Senior Bursar in office for such period or periods as they may think fit.

3. The Senior Bursar shall be responsible for the financial business of the College.

4. The Governing Body shall appoint a Junior Bursar. The Junior Bursar shall be appointed for an initial period of three years, and on the expiration of such period the Governing Body shall have power to confirm the Junior Bursar in office for such period or periods as they may think fit. The Junior Bursar shall perform such duties in connexion

with the establishment of the College and the maintenance of the fabric as may be directed by College Order. The Junior Bursar shall have superintendence of expenditure from the Internal Revenue Account or its equivalent.

20. *Of the Steward*

1. The Governing Body shall appoint a Steward.

2. The Steward shall be appointed for an initial period of three years, and on the expiration of such period the Governing Body shall have power to confirm the Steward in office for such period or periods as they may think fit.

3. The Steward shall have the superintendence of the Buttery and Kitchen and of catering by the College according to such College Orders as may from time to time be made. The Steward shall keep the Kitchen accounts and statistics in accordance with the forms prescribed by the Statutes of the University.

21. *Of the Dean of Chapel, Divine Service, and Religious Instruction*

1. The Governing Body shall appoint a Dean of Chapel who shall be in Priest's Orders of the Church of England or of a Church in communion with the Church of England.

2. The Dean of Chapel shall be appointed for an initial period of three years, and on the expiration of such period, the Governing Body shall have power to confirm the Dean in office for such period or periods as they may think fit.

3. The Dean of Chapel shall in consultation with the President arrange for the College Services.

4. The Dean of Chapel shall be responsible for the conduct of services daily (at least during Full Term) morning and evening normally according to the Rites of the Church of England or with such additions or omissions as shall be approved by the Governing Body.

5. The Dean of Chapel shall give religious instruction as occasion offers to members of the College *in statu pupillari*.

6. The Dean of Chapel shall carry out such other duties as the Governing Body shall determine by College Order.

22. *Of the Chaplain*

The Governing Body may appoint a Chaplain who shall be in Holy Orders of the Church of England, or of a Church in communion with the Church of England, to assist the Dean of Chapel in performing the Dean's duties under paragraphs 4 and 5 of Statute 21.

23. *Of the Librarian*

The Governing Body shall appoint a Librarian who shall have the charge of the College Library, according to such College Orders as may from time to time be made.

24. *Of the Senior Tutor*

1. The Governing Body shall appoint a Senior Tutor, who shall hold the office of Tutor.

2. The Senior Tutor shall be appointed for an initial period of three years, and on the expiration of such period the Governing Body shall have power to confirm the Senior Tutor in office for such period or periods as they may think fit.

3. The Senior Tutor shall be responsible for the education provided by the College, including the admission and welfare of all members of the College *in statu pupillari*.

4. The Senior Tutor shall have superintendence of the work of the Tutorial Office and of the Admissions Office and of expenditure from the Education Account or its equivalent.

5. The Senior Tutor shall be responsible for the preparation and revision of the lists of candidates for examinations and for sending them to the Registrary of the University or other responsible person.

25. *Of the Tutors*

1. No member of the College in statu pupillarishall be without a Tutor.

2. The number of Tutors shall be from time to time determined by the Governing Body.

3. Each Tutor shall be nominated by the President, and any person so nominated shall be submitted to the Governing Body for election to the office of Tutor for an initial period of two years, and on the

expiration of such period the Governing Body shall have power to confirm the Tutor so elected in office for a period of eight years. The Tutor may be re-appointed for a further period or periods, not exceeding five years each, but shall not normally hold office for more than twenty years.

4. The Governing Body at a College Meeting called after notice that the matter is to be raised may at any time by a decision taken by a two-thirds majority require a Tutor to resign the office of Tutor. Provided that subject to the provisions of paragraph 6(1) of Statute 40, nothing in this paragraph shall apply to members of the academic staff to whom Statute 40 applies.

26. *Of the Praelector*

1. The Praelector shall be nominated by the President, and any person so nominated shall be submitted to the Governing Body for election to the office of Praelector for an initial period of three years, and on the expiration of such period the Governing Body shall have power to confirm the Praelector so elected in office for such period or periods as they may see fit.

2. The Praelector shall be responsible for presenting in the College Chapel the President-elect for admission to the office of President, Fellows-elect for admission to the Fellowship and Scholars-elect for admission to the Foundation of the College. The Praelector shall also be responsible for presenting to the University candidates for matriculation and candidates for Degrees.

27. *Of the College Lecturers and other Lecturers*

1. The office of College Lecturer shall only be held by members of the Governing Body.

2. A College Lecturer shall be appointed by the Governing Body for an initial period of three years, after which the College Lecturer shall, if confirmed in office, continue for such period or periods as the Governing Body may determine.

3. The duties of College Lecturers shall be as determined from time to time by the Governing Body.

4. The Governing Body shall have power to appoint other Lecturers on such terms and conditions as they think fit. A person appointed as Lecturer under this paragraph need not be a member of the Governing Body or a Fellow of the College.

28. *Of Bursaries, Prizes and Scholarships, and of Foundation Scholars*

1. The Governing Body shall have power to elect to Prizes and Scholarships students of the College who have distinguished themselves in the examinations of the University or of the College.

2. The Governing Body shall have power to award Bursaries, Prizes and Scholarships on such conditions or for such periods as may be determined by the Governing Body, subject always to the conditions contained in any trust which is legally binding on the College.

3. There shall be an account or accounts into which payments shall be made to cover the cost of any Bursaries, Prizes and Scholarships.

4. The Governing Body may elect to the Foundation of the College any Scholar who has shown special distinction. A Scholar so elected shall be formally admitted to the Foundation.

29. *Of Studentships*

1. The Governing Body shall have power to establish Studentships in the College for the encouragement of study and research in any branch of learning.

2. The number of such Studentships shall be fixed from time to time at the discretion of the Governing Body.

3. The funds shall be provided from such sources and the Studentships shall be awarded and held on such conditions and be of such value as the Governing Body shall in each case determine.

30. *Of the Rules and the Discipline of the College*

1. The maintenance of order and discipline in the College shall in general be entrusted to the Tutors, who shall, when they think fit, confer with the President.

2. The obligations of the Tutors in respect of residence during Full Term and such part of the Long Vacation during which members of the College in statu pupillari are in residence shall from time to time be prescribed by College Order.

3. If any member of the College *in statu pupillari* neglect studies or commit a breach of discipline such sanction may be imposed upon that member as the neglect or breach may appear to warrant.

In the case of what the Governing Body deem the grave misconduct of any member of the College *in statu pupillari* they shall have full power to remove that member's name from the Boards of the College.

If any member of the College *in statu pupillari* fails to pay a College bill before the date fixed by College Order the Tutors shall have power to refuse that member permission to continue residence.

31. *Of the Reserve Fund*

1. There shall be a Reserve Fund which shall be a capital reserve.

2. The Governing Body may at any time augment the Reserve Fund by College Order.

32. *Of the Accounts*

1. It shall be the duty of the Senior Bursar to prepare a statement of College accounts (including Trust Funds) for approval by the Governing Body. These accounts shall be presented to the University in the manner and at the time prescribed by the Statutes of the University. The Senior Bursar shall prepare any such further accounts as the Governing Body may from time to time determine.

2. The accounts shall be audited annually by a professional auditor, appointed by the Governing Body, but not being a member thereof, who, after the audit, shall present a report to the Governing Body.

3. The audited accounts shall be inspected by a committee appointed annually by the Governing Body for the purpose, who shall with the Bursar make recommendations to the Governing Body as to the allocation of the corporate income in accordance with these Statutes.

33. *Of the Payment of Income Tax*

No stipend shall be paid free of income tax to the President or Fellows, Tutors, Lecturers or other College Officers.

34. *Of Investments*

1. Investment objectives shall be fixed from time to time by a two-thirds majority of the Governing Body.

2. The moneys of the College received by the Senior Bursar on account of the College shall be kept in some bank or banks approved for the purpose by the Governing Body, or shall be invested in such manner as shall be determined by College Order.

3. The Governing Body may invest in property, securities or any other investment asset. In this Statute 'property' includes land whether freehold or leasehold and 'securities' includes loans, funds, bonds, notes, annuities, debentures, debenture stock, shares and stock (whether ordinary or of any other class) and shares not fully paid and Dominion, Colonial or foreign securities and other securities of all sorts; and any securities may be acquired notwithstanding that they are redeemable at any time or that the purchase price exceeds the redemption value.

4. The foregoing paragraph shall not extend to the investment of funds held under trusts of which the College is not sole trustee and which were created within the period of sixty years immediately prior to the coming into operation of this paragraph.

5. The Governing Body shall appoint an Investments Committee to oversee the investments of the College and keep them under periodic review. The Governing Body may appoint as members of the Investments Committee persons who are not members of the Governing Body.

6. The Senior Bursar shall, in consultation with the Investments Committee, present an annual report on investments to the Governing Body.

35. *Of Contribution to the University*

The College shall pay annually to the University the sum authorised to be levied from the College by the Statutes of the University. For this purpose the Trust Funds may severally bear their proportionate share.

36. *Of the Common Seal*

1. The Common Seal shall be kept in some secure place in the College, and shall not be removed therefrom, unless at any time a majority of the members of the Governing Body then in Cambridge so direct.

2. The seal shall not be affixed to any document except in the presence of three members at least of the Governing Body, one of whom shall be from a group of Fellows nominated for the purpose by the Governing Body. What goes forth under the Common Seal shall be entered into a book kept for the purpose and disclosed to the Governing Body at the next General College Meeting.

37. *Of the Property of the College*

1. The Charters and other muniments of the College shall be kept in such secure place as shall be decided by the Governing Body from time to time and shall not be taken thence unless a majority of the members of the Governing Body then in Cambridge so direct. There shall be kept by the President and the Senior Bursar inventories of the Plate belonging to the College, whether the same be in the College Buttery or in the President's Lodge; and there shall be an audit of the said Plate once a year by the President, Senior Bursar and Steward, or any two of them.

2. No article of Plate shall be disposed of without the approval of the Governing Body.

38. *On the Sale of Advowsons*

Any moneys which have been realised from the sale of Advowsons shall not be applied to any other than theological purposes.

39. *Of the Commemoration of Benefactors*

Annually, on a day to be fixed by College Order, there shall be in the Chapel a Commemoration of the Benefactors of the College.

40. *Of Academic Staff*

The University Commissioners' Statute: see Appendix.

41. *Of the Interpretation of the Statutes*

1. No words in any Statute shall import a connotation of gender.

2. If any doubt shall arise with respect to the intent and meaning of any of these Statutes, the Governing Body shall declare by College Order the true intent and meaning thereof; provided that any person affected by such declaration may appeal to the Visitor.

42. *Of Appeals to the Visitor*

1. In all causes, questions, or disputes arising out of these Statutes there shall be an appeal to the Visitor. The appeal shall be by way of petition. If unable to hear the petition under the rules of natural justice, the Visitor shall appoint a Pro-Visitor to hear it. The Visitor (or Pro-Visitor) may, in giving the decision, make an order with respect to costs.

2. In accordance with the provisions of the Education Reform Act 1988, nothing in these Statutes shall enable or require the Visitor –

(a) to hear any appeal or determine any dispute relating to a member of the academic staff to whom Statute 40 applies which concerns the member's appointment or employment or the termination of that appointment or employment; or

(b) to disallow or annul any College Order made under or having effect for the purposes of Statute 40.

3. In accordance with the provisions of the Higher Education Act 2004, nothing in these Statutes shall enable or require the Visitor –

(a) to hear any appeal or determine any dispute arising from a student complaint; or

(b) to disallow or annul any College Order made under or having effect for the purpose of complying with the national scheme for the review of student complaints.

43. *Of the Preservation of Existing Interests*

These Statutes and their alteration under Statute 45 shall operate without prejudice to any interest possessed by any person by virtue of having, before any Statute comes into operation, become a Member of the College, been elected or appointed to any office or emolument in the College, or acquired a vested right to be elected or appointed thereto.

44. *Of the Repeal of Former Statutes*

1. These Statutes shall come into force on the first day of January 1955.

2. From and after the time when these Statutes shall take effect all the Statutes of the College in force before that time shall be repealed, save and except in so far as is necessary to preserve any interests and conditions of tenure of any person under Statute 43.

3. The repeal of such former Statutes shall not be taken to revive any provisions repealed by such former Statutes.

45. *Of Changes of Statute*

These Statutes shall be subject to alteration from time to time by a Statute made by the College in accordance with Section 7 of the Universities of Oxford and Cambridge Act, 1923. Such a Statute shall come into force on the day on which it is approved by the Privy Council.

APPENDIX:
The University Commissioners' Statute

40. *Of Academic Staff*

PART I CONSTRUCTION APPLICATION AND INTERPRETATION

1. This Statute and any College Order made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say:

(a) to ensure that members of the academic staff of the College have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges; and

(b) to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and

(c) to apply the principles of justice and fairness.

2. No provision in Part II, Part III, or Part IV shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the College) reasonably be treated as a sufficient reason for dismissal.

3. (1) This Statute shall apply –

(a) to any person holding a the College Office designated by the Governing Body as one to which this Statute applies;

(b) to any person employed by the College to carry out teaching or research save for those holding appointments which have been excluded by the Governing Body from the scope of this Statute on the ground that the duties in that regard are only of a limited nature; and

(c) to the President, to the extent and in the manner set out in Part VII of this Statute.

(2) In this Statute any reference to "academic staff" is a reference to persons to whom this Statute applies.

4. (1) For the purposes of this Statute the following terms have the meanings specified:

"dismiss" and "dismissal" refer to the dismissal of a memberof the academic staff and

(a) include remove or, as the case may be, removal from office; and

(b) in relation to employment under a contract, shall be construed in accordance with section 55 of the Employment Protection (Consolidation) Act 1978

(2) "good cause" in relation to the dismissal or removal from office of a member of the academic staff of the College, being in any case a reason which is related to conduct or capability or qualifications for performing work of the kind which the member was appointed or employed to do, means:

(a) conviction for an offence which may be deemed by a Disciplinary Committee appointed under Part III to be such as to render the person convicted unfit for the execution of the duties of the office held by that person or for employment as a member of the academic staff of the College; or

(b) conduct of an immoral, scandalous, or disgraceful nature incompatible with the duties of the office or employment; or

(c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of the office or employment; or

(d) physical or mental incapacity established under Part IV.

(3) In this paragraph:

(a) "capability" means capability assessed by reference to skill, aptitude, health, or any other physical or mental quality; and

(b) "qualifications" means any degree, diploma, or other academic, technical, or professional qualification relevant to an office or position held.

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

(a) the fact that the College has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or

(b) the fact that the requirements of that activity for members of the academic staff of the College to carry out work of a particular kind in that place have ceased or diminished or are expected to cease or diminish.

6. (1) In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute in force on the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988, and over those of any College Order, and the provisions of any College Order made under this Statute shall prevail over those of any College Order made under such other Statutes:

Provided that Part III, Part IV and Part VII shall not apply in relation to anything done or omitted to be done before the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988.

Provided also that disciplinary proceedings in relation to anything done or omitted to be done before that date may continue or be instituted after that date under the relevant College Statutes in force before that date.

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

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

(3) Nothing in any other Statute shall enable the Governing Body to delegate their power to reach a decision under paragraph 10.

(4) For the avoidance of doubt it is hereby declared that nothing in Part III shall be construed as affecting the Statutes and College Orders of the College concerning re-election on the expiry of a fixed term of a Fellowship.

(5) In this Statute references to numbered Parts, paragraphs and sub-paragraphs are references to Parts, paragraphs and sub-paragraphs so numbered in this Statute.

7. (1) No one shall sit as a member of any of the bodies established under this Statute, and no one shall be present at a meeting of such a body when the body is considering its decision or discussing a point of procedure, except as provided by this Statute or by any College Order made under this Statute.

(2) In any case where an officer of the College or any person is designated to perform any duties or exercise any powers under this Statute, and that officer or person is himself involved in the matter in question, the Governing Body may appoint an alternate to act under procedures prescribed by a College Order made under this Statute.

PART II REDUNDANCY

8. This Part enables the Governing Body, as the appropriate body for the purposes of section 203(1)*(a)* of the Education Reform Act 1988, to dismiss any member of the academic staff by reason of redundancy.

9. (1) Nothing in this Part shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless –

(a) his appointment is made, or his contract of employment is entered into, on or after 20thNovember 1987; or

(b) he is promoted on or after that date.

(2) For the purposes of this paragraph in relation to a person, a reference to an appointment made or a contract entered into on or after 20th November 1987 or to promotion on or after that date shall be construed in accordance with subsections (3) to (6) of section 204 of the Education Reform Act 1988.

10. This Part applies where the Governing Body have decided that there should be a reduction in the academic staff –

(a) of the College as a whole; or

(b) of any area of academic work within the College

by way of redundancy.

11. (1) If the Governing Body have reached a decision under paragraph 10 –

(a) they may themselves decide toselect the requisite members of the academic staff for dismissal by reason of redundancy if such a course satisfies the guiding principles set out in paragraph 1; or

(b) they shall appoint a Redundancy Committee to be constituted in accordance with sub-paragraph (2) of this paragraph to give effect to their decision by such date as they may specify and for that purpose

(i) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and

(ii) to report their recommendations to the Governing Body.

(2) A Redundancy Committee appointed by the Governing Body shall comprise –

(a) a Chairman being a member of the Governing Body;

(b) two Fellows not being members of the academic staff; and

(c) two members of the academic staff.

(3) The Governing Body shall either approve any selection recommended by the Redundancy Committee or remit it to the Redundancy Committee for further consideration in accordance with such further directions as the Governing Body may give.

(4) A member of the academic staff shall not be selected for dismissal under this paragraph unless he has been afforded a reasonable opportunity to make representations to the Governing Body.

12. (1) If the Governing Body have themselves selected a member or members of the academic staff for dismissal by reason of redundancy or have approved a selection recommended by the Redundancy Committee they may authorise an officer of the College as their delegate to dismiss any member of the academic staff so selected.

(2) Each member of the academic staff selected for dismissal shall be given separate notice of such selection. The notice shall sufficiently identify the circumstanceswhich have satisfied the Governing Body that the intended dismissal is reasonable and in particular shall include –

(a) a summary of the action taken by the Governing Body under this Part;

(b) an account of the selection procedure used;

(c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part V of this Statute; and

(d) a statement indicating when the intended dismissal is to take effect.

PART III DISCIPLINE, DISMISSAL AND REMOVAL FROM OFFICE

13. (1) If it appears to the President that there are grounds for believing that the conduct or performance of a member of the academic staff is or has been unsatisfactory, he shall inquire into the matter. If the President concludes after investigation that the member is or has been at fault, he may issue an oral warning to the member. The President shall specify the reason for the warning, shall indicate that it constitutes the first stage of the College's disciplinary procedure, and shall advise the member that he may appeal against the warning under sub-paragraph (4) of this paragraph.

(2) If the president concludes after investigation that the fault is sufficiently serious to justify it, or if a further offence occurs, he may issue a written warning to the member. Such a warning shall specify the complaint made against the member, the improvements required in the member's conduct or performance, and the period of time within which such improvements are to be made. The President shall advise the member that he may appeal against the warning under sub-paragraph (4), and shall indicate that, if no satisfactory improvement takes place within the stated time, a complaint may be made seeking the institution of charges to be heard by a Disciplinary Committee.

(3) The President shall keep a written record of any warning issued under sub-paragraph (1) or sub-paragraph (2). No further account shall be taken of an oral warning when one year has elapsed after the date of issue, and no further account shall be taken of a written warning when two years have elapsed after the date of issue.

(4) A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the President within two weeks. An Appeals Committee appointed by the Governing Body shall hear the appeal and the Committee's decision shall by final. If the appeal is allowed, the warning shall be disregarded.

14. (1) If there has beenno satisfactory improvement following a written warning given under paragraph 13, or in any case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office, a complaint seeking the institution of charges to be heard by a Disciplinary Committee appointed under paragraph 15 may be made to the President.

(2) To enable the President to deal fairly with any complaint brought to his attention under sub-paragraph (1) he shall institute such enquiries (if any) as appear to him to be necessary.

(3) If it appears to the President (whether on receipt of a complaint or otherwise) that there are grounds for believing that the conduct or performance of a member of the academic staff of the College could constitute good cause for dismissal, he shall write to the person concerned inviting comment in writing and may, if he considers that the College might otherwise suffer significant harm, suspend the person concerned from the performance of his duties without loss of emolument.

(4) As soon as may be following the comments (if any) or in any event not later than twenty-eight days after they were invited, the President shall consider the matter in the light of all the available material and may dismiss the matter summarily, or issue a formal warning to the person concerned, or determine that the matter be considered by a Disciplinary Committee appointed under paragraph 15.

15. If the President has determined that the matter should be considered by a Disciplinary Committee, the Governing Body shall at his request appoint such a Committee to hear the charge or charges, to determine whether the conduct or performance of the person concerned constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to his appointment or employment, and to make recommendations concerning the action (if any) to be taken as a result of the Committee's findings. Pending the consideration of such recommendations, the President, after consulting the Governing Body,

may suspend the person charged from the performance of his duties without loss of emolument.

16. A Disciplinary Committee shall consist of three persons selected by the Governing Body from a panel of nine persons appointed annually by the Governing Body. The members of the panel shall be Fellows of the College or other persons, being members of the Regent House of the University. In selecting members of the panel for appointment as members of a Disciplinary Committee, the Governing Body shall exclude the person charged and any person who has been involved in or associated with the making of the complaint or any part of it, or who has been involved in any preliminary hearing or investigation.

17. (1) When a Disciplinary Committee has been appointed, the Governing Body shall instruct a solicitor or other suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the Disciplinary Committee.

(2) It shall be the duty of the person formulating the charge or charges –

(a) to forward the charge or charges to the Committee and to the member of the academic staff concerned, together with the other documents therein specified and a list of all witnesses the College proposes to call, with statements containing the evidence they are expected to give; and

(b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents and generally for the proper presentation of the case before the Committee.

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

(a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of charges by a Disciplinary Committee;

(b) that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent him are entitled to be present;

(c) that witnesses may be called, both on behalf of the person charged and by the person presenting the charge, and may be questioned concerning any relevant evidence;

(d) that no new witness or documentary evidence may be introduced by the person presenting the charge without the Committee's consent, which shall not be given save for good reason, and that if late introduction is allowed, the member of the academic staff shall be allowed an adjournment sufficient to allow him to consider and respond to the new evidence; and

(e) that any charge is heard and determined as expeditiously as is reasonably practicable.

19. (1) The Disciplinary Committee shall send its decision on any charge referred to it (together with its findings of fact and the reasons for its decision regarding that charge and its recommendations, if any, as to the appropriate penalty) to the President, the person charged, the person presenting the charge and any person who shall have been added as a party by the Disciplinary Committee.

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

20. (1) If the charge or charges are upheld and the Disciplinary Committee finds that the conduct of the person concerned constitutes good cause for dismissal and recommends that he be dismissed, but in no other case, the President, after consulting the Governing Body, shall decide whether or not to dismiss the person concerned.

(2) In any case where the charge or charges are upheld, other than where the President has decided under sub-paragraph (1) to dismiss the person concerned, the action available to the President, after consulting the Governing Body (not comprising a greater penalty than that recommended by the Disciplinary Committee) may be –

(a) to discuss the issues raised with the person concerned;

(b) to advise the person concerned about his future conduct; or

(c) to warn the person concerned; or

(d) to suspend the member concerned or exclude him from any College premises for such period as the President shall think fair and reasonable, provided that the suspension or

exclusion shall not extend beyond three months after the date on which the Governing Body shall have considered the Disciplinary Committee's decision; or

(e) to take such further or other action under the person's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case; or

(f) to combine any of the courses of action specified above.

21. (1) Any reference in paragraph 20 to the President shall include a reference to an officer acting as his delegate.

(2) Any action taken by the President or his delegate shall be confirmed in writing to the member concerned.

PART IV REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS

22 (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.

(2) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.

(3) In this Part references to the appropriate officer are references to the President or an officer acting as his delegate.

(4) References to the member of the academic staff include, in cases where the nature of the alleged incapacity so requires, a responsible relative or friend or other person with authority to act on behalf of that member in addition to (or instead of) that member.

23. (1) Where it appears to the appropriate officer that the removal of a member of the academic staff on medical grounds should be considered, the appropriate officer –

(a) shall inform the member accordingly;

(b) shall notify the member in writing that it is proposed to make an application to the member's doctor for a medical report and shall seek the member's consent in writing in accordance with the requirements of the Access to Medical Reports Act 1988; and

(c) may suspend the member from the performance of his duties without loss of emolument.

(2) If the member agrees that his removal on those grounds should be considered the College shall meet the reasonable costs of any medical opinion required.

(3) If the member does not agree the appropriate officer shall refer the case in confidence, with any supporting medical and other evidence (including any such evidence submitted by the member), to a Medical Board comprising one person nominated by the Governing Body; one person nominated by the member concerned or, in default of the latter nomination, by the President; and a medically qualified chairman jointly agreed by the Governing Body and the member or, in default of agreement, to be nominated by the President of the Royal College of Physicians.

(4) The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board shall be prescribed by College Orders made under this paragraph. Such College Orders shall ensure:

(a) that the member concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by the Board;

(b) that a case shall not be determined without an oral hearing at which the member's representative, but not the member himself, is entitled to be present;

(c) that witnesses may be called and questioned concerning any relevant evidence; and

(d) that the case is heard and determined as expeditiously as is reasonably practicable.

(5) The Medical Board may require the member concerned to undergo medical examination at the College's expense.

24. If the Medical Board determines that the member should be required to retire on medical grounds, the appropriate officer, after consulting the Governing Body, may terminate the employment of the member concerned on those medical grounds.

PART V APPEALS

25. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.

26. (1) This Part applies –

(a) to appeals against the decisions of the Governing Body as the appropriate body (or of a delegate of that body) to dismiss in the exercise of its powers under Part II;

(b) to appeals arising in any proceedings, or out of any decision reached, under Part III other than appeals under paragraph 13 (Appeals against disciplinary warnings);

(c) to appeals against dismissal otherwise than in pursuance of Part II or Part III;

(d) to appeals against disciplinary decisions otherwise than in pursuance of Part III;

(e) to appeals against decisions reached under Part IV; and

(f) to appeals arising in any proceedings, or out of any decision reached, under Part VII, including appeals against decisions reached in pursuance of paragraph 47;

and "appeal" and "appellant" shall be construed accordingly.

(2) No appeal shall however lie against –

(a) a decision of the appropriate body under paragraph 10;

(b) the findings of fact of a Disciplinary Committee under Part III, or of a Tribunal under Part VII save where, with the consent of the person or persons hearing the appeal, fresh evidence is called on behalf of the appellant at that hearing;

(c) any medical finding by a Medical Board set up under paragraph 23(3) save where, with the consent of the person or persons appointed, fresh evidence is called on behalf of the appellant at that hearing.

(3) In this Part references to "the person appointed" are references to the person appointed by the Governing Body under paragraph 29 to hear and determine the relevant appeal.

(4) The parties to an appeal shall be the appellant and the President and any other person added as a party at the direction of the person appointed.

27. A member of the academic staff may institute an appeal by serving on the President, within the time allowed under paragraph 28, notice in writing setting out the grounds of the appeal.

28. (1) A notice of appeal shall be served within twenty-eight days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period, if any, as the person appointed may determine under sub-paragraph (3).

(2) The President shall bring any notice of appeal received (and the date when it was served) to the attention of the Governing Body and shall inform the appellant that he has done so.

(3) Where the notice of appeal was served on the President outside the twenty-eight day period the person appointed under paragraph 29 shall not permit the appeal to proceed unless he considers that justice and fairness so require in the circumstances of the case.

29. (1) Where an appeal is commenced under this Part the appeal shall, subject to the provisions of paragraph 28(3) and sub-paragraph (3) of this paragraph, be heard and determined by a person appointed by the Governing Body in accordance with College Orders made under this paragraph.

(2) A person appointed under sub-paragraph (1) above shall be a person who holds or has held judicial office or who is a barrister or solicitor of at least ten years' standing.

(3) The person appointed shall sit alone unless he considers that justice and fairness will best be served by sitting as an Appeal Tribunal with two other persons appointed in accordance with College Orders made under this paragraph.

(4) The other persons who may sit with the person appointed shall be –

(a) one member of the Regent House of the University not being a Fellow of the College; and

(b) one other person whether or not a member of the Regent House but not being a Fellow of the College.

30. (1) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in College Orders made under this paragraph.

(2) Without prejudice to the generality of the foregoing such College Orders shall ensure –

(a) that an appellant is entitled to be represented by another person, whether such person be legally qualified or not, in connection with and at any hearing of his appeal;

(b) that an appeal shall not be determined without an oral hearing at which the appellant, and any person appointed by him to represent him are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;

(c) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution and for the correction of accidental errors; and

(d) that the person appointed may set appropriate time limits for each stage (including the hearing itself) to the intent that any appeal shall be heard and determined as expeditiously as reasonably practicable.

(3) The person or persons hearing the appeal may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may –

(a) remit an appeal from a decision under Part II to the Governing Body as the appropriate body (or any issue arising in the course of such an appeal) for further consideration as the person or persons hearing the appeal may direct; or

(b) remit an appeal arising under Part III for re-hearing by a differently constituted Disciplinary Committee to be appointed under that Part; or

(c) remit an appeal from a decision of the appropriate officer under part IV for further consideration as the person or persons hearing the appeal may direct; or

(d) remit an appeal by the President arising under Part VII for re-hearing or reconsideration by the same or by a differently constituted Tribunal to be appointed under that Part; or

(e) substitute any lesser alternative penalty that would have been open to the President following the finding by the Disciplinary Committee which heard and pronounced upon the original charge or charges.

31. The person appointed shall send the reasoned decision on any appeal together with any findings of fact different from those come to by the Governing Body as the appropriate body under Part II or by the Disciplinary Committee under Part III, as the case may be, to the President and to the parties to the appeal.

PART VI GRIEVANCE PROCEDURES

32. The aim of this Part is to settle or redress individual grievances promptly, fairly and so far as may be, within the relevant area by methods acceptable to all parties.

33. The grievances to which this part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate –

(a) to matters affecting themselves as individuals; or

(b) to matters affecting their personal dealings or relationships with any other staff of the College,

not being matters for which express provision is made elsewhere in this Statute.

34. (1) If other remedies within the relevant area have been exhausted the member of the academic staff may raise the matter with the President.

(2) If it appears to the President that the matter has been finally determined under Part III, IV and V or that the grievance is trivial or invalid, he may dismiss it summarily, or take no action upon it. If it so appears to the President he shall inform the member.

(3) If the President is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of) –

(a) a complaint under Part III;

(b) a determination under Part IV; or

(c) an appeal under Part V

he shall defer action upon it under this Part until the relevant complaint, determination or appeal has been heard or the time for instituting it has passed and he shall notify the member accordingly.

(4) If the President does not reject the complaint under sub-paragraph (2) or if he does not defer action upon it under sub-paragraph

(3) he shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for him to seek to dispose of it informally. If he so decides he shall notify the member and proceed accordingly.

35. If the grievance has not been disposed ofinformally under paragraph 34(4), the President shall refer the matter to a Grievance Committee for consideration.

36. A Grievance Committee shall comprise three Fellows of the College appointed by the Governing Body.

37. The procedure in connection with the consideration and determination of grievances shall be determined in College Orders in such a way as to ensure that the aggrieved person and any person against whom the grievance lies shall have the right to be heard at a hearing and to be accompanied by a friend or representative.

38. The Committee shall inform the Governing Body whether the grievance is or is not well-found and if it is well-found the Committee shall make such proposals for the redress of the grievance as it sees fit.

PART VII REMOVAL OF THE PRESIDENT FROM OFFICE

39. Any three members of the Governing Body may make a complaint to the Vice-President seeking the removal of the President from office for good cause.

40. The Vice-President shall refer such a complaint to the Governing Body, exclusive of the President and the members making the complaint. If it appears to the Governing Body that the complaint is not supported by sufficient evidence of good cause for the removal of the President from office, or that it is trivial or invalid or unjustified, they may determine that no further action shall be taken upon it.

41. If it appears to the Governing Body, on material presented, that the complaint is supported by sufficient evidence of good cause for the removal of the President from office, they shall appoint a Tribunal to hear and determine the matter. A Tribunal appointed by the Governing Body shall consist of three persons who are not Fellows of the College and are not employed by the College, as follows:

(a) one person who holds, or has held, judicial office, or who is a barrister or solicitor of at least ten years' standing, who shall be Chairman;

(b) two other persons.

42. A complaint referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in paragraphs 17, 18, 30 and 31 provided that the Vice-President shall perform any duty and exercise any power there assigned to the President, and that for the purposes of this Part references in those paragraphs to a Disciplinary Committee shall be construed as referring to the Tribunal, and references in paragraphs 30 and 31 to Part III shall be construed as referring to this Part.

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

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

45. The President may institute an appeal against the findings of a Tribunal by serving on the Vice-President a notice in writing setting out the grounds of the appeal. A notice of appeal shall be served within twenty-eight days of the date on which the document recording the decision appealed from was sent to the President, provided that the person appointed to hear an appeal shall have power to hear an appeal submitted after that date if he considers that justice and fairness so require in the circumstances of the case.

46. An appeal commenced under paragraph 45 shall be heard in accordance with the provisions of Part V of this Statute, provided that the Vice-President shall perform any duty and exercise any power there assigned to the President.

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

48. For the purposes of this Part, references to the Vice-President shall, if the Vice-President is not in residence, or is incapacitated by illness or otherwise, be construed as referring to the senior Fellow in residence.