



Lucy  
Cavendish  
College

# Statutes

1997

with revisions approved by Her Majesty in  
Privy Council on 8 July 2009

Further revisions as approved BY  
RESOLUTION at the Governing Body on 28  
APRIL 2021



# STATUTES

FOR

LUCY CAVENDISH COLLEGE

IN THE

UNIVERSITY OF CAMBRIDGE

CAMBRIDGE

PRINTED FOR THE COLLEGE

2009



## PREFACE

Lucy Cavendish College was originally founded in 1965 as a Collegiate Society known as the Lucy Cavendish Collegiate Society. By a Trust Deed dated 15 September 1965 there was established a Trust with the following objects:

- (a) the advancement of education religion learning and research and especially education religion learning and research among graduate students and research students in the University of Cambridge, and*
- (b) to found a new Collegiate Society for women in Cambridge for that purpose and to maintain carry on administer and endow that Society with the intent that it should become an institution recognised under the Statutes of the University of Cambridge.*

On 31 July 1965 and with effect from 15 September 1965, the University of Cambridge recognised Lucy Cavendish Collegiate Society as an Approved Society of the University under Statute H,IV of the Statutes of the University. Under the provisions of Statute H,IV an Approved Society was restricted to admitting graduates. On 2 July 1971 and under the provisions of the Universities of Oxford and Cambridge Act 1923, the University made a Statute amending Statute H,IV to enable Lucy Cavendish Collegiate Society as an Approved Society to admit mature and affiliated students, and such Statute was approved by Her Majesty in Council on 4 February 1972.

On 9 November 1984 the University recognised Lucy Cavendish Collegiate Society as an Approved Foundation of the University under Statute H,I of the Statutes of the University. On 31 January 1986 the University granted consent to the Society to change its name to Lucy Cavendish College.

On 7 February 1997 the University resolved that, subject to the approval by Her Majesty in Council of the draft Charter and Statutes, Lucy Cavendish College be granted the status of a College of the University. On the same day, the Trustees petitioned Her Majesty in Council for a Charter of Incorporation and Statutes.

Lucy Cavendish College in the University of Cambridge was incorporated by Royal Charter on 11 November 1997. These Statutes were granted by the same Royal Charter and in accordance with Statute 51 came into effect upon the following day.

Under Statute 51 (v) the Regulations of the Approved Foundation known as Lucy Cavendish College which were in force on 10 November 1997 continued in force save in so far as they were inconsistent with the provisions of the Statutes or of any Ordinance. Regulation I,3 of the Approved Foundation provides that no man shall be a member of the College.

### Resolution of the Governing Body at its meeting on 20 March 2019

1 The Governing Body notes and considers that:

1.1 the current prohibition on men being allowed to be members of Lucy

Cavendish College is contained in the Regulations for the College when it was constituted as an Approved Foundation within the University of Cambridge, specifically Regulation 1,3;

1.2 when the College was established as a Royal Charter corporation in 1997, Statute 51(v) provided that the Regulations of the College as an Approved Foundation "shall continue in force save in so far as they are inconsistent with the provisions of the Statutes or of any Ordinance";

1.3 Statute 51(v) also provided that "the Governing Body shall have power to vary or set aside such Regulations by Ordinance";

1.4 the Governing Body previously approved Ordinance H1 which repealed the Regulations of the Approved Foundation, with the exception of Regulation 1,3

1.5 the Governing Body has power under Statute 51(v) to repeal Regulation 1,3 by Ordinance.

**The Governing Body approved the following as a new Ordinance H1 to replace the existing Ordinance H1:**

2 Having consulted with our students, alumnae, staff, donors and Fellows, and debated within the Governing Body whether the prohibition on men being members of the College should continue in force, the Governing Body hereby approved the following as a new Ordinance H1 to replace the existing Ordinance H1 from a date to be determined by the Governing Body:

#### **Ordinance H1**

**As from the date that the Governing Body determines that this Ordinance comes into force, the Regulations and Sub-Regulations of the Approved Foundation known as Lucy Cavendish College shall be repealed in their entirety.**

**The Governing Body determined that this new Ordinance H1 should come into force with immediate effect, with the date of admission of men to the student body being the start of the academic year 2021-22 and the date for admission to the Fellowship to be determined**

**The Governing Body determined at its meeting on 8 May 2019 that there should be a staged admission of men to the Fellowship with effect from the start of the Academic Year 2019-20.**







*At the Court of Buckingham Palace*

THE 22nd DAY OF JULY 1997

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY

IN COUNCIL

WHEREAS there was this day read at the Board a Report of a Committee of the Lords of Her Majesty's Most Honourable Privy Council, dated the 17th day of July 1997, in the words following, viz.:-

"YOUR MAJESTY" having been pleased, by Your Order of the 12th day of February 1997, to refer unto this Committee the humble Petition of the Trustees of Lucy Cavendish College praying for the grant of a Charter of Incorporation:

"THE LORDS OF THE COMMITTEE, in obedience to Your Majesty's said Order of Reference, have taken the said Petition into consideration and do this day agree humbly to report, as their opinion, to Your Majesty, that a Charter may be granted by Your Majesty in terms of the Draft hereunto annexed."

HER MAJESTY, having taken into consideration the said Report and the Draft Charter accompanying it, was pleased, by and with the advice of Her Privy Council, to approve thereof and to order, and it is hereby ordered, that the Right Honourable Jack Straw, one of Her Majesty's Principal Secretaries of State, do cause a Warrant to be prepared for Her Majesty's Royal Signature for passing under the Great Seal a Charter in conformity with the said Draft which is hereunto annexed.

*N. H. Nicholls*



*At the Court at Buckingham Palace*

THE 8th DAY OF JULY 2009

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The Governing Body of Lucy Cavendish College, Cambridge has made a Statute amending College Statutes 7, 9, 19, 30 and 44, 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.

*Judith Simpson*

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## A. THE CONSTITUTION AND GOVERNMENT

### STATUTE 1

#### *The Title of the College*

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

### STATUTE 2

#### *The Visitor*

- (i) The Visitor shall be the Chancellor of the University.
- (ii) 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 which concerns that member's appointment or employment or the termination of that appointment or employment; or
  - (b) to disallow or annul any Ordinance made under or having effect for the purposes of the Academic Staff Statutes.

### STATUTE 3

#### *The Governing Body*

- (i) For the purpose of altering these Statutes only, the Governing Body shall consist of and mean the President and those Fellows, being graduates, who hold their Fellowships in Classes A, B, C, D or E as defined in Statute 9.
- (ii) For all other purposes the Governing Body shall, subject to the provisions of Statute 31 relating to leave of absence, consist of and mean the President and those Fellows who hold their Fellowships in Classes A, B or C as defined in Statute 9.
- (iii) The Governing Body shall administer the affairs of the College and shall have the management of its property and income.
- (iv) The Governing Body shall possess the ultimate authority in the government of the College as a place of education, religion, learning and research, which authority it shall exercise in accordance with and subject to the provisions of these Statutes.
- (v) The Governing Body shall have power to make, vary or set aside Ordinances. No motion

## THE STATUTES OF

concerning an Ordinance shall be considered unless fourteen days' written notice of the motion has been given to members of the Governing Body. An amendment to any such motion may be moved without notice and, if such amendment is approved, the motion as amended shall be deemed to have been proposed with due notice. A motion concerning an Ordinance shall be approved by the votes of a majority of the whole Governing Body. Ordinances shall be read with these Statutes and shall be binding on all members of the College.

(vi) The Governing Body shall have the power to do any act which by the Statutes of the University or otherwise is directed or authorised to be done by the College.

(vii) The Governing Body shall have power to appoint Committees, whose membership need not be restricted to members of the Governing Body, and, subject to the provisions of these Statutes, to delegate to those Committees such powers as the Governing Body shall determine.

(viii) The Governing Body shall hold an annual meeting called the Audit Meeting in the Michaelmas Term to consider the audited accounts of the College.

(ix) In addition to the Audit Meeting, there shall be at least one meeting of the Governing Body each Term, and such other meetings as may be required.

(x) The President may when ~~she~~they thinks fit and shall at the written request of any five members summon a meeting of the Governing Body. Such written request shall state the purpose of the proposed meeting. If the President, upon receiving such a request, does not summon a meeting of the Governing Body to be held within twenty-eight days (excluding vacations), any ten members may require the Secretary to summon such meeting to take place on a date which shall be during Term or the Long Vacation Period of Residence.

(xi) Except as provided in Statutes 6 (iii) and 50 (i), seven days' written notice of the time and purpose of a meeting of the Governing Body shall be given by the Secretary to the members of the Governing Body.

(xii) The President shall normally preside at meetings of the Governing Body, and if the President is not present the Vice-President shall preside, and if neither is present, the senior Fellow present at the meeting shall preside.

(xiii) The quorum for a meeting of the Governing Body shall be one half of all the members.

(xiv) Except where otherwise provided, a decision of the Governing Body shall be taken by a majority of the members present and voting, and in case of equality of votes, the person presiding shall have a second or casting vote.

(xv) In any vote on the election, re-election, appointment or re-appointment of any member of the Governing Body to any office or Fellowship, or on any application by ~~her~~them for leave of absence, or on ~~her~~their removal from any office or position, such member shall not vote and shall not be counted in reckoning any necessary majority.

(xvi) The Governing Body shall, subject to the provisions of these Statutes, have power to make



rules regulating its own procedure.

(xvii) Members shall not be absent from meetings of the Governing Body without good cause.

(xviii) The Governing Body shall elect one of its members to be Secretary. The Secretary shall serve for such period as may be specified at the time of ~~her~~their election or re-election, but shall cease to hold office on ceasing to be a member of the Governing Body.

#### STATUTE 4

##### *The Council*

- (i) Notwithstanding the provisions of Statute 3, the Governing Body may by Ordinance, provided that such Ordinance is approved by the votes of two-thirds of the whole Governing Body, establish a College Council to exercise on its behalf such powers of the Governing Body as may, subject to section (ii) below, be specified in the Ordinance. The Governing Body may by a similar majority vary or set aside such Ordinance.
- (ii) The Council shall not be authorised to exercise the powers of the Governing Body relating to:-
- (a) the election, suspension or removal of the President ~~or Vice-President~~,
  - (b) the appointment of the Vice-President
  - ~~(c)~~ the election, ~~suspension or removal~~ of a Fellow,
  - ~~(d)~~ the election ~~or the termination of the tenure~~ of an Honorary Fellow,
  - ~~(e)~~ the alteration of these Statutes, or
  - (f) the making, varying or setting aside of Ordinances.
- (iii) The Council shall consist of the President, the Vice-President, the Senior Tutor and the Bursar *ex officio*, and such number of members elected by the Governing Body from among its members as may be specified by Ordinance.
- (iv) The provisions of Statute 3 (xi), (xii), (xiii), (xiv), (xv), (xvi), (xvii) and (xviii) shall apply likewise to meetings of the Council.

**B. THE PRESIDENT**

STATUTE 5

*The President: ~~her~~their duties, powers and emoluments*

- (i) The President shall protect and further the interests of the College in the University and elsewhere. ~~She-They~~ shall exercise a general superintendence over the affairs of the College and shall secure the observance by all members of the College of the provisions of these Statutes and the Ordinances.
- (ii) The President shall reside within the College or in an official residence or in such other place as the Governing Body may approve as being consistent with the proper performance of ~~her~~their duties. At the time of ~~her~~their election the Governing Body shall determine how long in each Term and in each calendar year ~~she~~they shall (unless on leave of absence) so reside.
- (iii) The President shall have power, in all cases not provided for by these Statutes or the Ordinances or by resolution of the Governing Body, to make such provision for the peace, honour and well-being of the College as ~~she~~they thinks fit.
- (iv) The President shall be entitled to such stipend and allowances as the Governing Body may from time to time determine provided that no reduction in the amount of the stipend and allowances shall affect the person then President without ~~her~~their consent.

STATUTE 6

*The election to the office of President*

- (i) Whenever the office of President falls vacant, the Governing Body shall elect to fill the office the person who in its judgement is best qualified to preside over the College as a place of education, religion, learning and research. If no person has been elected to fill a vacancy in the office of President at the expiration of twelve months from the occurrence of the vacancy, the power to appoint the President shall pass to the Visitor.
- (ii) When it is known that the office of President is soon to become vacant, the Governing Body may make an election to such office within the twelve months preceding the date of the vacancy. The election shall take effect from the date on which the office of President becomes vacant.
- (iii) The election to the office of President shall take place at a meeting of the Governing Body summoned for that purpose by the Vice-President, or in ~~her~~their absence by the next senior Fellow in residence who is a member of the Governing Body. Fourteen days' written notice of the meeting shall be given to all members of the Governing Body.
- (iv) The election to the office of President shall be by the affirmative votes of two-thirds of the whole Governing Body.
- (v) Voting in the election to the office of President shall be by secret ballot amongst those present

and the votes shall be counted by two Fellows designated by the Governing Body.

(vi) If at a meeting for election to the office of President no person has been elected, the meeting shall have power to adjourn to some other time to be fixed by the meeting and so on from time to time.

(vii) The President, if any, shall not be counted as a member of the Governing Body for the purpose of an election to the office of President.

(viii) Before entering upon office the President shall be admitted by the Vice-President at a meeting of the Governing Body summoned for that purpose, after having read aloud the following declaration:

"I, A.B., accept the office of President of Lucy Cavendish College and promise that I will fulfil the duties of that office to the best of my ability, that I will loyally observe the Statutes, Ordinances and good customs of the College, and that I will in all things endeavour to promote the peace, honour and well-being of the College as a place of education, religion, learning and research".

#### STATUTE 7

##### *The tenure of office of the President*

(i) The President may resign ~~her-their~~ office by giving six months' written notice to the Vice-President, or such lesser period of notice as the Governing Body may allow.

(ii) The President shall vacate ~~her-their~~ office if ~~she-they~~ becomes Head or a Fellow, other than an Honorary Fellow, of any other College, Approved Foundation or Approved Society in the University.

(iii) The President shall retire on the thirtieth day of September next following the seventh anniversary of the date on which ~~her-their~~ election or appointment took effect or, if the seventh anniversary of the date on which ~~her-their~~ election or appointment took effect falls on 1 October, on the thirtieth day of September immediately before. ~~She-They~~ shall not be eligible for re-election.

#### STATUTE 8

##### *The appointment of an Acting President*

In the event of any incapacity or absence of the President which the Governing Body expects to extend for one or more Terms, the Governing Body may appoint an Acting President from among the Fellows to carry out the duties and to exercise the powers of the President in accordance with these Statutes.

THE STATUTES OF

**C. THE FELLOWS**

STATUTE 9

*Classes of Fellowship*

- (i) There shall be the following Classes of Fellowship: Class A: General Fellows as described in Statute 10, Class B: Official Fellows as described in Statute 11, Class C: Professorial Fellows as described in Statute 12, Class D: Research Fellows as described in Statute 13 and Class E: Emeritus Fellows as described in Statute 14.
- (ii) No Fellow shall hold concurrently a Fellowship in more than one class.
- (iii) No person disqualified under the Charities Act 2006 from serving as a trustee of a charity may become or remain a Fellow in Class A, B or C.

STATUTE 10

*Class A: General Fellows*

- (i) The Governing Body may elect to a Fellowship in Class A any person whom it considers appropriate so to elect having regard to the interests of the College as a place of education, religion, learning and research. Such election shall be subject to such conditions as the Governing Body may from time to time determine.
- ~~(ii) A Fellow in Class A may be elected for a period of up to three years in the first instance and may be re-elected for a further period or periods of up to five years at a time.~~

STATUTE 11

*Class B: Official Fellows*

- (i) The Governing Body may elect to a Fellowship in Class B any person holding the College office of Bursar, Senior Tutor, Lecturer or such other office as the Governing Body shall have declared to be a qualifying office for the purpose of this Statute.
- (ii) The Governing Body may elect to a Fellowship in Class B any person holding a University office (other than an office qualifying the holder for election to a Professorial Fellowship) which the Governing Body shall have declared to be a qualifying office for the purpose of this Statute.
- ~~(iii) A Fellow in Class B may be elected for a period of up to three years in the first instance and may be re-elected for a further period or periods of up to five years at a time, provided that the tenure of the Fellowship shall lapse if the Fellow ceases to hold a qualifying office for the purpose of this Statute.~~
- (ivii) The Governing Body may require such duties of Fellows in Class B as it deems proper, provided that such duties shall be consistent with the duties of the qualifying office with which the Fellowship

is associated.

STATUTE 12

*Class C: Professorial Fellows*

- (i) The Governing Body may elect to a Fellowship in Class C any person holding or elected or appointed to hold a Professorship in the University or any other University office which under the Statutes of the University qualifies the officer to hold a Professorial Fellowship.
- (ii) Any Fellow elected or appointed to a University office which qualifies the officer to hold a Professorial Fellowship shall have the option, without re-election, to become a Fellow in Class C.
- (iii) A Fellow in Class C shall hold ~~her~~their Fellowship for so long as ~~she~~they holds a qualifying office for the purpose of this Statute.

STATUTE 13

*Class D: Research Fellows*

- (i) The Governing Body may elect to a Fellowship in Class D any person engaged in the advancement of learning and research under such conditions as the Governing Body may determine.
- (ii) A Fellow in Class D may be elected for a period of up to three years in the first instance and may be re-elected for a further period or periods of up to one year at a time, provided that the period of tenure shall not extend beyond five years in all.

STATUTE 14

*Class E: Emeritus Fellows*

- (i) Any Fellow who has been a Fellow for twenty years, whether continuously or not, shall be entitled to be elected to a Fellowship in Class E following ~~her~~their retirement under the provisions of Statute 19 (i) or (ii).
- (ii) The Governing Body may elect to a Fellowship in Class E any Fellow or person who has previously held a Fellowship if it considers such election appropriate having regard to the interests of the College.
- (iii) A Fellow in Class E shall be entitled, subject to the provisions of Statutes 20 and 21, to hold ~~her~~their Fellowship for life.

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STATUTE 15

*Honorary Fellows*

- (i) The President on retirement under the provisions of Statute 7 (iii) ~~or (iv)~~ shall be entitled to be elected to an Honorary Fellowship.
- (ii) The Governing Body may elect, by the affirmative votes of two-thirds of the whole Governing Body, to an Honorary Fellowship any person of distinction or of merit whose election it considers to be in the interests of the College.
- (iii) An Honorary Fellow shall be entitled, subject to the provision of section (iv) below, to hold ~~her~~ their Fellowship for life.
- (iv) The Governing Body may, for grave cause, terminate the tenure of an Honorary Fellow by the affirmative votes of two-thirds of the whole Governing Body.
- (v) For the purpose of these Statutes an Honorary Fellow shall not be deemed to be a Fellow.

STATUTE 16

*General provisions concerning Fellows*

- (i) Fellows shall promote the advancement of the College as a place of education, religion, learning and research.
- (ii) Fellows shall comply with such residence requirements as the Governing Body may determine provided that such requirements shall not be altered to affect a Fellow without ~~her~~ their consent.
- (iii) A Fellow who at the time of election has not taken any degree qualifying ~~her~~ them to be a member of the Senate of the University shall proceed to such a degree as soon as ~~she~~ they are eligible to do so. Any Fellow not proceeding to such a degree in due course, unless prevented by illness or other grave cause allowed by the Governing Body, shall forfeit ~~her~~ their Fellowship.
- (iv) Fellows shall, if in residence, be entitled to such allowances as the Governing Body may from time to time determine.
- (v) The Governing Body shall by Ordinance set out procedures on the election and re-election of Fellows in Classes A and B

STATUTE 17

*The precedence of Fellows*

- (i) The Vice-President shall take precedence over all other Fellows.
- (ii) Subject to section (i) above, Fellows shall rank in precedence according to the length of time

during which they have been Fellows, whether continuously or not. The precedence of Fellows who enter into their Fellowships on the same day, and of Fellows who have been Fellows for the same number of days, shall be determined by the Governing Body.

STATUTE 18

*The election and admission to Fellowships*

- (i) Elections and re-elections to Fellowships shall be by the affirmative votes of a majority of the whole Governing Body.
- (ii) Unless the Governing Body otherwise determines, a Fellow shall enter into ~~her~~their Fellowship on the date of election.
- (iii) The President shall admit a Fellow at the earliest convenient time after entry into ~~her~~their Fellowship. Prior to ~~her~~their admission, every Fellow shall read aloud the following declaration : I, [A.B], elected Fellow of Lucy Cavendish College, do hereby promise that I will loyally observe the Statutes, Ordinances and good customs of the College, and that I will in all things endeavour to promote the peace, honour and well-being of the College as a place of education, religion, learning and research.

STATUTE 19

*The vacation of Fellowships*

- (i) A Fellow shall vacate ~~her~~their Fellowship if ~~she~~they areis admitted to the office of President or if ~~she~~they becomes Head or a Fellow-, other than an Honorary Fellow, of any other College, Approved Foundation or Approved Society in the University.
- (ii) A Fellow may resign ~~her~~their Fellowship by giving one month's written notice to the President, or such lesser period of notice as the Governing Body may allow.

STATUTE 20

*The removal of Fellows for misconduct*

- (i) If any Fellow is charged by the President, or before the President by three or more members of the Governing Body, with grave neglect of duty, failure to observe the Statutes, Ordinances or good customs of the College, or with conduct prejudicial to the peace, honour or well-being of the College, the President shall refer the charge for consideration under Statute 32 and the Ordinance made under Statute 32 which specifies a disciplinary procedure~~summon a meeting of the Governing Body (excluding any member charged) to consider the charge.~~
- ~~(ii) The Governing Body may dismiss the charge, or it may appoint a Disciplinary Committee constituted in accordance with the provisions of Statute 34 (iv) to hear the charge.~~

~~(iii) — When a Disciplinary Committee has been appointed, the Governing Body shall instruct a suitable person to present, or arrange for the presentation of, the charge and such person shall fulfil those duties specified in Statute 34 (v) (b), and the Disciplinary Committee shall follow the procedure prescribed in Statute 34 (vi).~~

~~(iv) — 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 the charge) to the Governing Body, the person charged, the person presenting the charge and any person who shall have been added as a party by the Disciplinary Committee.~~

~~(v) — If the Disciplinary Committee is satisfied that any charge is proved in whole or in part, the Governing Body may by the affirmative votes of two-thirds of all its members (excluding any member charged in the hearing before the Disciplinary Committee) deprive the Fellow charged of her Fellowship or suspend her for a limited period from the enjoyment of all rights and privileges of a Fellow, or the Governing Body may impose such lesser penalty as it thinks fit.~~

(ivi) ~~The~~ A person so deprived of ~~her~~their Fellowship, or suspended from its rights and privileges, may within eight weeks of the date on which the decision was sent to them appeal to the Visitor who, after due enquiry, shall have power to confirm, vary or set aside any finding or penalty.

(ivii) If the Visitor allows the appeal the Fellow shall be entitled to receive such sums by way of stipend and allowance as ~~she~~they would have been entitled to receive had ~~she~~they not been deprived of or suspended from ~~her~~their Fellowship.

(iviii) No member of the Governing Body shall take part in the deliberations of that body upon any matter related to ~~her~~their deprivation of, or suspension from, a Fellowship.

~~(ix) — For the avoidance of doubt, Statute 36 shall not apply to proceedings under this Statute.~~

~~(xv) — This Statute shall not apply to a member of the academic staff as defined under Ordinance made in accordance with Statute 32.~~

## STATUTE 21

### *The removal of Fellows for incapacity on medical grounds*

(i) ~~(i)~~ — Where it appears that the removal of a Fellow on medical grounds should be considered, the President may institute the procedure for assessing incapacity on health grounds specified in an Ordinance made in accordance with Statute 32 5 and the provisions of Statute 35(i) and (ii) shall have effect. All references to a member of the academic staff shall be construed, unless the context otherwise requires, as referring to a Fellow.

~~(ii) — If the Medical Board constituted under Statute 35 (ii) recommends to the Governing Body that the Fellow should be required to retire on medical grounds, the Governing Body may by the affirmative votes of two-thirds of all its members (excluding the member concerned) deprive the Fellow of her Fellowship or suspend her for a limited period from all rights and privileges of a Fellow.~~



(iii) ~~The~~ A person ~~so~~ deprived of, or suspended from, ~~her~~ their Fellowship in accordance with this Statute may within eight weeks of the date on which the decision was sent to them -appeal to the Visitor who, after due enquiry shall have power to confirm, vary or set aside the decision of the Governing Body.

~~(iv) — For the avoidance of doubt, Statute 36 shall not apply to proceedings under this Statute.~~

~~(viii)~~ This Statute shall not apply to a member of the academic staff as defined under Ordinance made in accordance with Statute 32.

## STATUTE 22

### *Notice to Fellows*

Every Fellow shall register with such College officer as the Governing Body shall appoint a place of address within the United Kingdom to which all notices intended for ~~her~~ them are to be sent; and in all cases in which by these Statutes notice is required to be given to any Fellow it shall be sufficient that the notice is sent by post or otherwise to that address, and such notice shall be deemed to be given on the day of posting.

## STATUTE 23

### *Fellow-Commoners*

(i) The Governing Body may elect into a Fellow-Commonership any person whose election it considers to be in the interests of the College. The Governing Body shall in each case determine the tenure, and may attach conditions thereto.

(ii) The Governing Body may terminate the tenure of a Fellow-Commoner.

(iii) In these Statutes, the expression "Fellow" does not include a Fellow- Commoner.

## **D. THE COLLEGE OFFICERS**

## STATUTE 24

### *College officers*

(i) The College offices shall be those of Vice-President, Senior Tutor, Bursar, Lecturer, Praelector and such others as the Governing Body may from time to time create.

(ii) College officers shall be appointed and re-appointed ~~by the Governing Body for such periods as the Council determine~~. Subject to Statute 25(i), tenure shall be for an initial probationary period of up to three years on first appointment ~~and for up to five years on any re-appointment~~. The Governing Body may by resolution terminate the tenure of any College officer to whom the

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Academic Staff Statutes do not apply.

(iii) The Governing Body shall determine the stipends and duties of the various College officers and, subject to these Statutes, may delegate to individual officers such powers as it may determine.

(iv) If any College officer is unable, owing to leave of absence, illness or other sufficient cause, to discharge the duties of ~~her~~their office, the Governing Body may appoint a deputy.

(v) The President shall have power at ~~her~~their discretion to suspend a College officer from the performance of ~~her~~their duties until the next ensuing meeting of the Governing Body, and thereafter with the consent of the Governing Body.

STATUTE 25

*The Vice-President*

(i) The Vice-President shall be appointed by the Governing Body from among its members for a period of up to three years in the first instance and ~~she~~they may be re-appointed for a further period or periods of up to three years at a time.

(ii) The Vice-President shall attend under the President to the good government of the College and to the observance of these Statutes and the Ordinances and ~~she~~they shall study and promote the welfare of the Fellows.

(iii) In the absence or illness of the President, or during any vacancy in the office of President, the Vice-President shall have the powers and perform the duties of the President, unless an Acting President has been appointed under Statute 8.

(iv) The Vice-President shall perform such other duties as are prescribed by these Statutes, or are assigned to ~~her~~them by the Governing Body.

(v) The Vice-President shall not be out of residence during Term at the same time as the President except for some good cause. In the absence or illness of the Vice-President, an Acting Vice-President may be appointed by the Governing Body, or otherwise the senior Fellow in residence who is a member of the Governing Body shall act as Vice-President.

(vi) If the Vice-President is appointed Acting President under Statute 8, ~~she~~they shall cease to be Vice-President for the period in which ~~she~~they holds the office of Acting President. During that period an Acting Vice-President shall be appointed by the Governing Body.

(vii) The Vice-President may resign ~~her~~their office by giving one month's written notice to the President, or such lesser period of notice as the Governing Body may allow, and ~~she~~they shall vacate ~~her~~their office on ceasing to be a Fellow.

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STATUTE 26

*The Tutors*

~~(i)~~ ~~(i)~~—The Governing Body shall appoint a Senior Tutor and such number of additional Tutors as it may determine.

~~(ii)~~ If athe Senior Tutor-elect is not already a Fellow, ~~she~~ they shall be elected to a Fellowship in Class B

~~(iii)~~ A Tutor may be elected to a Fellowship in Class A or B or to a Bye-Fellowship as appropriate.

~~(i)~~—

~~(ii)~~ The Tutors shall exercise a general supervision over the education, health and welfare of the student members in their charge and shall ensure compliance with all University requirements relating to them.

~~(viii)~~ The Tutors shall perform such other duties as the Governing Body may determine.

~~(iv)~~—Every student member of the College shall be allocated as a pupil to a Tutor.

~~(v)~~—A Tutor shall vacate her office on ceasing to be a Fellow.

STATUTE 27

*The Bursar*

(i) The Bursar shall be responsible for the financial business of the College and for the proper keeping of its accounts, shall manage the property and income of the College, shall receive all rents and monies due to the College, and make such payments as may be due from the College.

(ii) The Bursar shall superintend the buildings and gardens of the College, and provide for their staffing, maintenance and repair.

STATUTE 28

*The Lecturers*

(i) The Governing Body shall appoint such number of Lecturers as it may determine.

(ii) A Lecturer shall contribute generally to the furtherance of the educational purposes of the College and shall perform such teaching and other duties as the Governing Body may determine.

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STATUTE 29

*The Praelector*

The Praelector shall present candidates for degrees and perform such other duties as the Governing Body may from time to time determine.

STATUTE 30

*The vacation of College offices*

(i) A College officer may resign ~~her~~their College office by giving one month's written notice to the President, or such lesser period of notice as the Governing Body may allow.

STATUTE 31

*Leave of Absence*

(i) The Governing Body may grant leave of absence, on the application of the President, a Fellow or a College officer, on such terms as it may determine.

(ii) A person who has been granted leave of absence under section (i) above shall not attend or vote at any meeting of the Governing Body, other than a meeting summoned for the altering of a Statute or for an election to the office of President; and, except for those purposes, ~~she~~they shall be deemed not to be a member of the Governing Body.

**E. THE ACADEMIC STAFF**

STATUTE 32

(i) The Governing Body shall make provision in Ordinances for procedures for the academic staff including procedures relating to redundancy, discipline, removal from office, the removal of the President from office, removal for incapacity on medical grounds, and for appeals and grievance procedures, as required by the law of the land.

(ii) The Governing Body shall, in the Ordinances required in paragraph (i) of this Statute, determine who are members of the academic staff for the purposes of this Statute.

(iii) Any Ordinance made under this Statute shall be applied and construed in every case to give effect to the following guiding principles:

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

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

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

STATUTE 32

*Academic staff: construction, application and interpretation*

~~(i) The Academic Staff Statutes and any Ordinance made under such Statutes shall be construed in every case to give effect to the following guiding principles, that is to say:~~

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

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

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

~~(ii) No provision in Statute 33, 34, 35 or 38 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.~~

~~(iii) (a) The Academic Staff Statutes shall apply—~~

~~— a. to any person holding a College office designated by the Governing Body as one to which the Academic Staff Statutes apply;~~

~~— 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 the Academic Staff Statutes 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 Statute 38.~~

~~(b) A "member of the academic staff" means a person to whom the Academic Staff Statutes apply.~~

~~(iv) (a) For the purposes of the Academic Staff Statutes the following terms have the meanings specified:~~

~~"dismiss" and "dismissal" refer to dismissal of a member of 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, or its statutory successor.~~

~~(b) "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 Statute 34 to be such as to render the person convicted unfit for the performance of the duties of her office 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 Statute 35.~~

~~(c) In this section –~~

~~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.~~

~~(v) For the purposes of the Academic Staff Statutes dismissal shall be taken to be dismissal by reason of redundancy if it is attributable wholly or mainly to:~~

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

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

~~(vi) (a) in any case of conflict, the provisions of the Academic Staff Statutes shall prevail over~~

~~those of any other Statute of the College and over those of any Ordinance, and the provisions of any Ordinance made under the Academic Staff Statutes shall prevail over those of any Ordinance made under any other Statute of the College.~~

~~(b) Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by the Academic Staff Statutes concerning the dismissal of a member of the academic staff by reason of redundancy or for good cause; provided that this shall not invalidate any waiver made under section 142 of the Employment Protection (Consolidation) Act 1978.~~

~~(c) Nothing in any other Statute shall enable the Governing Body to delegate its power to reach a decision under Statute 33 (iii).~~

~~(d) For the avoidance of doubt it is hereby declared that nothing in the Academic Staff Statutes shall be construed as affecting any decision made under these Statutes concerning the re-election of a Fellow or the re-appointment of a College officer at the expiry of a fixed term election or appointment as the case may be.~~

~~(vii) (a) No one shall sit as a member of any of the bodies established under the Academic Staff Statutes, 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 the Academic Staff Statutes or by any Ordinance made under the Academic Staff Statutes.~~

~~(b) In any case where an officer of the College or any person is designated to perform any duties or exercise any powers under the Academic Staff Statutes, and that officer or person is herself involved in the matter in question, the Governing Body may appoint an alternate to act in her place under procedures prescribed by an Ordinance made under the Academic Staff Statutes.~~

### STATUTE 33

#### *Academic staff: redundancy*

~~(i) This Statute enables the Governing Body to dismiss any member of the academic staff by reason of redundancy.~~

~~(ii) (a) Nothing in this Statute shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless~~

~~a. her appointment was made, or her contract of employment was entered into, on or after 20th November 1987; or~~

~~b. she was promoted on or after that date.~~

~~(b) For the purposes of this section 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 sub-sections (3) to (6) of~~

~~section 204 of the Education Reform Act 1988.~~

~~(iii) This section applies where the Governing Body has decided that there should be a reduction in the academic staff—~~

~~—(a) of the College as a whole, or~~

~~—(b) of any area of academic work within the College,~~

~~by way of redundancy.~~

~~(iv) (a) Where the Governing Body has reached a decision under section (iii) above it may itself select the requisite members of the academic staff for dismissal by reason of redundancy, if such a course satisfies the guiding principles set out in Statute 32(i), or it shall appoint a Redundancy Committee, to be constituted in accordance with sub-section (c) below, to select the requisite members of the academic staff and recommend them for dismissal by reason of redundancy.~~

~~—(b) The Governing Body shall either approve any recommendation under sub-section (a) above, or shall remit such recommendation to the Redundancy Committee for further consideration in accordance with its further directions.~~

~~—(c) A Redundancy Committee appointed by the Governing Body shall comprise—~~

~~—a. a Chairman;~~

~~—b. two Fellows of the College; and~~

~~—c. two members of the academic staff.~~

~~—(d) A member of the academic staff shall not be selected for dismissal under this section unless she has been afforded a reasonable opportunity to make representations to the Governing Body.~~

~~(v) (a) Where the Governing Body has agreed a selection it may authorise an officer of the College as its delegate to dismiss any member of the academic staff so selected.~~

~~—(b) Each member of the academic staff selected for dismissal shall be given separate notice of such selection.~~

~~—(c) The notice shall sufficiently identify the circumstances which 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 Statute;~~

~~—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 Statute 36; and~~
- ~~d. a statement as to when the intended dismissal is to take effect.~~

**STATUTE 34**

*Academic staff: discipline, dismissal and removal from office*

- ~~(i) (a) If it appears to the President that there are grounds for believing that the conduct or performance of a member of the academic staff is or has been unsatisfactory, she shall inquire into the matter. If the President concludes after investigation that the member is or has been at fault, she 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 she may appeal against the warning under sub-section (d) below.~~
- ~~(b) If the President concludes after investigation that the fault is sufficiently serious to justify it, or if a further offence occurs, she 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 she may appeal against the warning under sub-section (d) below, and shall indicate that, if no satisfactory improvement takes place within the stated time, a complaint may be made seeking the institution of charges to be heard by a Disciplinary Committee.~~
- ~~(c) The President shall keep a written record of any warning issued under sub-section (a) or sub-section (b) above. 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.~~
- ~~(d) A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the President within two weeks. The Appeal shall be heard by a Grievance Committee appointed under Statute 37, and the Committee's decision shall be final. If the appeal is allowed the warning shall be disregarded for the purposes of section (ii) below.~~
- ~~(ii) (a) If there has been no satisfactory improvement following a written warning given under section (i) above, 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 section (iii) below may be made to the President.~~
- ~~(b) To enable the President to deal fairly with any complaint brought to her attention under sub-section (a) above she shall institute such enquiries (if any) as appear to her to be~~

~~necessary.~~

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

~~— (d) — as soon as may be following the receipt of any comments or in any event not later than twenty-eight days after comments were invited, the President shall consider the matter in the light of all the available evidence 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 section (iii) below.~~

~~(iii) — If the President has determined that the matter should be considered by a Disciplinary Committee, the Governing Body shall at her 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 serious misconduct relating to her 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 her duties without loss of emolument.~~

~~(iv) — A Disciplinary Committee shall consist of three persons selected by the Governing Body from a panel of seven persons appointed annually by the Governing Body. The members of the panel shall be Fellows 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.~~

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

~~— (b) — 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 person charged, 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.~~

~~(vi) The procedure to be followed in respect of the preparation, hearing, and determination of charges by a Disciplinary Committee shall be prescribed by Ordinances made under the Academic Staff Statutes. Such Ordinances shall ensure:~~

- ~~—— (a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing 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 her 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 person charged shall be allowed an adjournment sufficient to allow her to consider and respond to the new evidence; and~~
- ~~—— (e) that any charge is heard and determined as expeditiously as is reasonably practicable.~~

~~(vii) (a) 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.~~

~~—— (b) The Disciplinary Committee shall draw attention to the period of time within which any appeal should be made by ensuring that a copy of Statute 36 (Academic staff : appeals) accompanies the notification of its decision sent to the parties to the proceedings.~~

~~(viii) (a) If the charge or charges are upheld and the Disciplinary Committee finds that the conduct of the person charged constitutes good cause for dismissal and recommends that she be dismissed, the President, after consulting the Governing Body, shall decide whether or not to dismiss the member of the academic staff concerned.~~

~~—— (b) If the charge or charges are upheld but the Disciplinary Committee has recommended some lesser penalty than dismissal, the President, after consulting the Governing Body may—~~

~~—— a. discuss the issues raised with the person concerned; or~~

~~—— b. advise the person concerned about her future conduct; or~~

- ~~\_\_\_\_\_ c. \_\_\_\_\_ warn the person concerned; or~~
  - ~~\_\_\_\_\_ d. \_\_\_\_\_ suspend the person concerned for such period as she thinks fair and reasonable, provided that the suspension shall not extend beyond three months after the date on which the Governing Body considered the Disciplinary Committee's decision;~~
  - ~~\_\_\_\_\_ e. \_\_\_\_\_ take such further or other action under the member's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case; or~~
  - ~~\_\_\_\_\_ f. \_\_\_\_\_ combine any of the courses of action specified above.~~
- ~~(ix) (a) Any reference in section (viii) above to the President shall include a reference to an officer acting as her delegate.~~
- ~~\_\_\_\_\_ (b) Any action taken by the President or her delegate shall be confirmed in writing.~~

STATUTE 35

*Academic staff: removal for incapacity on medical grounds*

- ~~(i) (a) This Statute makes separate provision for the dismissal or removal from office of a member of the academic staff by reason of incapacity on medical grounds.~~
- ~~\_\_\_\_\_ (b) In this Statute references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.~~
- ~~\_\_\_\_\_ (c) In this Statute any reference to the President shall include a reference to an officer acting as her delegate.~~
- ~~\_\_\_\_\_ (d) References to the member of the academic staff include, in cases where the nature of the alleged disability so requires, a responsible relative or friend or other person with authority to act on behalf of that member in addition to (or instead of) that member.~~
- ~~(ii) (a) Where it appears that the removal from office of a member of the academic staff on medical grounds should be considered, the President~~
- ~~\_\_\_\_\_ a. \_\_\_\_\_ shall inform the member accordingly, giving notice of the reasons; and~~
  - ~~\_\_\_\_\_ 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 her duties without loss of~~

~~emolument;~~

~~\_\_\_\_\_ and the College shall meet the reasonable costs of any medical opinion obtained.~~

~~\_\_\_\_\_ (b) If in the light of any medical report obtained under sub-section (a) above the President, after consulting the Governing Body, is satisfied that a member of the academic staff should be required to retire on medical grounds, and if the member accepts that opinion, the President shall terminate the member's employment on those grounds.~~

~~\_\_\_\_\_ (c) If the member does not agree that her removal on medical grounds should be considered, or if after a medical report recommending medical retirement has been obtained the member declines to retire on medical grounds, the President 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, nominated by the President of the Royal College of Physicians.~~

~~\_\_\_\_\_ (d) The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board shall be prescribed by Ordinances made under this section. Such Ordinances 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 Medical Board;~~

~~\_\_\_\_\_ b. that a case shall not be determined without an oral hearing at which the member's representative, but not the member herself, 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.~~

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

~~(iii) If the Medical Board determines that the member should be required to retire on medical grounds, the President, after consulting the Governing Body, may terminate the employment of the member concerned on those medical grounds.~~

THE STATUTES OF

~~STATUTE 36~~

~~*Academic staff: appeals*~~

~~(i) This Statute 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.~~

~~(ii) (a) This Statute applies –~~

~~— a. — to appeals against any decision of the Governing Body (or of a delegate of that body) to dismiss in the exercise of its powers under Statute 33;~~

~~— b. — to appeals arising in any proceedings, or out of any decision reached, under Statute 34 other than appeals under Statute 34 (i);~~

~~— c. — to appeals against dismissal otherwise than in pursuance of Statute 33 or Statute 34;~~

~~— d. — to appeals against disciplinary decisions otherwise than in pursuance of Statute 34;~~

~~— e. — to appeals against decisions reached under Statute 35; and~~

~~— f. — to appeals arising in any proceedings, or out of any decision reached, under Statute 38, including appeals against decisions reached in pursuance of Statute 38 (viii);~~

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

~~(b) No appeal shall however lie against –~~

~~— a. — a decision of the Governing Body under Statute 33 (iii);~~

~~— b. — the findings of fact of a Disciplinary Committee under Statute 34, or of a Tribunal under Statute 38 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 Statute 35 (ii)(c) 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) In this Statute references to "the person appointed" are references to the person appointed by the Governing Body under section (v) below to hear and determine the relevant appeal.~~

~~(d) 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.~~

~~(iii) A member of the academic staff shall institute an appeal by serving on the President, within the time allowed under section (iv) below, notice in writing setting out the grounds of the appeal.~~

~~(iv) (a) 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-section (c) below.~~

~~(b) 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 she has done so.~~

~~(c) Where the notice of appeal is served on the President outside the twenty eight day period the person appointed under section (v) below shall not permit the appeal to proceed unless he or she considers that justice and fairness so require in the circumstances of the case.~~

~~(v) (a) Where an appeal is commenced under this Statute the appeal shall, subject to the provisions of section (iv)(c) above and sub-section (c) below, be heard and determined by a person appointed by the Governing Body in accordance with Ordinances made under this section.~~

~~(b) A person appointed under sub-section (a) 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.~~

~~(c) The person appointed shall sit alone unless he or she considers that justice and fairness will best be served by sitting as an Appeal Tribunal with two other persons appointed in accordance with Ordinances made under this section.~~

~~(d) The other persons who may sit with the person appointed shall be—~~

~~a. One member of the Regent House of the University not being a Fellow of the College; and~~

~~b. one other member.~~

~~(vi) (a) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in Ordinances made under this section.~~

~~(b) Without prejudice to the generality of the foregoing such Ordinances 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 her appeal;~~

~~b. that an appeal shall not be determined without an oral hearing at which the~~

THE STATUTES OF

~~appellant and any person appointed by her to represent her 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.~~

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

~~a. remit an appeal from a decision under Statute 33 to the Governing 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 Statute 34 for rehearing by a differently constituted Disciplinary Committee to be appointed under that Statute; or~~

~~c. remit an appeal from a decision of the President under Statute 35 for further consideration as the person or persons hearing the appeal may direct; or~~

~~d. remit an appeal by the President arising under Statute 38 for re-hearing or reconsideration by the same or by a differently constituted Tribunal to be appointed under that Statute; or~~

~~e. substitute any lesser alternative penalty that would have been available following the finding by the Disciplinary Committee which heard and pronounced upon the original charge or charges.~~

~~(vii) The person appointed shall send the reasoned decision on any appeal together with any findings of fact different from those reached by the Governing Body under Statute 33 or by the Disciplinary Committee under Statute 34, as the case may be, and to the parties to the appeal.~~

STATUTE 37

*Academic staff: grievance procedures*

~~(i) The aim of this Statute is to provide for the settlement or redress of individual grievances promptly, fairly and, so far as may be, by methods acceptable to all parties.~~

~~(ii) The grievances to which this Statute 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 other staff of the College, not being matters for which express provision is made elsewhere in the Academic Staff Statutes.~~
- ~~(iii) (a) If other remedies have been exhausted the member of the academic staff may raise the matter with the President.~~
- ~~—— (b) If it appears to the President that the matter has been finally determined under Statute 34, 35 or 36, or that the grievance is trivial or invalid, she may dismiss it summarily, or take no action upon it. If it so appears to the President she shall inform the member.~~
- ~~—— (c) 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 Statute 34;~~
  - ~~—— b. a determination under Statute 35; or~~
  - ~~—— c. an appeal under Statute 36~~
- ~~—— she shall defer action upon it under this Statute until the relevant complaint, determination or appeal has been heard or the time for instituting it has passed and she shall notify the member accordingly.~~
- ~~—— (d) If the President does not reject the complaint under sub-section (b) above or if she does not defer action upon it under sub-section (c) above she shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for her to seek to dispose of it informally. If she so decides she shall notify the member and proceed accordingly.~~
- ~~(iv) If the grievance has not been disposed of informally under sub-section (iii)(d) above, the President shall refer the matter to the Grievance Committee for consideration.~~
- ~~(v) A Grievance Committee shall comprise three Fellows of the College appointed annually by the Governing Body.~~
- ~~(vi) The procedure in connection with the consideration and determination of grievances shall be determined in Ordinances 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.~~
- ~~(vii) 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.~~

STATUTE 38

*Academic staff: the removal of the President from office*

~~(i) 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.~~

~~(ii) 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 does not raise a *prima facie* case, or that it is trivial or unjustified, it may determine that no further action shall be taken upon it.~~

~~(iii) If it appears to the Governing Body, on material presented, that the complaint raises a *prima facie* case which could, if proved, constitute good cause for the dismissal or removal of the President from office, it 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.~~

~~(iv) A complaint referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in Statute 34 (v) and (vi), 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 Statute references in those sections to a Disciplinary Committee shall be construed as referring to the Tribunal.~~

~~(v) 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 may be instituted by ensuring that a copy of Statute 36 accompanies the notification of its decision sent to the President.~~

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

~~(vii) The President may institute an appeal against dismissal by serving on the Vice-President a written notice setting out the grounds of the appeal. A notice of appeal shall be served within twenty-eight days of the date on which the notice of dismissal was sent to the President, provided that the person appointed to hear an appeal shall have power to hear an appeal commenced after that date if he or she considers that justice and fairness so require in the circumstances of the case.~~

~~(viii) An appeal commenced under section (vii) above shall be heard in accordance with the provisions of Statute 36, provided that the Vice-President shall perform any duty and exercise any power there assigned to the President, and references in Statute 36 (vi) and (vii) to statute 34 shall~~

~~be construed as referring to this Statute.~~

~~(ix) For the purpose of the removal of the President for incapacity on medical grounds, the provisions of Statute 35 and Statute 36 shall have effect, provided that the Vice President shall perform any duty or exercise any power there assigned to the President.~~

~~(x) For the purposes of this Statute, 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 next senior Fellow in residence.~~

## **E.F. THE MEMBERS**

### **STATUTE 339**

#### *Membership*

- (i) The Governing Body may determine the conditions under which persons may be admitted to and remain members of the College, provided that
  - (a) no one shall be admitted as a student member of the College who is not qualified to be matriculated, and
  - (b) the College shall be subject to such conditions as the University may from time to time determine for the admission of students and the presentation of candidates for degrees.
- (ii) The Governing Body may make rules and Ordinances governing the studies of student members, their periods of residence, their behaviour whilst in residence, and the conditions, including conditions as to academic performance and to medical fitness, upon which they are permitted to reside.

### **STATUTE 340**

#### *Duties of members*

- (i) All persons admitted to membership of the College shall observe the Statutes, Ordinances and good customs of the College and conform to such rules as may be made from time to time by the Governing Body.
- (ii) All members shall pay such fees or contributions as the Governing Body may from time to time determine.
- (iii) Student members of the College shall apply themselves peaceably and diligently to their studies.

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STATUTE ~~3541~~

*Student Discipline*

~~(i) — (i) The Governing Body shall make provision in Ordinances for procedures for Student Discipline. Where a Tutor or other College officer is satisfied that a student has contravened these Statutes or the Ordinances or has otherwise misbehaved, she shall have power to impose a fine and, additionally or in substitution, to impose such other disciplinary sanctions as she may consider appropriate, including temporary, but not final, removal from residence, subject to any limitations which the Governing Body may lay down.~~

~~(ii) — There shall be a Students' Disciplinary Committee whose composition and procedure shall be determined by the Governing Body.~~

~~(iii) — Any student upon whom a Tutor or other College officer has imposed a penalty under section (i) above may appeal to the Students' Disciplinary Committee who shall have power to confirm, vary or set aside the finding and penalty. In such case the decision of the Students' Disciplinary Committee shall be final.~~

~~(iv) — If a student is charged with an offence which in the opinion of a Tutor or other College officer is sufficiently serious that the matter should be referred directly to the Students' Disciplinary Committee, the Tutor or other College officer shall refer the facts to the Students' Disciplinary Committee who shall hear the case.~~

~~(v) — At any hearing, the Students' Disciplinary Committee shall ensure that the student is informed in advance of the charges against her. The student shall be given the opportunity to call witnesses and to put forward her defence; and may~~

~~be assisted at the hearing, if she so wishes, by a person of her choice.~~

~~(vi) — The Students' Disciplinary Committee having heard the case shall have power to take such action or impose such penalty as it may think appropriate, provided that a student who is permanently removed from residence or expelled from membership of the College shall have the right of appeal within fourteen days to the Governing Body. The Governing Body shall have power to confirm, vary or set aside the decision of the Students' Disciplinary Committee. The decision of the Governing Body shall be final.~~

~~(vii) If any student shall fail to pay her College or University fees or accounts by such date as may be stipulated by the Governing Body, the President shall have power to send her out of residence forthwith.~~

STATUTE ~~364~~2

*Association of student members of the College*

- (i) The student members of the College shall be entitled to form an association for the promotion of social, cultural, athletic or other collegiate purposes. Those of their number who are graduates shall be entitled to form a separate or an additional association for the promotion of such purposes.
- (ii) The constitution of any such association and any changes made therein from time to time shall be approved by the Governing Body. If any question arises as to the interpretation of the constitution, it shall be determined by the Governing Body.

**F.G. FINANCIAL MATTERS**

STATUTE ~~374~~3

*The accounts and audit*

- (i) Subject to the Statutes of the University, the accounts of the College shall be kept in such form as the Governing Body may from time to time determine.
- (ii) In each year the College shall close its accounts on 30 June, or such other date as may be determined by Ordinance.
- (iii) The accounts shall be audited each year by an Auditor appointed by the Governing Body, who shall be a qualified accountant or actuary, not being a member of the Governing Body. The Auditor may report to the Governing Body, and shall sign such certificates as may be required by the Statutes of the University, or shall state in writing to the Governing Body the reasons for not so signing. The Bursar shall submit the audited accounts and the report of the Auditor to the Governing Body at the Audit Meeting.
- (iv) A statement of accounts in the form prescribed by the University shall be sent each year at the appropriate time to the University ~~Treasurer~~Registrar, together with the report of its Auditor's certificates.
- (v) Any Fellow shall be entitled at any reasonable time to inspect the full accounts of the receipts and payments of the College.

STATUTE ~~38-44~~

*The investment & application of assets & surplus income of trust funds*

(i) The Governing Body shall have power to authorise the purchase, sale or transfer of property, real or personal, and securities (which term includes stocks, funds and shares) of any description on behalf of the College.

(ii) In relation to the management, development, improvement, sale, lease, mortgage or other disposition of any land or any estate or interest therein held by the College or to the acquisition of any land or any estate or interest therein, the Governing Body may exercise any power and may carry out any transaction which an individual, holding or acquiring such land, estate or interest ~~for his or her~~ their own benefit could exercise or carry out.

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

- (a) No investment shall be brought into an amalgamated fund upon its first constitution or upon any change of investment which is expressly disallowed as an authorized investment for any of the constituent funds.
- (b) An amalgamated fund shall be held on behalf of the constituent funds in shares as nearly as may conveniently be proportionate to their respective capital values upon the first constitution of the amalgamated fund; such shares shall be fixed by resolution of the Governing Body.
- (c) The Governing Body may at any time increase any amalgamated fund by adding thereto new constituent funds and upon any such increase shall fix the share of such new constituent funds in the resulting amalgamated fund.
- (d) The Governing Body may at any time wind up any amalgamated fund and divide the investments thereof between the constituent funds in proportion to their respective shares therein or may bring all or any of the shares into a new or other amalgamated fund in accordance with the provisions of this section.
- (e) The Governing Body may appropriate and distribute for expenditure as much of the fair value of any amalgamated fund as prescribed by Ordinance as it considers in its absolute discretion is prudent having regard to the total return achieved and reasonably to be expected in the long term of the amalgamated fund and distribute in proportion to the constituent funds at the time of the distribution.

In this section of the Statute:

- (a) 'fair value' means the amount at which an asset can be exchanged in an arm's length transaction between informed and willing parties, other than in a forced or liquidation sale
- (b) 'Total Return' means return in terms of both income, whether received or accrued, and capital appreciation, whether realised or unrealised.

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

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

STATUTE ~~394~~5

*The power to accept endowments*

The Governing Body shall have power to accept endowments for any purposes in furtherance of the interests of the College as a place of education, religion, learning and research and to make regulations giving effect to wishes or suggestions of donors recorded in writing (whether so expressed as to create a trust or not) regarding the application of such endowments and regarding any place or emolument to be supported thereby, even though the regulations may be inconsistent with the provisions of these Statutes; provided always that no such regulation shall derogate from any obligation imposed on the College by the Statutes of the University.

STATUTE ~~406~~

*The Tuition Fund*

(i) The Governing Body shall from time to time review and determine the amount of the tuition fees and other fees for teaching to be paid by members of the College. Such fees shall be paid into a Fund to be called the Tuition Fund. The Tuition Fund shall be applicable in payment of the cost of administration, in payment of the College contribution for the purposes of the Superannuation Scheme in respect of emoluments charged on the Tuition Fund, and in payment of the Tutors and other members of the educational staff, and for such other purposes as the Governing Body shall determine.

(ii) The Governing Body shall have power to pay into the Tuition Fund from general revenues or

other sources such sums as it shall from time to time determine.

(iii) Any accumulation resulting from an excess of income of the Tuition Fund over expenditure may be retained in the Fund whether invested or not. The whole or part of any such accumulation or investments may be transferred at any time by the Governing Body to the Capital or Income of the College.

STATUTE 4~~17~~

*Contribution to the University*

There shall be paid in each year by the College to the University such sum as is by the Statutes of the University authorised to be levied from the College; provided that so much of the sum so to be paid as shall be levied in respect of any Trust or other separate Fund shall be charged to the income of such Trust or Fund unless the Governing Body shall in any case determine otherwise.

**G.H. MISCELLANEOUS**

STATUTE 4~~28~~

*The Common Seal and muniments*

(i) The Bursar shall be responsible for the safe custody of the Common Seal and of the muniments of the College.

(ii) The Common Seal shall not be affixed to any document without the sanction of the Governing Body except for any class or classes of document in respect of which the Governing Body has given authority in advance. The Bursar shall ensure that a record is kept of documents sealed and ensure that each sealing is reported to the Governing Body.

(iii) The Common Seal shall not be affixed to any document except in the presence of the President or Vice-President and two other members of the Governing Body.

STATUTE 4~~39~~

*Invalid Proceedings*

(i) If within thirty days of an election or the performance of any act by any person or body having power to act under these Statutes, representation is made in writing by any member of the College to the President that there has been a contravention of these Statutes or the Ordinances, the President shall enquire into the matter.

(ii) The President shall then either declare that there has been no contravention, or that there has been a contravention and the act is of no effect; or, if the President is of the opinion that any irregularity has not significantly affected the result, that the validity of the act is not affected by such



contravention.

(iii) If the President has not announced ~~her~~their decision within twenty days after receipt of the representation, or after the announcement of ~~her~~their decision if within that time, any member of the College may within one week appeal in writing to the Visitor, whose decision shall be final. If there is no such appeal, the decision of the President shall be final.

(iv) Unless there has been a representation in writing under section (i) above,

(a) no act shall be invalid by reason of the fact that there has been a contravention of these Statutes or the Ordinances, and

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

STATUTE ~~4450~~

*Alteration of Statutes*

(i) A meeting of the Governing Body for the purpose of altering these Statutes in accordance with the provisions of Section 7 of the Universities of Oxford and Cambridge Act 1923 shall be summoned in the same way and be subject to the same regulations as meetings of the Governing Body under Statute 3, save that fourteen days' written notice of the meeting shall be given to all members of the Governing Body.

(ii) If at any such meeting a Statute for the alteration of these Statutes, or any of them, shall be duly approved by the votes of two-thirds of the members present and voting, the Governing Body shall cause the Common Seal of the College to be affixed to an instrument making such Statute.

STATUTE ~~451~~

*Date of commencement of these Statutes and initial provisions*

(i) These Statutes shall take effect on the day following the date of the Charter establishing the College.

(ii) The foregoing Statutes shall apply to the first President and the first Fellows of the College save that the length of their tenure and their stipends, if any, as Fellows or officers of the Approved Foundation known as Lucy Cavendish College shall not without their consent be modified.

(iii) The precedence of the first Fellows of the College shall be their precedence as Fellows of the Approved Foundation known as Lucy Cavendish College.

(iv) The Governing Body shall, as soon as may be after the coming into effect of these Statutes, determine in which class each of the first Fellows appointed by the Charter shall hold a Fellowship.

~~(v) The Regulations of the Approved Foundation known as Lucy Cavendish College in force on the day preceding the date of the Charter shall continue in force save in so far as they are inconsistent with the provisions of these Statutes or of any Ordinance. The Governing Body shall have power to vary or set aside such Regulations by Ordinance.~~

STATUTE ~~46~~52

*Interpretation*

(i) Any question as to the construction or interpretation of these Statutes shall be determined by the Governing Body, subject to any right of appeal to the Visitor to which any person affected by such decision may be legally entitled.

(ii) "Academic Staff Statutes" means ~~Statutes 32, 33, 34, 35, 36, 37 and 38~~ and "a member of the academic staff" shall be determined by the Governing Body in the Ordinances required in paragraph (i) of Statute 32~~means a person to whom the Academic Staff Statutes apply.~~

(iii) "The College" means Lucy Cavendish College.

(iv) "The Governing Body" shall, if the context so requires, mean or include the Council when the Council is exercising such powers as have been delegated to it under Statute 4 (i).

(v) "Student" and "student member" bear the meanings assigned to them by Ordinance.

(vi) "The University" means the University of Cambridge.





LUCY CAVENDISH COLLEGE

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