Statutes made for Balliol College Oxford

By the University of Oxford Commissioners acting in pursuance of the Universities of Oxford and Cambridge Act 1923 and amended by the University Commissioners acting in pursuance of the Education Reform Act 1989

As further amended according to the 1923 Act to 9th April 2008

Transcribed for the Web from the College Secretary’s copy of the 1996 printing in November 2002, and amended by addition of a new Statute (VIIIA) which was approved by Her Majesty the Queen in Council on 10 December 2003, and updating Statute II as approved by Her Majesty the Queen in Council on 9 April 2008. A small number of typographical errors concerning only the numbering and cross-referencing of sections have been corrected.
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I. The College

The Master and Scholars of Balliol College (hereinafter called the College) shall continue to be a body corporate having that name.

The Governing Body of the College shall continue to be the Master and Fellows of the College, exclusive of Emeritus Fellows, Supernumerary Fellows, Honorary Fellows and Foundation Fellows.

In these Statutes the expression 'the Master and Fellows' means the Governing Body so constituted, and the expression 'the Fellows' does not include Emeritus Fellows, nor Supernumerary Fellows, nor Honorary Fellows, nor Foundation Fellows.

In these Statutes (and in all by-laws or regulations made under them) words importing the masculine gender shall include the feminine and vice versa, where the construction so permits and the Statutes do not otherwise provide.

II. The Master

1. In elections to the Mastership the electors shall choose the person who is, in their judgement, most fit for the government of the College as a place of religion, learning, and education.

2. The right of election to the Mastership shall be vested in the Fellows present at the meeting for the election.

3.

   a. When a vacancy occurs in the Mastership, the senior Official Fellow then in residence in the University shall summon the Fellows to a meeting for the purpose of electing a new Master; which meeting shall be held within two calendar months of the vacancy, unless such vacancy shall take place between the 30th day of June and the 1st day of September; in which case the meeting may be held on any day not later than the 30th day of October next following.

   b. He shall give at least four weeks' notice in writing of the meeting to each of the Fellows in the manner thereafter provided for.

   c. At the meeting for the election the votes shall be given in writing to the two senior Official Fellows present, and the Master shall be elected by an absolute majority of the Fellows present and voting.

   d. If on the first voting no candidate obtain such absolute majority, the two senior Official Fellows present shall announce the number of votes given for each candidate; and the junior of those Fellows who voted for a candidate than whom no other candidate has received a less number of votes (whether there is one such candidate or more than one) shall either withdraw from the election or transfer his vote to one of the other candidates already voted for, and this process shall be repeated until the requisite majority is obtained.

   e. The meeting for the election may be adjourned from day to day.
f. Notwithstanding the provisions of clause (a) hereof with regard to the date of the election of a Master, when the Mastership is about to become vacant at a known date by resignation or superannuation, and provided that the Master and Fellows shall have authorized such a course by a two thirds majority of those present and voting at a Stated General College Meeting, an election may be made not more than eighteen calendar months before the date of the vacancy by the same procedure as if the Mastership had already become vacant. Such election shall take effect from such date as shall be determined at the time of the election.

4.

a. As soon as may be after the election, one of the Fellows, deputed for that purpose, shall present the Master so elected to the Visitor, and shall deliver to the Visitor a letter under the College Seal (which shall for that purpose be affixed and attested by the senior Official Fellow present and voting) announcing the result of the election. The Master shall, in the presence of the Visitor and of the Fellow so deputed, make a declaration that he will faithfully perform the duties of his office, and observe the Statutes and By-laws of the College for the time being.

b. The Visitor shall deliver to the Master a written notification of this declaration having been made, and the Master shall, on the earliest opportunity, read this notification to the Fellows assembled in the College Chapel.

5. The Master shall hold office from the day of his election, or, if elected under the provisions of Statt.Tit.II.3(f) above, from such date as shall be determined at the time of his election, until he shall have served for a term of 15 years or until the 29th September next following his seventieth birthday, whichever event shall first occur.

6.

a. There shall be paid to the Master an annual stipend to be determined by the Governing Body together with an annual allowance to be determined by the Governing Body to meet the expenses of entertainment and other expenses incurred by him by reason of his tenure of office. This stipend shall include the portion of the Rectory of Huntspill annexed to the Mastership; in determining the stipend account shall be taken of any stipendiary post or office in the University held by the Master.

b. In addition to his stipend, the Master shall be entitled to the use of his lodgings or his residence provided under clause 7(a) of this Statute, free of rent, rates, and taxes, the cost of necessary repairs being defrayed by the College.

7.

a. The Master shall reside in the College, or (according to a direction by the Governing Body of the College) in a residence provided by the College within the City of Oxford, for at least seven calendar months in each year, and in particular during not less than six weeks of each Full Term.

b. But in case of the Master's sickness or from any other urgent cause, the Visitor may dispense with his residence for such period as seems to the Visitor to be required by the necessity of the case.
c. The Master and Fellows may, with the consent of the Visitor, allow the Master to be absent from the University for any purpose approved by them, and for a period not exceeding one year at a time, upon such terms as to the reduction of his stipend during his absence as may appear to them to be reasonable.

d. If the Master wishes to retire from his office before the expiry of the maximum term provided by Statt.Tit.II.5 above, he shall give the Governing Body one year’s notice of his intention unless it is in all the circumstances impracticable to do so.

8. The Master shall superintend the discipline and education of the College and shall be advised of any important matter regarding its property and domestic arrangements. He shall also take part in the educational work of the College.

9.

a. The Master may from time to time, in case of sickness or absence, by writing under his hand, appoint one of the Fellows of the College to act as Vicegerent for such period (not exceeding, except with the consent of the Visitor, three calendar months) as the Master deems requisite.

b. If in such case a Vicegerent be not appointed by the Master, or during a vacancy in the Mastership, the senior Official Fellow for the time being in residence at the University shall, if need require, act as Vicegerent during such sickness, absence, or vacancy.

c. The Vicegerent shall have the same powers and duties as the Master.

d. The Master and Fellows may assign to the Vicegerent such remuneration for his services from the corporate revenues of the College as they may think reasonable.

III. The Fellows

1. The number of Fellows of the College shall be such as the Master and Fellows may from time to time determine, subject to the conditions laid down in Statute XII or in subsequent clauses of this Statute.

2. The right of election to every Fellowship, except such Professorial Fellowships as are tenable by certain Professors ex officio, shall be vested in the Master and Fellows.

3. The Fellowships which may be held in the College shall be of the following classes:

   i. Professorial Fellowships, the tenure of which shall be restricted to University Professors, University Readers, and holders of other University Offices which are declared by any University Statute or Decree to qualify the holder for a Professorial Fellowship.

   ii. Official Fellowships tenable by

       a. Persons who hold Tutorial or other administrative appointments in the College, or the office of College Chaplain;

       b. University Lecturers and other similar persons appointed under the provisions of any University Statute or Decree in force for the time being.
iii. Emeritus Fellowships, to which the Master and Fellows may elect persons who have held the Mastership, or who having held Professorial or Official Fellowships in the College, have retired from them after not less than thirty years' service in the College (whether as Fellows or otherwise) or if after less than thirty years' service on attaining the age at which they are entitled to retire.

iv. Research Fellowships, including
   a. Senior Research Fellowships, to which the Master and Fellows may elect persons who have done valuable work in letters, science, or education, and who shall undertake to perform some definite literary, scientific, or educational work in the College or in the University or (with the approval of the College) elsewhere; which work shall be specified in the resolution of the College by which the Fellow is elected.
   b. Junior Research Fellowships, to which the Master and Fellows may elect any person, who in their opinion is likely to do valuable research work in some branch of letters or science or education, and who shall undertake to pursue some course of higher study or research in the College or in the University or (with the approval of the College) elsewhere. Subject to the preceding provisions of this sub-clause, the Master and Fellows may from time to time at their discretion fix a restriction as to the age of a Junior Research Fellow at the time of his first election and may determine any other condition of eligibility for election to a Junior Research Fellowship.

v. Supernumerary Fellowships, including
   a. Supernumerary Emeritus Fellowships, to which the Master and Fellows may elect persons who have held Fellowships in the College, but who are not qualified to be Emeritus Fellows as defined above.
   b. Special Supernumerary Fellowships, to which the Master and Fellows may elect persons distinguished in literature, science, art, education, or public affairs.
   c. A Supernumerary Fellowship held by the George Eastman Visiting Professor, whose holder shall not be a member of the Governing Body but may receive such privileges as may be assigned to him under clause 21 of this Statute or under Statt. Tit. VIII.4.

4. Of the Fellowships held in the College at any one time, not fewer than one-half shall be Official Fellowships.

5.
   a. A Professorial or Official Fellow shall vacate his Fellowship if he ceases to hold the qualification in respect of which he was last elected or re-elected, and any person whose qualification consists in the giving of lectures under the authority of a Board of a Faculty or Board of Studies shall be deemed to have lost that qualification if he has not so lectured in at least one term of the preceding academical year, not being a year in which he has received leave of absence under any Statute or By-law of the College, and with the consent of the Board of Faculty or Board of Studies concerned.
   b. If a Fellow be elected to and accept the Mastership of the College or the Headship of any other College or a Fellowship (other than an Honorary Fellowship) in any other College within the University, he shall thereupon vacate his Fellowship.
c. If a Fellow, other than a Professorial Fellow whose Chair is attached to the College under a Statute of the College or the University, shall accept any paid office or engage in any occupation either of which, in the opinion of the Master and Fellows, interferes with the discharge of his duties to the College, the Master and Fellows may, by the resolution of a College meeting called with not less than fourteen days' notice of the business to be transacted, call upon him to give up such office or occupation, or to vacate his Fellowship; provided that the Fellow so called upon shall have the right to appeal to the Visitor, whose decision shall be final.

6. The holders of any Professorships which may from time to time be allocated to the College under any Statute or Decree of the University shall be Professorial Fellows ex officio during the tenure of their respective Professorships. Otherwise the conditions of election to a Professorial Fellowship shall be those which are laid down in clauses 2 and 7 of this Statute. The George Eastman Visiting Professor shall be a Supernumerary Fellow of the College during the tenure of his Professorship on the conditions laid down in clause (3)(v)(c) of this Statute.

7. An election to a Fellowship may be held at any Stated General Meeting, called with not less than two weeks' clear notice of the business to be transacted thereat; but no election shall be made to a Professorial or Emeritus or Senior Research or Supernumerary Fellowship, save by the votes of not less than two-thirds of those present and voting.

8. Every Fellow shall as soon as possible after his election make before the Master a declaration that he will be true and faithful to the College, will observe its Statutes and By-laws, and promote its interests and studies.

9.

a. The Master and Fellows may by a majority of those present and voting at any Stated General Meeting elect to an Official Fellowship any person qualified in terms of clause 3(ii) of this Statute.

b. Before any person is elected to an Official Fellowship connected with the tutorial work of the College or with the post of University Lecturer or Demonstrator, the Master shall consult the appropriate Board or Boards of Faculty or Board of Studies.

c. The provisions contained above in this clause respecting the first election of an Official Fellow shall not apply to his re-election. He may be re-elected by a majority of those present and voting at any Stated General Meeting, called with two clear weeks' notice of the business to be transacted thereat, within one year previous to the expiration of the term for which he was elected.

10. An Official Fellowship shall be tenable for seven years from the day of election, or for such shorter period as the College may at the time of election determine, and the holder thereof shall be re-eligible for further periods, not exceeding in each case seven years; provided that no person shall hold an Official Fellowship after the 29th September next following his sixty-seventh birthday.

11. An Official Fellow shall take such part in the educational or administrative work of the College as may be assigned to him by the Master and Fellows.
12.  
   a. An Official Fellow shall reside within the University in accordance with the provisions hereinafter contained.  
   b. But the Master and Fellows may allow an Official Fellow to be absent from the University for any purpose approved by them, and for a period not exceeding one year at a time, upon such terms as to the reduction of his stipend during his absence as may appear to them to be reasonable.  
   c. They may also, in case of sickness or for any other sufficient reason, dispense with the residence of an Official Fellow at the University or within the College walls for such period as they think proper.  
   d. The Master and Fellows may make and vary regulations with respect to the lodging and residence in or near the College of Official Fellows, whether married or not, provided that at least two persons engaged in the educational work of the College, not including the Master, shall reside within the College walls during the usual College terms.

13. In electing to Research Fellowships the Master and Fellows shall as far as possible pay regard to the claims of different subjects of study.

14.  
   a. A Research Fellow shall be elected in the first instance for a period not exceeding three years, and if at the end of one year he shall not have complied with the conditions laid down by the Master and Fellows in regard to his work, it shall be lawful for the Master and Fellows to terminate his tenure of his Fellowship.  
   b. At the end of the period for which he was first elected, a Research Fellow may be re-elected for a further period not exceeding three years, by a majority of those present and voting at a Stated General Meeting.  
   c. A Senior Research Fellow may, after the expiration of the second period for which he was elected, be re-elected from time to time for further periods of not more than three years each, by the votes of not less than two-thirds of those present and voting at a Stated General Meeting.

15. A Senior Research Fellow shall be subject to such conditions as regards his work and his residence within the College or the University or elsewhere as the Master and Fellows may determine at the time of his election or re-election. It shall be lawful for the Master and Fellows to vary such conditions from time to time at their discretion.

16. Every Junior Research Fellow shall within one year from his election undertake some definite piece of higher study or research, to be carried out under the direction of the College or the University, and shall make a report thereon to the Master and Fellows before the end of the last term of each year of his tenure of his Fellowship. The Master and Fellows may sanction any alteration which they may deem desirable in the scheme of work originally submitted by the Fellows, and may impose such conditions as they may think fit as regards the publication of the results of his research and the delivery of lectures upon the subject of his work, and also as regards his residence within the College or University or elsewhere; and may vary such conditions from time to time at their discretion.
17. A Research Fellow, Senior or Junior, may, subject to his consent in writing, be assigned a share in the educational or administrative work of the College; provided that a Junior Research Fellow shall only be assigned such work during the first year of his tenure of his Fellowship as in the opinion of the Master and Fellows will be of direct assistance to his research work.

18. An Emeritus or Supernumerary Fellow may be elected for life or for any period which the Master and Fellows may determine, and at the end of that period, and at the end of each period for which he may have been re-elected, may be re-elected for life or for any period which the Master and Fellows may determine by the votes of not less than two-thirds of those present and voting at a Stated General Meeting.

19.

a. No stipend shall be payable in respect of his Fellowship to any Professorial, Emeritus, or Supernumerary Fellow, but such Fellows shall be eligible for the offices of Chaplain, Dean of Degrees, or Librarian, and shall be entitled to receive, during their tenure of these offices, the stipend attached to the office. They may also receive such privileges as may be assigned to them under clause 21 of this Statute or under Statute VIII, clause 4.

b. i. An Official Fellow shall, if engaged in the tutorial work of the College, receive on his election such emoluments, and with such annual increments, as the Master and Fellows may determine.

ii. If he be not engaged in the tutorial work of the College, he shall receive, in addition to the emolument attached to any College office which he may hold, such emolument, and with such annual increments, as the Master and Fellows may determine.

c. A Research Fellow shall receive such emolument as the Master and Fellows may determine.

d. A Research Fellow who is elected to any College office or who takes any share in the educational work of the College, may receive, in addition to his emolument as Fellow, the emolument from the corporate revenues of the College which is attached to such office or work.

20. All stipends payable under this Statute shall be payable out of the corporate revenues of the College or out of Trust Funds available for the purpose.

21. The Master and Fellows may if they think fit assign rooms in College free of rent to any Fellow who declares that he intends to make use of such rooms for residence or for work approved by the College.

22.

a. Any Fellow of the College who under these Statutes is entitled to any stipend may voluntarily surrender his right to such stipend or part thereof without thereby ceasing to be a Fellow or losing his claim to any allowances or privileges in respect of rooms and dinner which may be assigned to him under the preceding clause or under Statute VII, clause 4.
b. Any Fellow who has voluntarily surrendered his right to the whole or part of his stipend under the preceding sub clause may at any time resume such right by giving notice to the Master in writing not less than fourteen days before any Stated General Meeting of the College, and the notice so given shall be reported to the Stated General Meeting, and shall take effect from the date of that Meeting.

23. Every Fellow shall have precedence in the College according to the priority of the date specified in the College resolution by which he was first elected as a Fellow; provided that it shall be lawful for the Master and Fellows to assign, at the time of his election, such precedence as they may determine to any Professorial Fellow, Emeritus Fellow, Senior Research Fellow, Supernumerary Fellow, or Official Fellow who, having previously been a Fellow of the College (of whatever kind), has later ceased to be a Fellow and is subsequently elected to an Official Fellowship.

24. Every Fellow who has received, or is entitled to supplicate for, the Degree of Bachelor of Arts shall proceed to the Degree of Master of Arts within one year of the earliest date at which he is permitted by the Statutes of the University to do so, unless a special dispensation for a further limited period is granted by the Master and Fellows.

25.

a. The Master and Fellows may elect any distinguished person to an Honorary Fellowship; provided that no person who, on the ground of his having held a Fellowship, is eligible for election to an Emeritus Fellowship under clause 4(iii) above shall be eligible for election to an Honorary Fellowship.
b. The Master and Fellows may elect any major benefactor of the College to a Foundation Fellowship.
c. An Honorary Fellow or Foundation Fellow shall not be entitled to vote at a College Meeting or to receive any pecuniary emolument as Fellow; but he may enjoy such other privileges and advantages as the Master and Fellows may from time to time determine.

27. The provisions of the Deed of Trust of The Jowett Fellowships Fund dated the 28th day of June 1907 shall have effect subject to the following amendments:

a. In Clause 6, the word "two" shall be deleted before the words "Fellowships at the College" and the following sentence shall be added at the end of the Clause: "The number of Jowett Fellowships maintained at the College shall not at any time exceed the total of one-sixth of the number of Fellows on the Governing Body of the College."
b. In Clause 12, the words "$500 per annum free of income tax (if any)" shall be deleted and there shall be substituted therefore the words "$1,000 per annum or such other sum as the Governing Body of the College may, with the consent of the Visitor, from time to time determine."
c. Clause 13 shall be deleted.
IV. The Scholars and Exhibitioners

1. To the extent that the income of Trust Funds applicable to the payment of Scholarships and Exhibitions is unable to maintain the Scholarships and Exhibitions hereinafter referred to in this clause, the corporate revenues of the College shall be charged with the maintenance of the Blundell Scholarship, the Newte Exhibition, the Greaves Exhibition and of such other Scholarships and Exhibitions as the Master and Fellows may from time to time determine.

2.

i. The Master and Fellows may elect to a Scholarship or to an Exhibition any undergraduate member of the College who has completed three terms in residence at the University and who in their judgement has shown conspicuous ability in College work or in University Examinations.

ii. The provisions of the foregoing sub-clause shall govern the election to any Scholarship or Exhibition tenable at the College which by the instrument of its foundation is described by words such as "Entrance" or "Foundation" or "Open", or which by such instrument is to be awarded on the results of an open competition or of any examination of candidates who are not already members of the College.

iii. Notwithstanding the provisions of the foregoing sub clauses (i) and (ii), the elections to the Organ Scholarship shall continue to be made by open competition and in accordance with the results of an examination to be held at such times, in such subjects, and generally in such manner as the Master and Fellows may from time to time determine. Every person elected to a Scholarship in accordance with this sub-clause shall come into residence at the beginning of the Michaelmas Term next following the day of election, unless the Master and Fellows shall otherwise determine.

3. Whenever there is no duly qualified candidate for a Scholarship or Exhibition whom the Master and Fellows judge to be of sufficient merit for election, they shall be at liberty to make no election.

4. The Master and Fellows may elect to an Honorary Scholarship any undergraduate member of the College who is already in residence, and who has in their judgement so distinguished himself as to deserve the status of Scholar. The status of Honorary Scholar may be conferred for special merit upon a Snell Exhibitioner or a Warner Exhibitioner at the time of his election. An Honorary Scholar shall not be entitled to any emolument on account of his Scholarship. Subject to similar conditions the Master and Fellows may elect to Honorary Exhibitions.

5. Every Scholar of the College shall, upon his election, be admonished by the Master to observe the Statutes and By-laws of the College as far as they concern him.

6.

i. The annual value of a Scholarship tenable at the College shall be such a sum as the Master and Fellows may from time to time determine, to be paid without regard to other financial resources available to the Scholar.
ii. The annual value of an Exhibition tenable at the College shall be such a sum as
the Master and Fellows may from time to time determine, to be paid without regard
to other financial resources available to the Exhibitioner.

iii. The values fixed in accordance with sub-clauses (i) and (ii) hereof shall apply
to Scholarships and Exhibitions tenable at the College and maintained out of the
income of Trust Funds applicable thereto.

iv. A Scholar or Exhibitioner who voluntarily resigns his emolument either wholly
or in part shall retain the status of Scholar or Exhibitioner, subject to the provisions
of these Statutes.

v. Scholars and Exhibitioners shall be liable to the same charges as other
members of the College in statu pupillari.

7. No Scholar or Exhibitioner shall be entitled to receive the emoluments of his
Scholarship or Exhibition unless he shall have resided during the ordinary University
terms; provided that, in case of illness or other sufficient cause, the Master and
Fellows may dispense with the residence of a Scholar or Exhibitioner, upon such
conditions as to the payment of his emoluments as they shall deem proper.

8. Every Scholarship or Exhibition tenable at the College shall be tenable for one year
from the day of election if the person elected be already a member of the University;
if he be not then a member of the University, it shall be tenable for one year from the
day on which he shall come into residence at the University.

At the end of this period the Master and Fellows may re-elect the Scholar or
Exhibitioner to a Scholarship or Exhibition for further periods, each not exceeding
one year; provided that the tenure of such successive Scholarships or Exhibitions shall
not exceed three years in all, unless for special reasons the Master and Fellows deem
it advisable to re-elect a person to a Scholarship or Exhibition for a fourth year.

9. A Scholar or Exhibitioner may pursue any recognized subject of academic study,
provided that he shall have satisfied either the Master and Fellows or the Tutorial
Board that he is qualified to do so with profit.

10. If a Scholar or Exhibitioner be elected to a Fellowship in any College, or cease to
be a member of the College, he shall thereupon vacate his Scholarship or Exhibition.

11. If a Scholar or Exhibitioner be guilty of neglect of his studies or of any other
misconduct, either the Master and Fellows or the Tutorial Board may, subject to the
provisions of Statute IX, clause 7 (below), deprive him of his Scholarship or
Exhibition, or of any part of the emoluments thereof.

12. The Warner and Greaves Exhibitions shall be subject to the regulations contained
in clauses 7, 8, 9, 10, 11 of this Statute, as well as to the regulations with respect
thereto contained in Schedule A appended to these Statutes which Schedule shall have
effect as part of these Statutes.

13. The Blundell Scholarships and the Newte Exhibition shall be subject to the
Regulations contained in the same Schedule appended to these Statutes.
14. The Exhibitions on Mr. Snell's Foundation shall be subject to the regulations contained in Schedule B appended to these Statutes, which Schedule shall have effect as part of these Statutes and in lieu of the provisions of the Scheme approved by The High Court of Chancery on the 14th day of December 1872.

15. Any Scholarship or Exhibition, tenable at the College, which by these Statutes or by the instrument of foundation is confined to candidates with particular qualifications, shall otherwise be subject to the provisions of this Statute as regards the election, the emolument, and all other matters.

16. Either the Master and Fellows or the Tutorial Board may, from time to time, subject to the provisions of these Statutes, make and vary such regulations as they may think fit with regard to the privileges, other than those conferred by this Statute, to be attached to any Scholarship or Exhibition tenable at the College.

Schedule A

1. Blundell Scholarships and Newte Exhibition
   a. There shall be one or more Blundell Scholarships tenable at the College each year; and there shall be one Exhibition, called the Newte Exhibition, tenable at the College, which shall be offered for competition whenever a vacancy in the tenure of it occurs.
   b. The election to the Blundell Scholarship and to the Newte Exhibition at Mr. Peter Blundell's School at Tiverton in the County of Devon, shall be conducted in accordance with clause 2 of this Statute.
   c. No person shall be elected (1) to a Blundell Scholarship, who has not been educated at the School for three years (2) to a Newte Exhibition, who has not been educated at the School for two years; (3) to either a Scholarship or an Exhibition, whom the Master and Fellows do not deem to be a proper candidate having regard to his moral character.
   d. The Master and Fellows shall elect to the Blundell Scholarship that undergraduate member of the College who is duly qualified according to the preceding paragraph and who appears to them to be of the greatest merit, and most fit to be a Scholar of the College; provided that if in any year there is no candidate who is in the opinion of the Master and Fellows of sufficient merit to be elected, there shall be no election in that year. The election to the Newte Exhibition shall be made in the same manner and under the same conditions.
   e. If in any year there is no election to a Blundell Scholarship or a Newte Exhibition, the sums of money so saved by the College may be applied to the payment of the emoluments of a second Blundell Scholarship or Newte Exhibition in the following year if the Master and Fellows, after consultation with the Governing Body of the School, so determine.
   f. Every Blundell Scholarship or Newte Exhibition shall be tenable for one year from the day of the election. At the end of this period the Master and Fellows may, if satisfied with the industry and good conduct of the Scholar or Exhibitioner, extend the tenure of the Scholarship or Exhibition for further periods, each not exceeding one year; provided that the tenure of such Scholarship or Exhibition
shall not exceed three years in all, unless for special reasons the Master and Fellows deem it advisable to extend the tenure for a fourth year; and provided that no Scholar or Exhibitioner shall be entitled to receive the emoluments of his Scholarship or Exhibition, who shall not have resided during the ordinary University terms or else obtained leave of absence from the Master and Fellows. Provided always, that nothing in this clause shall prevent the exercise at any time for sufficient cause, of the powers of deprivation, and of indicting fines, hereinafter mentioned.

g. The holders of the Blundell Scholarships and the Newte Exhibition shall be liable to deprivation, or fine by the loss of part of their emoluments, by the same authority, for the same causes, and in the same manner, as the Scholars of the College.

2. Warner Exhibition

a. The Exhibitioners of the Foundation of Dr. John Warner, Bishop of Rochester, shall be elected from candidates who were born in Scotland, or whose fathers were born in Scotland.

b. The Master and Fellows may from time to time determine the number of such Exhibitioners, after consideration of the income available from Dr. John Warner's fund.

ii. The annual value of the Warner Exhibition shall be such a sum as the Master and Fellows may from time to time determine, to be paid without regard to other financial resources available to the Exhibitioner.

c. The Master and Fellows may elect to a Warner Exhibition any undergraduate member of the College who has completed three terms in residence at the University, who is otherwise duly qualified according to the instrument of foundation and the Statutes of Balliol College, and who in their judgement has shown conspicuous ability in College work or in University Examinations; but, if on the occurrence of a vacancy there is no qualified candidate whom the Master and Fellows judge to be of sufficient merit, the Master and Fellows may either award the Exhibition to any undergraduate member of the College whom they may deem to be of sufficient merit; or may apply the stipend attached to the Exhibition towards grants made under Statute VIII, clause 2, below.

d. A Warner Exhibition and a Snell Exhibition shall not be held together by the same person.

3. Greaves Exhibition

a. The Exhibition of the Foundation of Richard Greaves, Clerk, shall be confined to persons who have been educated at the Free School of Ludlow, in the County of Salop, for at least two years.

b. The College shall not be bound to maintain more than two Greaves Exhibitioners at a time.

c. The Master and Fellows may elect to a Greaves Exhibition any undergraduate member of the College who has completed three terms in residence at the University, who is otherwise duly qualified according to the instrument of foundation and the Statutes of Balliol College, and who in their judgement has shown conspicuous ability in College work or University Examinations.
d. If at any time the Greaves Exhibition is vacant, and it appears, after consultation with the Head Master of the School, that there is no candidate for the Exhibition; or if after examination of any candidates named by the Head Master it appears that there is no undergraduate member of the College duly qualified according to the foregoing paragraphs of this Schedule, it shall be lawful for the Master and Fellows to award the Exhibition to any undergraduate member of the College whom they may deem to be of sufficient merit.

e. The annual value of the Exhibition shall be such a sum as the Master and Fellows may from time to time determine, to be paid without regard to other financial resources available to the Exhibitioner.

**SCHEDULE B**

**Snell Exhibitions**

1. The Master and Fellows of Balliol College, on the one part, and the Principal and Professors of Glasgow College, on the other part, shall from time to time, by mutual agreement, fix the greatest number of Exhibitioners to be maintained at any one time out of the revenues of Mr. Snell's Foundation, the number of Ordinary Exhibitioners it shall be lawful to elect in each year, the amount of their several emoluments, taking into consideration, amongst other things, the income of the Foundation for the time being, the amount of competition, and the expense of residence at Oxford. Every such agreement shall be in writing, and sealed with the seals of both Colleges, and shall be laid before the Visitor of Balliol College for his approval, and until approved by him shall not be valid.

2. The Exhibitioners shall be elected by the Master and Fellows of Balliol College only, after examination and nomination by the Principal and Professors of Glasgow College, in manner hereinafter set forth: every candidate shall have been born in Scotland, or at least one of his parents shall have been born in Scotland, or before entering the College of Glasgow he shall have been for at least three years domiciled in Scotland or receiving education at a school in Scotland, and shall have resided as an undergraduate student for two years at least in Glasgow College or for one year in that College, and two at least in some other college in Scotland. The Principal and Professors of Glasgow College for the time being shall be sole judges of the question what constitutes residence in that or any other college in Scotland within the meaning of this clause, if such question should arise.

3. An examination of the qualified candidates shall be held at Glasgow College, on some day or days during the session of the University of Glasgow, by examiners to be appointed by the Principal and Professors of Glasgow College. Notice of the time of the examination, and of the number of Exhibitioners whom it shall be lawful to elect at it, shall be given by the Principal and Professors of Glasgow College, in such a manner as they shall deem best adapted to ensure publicity, 30 days, at least, before the commencement of the examination. No candidate shall be admitted to examination who shall be a member of the University of Oxford of more than one year's standing from the day of his matriculation, inclusive; and no candidate shall be admitted to examination more than once after he shall have completed his 23rd year; but a candidate who is qualified under Clause 2, shall not be excluded from examination on the ground
that he is a graduate of any Scottish University. No candidate shall be admitted to examination who has not given such timely notice of his intention to compete, accompanied by such certificates of his birth, parentage, and education, and such testimonials of moral character as the Principal and Professors of Glasgow College may require. The examination shall be in such subjects, and shall be held on such day or days, and subject to such regulations, as the Principal and Professors of Glasgow College shall from time to time determine. The candidates who, upon such examination, shall appear to be of the greatest merit and most fit for election, shall be nominated by the Principal and Professors to the Exhibitions which are to be filled up; provided always that if, in the judgment of the examiners, there shall be not enough candidates of sufficient merit, it shall not be necessary to nominate the whole number who might be lawfully elected.

4. The amount of any remuneration to be paid to examiners from the Snell Fund and any other matters concerning the examination (in so far as such matters affect both Glasgow College and Balliol College), shall be fixed from time to time by agreements in writing made between the Master and Fellows of Balliol College and the Principal and Professors of Glasgow College.

5. If the Master and Fellows of Balliol College are satisfied that a nominated candidate should be advised to pursue his proposed course of study elsewhere than at Oxford or if the particular course of study proposed by a nominated candidate is such that no vacancy is available for him either at Balliol College or in the relevant University Faculty, Department, or Laboratory, the Master and Fellows of Balliol College may decline such a nominee on cause shown. In every such case, as also in the event of any nominee dying before election, it shall be lawful for the said Principal and Professors to nominate, after the former nominee another qualified candidate, who shall be likewise subject to approval or rejection by Balliol College. If approved, the nominated candidate shall be elected an Exhibitioner by the Master and Fellows, and admitted to the College on or before the 20th day of October following his nomination.

In every case in which a nominee shall die or be rejected, and another candidate shall be nominated and approved, the Exhibitioner eventually elected shall, as regards his term of tenure and the commencement of his stipend, hold his Exhibition as from the day of the nomination of the rejected or deceased nominee, or of the first of such nominees. If the Principal and Professors of Glasgow College shall in any year not nominate as many candidates as might be lawfully elected, or if any nominee of Glasgow College shall be rejected by Balliol College, and no Exhibitioner shall be nominated and elected in his place, or if from any cause there be not in any year, or part of a year, as many Exhibitioners on the Foundation as might be maintained out of its revenues, the surplus of its revenues for the year may be used as surplus income in accordance with Clause 10 hereof.

6. Ordinary Exhibitioners hereafter to be elected may hold their Exhibitions for up to five years, and no longer, from the day of election inclusive; and the stipend of each Exhibitioner shall be deemed to accrue from the day of his election, and shall be paid to him quarterly the first payment to be made within three months after the day of his admission.

7. Any Exhibitioner who shall cease to be a member of Balliol College shall vacate his Exhibition. Any Exhibitioner who shall be rusticated, or shall be absent from the College during the usual time of residence without permission of the Master,
shall forfeit a proportionate part of his emoluments for the period of his rustication or absence, unless the Master and Fellows shall think proper to permit him to receive the same. If any Exhibitioner shall die, or shall otherwise cease to be an Exhibitioner before the expiration of his term, and not less than two years of his term shall remain unexpired, and if the two Colleges shall so agree, it shall be lawful to nominate and elect, in the same manner as hereinbefore directed, in addition to the Ordinary Exhibitioners of the year, an Extraordinary Exhibitioner, who shall hold his Exhibition as from the day of his nomination inclusive, and during the unexpired residue of the said term, and no longer; but if the two Colleges shall not so agree, or less than two years of the said term shall remain unexpired, no such Extraordinary Exhibitioner shall be nominated or elected.

8. The Funds of the said Foundation shall be administered by the Master and Scholars of Balliol College as trustees thereof and shall be invested in the Trusts Fund of Balliol College created by the scheme made for the said College under the Universities and Colleges (Trusts) Act 1943 and approved by His Majesty in Council on the 8th day of October 1948; but the said College shall, as soon as possible after the 31st day of July in every year, render to the Principal and Professors of Glasgow College, accounts of the income and expenditure of the said Foundation for the preceding twelve calendar months; and, if required by the said Principal and Professors, shall produce to them or to some person appointed by them to inspect the same, in Oxford, the vouchers for the said accounts.

9. The audit of the accounts, directed by the Testator's Will, shall take place annually, as thereby directed, and reasonable sums shall be allowed for an annual Snell Dinner to be held at Balliol College and an annual Snell Dinner to be held at Glasgow College.

Emoluments forfeited for rustication, absence without leave, or any other cause, by Exhibitioners of the Foundation, may be used as surplus income in accordance with Clause 10 hereof.

10. Any surplus income of the Foundation may, in accordance with agreements made from time to time by resolutions of the Master and Fellows of Balliol College and of the Principal and Professors of the College of Glasgow, be used for such academic purposes as would in their opinion foster the connection between the College of Glasgow and the University of Oxford, at Balliol College or at the College of Glasgow or at such other College or Colleges of the University of Oxford as may be agreed upon from time to time by resolutions of Balliol College and the College of Glasgow as aforesaid. Any surplus income not expended in accordance with such agreements may be invested from time to time under the provisions of Clause 8 hereof, provided that any such invested income may in any subsequent year be used as if it were income arising in that year.

11. An Exhibitioner of the Foundation who may be elected to and accept an Exhibition of the Foundation of Dr. John Warner, Bishop of Rochester, shall vacate the Exhibition held by him when so elected.

12. If in any year the liability of the Master and Scholars of Balliol College to contribute to the University of Oxford for University purposes shall be in any manner increased by reason of the existence of the revenue of Mr. Snell's Foundation the Master and Scholars of the said College may indemnify themselves out of the said revenue against all such increase of liability.
V. The Tutors and Lecturers

1. The Master and Fellows may assign the title either of Tutor or of Lecturer to any person engaged by them for a period of not less than one term to perform educational duties in the College.

2. The Master and Fellows shall provide courses of instruction for all undergraduate members of the College during at least twenty-four weeks in the academical year, exclusive of the time devoted to College Examinations.

VI. Pensions

1.

a. The Pension Fund in existence at the date when these Statutes shall come into force shall be kept in being.

b. The income of the Pension Fund shall be applied for the payment of pensions, allowances, premiums for Life Assurance, and other payments authorized by this Statute. Any part of the income which is not required for these purposes in any year shall be added to the Capital of the Fund.

c. If at any time the income of the Pension Fund shall be insufficient for the payments authorized by this Statute, such payments, in so far as they cannot be made from the income of the Pension Fund, shall be a charge upon the corporate revenues of the College.

2. The Master and Fellows may effect a policy of Assurance upon the life of the Master and of each Official Fellow within three months of his election, under the system known as the Federated Superannuation System for Universities, provided that the Master or Fellow is, at the time of his taking up his office or duties in the College, already a member of that system. The Master and Fellows shall deduct from the total annual stipend (as hereinafter defined) of each assured person not more than five per cent. and not less than two and one half per cent. of the said stipend, as the Master and Fellows may from time to time decide, and shall pay this sum annually, together with such a sum from the income of the Pension Fund as shall amount to a total of fifteen per cent. of the said stipend, as the premium on the said policy, and shall follow, in regard to the effecting of new policies from time to time, and all other matters relating to the Assurance, the regulations of the Federated Superannuation System for Universities; provided that:

a. The transference to the College of a policy upon the life of the Master or of an Official Fellow, being either a policy already effected under the aforesaid scheme or any other policy recognized for all the purposes of the scheme by the Council of the Federated Superannuation System for Universities, shall be deemed equivalent to the effecting of the policy by the College.

b. i. If it shall appear to the Master and Fellows that no adequate provision for the pension of the Master or of any Official Fellow can be made by means of such a policy of Assurance, they may, with his consent, instead
of effecting such a policy and paying the premiums thereon, invest each year the sum of not more than five per cent. and not less than two and one half per cent. (as the Master and Fellows may from time to time decide) deducted from such person's stipend as above, together with such a sum from the income of the Pension Fund as shall amount to a total of fifteen per cent. of the said stipend, in any one or more of the modes of investment for the time being authorized by law for the investment of Trust moneys. The income arising there from shall be accumulated and invested from time to time in like manner, in accordance with the provisions of the Federated Superannuation System, and all sums invested under this clause shall be dealt with under the provisions of that System.

ii. If it shall appear to the Master and Fellows that the provision made by means of such invested and accumulated sums is still an inadequate provision in the case either of the Master or of any Official Fellow, owing to his age at the date of his election or to any other special circumstance, they may in addition undertake, with the consent of the Visitor, to pay to such a person on his retirement such an annuity from the income of the Pension Fund as they may consider reasonable; provided that the total value of the benefits secured to any person from both sources under this clause shall not, upon a reasonable computation, exceed the value of two-thirds of the total stipend (as hereinafter defined) paid to him in his last year of office.

c.

i. If it shall appear to the Master and Fellows that the benefits accruing under the Federated Superannuation System for Universities to any of the persons referred to in this Clause together with any other benefit accruing to him under any other pension scheme or from any fund available for his maintenance and support during his retirement, are inadequate owing to his age at the date of his election or appointment or to any other special circumstance, the Master and Fellows may, either at the time of his election or appointment or at any subsequent time or times, make such additional provision for his benefit at or during his retirement as they may consider reasonable in view of all the circumstances, including the length and nature of his service to the College.

ii. If it shall appear to the Master and Fellows that the benefits accruing under the Federated Superannuation System for Universities to the widow of any of the persons referred to in this Clause, together with any other benefits accruing to her under any other pension scheme or from any fund available for her maintenance and support during her widowhood, are inadequate owing to the age of her deceased husband at the date of his election or appointment or to any other special circumstance, the Master and Fellows may from time to time during her widowhood make such additional provision for her benefit during her widowhood as they may consider reasonable in view of all the circumstances, including the length and nature of her deceased husband's service to the College.

iii. Any such additional provision made pursuant to this sub-clause shall be paid from Corporate Revenue or from any other fund or funds available for such purpose.
3. The total annual stipend of the Master or of an Official Fellow for the purposes of the preceding clause shall be taken to include all emoluments received by him in his official capacity from corporate revenue, and also, unless the Master and Fellows shall otherwise determine, from any Trust Funds administered by or for the benefit of the College. The stipend of the Master shall also be taken to include the estimated annual value (free of rates and taxes) of the Master's Lodgings or of any residence provided for him under Statute II, clause 7(a).

4. If any person other than an Official Fellow of the College is engaged by the Master and Fellows to perform educational or administrative duties in the College for a period exceeding one year, or if such a person, having served for two years on an annual tenure, shall then be reappointed, the Master and Fellows may effect an Assurance upon the life of such person, or may annually invest on his behalf a sum of money made up as is provided in clause 2(b)(i) above, in the same manner and under the same conditions as if he had been an Official Fellow of the College.

5. 
   a. Where the Master or an Official Fellow or a person specified in clause 4 hereof takes up his office or duties in the College, he shall be entitled at his option to become or to continue as a member of the Universities Superannuation Scheme in respect of his stipend and such other emoluments as may be the terms of the Scheme or by resolution of the Governing Body be made subject to that Scheme.
   b. Subject to the rules in force for the time being of the Federated Superannuation System for Universities and of the Universities Superannuation Scheme, the Governing Body may at the request of a person who, under the foregoing provisions of this Statute, is a member of the Federated Superannuation System for Universities transfer to the Trustees of the Universities Superannuation Scheme the whole or part of the fund (or the policies of assurance representing such fund) which is held by the College in respect of such member under the provisions of the Federated Superannuation System for Universities.

VII. The Government of the College

1. The Master may, at any time, summon a meeting of the Master and Fellows, giving reasonable previous notice, and shall do so at the request of any two of the Fellows.

2. 
   a. There shall be at least two Stated General Meetings of the Master and Fellows every year, on such days as the Master and Fellows may from time to time appoint, and at least two weeks' notice in writing shall be given of any business to be transacted at these meetings, which may only be transacted at a Stated General Meeting.
   b. Besides the Stated General Meetings, any meeting of the Master and Fellows which is held in any of the University terms, and which has been called by the Master at the request of the Master and Fellows, and of which four weeks' notice in writing has been sent to each of the Fellows who is within the United Kingdom at the time of the sending the notice, shall be considered a Stated General Meeting.
c. A Stated General Meeting may be adjourned by resolution of the Meeting to a day to be specified in the resolution.

3.

a. Except where the concurrence of any specified proportion of the Master and Fellows, or the consent of any specified person, is by these Statutes made requisite, every question arising at a College Meeting shall be decided by a majority of the votes of those present and voting.

b. The Master or Vicegerent shall preside at College Meetings, and shall, in case of an equality of votes, have a second or casting vote.

4. The Master and Fellows shall have power, if and when it may seem good to them, to create a Tutorial Board consisting of the Master and all the Official Fellows of the College, together with such other Fellows as the Master and Fellows may from time to time determine to add to their number, and to commit to such Tutorial Board such control over the educational administration and policy of the College as they may from time to time determine: and the Master and Fellows shall have power, whenever it may seem good to them, to dissolve such Tutorial Board.

5. The Master and Fellows shall appoint an Executive Committee who shall advise them in regard to the management of any or all of the College property, and may assign to the Committee, and vary from time to time, such further powers and duties as they may think fit. The Master and Fellows may make and vary regulations in regard to the constitution of the Executive Committee, and the length of the tenure of office of its members.

6.

a. The Master and Fellows may from time to time, subject to the provisions of these Statutes, at any Stated General Meeting called with special notice of the business to be transacted thereat, make and vary By-laws for securing the attendance of Fellows at Stated General Meetings, for the admission to College Meetings, without any voting power and for limited periods, of persons not being Fellows of the College, for determining what business shall be transacted at a College Meeting, and what attendance shall be requisite for the transaction of business, for fixing the notice to be given before holding any meeting or before bringing forward any question, and generally for regulating the procedure at College Meetings, including meetings of the Fellows for election to the Mastership, and any other matters which the Master and Fellows shall think it necessary or convenient to regulate by By-laws, and for enforcing obedience to the Statutes and By-laws for the time being by such penalties as may be thought fit; which penalties may include the forfeiture of any part of the emoluments of any Fellowship, place, or office within the College as the case may be.

b. The By-laws may contain provisions for regulating the expenditure within the College of the undergraduate members of the College, and for notifying the authorized charges for the normal objects of expenditure in the College to the parents or guardians of undergraduate members of the College about to come into residence.
c. The Master and Fellows may, in like manner, from time to time make and vary such regulations as they may think fit respecting the admission of members of the College and the discipline, studies, and domestic management of the College, and may enforce those regulations by such penalties as they think fit; and such regulations may restrict the eligibility for membership of the College, or for any College office of appointment, or for any scholarship, exhibition, award or grant (and subject to such limitations, conditions or otherwise) as the Master and Fellows may in their absolute discretion think fit. Provided that the name of no undergraduate member of the College shall be removed from the list of members of the College without the authority of either the Master and Fellows or the Tutorial Board.

7. The Master and Fellows may, from time to time, appoint such Officers of the College as may be reasonably necessary for the conduct of its affairs, and may fix, from time to time, their duties and, subject to Statute XII, their terms of office, and assign to them such reasonable stipends as shall be thought fit. They may also, on proof to their satisfaction that any Officer of the College is incapable or is negligent in the performance of his duties, remove him from his office. No College Officer shall hold his office after the 29th September next following his sixty-seventh birthday.

8. The Master and Fellows shall make provision for the daily use in the College Chapel of services according to the Order of the Book of Common Prayer, or of some abridgement or adaptation thereof approved by the Master and Fellows, and for the appointment and payment of Chaplains to conduct the Chapel Services. Such Chaplains shall, if practicable, be appointed from amongst resident Fellows of the College.

9. 

a. Any notice required by these Statutes to be given to any person may be given either by delivering it to him, or by leaving it at his usual or last known place of abode in the United Kingdom.

b. If notice is sent by post it shall be deemed to have been given if it is proved that the letter containing it was properly addressed and put into the post, and shall be deemed to have been received at the time when the letter containing the notice would be delivered in the ordinary course of post.

c. The non-receipt of a notice delivered or duly sent as above shall not invalidate the proceedings at any meeting to which it relates.

VIII. Disposal of Revenue, Accounts, etc.

1. 

a. The Master and Fellows shall, from time to time, appoint a Bursar or Bursars, who shall, subject to the provisions of Statute II, clause 8, and to any resolutions which may be passed by the Master and Fellows from time to time, have the care of the property of the College, and carry out the decisions of the College in regard to its expenditure.
b. The office of Bursar shall be tenable for such periods as the Master and Fellows may resolve, and the Bursar may be reappointed.

2. In the expenditure of the revenues of the College regard shall be had in the first place to the needs of the College for educational and other Collegiate purposes; but the lawful expenditure of the College shall also be deemed to include the payment of charges for University purposes, imposed by Statutes made for the University, as well as the application of revenues in any manner ordered or allowed by these Statutes, customary and reasonable expenditure (not inconsistent with these Statutes) for purposes connected with the College, reasonable expenditure on estates, any reasonable donations for educational or charitable objects, and any reasonable donations connected with the duties of the College as a holder of property. The Master and Fellows may at their discretion make grants to any member of the College in statu pupillari whom they consider to be in need of financial assistance.

3. The Master and Fellows may out of any corporate revenue not required for the purposes of these Statutes set apart from time to time such a sum as they may think fit to form a Reserve Fund for new or additional College Buildings or repairs to College Buildings, or for acquiring or providing houses or buildings to be occupied and used in connexion with the College and for College purposes, or for other desirable or necessary expenditure for College purposes: provided that the sum so set apart in any year shall not be allowed as a deduction from the sum upon which the contributions of the College for University purposes in that year are assessed.

4. The Master and Fellows may, if they think fit, set apart and allow such moderate sum of money from the corporate revenues of the College as they may from time to time determine for the provision of common College meals, whether in Hall or in some public room of the College, of which the Master and each of the Fellows of the College shall be entitled to partake without charge, and also (if the Master and Fellows so determine) any Lecturer, Tutor, or Officer of the College, not being a Fellow.

5. The Master and Fellows may in any year make such grants as they shall think reasonable from the corporate revenues of the College to any Fellow or other member of the College for the furtherance of research in any branch of letters, archaeology, or science, or for the publication of the results of such research.

6. If at any time it shall appear to the satisfaction of the Visitor that, owing to any cause, the revenues of the College are insufficient to provide for the charges created by these Statutes, and to defray the rest of its expenditure, it shall be lawful for the Visitor, on a petition presented to him by order of the Master and Fellows at a Stated General Meeting held after notice of the business to be transacted thereat, to direct that any vacant Scholarship or Exhibition, the emoluments of which are paid out of corporate revenue (with the exception of the Blundell Scholarship, the Newte Exhibition, and the Greaves Exhibition) shall, either permanently or during any limited period, be kept vacant, or that the charges created by these Statutes shall be rateably diminished, either permanently or for a limited period.

7. The application of the revenues of the College under the provisions and to the purposes of these Statutes shall be subject to any Statute or Statutes made for the
8. a. If at any time it shall appear to the Visitor that the revenues of the College have become more than sufficient to provide for its expenditure as defined in clause 2 of this Statute, the Visitor may, either of his own motion or on the petition of the Master and Fellows or of any three members of the Governing Body of the College, make an order that any part of the surplus revenue shall be set apart and applied to purposes relative either to the College or to the University, according to a scheme submitted or to be submitted to him by the Master and Fellows and confirmed by him.

b. Before any such scheme is confirmed by the Visitor, the College shall communicate it to the Vice-Chancellor for the information of the Hebdomadal Council of the University, and the Visitor shall consider any representations which the Hebdomadal Council may judge it expedient for the interests of the University to make with reference to such a scheme.

c. After an order so made by the Visitor, confirming such a scheme submitted to him by the Master and Fellows, any sums thereby directed to be set apart shall be applied in conformity therewith, so long as the order shall remain unchanged. But it shall be lawful for the Visitor, on the petition of the Master and Fellows and for reasons which appear to him sufficient, either to cancel such order or to vary it or to substitute for it a new scheme submitted to him and confirmed in like manner.

9. If no such order as is authorized in the preceding clause be made by the Visitor, and subject to the right of the Visitor at any time to exercise the powers therein given to him, any surplus of the revenues of the College over its expenditure as defined in the preceding clause shall, from time to time, be applied by the Master and Fellows at their discretion to any purposes relative to the College and not inconsistent with these Statutes, or (subject to the Statutes of the University in force for the time being) to any purposes relative to the University and conducive to the advancement of learning, science, or education.

10. No addition shall, under the powers of this Statute, be made to the emoluments of the Mastership or of any Fellowship or Scholarship in the College, nor to payments from corporate revenue which may be made under these Statutes to any College fund in respect of which the payments from corporate revenue are limited by these Statutes, nor to the number of Scholarships. But this clause shall not be deemed to prohibit or restrain the Master and Fellows from making payments under the preceding clause out of its surplus revenue for research or other work in any department of learning or science, or for the publication of the results of such research or other work.

11. There shall be no payment or reimbursement by the College in respect of income-tax on any stipend or salary payable under these Statutes.
12. The Master and Fellows shall cause proper accounting records to be kept, in which shall be entered: All receipts and payments on account of or authorized by the College, whether from and to persons being members of the College or from and to any other person whomsoever;

i. All debts and liabilities contracted by or to the College or by or to any person on account of or by authority of the College;

ii. A statement in detail of all property of every kind or description held by or in trust for the College.

b. The accounting records shall include:

i. A Register of all the property of the College, showing the description, situation, amount, rental or other annual value, of every property; the fixed charges on it (if any), and in the case of Stocks or other securities the names in which and the accounts to which the same are standing;

ii. A record of Rents, Rent charges, Dividends and other annual income, showing the amounts receivable and those actually received during the year, and the arrears (if any) at the beginning and at the close of the account;

iii. A record of all cash transactions;

iv. A Ledger or Ledgers:

And also such other records as may be necessary or convenient for regularly recording all such receipts and payments and other matters and things as aforesaid, and for enabling the several accounts to be duly checked and balanced, and the correctness of the Abstracts, for the publication of which provision is hereinafter made, to be ascertained and verified.

c. Separate accounts shall be kept of all property held in trust for any purpose other than the general purposes of the College and of receipts and payments in respect of such property.

d. The College accounts shall be audited once at least in every year. The Master and Fellows shall appoint for that purpose an Auditor or Auditors. One person so appointed shall be an accountant qualified within the meaning of section 389(1) of the Companies Act 1985 or any legislation replacing or amending that provision. The Auditor or Auditors shall report in writing to the Master and Fellows whether the accounts of the College are duly kept in conformity with the provisions of this Statute, and whether the Abstracts and Balance Sheet prepared pursuant to the provisions of this Statute contain a full and true account of the financial condition of the College. It shall be lawful for the Auditors or any Auditor to report specially as to any payment which they or he may judge to have been made without sufficient authority. The expense of the audit (including payment to any clerk or clerks whose assistance the Auditor or Auditors may require) shall be paid out of the revenues of the College.

e. The Master and Fellows shall in every year cause to be prepared and delivered to the Registrar of the University for publication such information relating to the accounts of the College as may be prescribed from time to time by any Statute of the University made or to be made under the powers of the Universities of Oxford and Cambridge Act, 1923. The date on or before which such information shall be delivered to the Registrar, the forms of the statements in which it shall be shown, and the certificate accompanying such forms shall be prescribed from time to time.
in the Statutes of the University made or to be made under the like authority; and the certificate shall be signed by the Auditor or Auditors aforesaid.
f. The Master and Fellows shall, on or before a date prescribed as aforesaid, furnish to the Curators of the University Chest such information as may be required for determining the amount to be paid by the College to the Curators as a contribution for University purposes under any Statute of the University.
g. The Master and Fellows shall keep kitchen accounts and other statistics relating to the catering arrangements of the College, submit them to Accountants, and communicate with report of the said Accountants. The forms in which such accounts and statistics shall be kept, the periods at which they shall be submitted to the said Accountants, the manner in which the said Accountants shall be nominated and the cost of their inspection met, and the authorities to which the report of the said Accountants shall be communicated, shall be as prescribed from time to time in the Statutes of the University.

13.

i. Any Capital Moneys in the hands of the College (not being Capital Moneys arising under the Universities and College Estates Act) and any moneys held by the College on behalf of any Special Funds (other than the Pension Fund and any funds already invested in the Trusts Fund) shall be invested in the following range of investments:
   a. Such stocks shares funds securities obligations bonds or other investments (including land) in any part of the world and whether involving liability or not or at loan without security as the Governing Body from time to time shall in their absolute discretion think fit so that the Governing Body shall have the same powers of investing varying and managing investments as if the Governing Body were absolutely and beneficially entitled thereto.
   b. All investments or modes of application authorized for capital money by Section 26 of the Universities and College Estates Act 1925.

ii. Any investment made under the powers contained in the foregoing sub-clause shall stand either in the name of the College or (subject to the approval of the Auditor or Auditors of the College appointed in accordance with Clause 12, sub-clause d, of this Statute) in the name of a body corporate selected from time to time by the Governing Body as the nominee and trustee of the College for that purpose.

14.

i. This Clause shall apply to each of the trusts, endowments, foundations, gifts and schemes set out in Schedule A appended to this Statute (hereinafter in this clause referred to as 'a Trust')

ii. The Master and Fellows may from time to time use for the general educational purposes of the College any surplus income of a Trust.

iii. In the foregoing paragraph 'surplus income' means income unexpended in any year after the purposes of the Trust have been fully provided for in that year (whether wholly by income from the Trust or partly by income from the Trust and partly by other means).

iv. This clause shall have effect from the date on which it is approved by Her Majesty in Council and shall apply to all income in hand on that day as well as to income receivable thereafter.
15.

i. This clause shall apply to The Anderson French Scholarship Trust (1952), The Anderson Mauritian Scholarship Trust (1951) and The Anderson Norwegian Scholarship Trust (1953) (hereinafter in this clause referred to as the 'Anderson Trusts').

ii. The Master and Fellows may from time to time use any unexpended income of any of the Anderson Trusts for the purposes of any other of the Anderson Trusts.

16.

i. The Governing Body shall capitalize income in the manner provided by this clause in any case where it is of the opinion that capital ought to be accumulated or replaced on account of the acquisition or disposition of leasehold property or any reversionary interest or on account of any other transaction.

ii. In making provision for the capitalization of income under this clause the Governing Body shall have regard

   a. in the case of income held for the general purposes of the College, to the over-all financial position of the College and
   b. in the case of income held under any specific trust, to the financial position of that trust, and shall make such provision as in its opinion is appropriate for the purposes of conserving the permanent endowment of the College or of the trust, as the case may be, and of avoiding undue fluctuations of income.

iii. If at any time it shall appear to the Governing Body that the proportion of income being capitalized or the period for which it is being capitalized in respect of any past transaction is insufficient or excessive for the purposes aforesaid, the Governing Body shall increase or reduce the said proportion or period to the extent of such insufficiency or excess.

iv. The powers conferred by this clause shall extend to all funds representing income of the College and to all funds accumulating for the purpose of replacement of capital, whether constituted before or after the date on which this clause is approved by Her Majesty in Council.

17. Subject to its general responsibilities under these Statutes, the Governing Body shall have full power to delegate the performance of any duties or discretions imposed on or given to it by this Statute.

Schedule A

- The Duke of Bedford's Trust (1882).
- The Hugh Clarance Bourne Fund (1913).
- Miss Hannah Brackenbury's Trust (1866 and 1872).
- The Brassey Italian Scholarship Fund (1918).
• Sir John Conroy's Trust (1900).
• The Ralph Dendy Bequest.
• The Dyson Fellowship in Greek Culture Fund (1960).
• The Eleemosynary Fund (1913).
• The Charles Elton Exhibition Fund (1914).
• The Lazarus Fletcher and Agnes Ward Fletcher Scholarship Trust (1951).
• The Frazer Fund (1939).
• The Walter Galpin Scholarship Fund (1937).
• The James Gay Exhibition Fund (1943).
• The Anthony Maurice Goldsmith Scholarship Trust (1944).
• The T. H. Green Fund (1884).
• The James Hall Foundation Fund (1911).
• The Roger Hall Prize Fund (1919).
• The Arthur Higgs Trust (1920).
• The Sir Edward Maurice Hill Scholarship Trust (1952).
• The Robin Hollway Scholarship Fund (1921).
• The Second Robin Hollway Scholarship Fund (1955).
• The Holmes Scholarship Trust (1955).
• Dr. Jenkyn's Trust (1850).
• The Jowett Fellowships Fund (1907).
• Mr. Kington Oliphant's Fund (1902).
• The Duncan Campbell Macgregor Memorial Fund (1943).
• The Sir William Markby Scholarship Fund (1929).
• The Lewis Masefield and Edward Rodd Memorial Studentship Fund (1943).
• The Mouat Jones Scholarship Trust (1954).
• The Nettleship Scholarship Fund (1894).
• The Eric Raymond Noble Scholarship Fund (1948).
• Mr. Powell's Benefaction (1830).
• The Reynolds' Scholarship Trust (1951).
• The Robert Sebag-Montefiore Scholarship Fund (1916).
• Mr Henry Skynner's Trust (1879).
• The Cecil Spring-Rice Memorial Fund (1926).
• Miss Ida Taylor's Legacy (1929).
• The Sir Henry Theobald Fund (1939).
• The Vaughan Memorial Travelling Scholarship Trust (1955).
• Bishop Warner's Exhibition (1668).
• The Revd. William Warner's Bequest (1923).
• Mrs. Jane Williams' Trust (1830).
• The Wright Prize in History (1965).
• The Robert Younger Prize Fund (1926).

VIIIA Eexpenditure Powers

1. This Statute shall apply to the following funds, namely
   a. All funds and endowments of the College which are not held on any specific trust.
   b. Any endowment, benefaction or trust for purposes connected with the College
      i. which was created by an instrument which came into operation not less than 60 years before 1 January 2002 or
      ii. of which the Master and Fellows are the trustees or governing body and have consented to those provisions of this clause; or
      iii. which does not fall within sub-paragraph (i) but of which the Master and Fellows are not the trustees or governing body and such trustees or governing body have consented to the provisions of this clause.
2. In this Statute:
   a. "fair value" means the amount at which an asset could 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.

3. The Master and Fellows may appropriate for expenditure for the purposes of a fund to which this Statute applies and for purposes within Statute VIII.2 so much of the fair value of the particular fund as is prudent in all the circumstances having regard to the total return achieved and reasonably to be expected in the long term of the funds of the College to which this Statute applies.

4. Any reference in these Statutes to the revenue or revenues of the College or to income in Statute VIII shall include the total sums appropriated in accordance with clause 3 of this Statute.

The Governing Body shall from time to time appoint a suitably qualified person to review the total return and the investment criteria referred to in this Statute.

IX. The Visitor

1. The Visitor shall as heretofore be elected by the Master and Fellows.

2. When the office of Visitor becomes vacant by death or resignation, the Master shall summon a meeting of the Master and Fellows for the election of a Visitor. Such meeting shall be held within a like period of time and with like notice, and the election shall be conducted in a like manner as is provided in Statute II, clause 3, of these Statutes respecting the election of a Master, except that what is required in that case to be done by the two senior Official Fellows shall at the election of a Visitor be done by the Master; and the Visitor shall be elected by an absolute majority of the Master and Fellows.

3. If at any time the Visitor shall in the opinion of a majority of the Master and Fellows be incapable of discharging the duties imposed upon him by these Statutes, the Master and Fellows may report their opinion in this regard to the Chancellor of the University, and he may, if he thinks fit, declare the office of Visitor to be vacant. On the receipt of such declaration from the Chancellor of the University the Master and Fellows shall proceed to the election of a new Visitor.

4. It shall be lawful for the Visitor, whenever he shall think fit, to visit the College in person, and to exercise, at any such visitation, all powers lawfully belonging to his Office.

5. If any question arise on which the Master and Fellows are unable to agree, depending wholly or in part on the construction of any of the Statutes of the College, the Master and Fellows, or the Master, or any three of the Fellows, may submit the same to the Visitor, and the Visitor may thereupon declare the true construction of the Statutes with reference to the case submitted to him.
6. The Visitor may, either proprio motu, or on the complaint of the Master or any of the Fellows, disallow and annul any By-law or resolution of the Master and Fellows which is, in the Visitor's judgement, repugnant to any of the Statutes of the College in force for the time being.

7. The Master or any Fellow of the College, if aggrieved by any act of the Master and Fellows, and any Scholar or Exhibitioner of the College, if deprived of his Scholarship or Exhibition by a decision of the Master and Fellows, may appeal to the Visitor, and it shall be lawful for the Visitor to adjudicate on the appeal and confirm, reverse, or vary the act or decision as he deems just.

8. Any decision given by the Visitor under these Statutes shall be binding upon the College and upon the Master and every Fellow thereof, and upon every person affected by the Statutes of the College.

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

   i. to hear any appeal or determine any dispute relating to a member of the academic staff to whom Statute XII applies which concerns the member's appointment or employment or the termination of that appointment or employment;
   ii. to disallow or annul any by-law or resolution of the Governing Body made under or having effect for the purposes of Statute XII.

X. Provisions Relative to the University

1. If at any time it appear to the Hebdomadal Council of the University that any provision of the Statutes of the College in force for the time being respecting the accounts of the College, or the audit or publication thereof, or the exercise of the borrowing powers of the College, or any other provision of such Statutes, by the non-observance of which any interest of the University is liable to be prejudicially affected, is not duly observed, the Hebdomadal Council may submit a representation to the Visitor, and the Visitor shall, upon receiving such representation, inquire into the matter, and after considering any representation made by the College, make such order as he shall deem just for enforcing the due observance of the Statutes in the matter to which the representation relates.

2. The Hebdomadal Council may in like manner make a representation to the Visitor if it shall appear that regard is not had by the College in electing its Research Fellows to the requirements of the different branches of study pursued in the University, and the Visitor shall act in the manner prescribed in the preceding clause.

3. Before any representation is made to the Visitor under the foregoing clauses, the Vice-Chancellor shall communicate the matter of such representation to the Master for the information of the College, and, when a representation is made, shall forthwith send him a copy of it.
4. Every proposal for a change in the Statutes of the College in force for the time being shall be communicated to the Hebdomadal Council before it is submitted to His Majesty in Council, and the College, in forwarding the Draft Statute as amended for the approval of His Majesty, shall state definitely that it has been so communicated.

**XI. Special Provisions**

1. The Statutes of Balliol College made in the year 1881 are hereby repealed without prejudice to any right acquired, liability incurred, or thing done thereunder, or any repeal effected thereby.

2. Nothing in these Statutes shall affect the provisions of any Trust which is exempted under section 8, sub-section I, of the Universities of Oxford and Cambridge Act, 1923.

3. These Statutes shall be subject to alteration in the manner provided by the Universities of Oxford and Cambridge Act, 1923.

4. These Statutes are made wholly for Balliol College within the meaning of the Universities of Oxford and Cambridge Act, 1877, section 30, as set out in the Schedule to the Universities of Oxford and Cambridge Act, 1923.

**XII. Academic Staff**

*Part I Construction Application and Interpretation*

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

   i. 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;
   ii. to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and
   iii. to apply the principles of justice and fairness.

2. No provision in Part II, Part III, Part IV or Part VII 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. This Statute shall apply –
   a. to any person holding a 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 Master, to the extent in the manner set out in Part VII of this
      Statute.
   b. In this Statute any reference to a "member of the academic staff" is a reference
      to a person to whom this Statute applies.

4. In this Statute "dismiss" and "dismissal" mean dismissal of a member of the
   academic staff and -
   i. include remove or, as the case may be, removal from office; and
   ii. in relation to employment under a contract, shall be construed in accordance

5. For the purposes of this Statute "good cause" in relation to the dismissal or
   removal from office or place of a member of the academic staff, being in any case
   a reason which is related to conduct or to capability or qualifications for
   performing work of the kind which the member of the academic staff concerned
   was appointed or employed to do, means:
   i. conviction for an offence which may be deemed by a Tribunal
      appointed under Part III to be such as to render the person convicted unfit
      for the execution of the duties of the office or employment as a member of
      the academic staff; or
   ii. conduct of an immoral, scandalous or disgraceful nature incompatible
       with the duties of the office or employment; or
   iii. conduct constituting failure or persistent refusal or neglect or inability
       to perform the duties or comply with the conditions of office; or
   iv. physical or mental incapacity established under Part IV.
   b. In this clause –
      i. "capability", in relation to such a member, means capability assessed
         by reference to skill, aptitude, health or any other physical or mental
         quality; and
      ii. "qualifications", in relation to such a member means any degree,
         diploma or other academic, technical or professional qualification relevant
         to the office or position held by that member.

6. 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:
   i. 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 by the
College or has ceased, or intends to cease, to carry on that activity in the place in which the member concerned worked; or
ii. 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.

7.

a. In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute of the College 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 by-law, and the provisions of any by-law made under this Statute shall prevail over those of any by-law 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.
b. 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.
c. For the avoidance of doubt it is hereby declared that nothing in Part III of this Statute shall be construed as affecting the Statutes and by-laws of the College concerning re-election on the expiry of a fixed term of a Fellowship.
d. 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 alternative to act in his place under procedures prescribed by by-laws made under this Statute.
e. Nothing in any other Statute shall enable the Governing Body to delegate its power to reach a decision under clause 10(b).
f. 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 body when the body is considering its decision or discussing a point of procedure, except as provided by this Statute or by by-laws made under this Statute.
g. In this Statute references to numbered Parts, clauses, and sub-clauses are references to Parts, clauses, and sub clauses so numbered in this Statute.
Part II Redundancy

8. This Part of this Statute enables the Governing Body as the appropriate body, to dismiss any member of the academic staff by reason of redundancy.

9.

a. Nothing in this Part of this Statute shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless –
   i. the appointment of that person is made, or the contract of employment of the person concerned is entered into, on or after 20th November 1987; or
   ii. the person concerned is promoted on or after that date.

b. For the purposes of this clause 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.

a. The Governing Body shall be the appropriate body for the purposes of this Part.

b. This clause applies where the Governing Body has decided that there should be a reduction in the academic staff
   i. of the College as a whole; or
   ii. of any area of academic work within the College by way of redundancy.

11.

a. Where the Governing Body has reached a decision under clause 10(b) –
   i. it may itself decide to 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 clause 1; or
   ii. it shall appoint a Redundancy Committee to be constituted in accordance with sub-clause (c) of this clause to give effect to its decision by such date as it may specify and for that purpose

   A. to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and
   B. to report their recommendations to the appropriate body.

b. The Governing Body shall either approve any selection recommendation made under sub-clause (a) (ii) (A), or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.

c. A Redundancy Committee appointed by the Governing Body shall comprise -
   i. a Chairman; and
   ii. two Fellows, not being persons employed by the College; and
   iii. two Official Fellows to whom this Statute applies.
d. A member of the academic staff shall not be selected for dismissal under this clause unless he has been afforded a reasonable opportunity to make representations to the Governing Body.

12.

a. Where the Governing Body has either itself made a selection or has approved a selection recommendation made by the Redundancy Committee under clause 11(a) 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 shall be given separate notice of the selection approved by the Governing Body.
c. Each separate notice shall sufficiently identify the circumstances which have satisfied the appropriate body that the intended dismissal is reasonable and in particular shall include –
   i. a summary of the action taken by the appropriate body under this Part;
   ii. an account of the selection processes it has itself used or which have been used by the Redundancy Committee;
   iii. 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; and
   iv. a statement as to when the intended dismissal is to take effect.

Part III Discipline, Dismissal and Removal from Office

13.

a. Minor faults shall be dealt with informally.
b. Where the matter is more serious but falls short of constituting possible good cause for dismissal the following procedure shall be used -

Stage 1 Oral Warning
If conduct or performance does not meet acceptable standards, but does not constitute sufficient cause for dismissal, the member of the academic staff will normally be given a formal oral warning by the Master. The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure and of the right of appeal under this clause. A brief note of the oral warning will be kept but it will be spent after 12 months, subject to satisfactory conduct and performance.

Stage 2 Written Warning
If the offence is a serious one, or if a further offence occurs, a written warning will be given to the member of the academic staff by the Master. This will give details of the complaint, the improvement required and the timescale. It will warn that a complaint may be made to the Master seeking the institution of charges to be heard by a Tribunal appointed under clause 15 if there is no satisfactory improvement and will advise of the right of appeal under this clause. A copy of this written warning will be kept by the Master but it will be disregarded for disciplinary purposes after 2 years subject to satisfactory conduct and performance.
**Stage 3 Appeals**

A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Keeper of the Minutes within two weeks. The Senior Official Fellow shall hear all such appeals and the Senior Official Fellow's decision shall be final.

14. 

a. If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in clause 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 Tribunal appointed under clause 15 may be made to the Master.

b. If it appears to the Master (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 should constitute good cause for dismissal, the Master shall write to the person concerned inviting comment in writing.

c. If it appears to the Master (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 should 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 emoluments.

d. As soon as may be following receipt of the comments (if any) or in any event not later than 28 days after they were invited the Master shall consider the matter in the light of all the available evidence and may dismiss the matter summarily, or issue an oral or written warning to the person concerned, or determine that the matter be considered, or determine that the matter be considered by a Tribunal appointed under clause 15.

15. If the Master has determined that the matter is to be considered by a Tribunal, he shall request the Governing Body to appoint such a Tribunal to hear the charge or charges and to determine whether the conduct for dismissal or otherwise constitutes serious misconduct relating to his appointment or employment by the College, and to make recommendations concerning the action (if any) to be taken as a result of the Tribunal's findings. Pending the consideration of such recommendations, the Master, after consulting the Governing Body, may suspend the person charged from the performance of his duties without loss of emoluments.

16. 

a. A Tribunal appointed by the Governing Body shall comprise –
   
i. a Chairman; and
   
ii. one Official Fellow; and
   
iii. one Fellow who is not a person employed by the College.

b. In selecting members of the panel for appointment as members of a Tribunal, 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.  
   a. When a Tribunal 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 Tribunal. 
   b. It shall be the duty of the person formulating the charge or charges – 
      i. to forward the charge or charges to the Tribunal and to the member of 
         the academic staff concerned together with the other domestic 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 
      ii. 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 Tribunal.

18.  
   a. The procedure to be followed in respect of the preparation, hearing, and 
determination of charges by a Tribunal shall be prescribed by by-laws made under 
this clause. 
   b. Without prejudice to the generality of the foregoing, such by-laws shall ensure: 
      1. that the member of the academic staff concerned 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 the Tribunal; 
      2. that a charge shall not be determined without an oral hearing at which the 
         person charged and any person appointed to represent that person are 
         entitled to be present; 
      3. 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; 
      4. that no new witness or documentary evidence may be introduced by the 
         person presenting the charge without the Tribunal'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 
      5. that any charge is heard and determined as expeditiously as is reasonably 
         practicable.

19.  
   a. The Tribunal 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 Master, the person 
charged, the person present in the charge and any person who shall have been 
added as a party by the Tribunal. 
   b. A Tribunal shall draw attention to the period of time within which any appeal 
should be made by ensuring that a copy of Part V accompanies each copy of its 
decision sent to a party to the proceedings under this clause.
20.

a. Where the charge or charges are upheld and the Tribunal finds good cause and recommends dismissal or removal from office, but in no other case, the appropriate officer shall decide, after consulting the Governing Body whether or not to dismiss the member of the academic staff concerned. If he decides to accept the Tribunal's recommendation he may forthwith dismiss that person.

b. In any case where the charge or charges are upheld, other than where the appropriate officer has decided under sub-clause (a) to dismiss the member of the academic staff concerned, the action available to the appropriate officer after consulting the Governing Body (not comprising a greater penalty than that recommended by the Tribunal) shall be –

   i. to discuss the issues raised with the person concerned; or
   ii. to advise the person concerned about his future conduct; or
   iii. to warn the person concerned; or
   iv. to suspend the person concerned for such period as the appropriate officer shall think fair and reasonable, provided that the suspension shall not extend beyond three months after the date on which the Governing Body shall have considered the Tribunal's decision; or
   v. any combination of any of the above or 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.

21.

a. The Senior Tutor shall be the appropriate officer to exercise the powers conferred by clause 20 and any reference to the appropriate officer includes a reference to a delegate of the Senior Tutor.

b. Any action taken by the appropriate officer or his delegate shall be confirmed in writing and reported to the Governing Body.

Part IV Removal for Incapacity on Medical Grounds

22.

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

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

c. In this Part the Master shall be the appropriate officer to perform any duties or exercise any powers, but he may appoint a delegate to act on his behalf.

d. In this Part references to the member of the academic staff for the purposes of notification, giving consent, agreement, nomination or providing evidence 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.
23.

a. 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 –
   i. shall inform the member accordingly; and
   ii. may, if the member agrees or if the appropriate officer considers that the College might otherwise suffer significant harm suspend the member from duty without loss of pay; and
   iii. 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 to accordance with the requirements of the Access to Medical Reports Act 1988.

b. If the member elects to apply for early retirement on medical grounds he shall be allowed to do so and the College shall meet the reasonable costs of any medical opinion required.

c. If the member does not elect to apply for early retirement on medical grounds 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 Master; 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.

d. The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board under this Part shall be prescribed by by-laws made under this sub-clause. Such by-laws shall ensure:
   i. 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;
   ii. that a case 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;
   iii. that witnesses may be called and may be questioned concerning any relevant evidence and
   iv. that the case is heard and determined as expeditiously as is reasonably practicable.

e. The Board may require the member concerned to undergo medical examination at the College's expense.

24.

a. If the Board determines that the member shall be required to retire on medical grounds, the appropriate officer shall consult the Governing Body, and may terminate the employment of the member concerned on those medical grounds.
b. Any action taken by the appropriate officer shall be confirmed in writing and reported to the Governing Body.
Part V Appeals

25. This Part of 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.

26.

a. This Part of this Statute applies –
   i. 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;
   ii. to appeals arising in any proceedings, or out of any decision reached, under Part III other than appeals under clause 13 (Appeals against disciplinary warnings);
   iii. to appeals against dismissal otherwise than in pursuance of Part II or Part III;
   iv. to appeals against any disciplinary decision otherwise than in pursuance of Part II;
   v. to appeals against any decisions reached under Part IV; and
   vi. to appeals against any decision reached under Part VII and "appeal" and "appellant" shall be construed accordingly.

b. No appeal shall however lie against –
   i. a decision of the appropriate body under Part II clause 10(b);
   ii. the findings of fact of a Tribunal 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;
   iii. any medical finding by a Board set up under Part IV clause 23(c) save where, with the consent of the person or persons appointed, fresh evidence is called on behalf of the appellant at the hearing.

c. In this Part references to "the person appointed" are references to the person appointed by the Governing Body under clause 29 to hear and determine the relevant appeal.

d. The parties to an appeal shall be the appellant and the Keeper of the Minutes and any other person added as a party at the direction of the person appointed.

27. A member of the academic staff shall institute an appeal by serving on the Keeper of the Minutes, within the time allowed under clause 28, notice in writing setting out the grounds of the appeal.

28.

a. A notice of appeal shall be served within 28 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 clause (c).

b. The Keeper of the Minutes 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.
c. Where the notice of appeal was served on the Keeper of the Minutes outside the 28 day period the person appointed under clause 29 shall not permit the appeal to proceed unless the person appointed considers that justice and fairness so require in the circumstances of the case.

29.

a. Where an appeal is instituted under this Part the Governing Body shall appoint a person described in sub clause (b) to hear and determine that appeal.
b. The persons described in this sub-clause are –
   i. the person who is the Visitor; or
   ii. persons not employed by the College holding, or having held, judicial office or being barristers or solicitors 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 with two other persons.
d. The other persons who may sit with the person appointed shall be –
   i. one Fellow not being a person employed by the College; and
   ii. one Official Fellow.

30.

a. The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in by-laws made under this clause.

Without prejudice to the generality of the foregoing such by-laws shall ensure –
   i. 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 the appeal;
   ii. that an appeal shall not be determined without an oral hearing at which the appellant, and any person appointed by the member to represent him or her are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;
   iii. 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
   iv. 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.
b. 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 –
   i. 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
   ii. remit an appeal arising under Part III for rehearing by a different constituted Tribunal to be appointed under that Part; or
   iii. 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
iv. remit an appeal by the Master 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
v. substitute any lesser alternative penalty that would have been open to the appropriate officer following the finding by the Tribunal which heard and pronounced upon the original charge or charges.

31. The person appointed shall send the reasoned decision, including any decision reached in exercise of his powers under clause 30(c)(i), (ii), (iii), (iv) on any appeal together with any findings of fact different from those the Governing Body under Part II or by the Tribunal under Part III or of the Board under Part IV or of the Tribunal appointed under Part VII, as the case may be, to the Master and the Governing Body 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 -

i. to matters affecting themselves as individuals; or
ii. 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 this Statute.

34. 

a. If other remedies within the relevant area (including reference to the Senior Official Fellow) have been exhausted, the member of the academic staff may raise the matter with the Master.

b. If it appears to the Master that the matter has been finally determined under Part III, IV or V or that the grievance is trivial or invalid, the Master may dismiss it summarily, or take no action upon it. If it so appears the Master shall inform the member and may inform the Governing Body accordingly.

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

   i. a complaint under Part III;
   ii. a determination under Part IV; or
   iii. an appeal under Part V

the Master 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 the member and the Grievance Committee shall be notified accordingly.

d. If the Master does not reject the complaint under sub clause (b) or if action upon it under sub-clause (c) is not deferred the Master shall decide whether it would be appropriate, having regard to the interests of justice and fairness, to seek to dispose of it informally. If the Master so decides the Master shall notify the member and proceed accordingly.
35. If the grievance has not been disposed of informally under clause 34(d), the Master shall refer the matter to the Grievance Committee for consideration.

36. The Grievance Committee to be appointed by the Governing Body shall comprise:

   i. a Chairman (who may be the person who is the Visitor);
   ii. one Fellow not being a person employed by the College; and
   iii. one Official Fellow.

37. The procedure in connection with the consideration and determination of grievances shall be determined in by-laws 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. The Governing Body shall decide whether or not to accept such proposals.

**Part VII Removal of the Master from Office**

39. Any five members of the Governing Body may make complaint to the Senior Official Fellow seeking the removal of the Master from office for good cause.

40. The Senior Official Fellow shall refer such a complaint to the Governing Body, exclusive of the Master 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 Master from office, it may determine that no further action shall be taken upon it.

41. If it appears to the Governing Body that the complaint is supported by sufficient evidence of good cause for the removal of the Master from office, it shall appoint a Tribunal to hear and determine the matter.

42. The Tribunal appointed by the Governing Body shall comprise:

   i. an independent Chairman; and
   ii. one member chosen from amongst members of Governing Body to whom this Statute does not apply, Honorary Fellows and Emeritus Fellows; and
   iii. one member chosen from amongst members of Governing Body to whom this Statute applies.

43. A charge referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in clauses 17 to 19, provided -

   i. that the Senior Official Fellow shall perform any duty and exercise any power there assigned to the Master; and
ii. that the only recommendation the Tribunal may make is whether or not the Master should be removed from his office.

44. Where a charge or charges have been upheld and the Tribunal finds good cause and recommends the dismissal of the Master, and, in the event of an appeal by the Master, the person hearing the appeal upholds that recommendation, but in no other case, the Senior Tutor shall consult the Governing Body and may then dismiss the Master.

45. Where a complaint is to be referred to a Tribunal under clause 41, the Senior Tutor may, if he considers that the College might otherwise suffer significant harm, suspend the Master from his duties in all matters relating to the government and discipline of the College without loss of salary. During any such period of suspension the Senior Official Fellow shall act as Vicegerent under the provisions of Statute II clause 9(b).

46. For the purpose of the removal of the Master from his office for incapacity on medical grounds, the provisions of Part IV shall have effect, provided that the Senior Tutor shall perform any duty or exercise any power there assigned to the Master.

47. For the purpose of appeals by the Master against removal from office, the provisions of Part V shall have effect, provided that the Senior Official Fellow shall perform any duty or exercise any power there assigned to the Master.