

**NEWNHAM COLLEGE
CAMBRIDGE**

Statutes



Contents

Statute I: Commencement, Interpretation, Invalid Proceedings	4
Statute II: The Visitor.....	5
Statute III: The Fellows	6
Statute IV: The Governing Body	9
Statute V: The Council	11
Statute VI: The Principal.....	13
Statute VII: Election of Principal	13
Statute VIII The Vice-Principal	15
Statute IX: The Bursar	16
Statute X: The Tutors and Lecturers.....	16
Statute XI: Conditions of Tenure of Offices	16
Statute XII: Research Fellows	18
Statute XIII: Honorary Fellows.....	19
Statute XIV: Fellows Emeritae	19
Statute XV: Associates	20
Statute XVI: The College Roll.....	21
Statute XVII: Discipline of the College	22
Statute XVIII: Investment and application of Capital Monies and Investment of Surplus Income of Trust Funds	23
Statute XIX: Accounts and Audit.....	23
Statute XX: The Jenner Research Fellowship	24
Statute XXI: The 'N' Research Fellowship	25
Statute XXII: The Phyllis and Eileen Gibbs Travelling Fellowship.....	25
Statute XXIII: The Henry Sidgwick Memorial Lecture Fund	25
Statute XXIV: Signature of Contracts.....	26
Statute XXV: Academic Staff.....	26
Part I: Construction, Application and Interpretation	26
Part II: Redundancy	29
Part III: Discipline, Dismissal and Removal from Office	30
Part IV: Removal for Incapacity on Medical Grounds	34
Part V: Appeals	35

Part VI: Grievance Procedures.....	38
Part VII: Removal of the Principal from Office	39

Statute I: Commencement, Interpretation, Invalid Proceedings

1. These Statutes shall take effect on and after the first day of the month next following the date of approval by Her Majesty in Council.
2. Nothing contained in any amending Statute shall render null or void or abrogate any election, appointment or other act made or done under any pre-existing Statute, and accordingly any tenure of College office, Fellowship or membership of the College Council or of the Body of Associates created under or by virtue of the pre-existing Statutes shall continue until the same would have expired had not these present Statutes been made.
3. These Statutes shall be read with the Charter of the College (as hereinafter defined) and words employed in the Charter shall if not inconsistent with the subject or context bear the same meaning herein.
4. In these Statutes the following expressions have the following meanings unless the context otherwise requires:
 - (a) 'The Charter' shall mean the original Charter and any Charter supplemental thereto or revision thereof by Special Statute.
 - (b) 'The University' means the University of Cambridge.
 - (c) 'Month' means calendar month.
 - (d) 'University Term' means Cambridge University Term, and 'Full Term' means Full Term as defined by the Ordinances of the University, 'Vacation' means that part of the year outside University Term.
 - (e) 'The Academical Year' shall mean the Academical Year as defined in the Statutes of the University of Cambridge.
 - (f) '*In statu pupillari*' shall mean a member of the College who has not been admitted to some office in the University, to a Fellowship or office of a College, or to any degree higher than that of Bachelor of Arts, Law, Medicine, Surgery, Music, or Veterinary Medicine, and is of less than three and a half years' standing from admission to her first degree (if any).
5. Words importing the singular number only shall include the plural number and vice versa, and words of the masculine gender shall import the feminine and vice versa unless this interpretation is excluded expressly or by necessary implication.
6. The Principal shall take the Chair ex officio at all meetings of the Governing Body and of the Council. In her absence the Vice-Principal shall take the Chair or, if neither is present at the time of holding any meeting, the members present shall appoint a Chairman of the meeting. The Principal shall take the Chair ex officio at any meeting of a Standing Committee of the Governing Body or the Council at

which she is present unless, being present, she appoints a member to act in her place. In her absence the Chairman shall be either the member appointed by the Principal to act in her place or the member appointed or elected as prescribed in the Ordinances.

7. No person *in statu pupillari* shall be present, whether as a member or otherwise, at a meeting of any body constituted in the College by the Charter, Statutes or Ordinances, for the discussion of, or decision on, any matter which the Chairman of the meeting declares to be reserved. The following matters shall be reserved:-
 - (a) the election of individuals to any College office or Fellowship;
 - (b) the employment or promotion, or any matter relating to the employment or promotion, of individuals by the College;
 - (c) the admission and academic assessment of individuals;
 - (d) such matters as may be specified by Statute, Ordinance, or Regulations made under Statute XI I in respect of any particular body or class of bodies;
 - (e) any other matter at the discretion of the Chairman.

In any case of doubt, the Chairman shall decide whether an item of business is reserved and her decision shall be final. No person *in statu pupillari* shall receive papers relating to any item of reserved business or any communication concerning the content of such papers, except that members of any body constituted by the Charter, Statutes or Ordinances, who are *in statu pupillari* may, if that body so decides, receive the agenda relating to reserved business and also, if that body so decides, the minutes of the decisions taken on reserved business.

Statute II: The Visitor

1. The Visitor of the College shall be the Chancellor of the University if he will consent to act. In case of his refusal the Visitor shall be elected by the Governing Body.
2. The Visitor shall have all such powers as are prescribed in these Statutes and as are by law generally annexed to the office of Visitor of a College.
3. In accordance with the provisions of the Education Reform Act 1988, nothing in these Statutes shall enable or require the Visitor -
 - (a) to hear any appeal or determine any dispute relating to a member of the academic staff to whom Statute XXV applies which concerns the member's appointment or employment or the termination of that appointment or employment; or
 - (b) to disallow or annul any Ordinances made under or having effect for the purposes of Statute XXV.

Statute III: The Fellows

- I. Categories of Fellows
 - (a) There shall be the following Categories of Fellows:
 - A Fellows having tenure by virtue of holding certain College offices named in Statute III 2(a) and 2(b).
 - B Research Fellows having tenure under Statutes XII and XX.
 - C Professorial Fellows having tenure under Statute III 2(e).
 - D Fellows having tenure under Statute III 2(c).
 - E Associate Fellows having tenure under Article 4(f) of the Charter.
 - F Honorary Fellows having tenure under Statute XIII.
 - G Fellows Emeritae having tenure under Statute XIV.
 - H Bye-Fellows having tenure under Statute III 2(g).
 - I Visiting Research Fellows and Travelling Research Fellows having tenure under Statute XII.
 - (b) All Fellowships shall be non-stipendiary.
 - (c) For the purposes of Statutes IV, VI, VII, XI and XV Fellows in Categories F, G, H and I shall not be reckoned as Fellows.
2. Election and Re-election of Fellows
 - (a) The Governing Body shall elect to a Fellowship in Category A any woman appointed to the College office of Bursar.
 - (b) The Council shall elect to a Fellowship in Category A any woman appointed to one or both of the College offices of Tutor or Lecturer.
 - (c) The Governing Body may elect to a Fellowship in Category D:
 - (i) any woman appointed to the College office of Librarian, Steward, Junior Bursar or College Secretary,
 - (ii) any woman holding a University office not specified in Schedule B of the University Statutes, whether or not the Council may have assigned to her specific College duties,
 - (iii) a woman who has served on the Governing Body for not less than twenty years in one or more of the offices of Principal, Fellow in Category A, Fellow in Category D or Professorial Fellow,
 - (iv) a woman invited by the Council to reside in College as Special College Lecturer under conditions laid down in Regulations made under Statute XI I,
 - (v) a woman holding a post either in the University or in a comparable institution or body promoting education, learning and research in or near Cambridge,

- (vi) such other women as are qualified to make a significant contribution to the governance, education, learning and research work of the College.

Provided that the number of Fellows in Category D shall not exceed a number to be determined from time to time by the Governing Body as specified by Ordinance, excluding any elected under 2(c)(i),

Provided further that no woman shall be elected to a Fellowship in Category D who does not receive the votes of two-thirds of all those members of the Governing Body entitled to vote under Statute IV 11,

Provided further that no woman shall be elected to a Fellowship in Category D who does not receive the votes of a quorum of the Governing Body.

- (d) The Council may re-elect any woman holding a Fellowship in Category D who is eligible for re- election under Statute III 3(b).
- (e) Subject to the [Statutes of the University](#), the Governing Body may elect to a Professorial Fellowship any woman who is one of the University officers specified for the time being in Schedule B of the University Statutes.

Provided that no woman shall be elected to a Professorial Fellowship who does not receive the votes of two-thirds of all those members of the Governing Body entitled to vote under Statute IV 11,

Provided further that no woman shall be elected to a Professorial Fellowship who does not receive the votes of a quorum of the Governing Body.

- (f) The Governing Body shall elect to Associate Fellowships the members of the Governing Body to be elected under Article 4(f) of the Charter from Associates and ex-Associates. The number of Associate Fellows shall be three.
- (g) The Council may elect to a Bye-Fellowship any woman who is eligible as prescribed in the Ordinances,

Provided that the maximum number of Bye-Fellows at any one time shall be that determined by the Governing Body as specified by Ordinance,

Provided further that no woman shall be elected to a Bye-Fellowship who does not receive the votes of two-thirds of the members of the Council present and voting,

Provided further that no woman shall be elected to a Bye-Fellowship who does not receive the votes of a quorum of the Council.

A Bye-Fellow shall not as such have any part in the government of the College.

3. Duration of Fellowships

- (a) A woman elected under paragraph 2(a), 2(b), 2(c)(i) or 2(e) of this Statute shall hold her Fellowship until the expiry of the College or University office by virtue of which she was elected.
- (b) A woman elected under paragraph 2(c)(ii), 2(c)(iii) or 2(c)(iv), 2(c)(v) or 2(c)(vi) of this Statute shall hold her Fellowship for a period of three years and shall be eligible for re-election, provided in the case of any woman elected under 2(c)(ii), 2(c)(iv) or 2(c)(v) that she continues to hold the University or College office by virtue of which she was elected; and provided in the case of any woman elected under paragraph 2(c)(ii) of this Statute and assigned specified College duties by the Council that she continues to perform such duties.
- (c) Every Associate Fellow shall take office at the close of the Annual General Meeting at which she was elected and shall retain office until the close of the third Annual General Meeting following her election, provided always that the Associate Fellow elected to fill a casual vacancy shall hold office for so much as remains of the period for which the person to whose place she succeeds was elected.
- (d) An Associate Fellow may resign her membership of the Governing Body and cease to be a member thereof by sending her resignation in writing to the Principal and the President of the Associates.
- (e) Any Associate Fellow becoming a member of the Governing Body under Statute III I(a) Category A, B, C, or D shall *ipso facto* vacate office as an Associate Fellow.
- (f) A retiring Associate Fellow shall be eligible for re-election.
- (g) A woman elected under paragraph 2(g) of this Statute shall hold her Bye-Fellowship for three years or for the period of her eligibility for a Bye-Fellowship, as prescribed in the Ordinances, whichever is the shorter.

Statute IV: The Governing Body

1. The Constitution of the Governing Body shall be that prescribed by the Charter. The number of Junior Members of the Governing Body to be elected under Article 4(g) of the Charter from among members of the College *in statu pupillari* resident in the University shall be four. They shall be elected by the members of the College *in statu pupillari* resident in the University, in such manner and for such periods as shall be specified by Ordinance.
2. The Governing Body shall have the power of amending the Charter and Statutes which is conferred upon them by the Charter and shall have such other powers as may be conferred upon them by the Charter and these Statutes. The Governing Body shall have power to make, alter and revoke Ordinances in such a manner as shall be prescribed in the Ordinances.
3. The Governing Body may act notwithstanding any vacancy in their number.
4. The Principal may summon an Ordinary General Meeting whenever she may think fit and the Principal or, in her absence, the Vice-Principal shall upon a requisition in writing made and signed by not less than six members of the Governing Body convene a Special General Meeting. Any such requisition shall specify the object of the meeting proposed to be called and shall be left with the Principal or, in her absence, the Vice-Principal.
5. Upon the receipt of any such requisition the Principal or, in her absence, the Vice-Principal shall forthwith proceed to convene a Special General Meeting, and if she does not, within fourteen days after such receipt (exclusive of Vacation), convene a meeting to be held within twenty-one days (exclusive as aforesaid) after such receipt, the requisitionists may themselves convene a meeting to be held within forty-two days (exclusive as aforesaid) after such receipt.
6. A Special General Meeting convened upon a requisition made as above must be convened for the purposes specified in the requisition and, if convened by the requisitionists, for those purposes only.
7. Seven clear days' notice at the least of every General Meeting, specifying the place, the day, the hour of meeting and the general nature of the business to be transacted thereat shall be given to the members of the Governing Body, but the accidental omission to give such notice to, or the non- receipt of such notice by, any member of the Governing Body shall not invalidate the proceedings of any General Meeting.
8. Fifteen shall be a quorum for a meeting of the Governing Body, save for the conduct of reserved business where the quorum shall be thirteen, and no business, except of a formal character, shall be transacted at any meeting unless such a quorum is

present, or unless an adjournment as provided by the next following paragraphs of this Statute shall have taken place.

9. If within half-an-hour from the time appointed for the meeting, a quorum is not present, the meeting shall, if convened by or upon the requisition of requisitionists, be dissolved, and in any other case stand adjourned to some time and place to be then fixed by the members present, and if at such adjourned meeting a quorum is not present the members present shall be a quorum. One clear day's notice of such adjourned meeting shall be given in the same manner as of an original meeting.
10. The Chairman may with the consent of the meeting adjourn any meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting, other than the business left unfinished at the meeting from which the adjournment took place. Whenever a meeting is adjourned for twelve days or more, notice of the adjourned meeting shall be given in the same manner as of an original meeting, but save as provided in paragraph 9 of this Statute and in this paragraph, the members of the Governing Body shall not be entitled to any notice of an adjournment, or of the business to be transacted at any adjourned meeting.
11. Every member of the Governing Body shall have one vote at any meeting at which she is entitled to be present and to vote. The Chairman at any meeting shall have, as well as her own vote, a second or casting vote in case of equality of votes. Fellows on vacation leave and Fellows whose elections are being voted on shall not be entitled to vote save for making a Special Statute and for all purposes falling within the provisions of the [Universities of Oxford and Cambridge Act 1923](#) (Article 8 of the Supplemental Charter) or for the election of a Principal under Statute VII. Votes must in all cases be given in person and not by proxy.
12. At a meeting of the Governing Body a resolution whereof due notice in accordance with the Statutes and Ordinances has been given may be put to the vote and the resolution shall be binding on the College if it is carried by a majority of the Governing Body or by two-thirds of those present and voting, whichever is the lesser, provided that no resolution shall be deemed to be carried which does not receive the votes of a quorum of the Governing Body; provided further that if within thirty days (exclusive of Vacation) after the passing of such resolution the Council shall, by a resolution in which the vote of more than half of the members of the Council shall have concurred, express their dissent from the same, the question shall not be deemed to be decided by such vote of the Governing Body, but shall be adjourned till a subsequent meeting of the Governing Body, to be called at a date fixed by the Council, not being less than sixty days nor more than ninety days (exclusive of Vacation) after the meeting at which such resolution was carried. Such resolution if confirmed at such subsequent meeting by a majority of the Governing Body or by three-fourths of those present and voting, whichever is the lesser, shall

forthwith be binding on the College; provided that no resolution shall be deemed to be confirmed which does not receive the votes of a quorum of the Governing Body. If it is not so confirmed it shall be null and void. For the purposes of any such subsequent meeting the quorum shall be one-half of the Governing Body.

Statute V: The Council

- I. The Council shall consist of:
 - (a) *Ex officio* - The Principal, the Vice-Principal, the Bursar and the Senior Tutor.
 - (b) Eight persons to be elected by the Governing Body from among their number (not being *ex-officio* members of the Council), in such manner as shall be specified by Ordinance. Every member of the Council so elected shall be entitled to retain office till the close of the third Annual General Meeting of the Governing Body after the meeting at which she shall have been so elected, provided always that a member elected by the Governing Body to fill a casual vacancy shall hold office for the unexpired portion of the tenure which is casually terminated.
 - (c) Three junior members of the College *in statu pupillari* resident in the University elected by the members of the College *in statu pupillari* resident in the University, in such manner and for such period as shall be specified by Ordinance.
2. The Senior Members of the Council may from time to time appoint any qualified person to be a member of the Council to fill any casual vacancy among members of the Council elected under paragraph I(b) of this Statute, but any member of the Council so appointed shall hold office only until the close of the next subsequent Annual General Meeting of the Governing Body. The Junior Members of the Council may from time to time appoint any qualified person to be a member of the Council to fill any casual vacancy among members of the Council elected under paragraph I(c) of this Statute, but any member of the Council so appointed shall hold office only for such a period as specified by Ordinance.
3. At each Annual General Meeting of the Governing Body the Governing Body shall elect a duly qualified person to fill any vacancy among members of the Council elected under paragraph I(b) of this Statute.
4. The Council may act notwithstanding any vacancy in its numbers.
5. The Council may make, and from time to time alter, such Ordinances as it may think fit with respect to its meetings and the procedure thereof and may determine the quorum necessary for the transaction of business. An Ordinance or an alteration

thereof shall not be in force until it has been passed at one meeting of the Council and confirmed at the next subsequent meeting, as specified by Ordinance.

6. Unless otherwise determined seven shall be a quorum for a meeting of the Council, save for the conduct of reserved business where the quorum shall be six.
7. Subject to Statute XI 2[-6], XII I, and XX the Council shall have the sole power of appointing Tutors, Lecturers, Examiners and Electors to Research Fellowships, of awarding Scholarships, Exhibitions and Prizes, of appointing and dismissing the salaried officers of the College other than those whose appointment is otherwise expressly provided for by these Statutes, and of performing such other acts as it is by these Statutes expressly required or empowered to perform.
8. The Council shall conduct the general business of the College subject to such resolutions as may from time to time be passed by the Governing Body in General Meeting consistently with the provisions of the Charter and these Statutes, and shall supervise the expenditure of all monies on account of the ordinary business of the College, and shall have power to fix the fees or other charges payable by students of the College, and to do all such things as are necessary for the transaction of the business of the College, but no resolution passed by the Governing Body in General Meeting shall invalidate any prior act of the Council which would have been valid if such resolution had not been passed.
9. The Council shall provide for the safe custody of the Common Seal of the College which shall not be affixed by any instrument except in pursuance of an express resolution of the Council or of a Committee of the Council authorised by the Council in that behalf. Every instrument to which the Seal is affixed shall be attested by two members of the Council (of whom one shall be the Chairman, her deputy or the Bursar) and by the Secretary or acting Secretary. A Seal book shall be kept in which shall be entered the date of each occasion on which the Seal is affixed and the nature of the instrument.
10. The Council shall, in each year, during a Term to be fixed by Ordinance, furnish to the Governing Body accounts duly audited of the income and expenditure of the College and a report on the financial state of the College.
11. The Council may delegate any of its powers to Committees consisting of such persons as it may think fit.
12. Subject to these Statutes and to any resolution passed by the Governing Body in General Meeting the Council may from time to time make, alter and revoke Ordinances for the regulation of the business or affairs of the College.

13. Subject to Statute I 7 the minutes of the Council shall be open to the inspection of all members of the Governing Body.

Statute VI: The Principal

1. The Principal shall be elected by the Fellows, who shall choose the woman best qualified in their judgment to secure the good government of the College as a place of education, learning and research.
2. The Principal shall exercise a general superintendence over the affairs of the College and shall have power, in all cases not provided for by the Charter or by these Statutes or by order of the Governing Body or Council, to make such provisions for the good government and discipline of the College as she shall think fit.
3. The Principal shall reside within the precincts of the College during Full Term unless she be absent with the consent of the Council.

Statute VII: Election of Principal

1. In case of a vacancy occurring in the office of Principal owing to the retirement of the Principal at the age fixed by the Statutes or Ordinances, the retiring Principal shall announce the date of her retirement to the Governing Body at a meeting of the Governing Body in the first term of the academical year in which the retirement takes place. She shall summon a meeting of the Fellows to be held in the course of that year to elect a new Principal. Thirty days' notice shall be given of such meeting.
2. In case of a vacancy in the office of Principal occurring through the resignation of the Principal, the Principal or, in her absence, the Vice-Principal, shall announce the date of her intended resignation to the Governing Body and shall summon a meeting of the Fellows to consider the election of a new Principal. A meeting for election shall be held within seventy days (exclusive of Vacation) of the occurrence of the vacancy and not less than fourteen days' notice (exclusive of Vacation) shall be given of such meeting to each of the Fellows.
3. In case of a vacancy occurring through the death of the Principal or her removal from office, the Vice-Principal shall at once announce the vacancy to the Governing Body and shall summon a meeting of the Fellows to consider the election of a new Principal. A meeting for election shall be held within seventy days (exclusive of Vacation) of the occurrence of the vacancy and not less than fourteen days' notice (exclusive of Vacation) shall be given of such meeting to each of the Fellows.

4. (a) A quorum for any meeting of the Fellows held for the election of a Principal shall be a majority of the whole number of Fellows.
- (b) At any meeting of the Fellows for the election of a Principal the Chairman shall be the Vice- Principal or, in her absence, one of the Fellows elected by the meeting.
- (c) Candidates for the office of Principal must be proposed and seconded. No candidate shall be considered unless notice stating her name and the names of her proposer and seconder shall have been sent to each Fellow such number of days before the meeting as may be prescribed by ordinance.
- (d) No Fellow shall be present at a meeting while her candidature is being discussed or voted upon. But if a Fellow's candidature is withdrawn during a meeting, she shall not be disqualified from attending the remainder of the meeting.
- (e) Voting shall be by ballot.
- (f) Save as hereinafter provided, the minimum number of votes required for the election of a Principal, hereinafter called the required majority, shall be a majority of the whole number of Fellows, or two-thirds of those present, whichever shall be greater.
- (g) If at the first scrutiny of votes a candidate obtains the required majority she shall be declared elected. If at the first scrutiny no candidate obtains the required majority the Fellows shall adjourn the meeting to a date appointed by them.
- (h) At the adjourned meeting the Fellows shall consider the claims of those candidates voted upon at the first meeting who have not withdrawn their candidature and those of any other candidates who have subsequently been duly proposed and seconded. If at the first scrutiny of votes no candidate obtains the required majority, the number of candidates, if more than two, shall be successively reduced by the elimination of the candidate with the smallest number of votes until, if necessary, a final vote has been taken between only two candidates. If at any stage in the voting a candidate obtains the required majority she shall be declared elected. If no candidate obtains the required majority the Fellows shall again adjourn the meeting to a date appointed by them, provided that before adjournment they shall decide which candidates shall be retained for consideration at the second adjourned meeting.
- (i) At the second adjourned meeting the procedure shall follow the same course as at the first adjourned meeting, except that no person shall be considered whom it was decided at the first adjourned meeting not to retain for consideration. Upon a final vote being taken between only two candidates, that candidate who obtains the larger number of votes shall be declared

elected. In the case of equality of votes between two candidates, the Chairman shall be entitled to a second vote.

- (j) The appointment shall lapse to the Visitor if at the second adjourned meeting no candidate shall have been elected, or if no election shall have been made when twelve months shall have elapsed after the occurrence of the vacancy.

Statute VIII The Vice-Principal

1.
 - (a) The Vice-Principal shall be elected by the Governing Body from among their number to hold office save as hereinafter provided until the close of the third subsequent Annual General Meeting.
 - (b) The election shall be held at the Annual General Meeting at the close of which the office will become vacant, unless on the occurrence of a casual vacancy it is considered desirable to hold an election at any other General Meeting.
 - (c) A retiring Vice-Principal shall be eligible for re-election if she remains a member of the Governing Body.
 - (d) A candidate shall not be present at a meeting while her candidature is being discussed or voted upon.
 - (e) A Vice-Principal shall hold office only so long as she is qualified, apart from her tenure of the Vice-Principalship, to be a member of the Governing Body, and if she ceases to be so qualified her tenure shall terminate and the office shall become vacant.
 - (f) If a Vice-Principal changes her category of membership of the Governing Body as specified in Article 4 of the Charter, her tenure shall terminate, but she shall be eligible for re-election.
2. The duty of the Vice-Principal shall be to attend, under the Principal, to the good government of the College according to the Statutes and Ordinances, to act as the Principal's deputy in her absence, to act as Principal during any vacancy in the office of Principal and to perform all such other acts as are prescribed by the Governing Body or the Council.
3. During Full Term the Vice-Principal shall reside in the University precincts as defined by the Ordinances of the University of Cambridge, or in a place approved by the Governing Body, and shall not without good cause be absent therefrom at the same time as the Principal for more than three successive nights.
4. If the Vice-Principal is absent, or in the case of any vacancy in the office, the duties of the Vice-Principal shall be discharged by the Senior Fellow residing within the

precincts of the University as defined by the Ordinance of the University of Cambridge, who is also a member of the Council.

Statute IX: The Bursar

1. The Bursar shall be appointed by the Governing Body.
2. The property and income of the College shall be managed by the Bursar in accordance with the directions of the Council.

Statute X: The Tutors and Lecturers

1. There shall be such number of Tutors (of whom one shall be Senior Tutor) and Lecturers as the Council may decide.
2. Every appointment of a Tutor or a College Lecturer shall be made by the Council for such period as the Council shall think fit.
3. A Tutor shall be responsible for the discipline of the students allocated to her.
4. The Tutors shall reside in College or in places approved by the Council during such portions of the year as the Council shall prescribe.

Statute XI: Conditions of Tenure of Offices

1. Save as by these Statutes expressly provided, the Council may from time to time make, revoke and vary such Regulations as it shall think fit with respect to the appointment, tenure of office, residence, duties and emoluments of all the officers of the College.
2. If the Principal is charged by any three of the Fellows who are members of the Governing Body with grave misconduct or neglect of duty or serious violation of the College Charter, Statutes, Ordinances or Regulations, or if in the opinion of any three of the Fellows who are members of the Governing Body the Principal shall have become unfit for, or incapable of, the discharge of her duties, the matter shall be referred to a meeting of the Governing Body who if they resolve that such a charge or opinion is justified may either deprive the Principal of her office, or suspend her from the rights and privileges of her office with or without emoluments from such date and for such period as they may determine. The form of notice and manner of conduct of bringing such charge or opinion for consideration by the Governing Body and the procedure at the resulting meeting shall be prescribed by

Ordinance. The following conditions also shall apply to the procedure at the meeting:

- (i) The Principal shall not have a vote
- (ii) The Chairman of the meeting shall be neither the Principal nor one of the three Fellows who originated the proceedings, and so far as concerns Statute I 6 the Principal shall be deemed to be absent
- (iii) Such resolution of the Governing Body shall be passed only if it receives the number of votes which shall be equivalent to two-thirds of the Fellows having power to vote in according with Statute IV 11 whether they so vote or not.

3. If any Officer of the College not being the Principal or a Fellow is charged by the Principal or by any three of the Fellows who are members of the Governing Body with grave misconduct or neglect of duty or serious violation of the College Charter, Statutes, Ordinances or Regulations, or if in the opinion of the Principal or of any three of the Fellows who are members of the Governing Body any Officer of the College not being the Principal or a Fellow shall have become unfit for, or incapable of, the discharge of her duties, the matter shall be referred to a meeting of the Governing Body who if they resolve that such a charge or opinion is justified may either deprive the Officer of her office, or suspend her from her office with or without remuneration from such date and for such period as they may determine. The form of notice and manner of conduct of bringing such charge or opinion for consideration by the Governing Body and the procedure at the resulting meeting shall be prescribed by Ordinance. The following conditions also shall apply to the procedure at the meeting:

- (i) The Chairman of the meeting shall not be the Principal, if she has originated the proceedings, nor one of the three Fellows who have originated the proceedings (if any);
- (ii) Such resolution of the Governing Body shall be passed only if it receives the number of votes which shall be equivalent to two-thirds of the Fellows having power to vote in accordance with Statute IV 11 whether they so vote or not.

Providing that nothing in this paragraph shall apply to members of the academic staff to whom Statute XXV applies.

4. If any Fellow of the College is charged by the Principal or by any three of the Fellows who are members of the Governing Body with grave misconduct or neglect of duty in any office she may hold in College or serious violation of the College Charter, Statutes, Ordinances or Regulations, or if in the opinion of the Principal or of any three of the Fellows who are members of the Governing Body who if they resolve

that such a charge or opinion is justified may deprive the Fellow of her Fellowship or suspend her from the rights and privileges of the Fellowship with or without emoluments from such date and for such period as they may determine and/or deprive her of any office she may hold in College or suspend her from such an office from such date and for such period as they may determine with or without remuneration therefor. The form of notice and manner of conduct of bringing such charge or opinion for consideration by the Governing Body and the procedure at the resulting meeting shall be prescribed by Ordinance. The following conditions also shall apply to the procedure at the meeting:

- (i) The Chairman of the meeting shall not be the Principal if she has originated the proceedings nor one of the three Fellows who have originated the proceedings (if any)
- (ii) Such resolution of the Governing Body shall be passed only if it receives the number of votes which shall be equivalent to two-thirds of the Fellows (exclusive of the Fellow who is the subject of the proceedings and shall not have a vote) in accordance with Statute IV 11 whether they so vote or not.

Providing that nothing in this paragraph shall apply to members of the academic staff to whom Statute XXV applies.

5. Any Fellow so deprived or suspended may within two months of the decision of the Governing Body appeal to the Visitor. The Visitor or a Deputy appointed by him shall confirm, reverse or modify the decision of the Governing Body. The time limits set in Statute VII 3 and 4 (j) shall not begin to run until the time for appeal has expired without an appeal having been made or the Visitor or his Deputy shall have issued his decision on any appeal made.
6. While her appeal is pending, any Fellow so deprived or suspended as provided in this Statute shall not attend any meeting of the Governing Body or be counted in the reckoning of any quorum or necessary majority at such meetings or perform any duties relating to the business of the College unless the Governing Body have otherwise determined or otherwise shall determine.

Statute XII: Research Fellows

1. Subject to Statute XX, all matters relating to Research Fellowships, Visiting Research Fellowships and Travelling Research Fellowships shall be determined by the Council.
2. Research Fellowships, Visiting Research Fellowships and Travelling Research Fellowships shall be awarded by the Council, except in the case of the Jenner

Research Fellowship which shall be awarded by the Associates as laid down in Statute XX.

3. A holder of a Research Fellowship shall have the title of Research Fellow; a holder of a Visiting Research Fellowship shall have the title of Visiting Research Fellow; a holder of a Travelling Research Fellowship shall have the title of Travelling Research Fellow.
4. A Visiting Research Fellow or a Travelling Research Fellow shall not as such have any part in the government of the College.

Statute XIII: Honorary Fellows

1. The Governing Body may, by a resolution approved by three-fourths of all those members of the Governing Body entitled to vote under Statute IV II, confer the title of Honorary Fellow upon any woman of distinction for the duration of her life; provided that such a resolution shall not be deemed to be approved if it does not receive the votes of a quorum of the Governing Body. A proposal to confer this title shall be made at one meeting of the Governing Body and voted on at the next meeting.
2. An Honorary Fellow shall not as such have any part in the government of the College or receive any payment, but she may enjoy such other privileges and advantages as the Governing Body shall from time to time determine.
3. If an Honorary Fellow becomes a member of the Governing Body her title as Honorary Fellow shall be suspended, but shall be revived upon her ceasing to be a member of the Governing Body.

Statute XIV: Fellows Emeritae

1. The Governing Body may, by a resolution approved by two-thirds of all those members of the Governing Body entitled to vote under Statute IV II, confer the title of Fellow Emerita, for the duration of her life, on any woman who retires from the office of Principal or from a Professorial Fellowship or from a Fellowship in either Category A or Category D, provided that she has reached the age of sixty and has held a College office or an Unofficial Fellowship or both in succession for not less than twenty years; provided that such a resolution shall not be deemed to be approved if it does not receive the votes of a quorum of the Governing Body.
2. A Fellow Emerita shall not as such have any part in the government of the College or receive any payment, but she may enjoy such privileges and advantages as the Governing Body shall from time to time determine.

Statute XV: Associates

1. There shall be a body of Associates not exceeding the number prescribed from time to time in the Ordinances relating to Associates.
2. The number of Associates retiring annually in rotation shall be prescribed in the Ordinances relating to Associates. The vacancies thus created, and also any casual vacancies, shall be filled by the Associates by election from among women not member of the Governing Body (unless holding tenure by election under Article 4(f) of the Charter or under Statute III 2(c)(iii)) who have resided as students for five terms at least, eight terms having elapsed since the fifth term of residence, or who have been Principals, Fellows or Research Fellows of the College.

An Ordinance or an alteration thereof respecting either (a) the total number of the body of Associates, or (b) the number retiring annually in rotation, shall not be made until the intention of it has been approved at one Annual General Meeting of the Associates and confirmed at the next subsequent Annual General Meeting.

3. The Associates shall elect in all cases the candidate, being otherwise qualified, whom they shall deem the most fit to advance the interest of the College as a place of education, learning and research.
4. Associates retiring by virtue of paragraph 2 of this Statute shall be eligible for re-election, provided that no former Associate shall be eligible for re-election a second time until a period of three years has elapsed since she vacated her Associateship, and no former Associate shall be eligible for re-election a third time.
5. It shall be the duty of the Associates to nominate annually from Associates or Ex-Associates candidates from whom the Governing Body shall elect at their Annual General Meeting such number of the Governing Body as is provided in these Statutes. The number of candidates nominated in any year shall be two more than the number of vacancies for Associate Fellows on Governing Body.
6. The Associates shall have the right of making representations to the Governing Body or to the Council.
7. The Associates shall hold an Annual Meeting for the nomination of candidates for election to the Governing Body and for the election of new Associates. Any Associate who is to retire at any meeting shall be deemed to continue an Associate till the close of such meeting and accordingly may attend and vote thereat.

8. The Associates shall at each Annual General Meeting elect new Associates to fill all the vacancies, except that they may, if they think fit, hold over two Associateships for one year and appoint to them at their next Annual Meeting.
9. If an Associate is elected a member of the Governing Body otherwise than under Article 4(f) of the Charter or under Statute III 2(c)(iii), she shall also *ipso facto* cease to be an Associate.
10. Subject as aforesaid, the Council may make and from time to time vary and revoke such regulations as it may think fit with respect to the meetings of the Associates and the procedure thereat.

Statute XVI: The College Roll

1. A Register shall be kept of all former students who shall have fulfilled such conditions and paid such fees as shall be determined by the Council. Such Register shall be called the Newnham College Roll.
2. Principals, and Fellows elected under Statute III 2(a), (b), (c) and (e), shall be invited to become members of the Roll. The Council may make regulations for the admission to the Roll of holders or former holders of other offices in the College, of Research Fellows and of women specially admitted to the College who have fulfilled such conditions and paid such fees as it shall determine.
3. There shall be a Committee of the Roll to be appointed under conditions determined by the Council.
4. Members of the Roll shall have such privileges as shall from time to time be determined by the Council.
5. The Council shall have power to remove any member from the Roll.
6. The Members of the Roll shall hold an Annual General Meeting.
7. The Committee of the Roll shall have the right of making representations to the Council and to the Associates.
8. Subject as aforesaid, the Council may make and from time to time vary or revoke such regulations as it may think fit with respect to the meetings of members of the Roll and the procedure thereat.

Statute XVII: Discipline of the College

Members of the College *in statu pupillari* shall comply with any instructions given by a College officer or any other person authorised to act on behalf of the College in the proper discharge of her duties; they shall apply themselves diligently to their studies and observe the Statutes, Ordinances and regulations of the College. If any member of the College *in statu pupillari* shall not observe the Statutes, Ordinances and regulations or shall be guilty of any offence subversive of discipline and good order, she shall be penalised by the Principal or Tutor in such manner as shall be thought fit, provided that the penalty of removal from the College for a term or terms or permanently, or in the case of a scholar, deprivation of her scholarship or partial forfeiture of the emoluments thereof shall be inflicted only by the Council.

Statute XVIII: Investment and application of Capital Monies and Investment of Surplus Income of Trust Funds

1. The Council shall have power to purchase, retain, sell or transfer on behalf of the College property real and personal and securities (which term includes stocks, funds and shares) of any description whether or not authorised by law for the investment of trust funds and may also apply monies to any purpose to which capital monies arising under the [Universities and College Estates Act, 1925](#), may be applied.
2. The powers conferred by this Statute shall extend to the investment (including the variation of the investment) of all endowments or other funds of the College and of the funds of any specific trust for purposes connected with the College of which the College is trustee, provided that:
 - (a) such powers shall not extend to the funds of a specific trust constituted after the first day of January, 1958;
 - (b) any investment made under such powers of capital monies paid to the Minister under the Universities and College Estates Act, 1925, or funds representing such capital monies, shall require the same consent of the Minister as is required for an investment made pursuant to that Act.
3. Nothing in this Statute shall authorise any sale or exchange of land to which the consent of the Minister is required by Sub-section (2) of Section 2 of the Universities and College Estates Act, 1925.
4. Unless the terms of the trust provide otherwise, any part of the income of a trust fund not expended in any year may at the discretion of the Council be applied as income in any subsequent year or be invested and added to the capital of the fund.

Statute XIX: Accounts and Audit

1. Subject always to the provisions of the Statutes or Ordinances of the University the accounts of the College shall be kept in such form as the Council shall from time to time determine.
2. The accounts shall be closed in each year on such day not being later than the last day of the Academical Year as the Council shall from time to time determine and shall be audited forthwith.
3. The Auditor or Auditors appointed by the Governing Body in accordance with Article 17 of the Charter (not being a member or members of the Governing Body) shall receive such stipend as the Council shall deem fit, shall audit the whole accounts of the College, and shall report to the Council thereon provided always that no person shall be qualified to be appointed as Auditor unless he is a member of

a body of accountants established in the United Kingdom and for the time being recognised for the purposes of paragraph (a) of Sub-section (1) of Section 161 of [The Companies Act, 1948](#), by the Board of Trade.

4. The Auditor or Auditors shall give such certificate or certificates as may be required by the University Statutes in respect of the accounts, or shall state in their report to the Council their reasons for withholding the same.
5. A meeting of the Governing Body shall be called to pass the accounts as soon as may be convenient in the Michaelmas Term. The Bursar shall circulate to all members of the Governing Body with notice of such meeting copies of the accounts and any reports by the Auditor or Auditors or by the financial officers of the College.
6. A return of the several accounts of the College relating to funds administered either for general purposes, or in trust, or otherwise shall be sent annually to the University Treasurer by the Bursar at the time and in the form from time to time prescribed by the University together with the requisite certificate or certificates of the Auditor or Auditors.

Statute XX: The Jenner Research Fellowship

Notwithstanding any provision heretofore affecting the same contained in the Will of the late Miss Lucy Jenner, the following regulations shall apply to elections to the Jenner Research Fellowship, namely:

1. A woman elected to the Fellowship shall hold the same in the first instance for a period of three years and shall be eligible for re-election thereafter for a further period not exceeding two years.
2. The emoluments of the Fellowship shall be such as the Council shall from time to time prescribe.
3. Elections to the Jenner Research Fellowship shall be made by the Associates, provided nevertheless that they may, should they at any time deem fit, appoint a Committee, the constitution of which shall have been approved by the Council, and from time to time delegate to such Committee the power to make any such elections.
4. While preference shall in general be given to a woman who shall fulfil the conditions prescribed by the Will of the late Miss Lucy Jenner, the Electors shall nevertheless at their absolute discretion have power to elect a woman
 - (a) whatever the subject in which she has shown proficiency,

- (b) who may be either married or unmarried whether at the time of her election or at any time during her tenure of the Fellowship,
- (c) who shall have been a student, Fellow or officer of the College for a period of not less than five full terms,
- (d) without having regard to her age,
- (e) whether or no she shall have obtained a first class in any Tripos examination or shall have proceeded to the degree of Bachelor of Arts.

Statute XXI: The 'N' Research Fellowship

Notwithstanding any provision heretofore affecting the same, any woman may be elected to an 'N' Research Fellowship who is a student or former student of any College or Approved Foundation in the University of Cambridge.

Statute XXII: The Phyllis and Eileen Gibbs Travelling Fellowship

Notwithstanding any provision heretofore affecting the same under the benefaction of Miss Marjorie Eileen Gibbs the Travelling Fellowship established thereby shall be awarded from time to time to a woman of graduate status who is or has been a member of Newnham College or of any other College or Approved Foundation or Approved Society in the University of Cambridge or a University Officer of that University (preference nonetheless to be given to those who are or have been Members of Newnham College).

Statute XXIII: The Henry Sidgwick Memorial Lecture Fund

Notwithstanding any provision heretofore affecting the same, the lecture shall be delivered only from time to time and at such times as the Council shall think fit having regard to the income available for the purpose, and the Council shall have power to accumulate the income in any year in which the Lecture shall not be delivered and to apply such accumulated income in any subsequent year.

Statute XXIV: Signature of Contracts

The College may at any time and from time to time, pursuant upon a Resolution duly passed at a meeting of the Council, authorise any person or persons who shall be an officer or officers of the College either generally or in any particular case to sign contracts on its behalf; and a contract in writing signed on behalf of the College by any person so authorised (other than a contract which, if made between private persons, would require to be under seal) shall be binding notwithstanding that it has not been executed under the seal of the College.

Statute XXV: Academic Staff

Part I: Construction, Application and Interpretation

1. This Statute and any Ordinance made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say:
 - (a) to ensure that members of the academic staff of the College have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges
 - (b) to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and
 - (c) to apply the principles of justice and fairness.
2. No provision in Part II, Part III or Part IV shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the College) reasonably be treated as a sufficient reason for dismissal.
3. (1) This Statute shall apply –
 - (a) to any person holding a full-time College Office designated by the Governing Body in Ordinances made under this Statute 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 in Ordinances made under this Statute 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 Principal, to the extent and in the manner set out in Part VII of this Statute.

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

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

"dismiss" and "dismissal" refer to the 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 with section 55 of the [Employment Protection \(Consolidation\) Act 1978](#)

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

- (i) conviction for an offence which may be deemed by a Disciplinary Committee appointed under Part III to be such as to render the person convicted unfit for the execution of the duties of her office or for employment as a member of the academic staff of the College; 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 the office or employment; or
- (iv) physical or mental incapacity established under Part IV.

In this section -

- (a) "capability" means capability assessed by reference to skill, aptitude, health, or any other physical or mental quality; and
- (b) "qualifications" means any degree, diploma, or other academic, technical, or professional qualification relevant to an office or position held.

5. For the purposes of this Statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to:
 - (a) the fact that the College has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed or has ceased, or intends to cease, to carry on that activity in the place in which the member concerned worked; or
 - (b) the fact that the requirements of that activity for members of the academic staff of the College to carry out work of a particular kind in that place have ceased or diminished or are expected to cease or diminish.
6. (1) In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute and over those of any Ordinance, and the provisions of any Ordinance made under this Statute shall prevail over those of any other Ordinance:

Provided that Part III 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.

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

Provided that this shall not invalidate any waiver made under section 142 of the [Employment Protection \(Consolidation\) Act 1978](#).
 - (3) Nothing in any other Statute shall enable the Governing Body to delegate its power to reach a decision under section 10(2).
 - (4) In this Statute references to numbered Parts, sections and sub-sections are references to Parts, sections and sub-sections so numbered in this Statute.
 - (5) In this Statute "members entitled to attend Governing Body meetings" excludes Junior Members of the Governing Body
7. No one shall sit as a member of any of the bodies established under this Statute, and no one shall be present at a meeting of such a body when the body is considering its

decision or discussing a point of procedure, except as provided by this Statute or by Ordinances made under this Statute.

Part II: Redundancy

8. This Part enables the appropriate body to dismiss any member of the academic staff by reason of redundancy.
9.
 - (1) Nothing in this Part shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless -
 - (a) her appointment is made, or her contract of employment is entered into, on or after 20th November 1987; or
 - (b) she is promoted on or after that date.
 - (2) For the purposes of this section in relation to a person, a reference to an appointment made or a contract entered into on or after 20th November 1987 or to promotion on or after that date shall be construed in accordance with subsections (3) to (6) of section 204 of the [Education Reform Act 1988](#).
10.
 - (1) The appropriate body for the purpose of this Part shall be the Governing Body.
 - (2) This Part applies where the Governing Body have decided that there should be a reduction in the academic staff -
 - (a) of the College as a whole; or
 - (b) of any area of academic work within the College by way of redundancy.
11.
 - (1) Where the Governing Body have reached a decision under section 10(2) they may themselves 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 section I, or they shall appoint a Redundancy Committee to be constituted in accordance with sub-section (3) of this section to give effect to their 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 Governing Body.
 - (2) The Governing Body shall either approve any selection recommendation made under sub-section (1)(b), or shall remit it to the Redundancy Committee for further consideration in accordance with the Governing Body's further directions.
 - (3) A Redundancy Committee appointed by the Governing Body shall comprise -

- (a) a Chairman; and
 - (b) two members entitled to attend Governing Body meetings who are not also members of the academic staff to whom this Statute applies; and
 - (c) two members of the academic staff.
- (4) A member of the academic staff shall not be selected for dismissal under this section unless she has been afforded a reasonable opportunity to make representations to the Governing Body.
12. (1) Where the Governing Body have made a selection they may authorise the Principal as their delegate to dismiss any member of the academic staff so selected.
- (2) Each member of the academic staff selected shall be given separate notice of the selection approved by the Governing Body.
- (3) Each separate notice shall sufficiently identify the circumstances which have satisfied the Governing Body that the intended dismissal is reasonable and in particular shall include -
- (a) a summary of the action taken by the Governing Body under this Part;
 - (b) an account of the selection processes used;
 - (c) a reference to the rights of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part V (Appeals); and
 - (d) a statement as to when the intended dismissal is to take effect.

Part III: Discipline, Dismissal and Removal from Office

13. (1) If it appears to the Principal that there are grounds for believing that the conduct or performance of a member of the academic staff is or has been unsatisfactory, she shall inquire into the matter. If the Principal concludes after investigation that the member is or has been at fault, she may issue an oral warning to the member. The Principal shall specify the reason for the warning, shall indicate that it constitutes the first stage of the College's disciplinary procedure, and shall advise the member that she may appeal against the warning under subsection (4) of this section.
- (2) If the Principal concludes after investigation that the fault is sufficiently serious to justify it, she may issue a written warning to the member. Such a warning shall specify the complaint made against the member, the

improvements required in the member's conduct or performance, and the period of time within which such improvements are to be made. The Principal shall advise the member that she may appeal against the warning under subsection (4), and shall indicate that, if no satisfactory improvement takes place within the stated time, a complaint may be made seeking the institution of charges to be heard by a Disciplinary Committee.

- (3) The Principal shall keep a written record of any warning issued under subsection (1) or subsection (2). No further account shall be taken of an oral warning when one year has elapsed after the date of issue, and no further account shall be taken of a written warning when two years have elapsed after the date of issue.
 - (4) A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Principal within two weeks. An Appeals Committee appointed by the Governing Body shall hear the appeal and the Committee's decision shall be final. If the appeal is allowed, the warning shall be disregarded for the purposes of section 14.
14. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in section 13, or in any case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office, a complaint seeking the institution of charges to be heard by a Disciplinary Committee appointed under section 15 may be made to the Principal.
- (2) To enable the Principal to deal fairly with any complaint brought to her attention under sub-section (1) she shall institute such enquiries (if any) as appear to her to be necessary.
 - (3) If it appears to the Principal (whether on receipt of a complaint or otherwise) that there are grounds for believing that the conduct or performance of a member of the academic staff of the College could constitute good cause for dismissal, she shall write to the person concerned inviting comment in writing and may suspend the person concerned from the performance of her duties without loss of emolument.
 - (4) As soon as may be following the comments (if any) or in any event not later than 28 days after they were invited the Principal shall consider the matter in the light of all the available material and may dismiss the matter summarily, or

issue a formal warning to the person concerned, or direct that the matter be considered by a Disciplinary Committee appointed under section 15.

15. If the Principal has determined that the matter should be considered by a Disciplinary Committee, the Governing Body shall at her request appoint such a committee to hear the charge or charges and to determine whether the conduct or performance of the person concerned constitutes good cause for dismissal or otherwise constitutes serious misconduct relating to her appointment or employment, and to make recommendations concerning the action (if any) to be taken as a result of the Committee's findings. Pending the consideration of such recommendations, the Principal, after consulting the Governing Body, may suspend the person charged from the performance of her duties without loss of emolument.
16. A Disciplinary Committee shall consist of three persons selected by the Governing Body from a panel of nine persons appointed annually by the Governing Body. The members of the panel shall be members entitled to attend Governing Body meetings, or other persons being members of the Regent House of the University. In selecting members of the panel for appointment as members of a Disciplinary Committee, the Governing Body shall exclude the person charged, any person responsible for originating the charge (whether by making a complaint to the Governing Body or otherwise), and any person who has been involved at an earlier stage in considering the charge or charges.
17. When a Disciplinary Committee has been appointed, the Governing Body shall instruct a solicitor or other suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the Disciplinary Committee.
18. The procedure to be followed in respect of the preparation, hearing, and determination of charges by a Disciplinary Committee shall be prescribed by Ordinances made under this Statute. Such Ordinances shall ensure:
 - (a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of charges by a Disciplinary Committee;
 - (b) that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent her are entitled to be present;
 - (c) that witnesses may be called, both on behalf of the person charged and by the person presenting the charge, and may be questioned concerning any relevant evidence;

- (d) that any charge is heard and determined as expeditiously as is reasonably practicable.
19. (1) The Disciplinary Committee shall send its decision on any charge referred to it (together with its findings of fact and the reasons for its decision regarding that charge and its recommendations, if any, as to the appropriate penalty) to the Principal and to each party to the proceedings.
- (2) The Disciplinary Committee shall draw attention to the period of time within which any appeal should be made by ensuring that a copy of Part V (Appeals) accompanies each copy of its decision sent to a party to the proceedings under this section.
20. (1) If the charge or charges are upheld and the Disciplinary Committee finds that the member's conduct constitutes good cause for dismissal, and recommends that the member be dismissed, but in no other case, the Principal, after consulting the Governing Body, may dismiss the member.
- (2) If the charge or charges are upheld but the Governing Body advise against dismissal, or if the Disciplinary Committee has recommended some lesser penalty than dismissal, the Principal shall either -
- (a) discuss the issues raised with the member concerned; or
 - (b) advise the member concerned about her future conduct; or
 - (c) warn the member concerned; or
 - (d) suspend the member concerned for such period as the Principal shall think fair and reasonable, provided that the suspension shall not extend beyond three months from the date of the Disciplinary Committee's decision; or
 - (e) take such further or other action under the member's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case; or
 - (f) combine any of the courses of action specified above:
- Provided that any action taken by the Principal shall not comprise a penalty greater than that recommended by the Disciplinary Committee.
21. (1) Any reference in section 20 to the Principal shall include a reference to an officer acting as her delegate.
- (2) Any action taken by the Principal or her delegate shall be confirmed in writing.

Part IV: Removal for Incapacity on Medical Grounds

22. (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.
- (2) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.
- (3) In this Part references to the appropriate officer are references to the Principal or an officer acting as her delegate to perform the relevant act.
- (4) References to the member of the academic staff include, in cases where the nature of the alleged disability so requires, a responsible relative or friend in addition to (or instead of) that member.
23. (1) Where it appears that the removal of a member of the academic staff on medical grounds should be considered, the appropriate officer -
- (a) shall inform the member accordingly; and
- (b) shall notify the member in writing that it is proposed to make an application to the member's doctor for a medical report and shall seek the member's consent in writing in accordance with the requirements of the [Access to Medical Reports Act 1988](#); and
- (c) may suspend the member from the performance of her duties without loss of emolument.
- (2) If the member agrees that her removal on those grounds should be considered the College shall meet the reasonable costs of any medical opinion required.
- (3) If the member does not agree the appropriate officer shall refer the case in confidence, with any supporting medical and other evidence (including any such evidence submitted by the member), to a 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 Principal; and a medically qualified chairman jointly agreed by the Governing Body and the member or, in default of agreement, to be nominated by the President of the Royal College of Physicians.
- (4) The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board shall be prescribed by Ordinances made under this section. Such Ordinances shall ensure:

- (a) that the member concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by the Board;
 - (b) that a case shall not be determined without an oral hearing at which the member's representative, but not the member herself, is entitled to be present;
 - (c) that witnesses may be called and questioned concerning any relevant evidence; and
 - (d) that the case is heard and determined as expeditiously as is reasonably practicable.
- (5) The Board may require the member concerned to undergo medical examination at the College's expense.
24. If the Board determines that the member should be required to retire on medical grounds, the appropriate officer, after consulting the Governing Body, shall terminate the employment of the member concerned on those medical grounds.

Part V: Appeals

25. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.
26. (1) This Part applies -
- (a) to appeals against the decisions of the Governing Body as the appropriate body (or of a delegate of that body) to dismiss in the exercise of their powers under Part II;
 - (b) to appeals arising in any proceedings, or out of any decision reached, under Part III other than appeals under section 13 (Appeals against disciplinary warnings);
 - (c) to appeals against dismissal otherwise than in pursuance of Part II or Part III;
 - (d) to appeals against disciplinary decisions otherwise than in pursuance of Part III; and
 - (e) to appeals against decisions reached under Part IV; and

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

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

- (2) No appeal shall however lie against -
 - (a) a decision of the Governing Body under section 10(2);
 - (b) the findings of fact of a Disciplinary Committee under Part III, or of a Tribunal under Part VII, save where, with the consent of the person or persons hearing the appeal, fresh evidence is called on behalf of the appellant at that hearing;
 - (c) any medical finding by a Board set up under section 23(3).
 - (3) In this Part references to "the person appointed" are references to the person appointed by the Governing Body under section 29 to hear and determine the relevant appeal.
 - (4) The parties to an appeal shall be the appellant and the Principal and any other person added as a party at the direction of the person appointed.
27. A member of the academic staff may institute an appeal by serving on the Principal, within the time allowed under section 28, notice in writing setting out the grounds of the appeal.
28. (1) 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-section (3).
- (2) The Principal shall bring any notice of appeal received (and the date when it was served) to the attention of the Governing Body and shall inform the appellant that she has done so.
 - (3) Where the notice of appeal was served on the Principal outside the 28 day period the person appointed under section 28 shall not permit the appeal to proceed unless she considers that justice and fairness so require in the circumstances of the case.

29. (1) Where an appeal is commenced under this Part the appeal shall, subject to the provisions of section 28(3) and subsection (3) of this section, be heard and determined by a person appointed in accordance with Ordinances made under this section.
- (2) A person appointed under subsection (1) above shall be the person who is the Visitor or a person who holds or has held judicial office or who is a barrister or solicitor of at least ten years' standing.
- (3) The person appointed shall sit alone unless she considers that justice and fairness will best be served by sitting as an Appeal Tribunal with two other persons appointed in accordance with Ordinances made under this section.
- (4) The other persons who may sit with the person appointed shall be -
- (a) one member of the Regent House of the University not being a Fellow of Newnham College or employed by the College; and
 - (b) one other member.
30. (1) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in Ordinances made under this section.
- (2) Without prejudice to the generality of the foregoing such Ordinances shall ensure -
- (a) that an appellant is entitled to be represented by another person, whether such person be legally qualified or not, in connection with and at any hearing of her appeal;
 - (b) that an appeal shall not be determined without an oral hearing at which the appellant, and any person appointed by her to represent her are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;
 - (c) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution and for the correction of accidental errors; and
 - (d) that the person appointed may set appropriate time limits for each stage (including the hearing itself) to the intent that any appeal shall be heard and determined as expeditiously as reasonably practicable.

- (3) The person or persons hearing the appeal may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may -
 - (a) remit an appeal from a decision under Part II to the Governing Body as the appropriate body (or any issue arising in the course of such an appeal) for further consideration as the person or persons hearing the appeal may direct; or
 - (b) remit an appeal arising under Part III for re-hearing by a differently constituted Disciplinary Committee to be appointed under that Part; or
 - (c) remit an appeal from a decision of the appropriate officer under Part IV for further consideration as the person or persons hearing the appeal may direct; or
 - (d) substitute any lesser alternative penalty that would have been open to the appropriate officer following the finding by the Disciplinary Committee which heard and pronounced upon the original charge or charges.

31. The person appointed shall send the reasoned decision on any appeal together with any findings of fact different from those come to by the Governing Body as the appropriate body under Part II or by the Disciplinary Committee under Part III, as the case may be, to the Principal 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 raised by members of the academic staff concerning their appointments or employment where those grievances relate -
 - (a) to matters affecting themselves as individuals; or
 - (b) to matters affecting their personal dealings or relationships with other staff of the College, not being matters for which express provision is made elsewhere in this Statute.

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

- (2) If it appears to the Principal that the matter has been finally determined under Part III, IV or V or that the grievance is trivial or invalid, she may

dismiss it summarily, or take no action upon it. If it so appears to the Principal she shall inform the member.

- (3) If the Principal is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of) -
 - (a) a complaint under Part III;
 - (b) a determination under Part IV; or
 - (c) an appeal under Part Vshe 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 she shall notify the member accordingly.
- (4) If the Principal does not reject the complaint under sub-section (2) or if she does not defer action upon it under sub-section (3) she shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for her to seek to dispose of it informally. If she so decides she shall notify the member and proceed accordingly.

35. If the grievance has not been disposed of informally under section 34(4), the Principal shall refer the matter to a Grievance Committee for consideration.
36. A Grievance Committee to be appointed by the Governing Body shall comprise three members entitled to attend Governing Body meetings appointed by the Governing Body.
37. The procedure in connection with the consideration and determination of grievances shall be determined in Ordinances in such a way as to ensure that the aggrieved person and any person against whom the grievance lies shall have the right to be heard at a hearing and to be accompanied by a friend or representative.
38. The Committee shall inform the Governing Body whether the grievance is or is not well-found and if it is well-found the Committee shall make such proposals for the redress of the grievance as it sees fit.

Part VII: Removal of the Principal from Office

39. Any three members of the Governing Body may make a complaint to the Vice-Principal seeking the removal of the Principal from office for good cause.
40. The Vice-Principal shall refer such a complaint to the Governing Body, exclusive of the Principal and the members making the complaint. If it appears to the Governing Body that the complaint does not raise a *prima facie* case, or that it is trivial or

invalid or unjustified, they may determine that no further action shall be taken upon it.

41. If it appears to the Governing Body, on material presented, that the complaint raises a *prima facie* case which could, if proved, constitute good cause for the dismissal or removal of the Principal from office, they shall appoint a Tribunal to hear and determine the matter. A Tribunal appointed by the Governing Body shall consist of three persons who are not Fellows of the College and are not employed by the College, as follows:
 - (a) one person who holds, or has held, judicial office, or who is a barrister or solicitor of at least ten years' standing, who shall be Chairman;
 - (b) two other persons.
42. A complaint referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in sections 17 and 18, provided that the Vice-Principal shall perform any duty and exercise any power there assigned to the Principal, and that for the purposes of this part references in those sections to a Disciplinary Committee shall be construed as referring to the Tribunal.
43. The Tribunal shall send its decision on the complaint, together with its findings of fact and the reasons for its decision to the Principal and the Vice-Principal. The Tribunal shall draw attention to the period of time within which any appeal should be instituted by ensuring that a copy of Part V of this Statute accompanies the notification of its decision sent to the Principal.
44. If the Tribunal finds that the complaint constitutes good cause for dismissal, the Vice-Principal, after consulting the Governing Body may dismiss the Principal.
45. The Principal may institute an appeal against dismissal by serving on the Vice-Principal a notice in writing setting out the grounds of the appeal. A notice of appeal shall be served within twenty-eight days of the date on which the notice of dismissal was sent to the Principal; provided that the person appointed to hear an appeal shall have power to hear an appeal commenced after that date if she considers that justice and fairness so require in the circumstances of the case.
46. An appeal commenced under section 45 shall be heard in accordance with the provisions of Part V of this Statute, provided that the Vice-Principal shall perform any duty and exercise any power there assigned to the Principal, and references in sections 30 and 31 to Part III shall be construed as referring to this Part.
47. For the purpose of the removal of the Principal for incapacity on medical grounds, the provisions of Part IV and Part V shall have effect, provided that the Vice-Principal shall perform any duty or exercise any power there assigned to the Principal.

For the purpose of this Part, references to the Vice-Principal shall, if the Vice-Principal is not in residence, or is incapacitated by illness or otherwise, be construed as referring to the Senior Fellow in residence