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UNIVERSITY OF
CAMBRIDGE

NOTICES**Calendar**

19 May, *Saturday*. Congregation of the Regent House at 10 a.m. (see p. 575).

20 May, *Sunday*. Whitsunday. Scarlet day. Preacher before the University at 11.15 a.m., Dr D. Mukarji OBE, formerly Director of Christian Aid and sometime Vice-President of the Methodist Conference.

21 May, *Monday*. Easter Term divides.

29 May, *Tuesday*. Discussion in the Senate-House at 2 p.m. (see below).

Discussions (at 2 p.m.)

29 May

12 June

26 June

10 July

Congregations

19 May, *Saturday at 10 a.m.*

20 June, *Wednesday at 2.45 p.m.* (Honorary Degrees)

27 June, *Wednesday at 10 a.m.* (General Admission)

28 June, *Thursday at 10 a.m.* (General Admission)

29 June, *Friday at 10 a.m.* (General Admission)

30 June, *Saturday at 10 a.m.* (General Admission)

20 July, *Friday at 10 a.m.*

21 July, *Saturday at 10 a.m.*

Discussion on Tuesday, 29 May 2018

The Vice-Chancellor invites those qualified under the regulations for Discussions (*Statutes and Ordinances*, p. 105) to attend a Discussion in the Senate-House on Tuesday, 29 May 2018 at 2 p.m., for the discussion of:

1. Report of the General Board, dated 2 May 2018, on arrangements for senior academic promotions (*Reporter*, 6505, 2017–18, p. 556).

Further information on Discussions, including details on format and attendance, is provided at <https://www.governance.cam.ac.uk/governance/decision-making/discussions/>.

Election to the Nominating Committee for External Members of the Council

11 May 2018

The Vice-Chancellor announces that he has received the following nominations for election to the Nominating Committee for External Members of the Council (*Statutes and Ordinances*, p. 113), and that it has been certified to him that the candidates have consented to be so nominated.

Class (c): one member elected by the Regent House from among those who at the time of election are current members of Council in classes (a), (b), and (c)

Dr STEPHEN JOHN COWLEY, *EM*

nominated by Dr A. I. Pesci, *K*, and Professor N. Peake, *EM*

Class (d): two members of the Senate elected by the Regent House

Professor ANTHONY RICHARD GREEN, *Q*

nominated by Professor R. J. Read and Professor C. G. Woods

Dr DAVID STANLEY SECHER, *CAI*

nominated by Dame Fiona Reynolds, *EM*, and Mr P. C. Warren, *CL*

No other candidates having been nominated, the Vice-Chancellor declares that the above-named candidates are elected to the Nominating Committee with immediate effect until 30 September 2021.

Remuneration Committee: Interim terms of reference

In a Notice published on 26 November 2007 (*Reporter*, 6093, 2007–08, p. 282), the Council announced the establishment of a Remuneration Committee. In order to improve scrutiny, accountability, and transparency in discharging its responsibilities, revised terms of reference for the Committee were agreed by the Council on 20 November 2017 and are published below for the information of the University.

The terms of reference are considered interim as a more in-depth revision will be required following publication of the Committee of University Chairs (CUC) Remuneration Code for Higher Education, the Office for Students (OfS) Regulatory framework for Higher Education, and revisions to the Financial Reporting Council Corporate Governance Code. Preparatory work to support implementation of these revised codes is being taken forward.

Remuneration Committee: Interim terms of reference

1. Purpose

1.1 The purpose of the Committee is to provide independent scrutiny to the operation of a fair, consistent, transparent, and effective system of remuneration for senior staff in support of the University's mission.¹ The Committee will consider and recommend to the Council remuneration matters for the senior staff of the University, taking account of recruitment and retention needs. The Committee's remit shall include receiving information on remuneration matters from Cambridge Assessment and Cambridge University Press and other associated entities as appropriate. The duties of the Committee are set out at paragraph 3 below.

1.2 The Committee shall provide advice to the Vice-Chancellor on matters within its remit either as the Vice-Chancellor so requests or as the Committee considers appropriate.

1.3 The Human Resources Committee shall be responsible for broader matters of remuneration strategy and policy. The Remuneration Committee may refer matters of policy and of operation to that Committee for consideration and where appropriate for decision.

2. Membership

2.1 The membership of the Committee shall be determined by Council. It will comprise:

2.1.1 a Chair who will be an external member of the Council;

2.1.2 four other members at least two of whom will also be members of the Council.

2.2 The members at 2.1 shall be appointed by the Council.

2.3 Attending officers shall be:

2.3.1 the Vice-Chancellor (*ex officio*);

2.3.2 the Pro-Vice-Chancellor (Institutional and International Relations); and

2.3.3 the Registry (Secretary).

2.4 The Committee may invite others to attend as it considers necessary. The Director of Human Resources will ordinarily attend to provide procedural advice and to support the Registry in the administration of Committee business.

2.5 The Chair may appoint a deputy to take her or his place for specific meetings or purposes.

2.6 Members shall serve on the Committee for a period that is co-terminous with their period of appointment to Council, or a period of three years in the case of non-Council members.

2.7 Members may be re-appointed to serve provided that no member shall serve more than two full terms.

2.8 The Committee may agree to invite other officers to meetings to report on specific matters or present papers.

2.9 The quorum shall be the Chair plus two of those members at 2.1.2.

3. Duties

Vice-Chancellor

3.1 To recommend to the Council the stipend and conditions of employment of the Vice-Chancellor at appointment and thereafter every two years (or such other period as the Council may determine) for the period of her or his employment.

3.2 To recommend to the Council the objectives of the Vice-Chancellor and the process of evaluating performance against those objectives.

3.3 To carry out the annual evaluation of the Vice-Chancellor's performance against the objectives for report to, and approval by, the Council.

¹ The following terms are defined for the purposes of these terms of reference as follows:

- *Senior staff* are Grade 12 officers and other postholders in institutions for which the Council is the competent authority and such other senior posts as may be determined from time to time;
- *Remuneration* is taken to include basic stipend or salary, additional payments related to the role of the individual, including bonus and market payments, pension contribution, shared equity scheme, relocation terms, salary sacrifice arrangements and CAMbens benefits;
- *Stipend* is a term used for the basic salary of established officers, also referred to as pay;
- *Salary* is a term used for the basic salary of unestablished and assistant staff, also referred to as pay.

Pro-Vice-Chancellors, Registrary, and Chief Financial Officer

3.4 For the offices of Pro-Vice-Chancellor, Registrary, and Chief Financial Officer:

- 3.4.1 to recommend to the Council the range for the stipend of the office on appointment;
- 3.4.2 on the recommendation of the Vice-Chancellor, to approve the individual stipends and conditions of employment of the office-holders on appointment; and
- 3.4.3 to provide advice to the Vice-Chancellor in relation to contribution exercises relevant to the office-holders and on any other aspects of their remuneration as the Vice-Chancellor so requests (see further paragraph 3.6 below).

Grade 12 and other senior staff (save for those specified above)

3.5 *Market payments:*

- 3.5.1 to receive plans from institutions relating to their remuneration strategies for Grade 12 posts where market pay may be relevant. Where possible, the Committee should be apprised at an early stage of the proposed salary ranges for those posts so that it may, as necessary, approve the range within which negotiation with a successful candidate may be concluded. The Committee should expect a reasoned case in advance where it is anticipated that a market payment of 10% or higher of the lowest salary point of the grade or band might be necessary;
- 3.5.2 in relation to recruitment and retention cases, to consider and, if appropriate, to approve market payments to Grade 12 post holders where such payments exceed 10% of the lowest salary point of the grade or band;² and
- 3.5.3 in relation to market payments made under paragraph 3.5.2, to consider and, if appropriate, to approve renewal of those market payments.

3.6 *Contribution payments:*

- 3.6.1 to receive a biennial report from the Vice-Chancellor's Advisory Committee for Supplementary Payments for Non-Academic Officers in Grade 12; and
- 3.6.2 to receive a biennial report from the Vice-Chancellor's Advisory Committee on Professorial Pay.

3.7 *Incentive schemes:* to review and, if appropriate, to approve individual and group incentive schemes.

3.8 *Severance payments:* to review and, if appropriate, to approve severance terms for professors, academic-related staff in Grade 12, or other such senior staff of the University as may be determined by the Committee from time to time.

3.9 *Other Remuneration Committees:* to review, and as the Committee considers appropriate, to approve:

- 3.9.1 recommendations from the Remuneration Committee of the West and North West Cambridge Estates Board;
- 3.9.2 recommendations from the Employment and Remuneration Committee of the Investment Office.

3.10 *Other advice:* to provide advice to the Vice-Chancellor on the remuneration packages of senior staff other than those covered by the above provisions as the Vice-Chancellor so requests or as the Committee considers necessary.

Other matters

3.11 *Payments to non-executive members:* to approve individual payments made to non-executive members of committees in accordance with policy set by the Council.

3.12 *Contribution increment schemes:* to consider and, as the Committee considers appropriate, to refer to the Human Resources Committee the development of best practice in the use of contribution increment schemes (or equivalent) for senior staff.

3.13 *Receipt of draft reports:* to receive and comment on draft reports, including the annual Staff Statistical Report, Equal Pay Report, and the Gender Pay Gap Report, and to consider other reports, papers, and minutes as appropriate to the work of the Committee.

3.14 *Other:* to consider any other remuneration matters as may be referred to the Committee by the Council, or the Human Resources Committee or its working groups, or other relevant bodies that may impact on senior salaries or salary policy.

4. Operation

4.1 The Committee shall ordinarily meet in person, monthly in Term.

4.2 Meetings may be cancelled if there is insufficient business.

4.3 The Committee may conduct business by correspondence where appropriate. Any decision taken by correspondence shall be formally noted by the Committee at its next meeting.

4.4 In cases of exceptional urgency, the Chair may act on behalf of the Committee, but shall endeavour to consult with the Vice-Chancellor and Pro-Vice-Chancellor for Institutional and International Relations before making a decision. Any decisions taken by the Chair in this way shall be reported to the Committee as soon as possible thereafter.

4.5 Members will be required to declare any specific conflicts of interest. In particular, the Vice-Chancellor, Pro-Vice-Chancellor for Institutional and International Relations, and the Registrary will absent themselves from any discussion about their own remuneration. It is noted that there will be remuneration matters in which most or all members will have an interest.

4.6 Formal minutes will be kept of the Committee's business.

² See further paragraph 7.3.

5. Reporting and administration

5.1 A written report of the Committee's business will be made to Council under Reserved Business as soon as reasonably possible after each meeting of the Committee. An oral report may be made to the Council in addition, if appropriate.

5.2 In the interests of transparency reports of Committee business will be published on the University Governance website after the report has been made to Council.

5.3 In reporting the Committee's business no individual's salary figures shall be stated other than, when reporting to the Council, the salary figures of the Vice-Chancellor and the Vice-Chancellor-Elect.

5.4 A member of the Council can request to see the Committee papers on application to the Secretary for the purposes of discharging her or his duties as a member of the Council.

5.5 The Committee papers will be circulated under confidential cover five working days in advance of each meeting.

5.6 Apologies for absence should be made to the Secretary.

5.7 Draft minutes will be circulated to all Committee members within one week of the meeting.

6. Review

6.1 The terms of reference shall be reviewed annually to ensure the Committee is operating effectively and fulfilling its purpose, and to adapt to any changes in approach and structures.

7. Authority

7.1 The Council is the competent authority in relation to University officers appointed to Council institutions.³ The Council also makes such decisions concerning senior staff of the University as may be delegated to it under the Statutes and Ordinances of the University⁴ and by Grace of the Regent House.

7.2 The Remuneration Committee is a committee of the Council which acts on the Council's behalf in accordance with its terms of reference, as approved from time to time by the Council.

7.3 In accordance with paragraph 6.4 of the Joint Report of the Council and the General Board on amendments to the pay and grading scheme for non-clinical staff implemented following the Second Joint Report of 25 July 2005 (*Reporter*, 6302, 2012–13, p. 423), as approved by Grace 2 of 22 May 2013, the Committee has authority to approve market pay for professorial or equivalent staff, i.e. those in Grade 12, as noted below:

The HR Committee, or for professorial or equivalent staff the Remuneration Committee of the Council (REMCO), must also approve the award where the market pay exceeds 10% of the lowest salary point of the grade (or in the case of grade 12, the lowest salary point of the relevant band).

³ Statute C I 1(b).

⁴ Including the nomination of the Vice-Chancellor under Statute C III 1, the appointment of the Pro-Vice-Chancellors under Statute C III 15, and the appointment of the Registry under Statute C VI 2.

VACANCIES, APPOINTMENTS, ETC.

Vacancies in the University

A full list of current vacancies can be found at <http://www.jobs.cam.ac.uk>.

Named Veterinary Surgeon in the University Biomedical Services division; salary: £39,992–£50,618; closing date: 11 June 2018; further details: <http://www.jobs.cam.ac.uk/job/17489/>; quote reference: AQ15546

ICE Teaching Officer in Interdisciplinary Studies (part-time) in the Institute of Continuing Education; fixed term: two years at 0.5FTE (half-time); salary: £35,550–£47,722 *pro rata*; closing date: 10 June 2018; further details: <http://www.jobs.cam.ac.uk/job/17452/>; quote reference: EA15513

The University values diversity and is committed to equality of opportunity.

The University has a responsibility to ensure that all employees are eligible to live and work in the UK.

NOTICES BY FACULTY BOARDS, ETC.

Historical Tripos 2019: Subjects and periods

Further to the notice published on 12 July 2017 (*Reporter*, 6473, 2016–17, p. 754), the Faculty Board of History gives notice that the special and specified subjects for Part II of the Historical Tripos, 2019, have been amended as follows:

By withdrawing the following from the list of special subjects for Papers 2 and 3:

Uses of the visual in early modern Germany, c. 1450–1550	(D)
Masculinities and political culture in Britain, 1832–1901	(J)
An alternative history of Ireland: Religious minorities and identity in the 26 counties, 1900–1959	(N)
The Kantian Revolution	(O)

By adding the following to the list of special subjects for Papers 2 and 3:

The well-protected domains: A spatial history of the Ottoman empire, 1300–1800	(E)
The British and the Ottoman Middle East, 1798–1850	(J)
Central European cities: Budapest, Prague, Vienna, 1450–1914	(N)
Missionary science, ethnic formation and the religious encounter in Belgian Congo, 1908–60	(O)

By withdrawing the following from the list of specified subjects:

16	Overseas expansion and British identities, 1585–1714
25	Middle Eastern modernities, from <i>c.</i> 1700 to the present day
26	Consumption and consumer culture in the United States
28	The history of the Indian sub-continent from the late eighteenth century to the present day

By adding the following to the list of specified subjects:

15	Print and society in early modern England
16	Persecution and toleration in Britain, 1400–1700
23	The long road to modernisation: Spain since 1808
24	The American Revolution in unexpected places

Candidates for Part II in 2019, who have previously taken Part I of the Historical Tripos and who did not offer in that Part a paper falling mainly in the period before 1750, may meet the requirement to take a pre-1750 paper in Part II by offering one of the Special Subjects A, B, E, F, or G or by offering one of the Papers 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, and 21 or a dissertation, provided that its subject falls mainly in the period before 1750.

Candidates for Part II in 2019, who have previously taken Part I of the Historical Tripos and who did not offer in that Part a paper in European History, may meet the requirement to take a European History paper in Part II by offering one of the following papers: 7, 8, 14, 21, 22, and 23.

The Faculty Board is satisfied that no candidate's preparation for examination will be adversely affected by these amendments.

GRACES

Graces to be submitted to the Regent House at a Congregation on 19 May 2018

The Council has sanctioned the submission of the following Graces to the Regent House at a Congregation to be held on 19 May 2018:

That the following persons be admitted to the degree of Master of Arts under the provisions of Statute B II 2:

1. JAMES MICHAEL FROST, Advisory Officer in the Estate Management Division of the University Offices.
2. ERIC LEVY, of Hughes Hall, University Lecturer in the Judge Business School.
3. JANET JULIE MAGUIRE, Fellow of Queens' College.
4. PATRICK MCLEISH, Senior Manager in the Local Examinations Syndicate.
5. SALLY LOUISE PIDGEON, Senior Advisory Officer in the Estate Management Division of the University Offices.
6. FRANK TIETZE, of Wolfson College, University Lecturer in the Department of Engineering.

ACTA

Approval of Grace submitted to the Regent House on 2 May 2018

The Grace submitted to the Regent House on 2 May 2018 (*Reporter*, 6504, 2017–18, p. 540) was approved at 4 p.m. on Friday, 11 May 2018.

E. M. C. RAMPTON, *Registrar*

END OF THE OFFICIAL PART OF THE 'REPORTER'

COLLEGE NOTICES

Elections

Hughes Hall

Elected to a Fellowship in Class A from 1 April 2018:

Dr Ricardo Sabates-Aysa, B.A., *Instituto Tecnológico Autónoma de México*, M.Sc., Ph.D., *Wisconsin-Madison*

Elected to a Fellowship in Class B with effect from 1 April 2018:

Dr Bart de Nijs, B.A. Sc., M.Sc., Ph.D., *Utrecht*
 Dr Sarah Hoare, B.A., *Exeter*, M.Phil., Ph.D., *TH*
 Dr Yuri Korolev, Dip., Ph.D., *Moscow*
 Dr Vanessa Wong, M.A., B.M. B.Ch., *Oxford*,
 M.Sc., *Nottingham*, Ph.D., *CAI*, MRCP

Elected to a Fellowship in Class D from 1 April 2018:

Mr Martin Coleman, B.A., B.C.L., *Oxford*

Elected to a Fellowship in Class E from 1 April 2018:

Mr Mark Anderson, M.A., *SID*, M.B.A., *Ashridge Business School*
 Dr Andrew Mackintosh, B.Sc., *Bristol*, Ph.D., *DAR*
 Mr Tim Pilkington, B.Sc., *Loughborough*,
 M.B.A., *London Business School*

Elected to a By-Fellowship from 1 April 2018:

Dr Jimmy Chan, B.A., Ph.D., *DOW*

Elected to a Research Associateship from 1 April 2018:

Dr Steven Campbell, B.A., *Heriot-Watt*, Ph.D., *HH*
 Dr Alexander Davenport, B.Sc. *Leicester*,
 M.Sc., *Imperial*, Ph.D., *Melbourne*
 Dr Irene Hernando-Herraez, B.A., *Madrid*,
 M.Sc., Ph.D., *Barcelona*
 Dr Guillaume Lame, Dip. Eng., M.Sc., *Centrale*
Supélec Paris, Ph.D., *Paris-Saclay*
 Dr Maria Perez-Ortiz, B.Sc., M.Sc., Ph.D., *Córdoba*

Vacancies

Darwin College: Postdoctoral Research Associates; tenure: from 1 September 2018 with the possibility of annual renewal; no stipend but a number of collegiate benefits apply; closing date: 29 June 2018 at 5 p.m.; further details: <http://www.darwin.cam.ac.uk/research/associates>

Fitzwilliam College: Bye-Fellowships in a range of fields (up to eight available); tenure: from October 2018, renewable annually; benefits: SCR membership, dining rights, enhanced supervision payment; closing date: 30 May 2018 at 10 a.m.; further details: <http://www.fitz.cam.ac.uk/vacancies/academic>

Teaching Associate in Engineering (fixed-term); fixed-term: nine-months from 1 October 2018; applications welcome from candidates able to teach any paper in Part I of the Engineering Tripos, although preference may be given to those able to teach several papers including Materials; closing date: 4 June 2018; further details: <http://www.fitz.cam.ac.uk/vacancies/academic>

Jesus College: Non-Stipendiary College Postdoctoral Associates (up to six available available); fixed-term: three years; no stipend but dining rights and other collegiate benefits apply; closing date: 18 June 2018, at 1 p.m.; further details: <https://www.jesus.cam.ac.uk/college/people/vacancies>

King's College: Postdoctoral College Research Associates in any subject (up to six available); tenure: two years from 1 October 2018 with the possibility of renewal; no stipend but collegiate benefits apply; closing date: 13 June 2018; further details: <http://www.kings.cam.ac.uk/research/research-associates/index.html>

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