

CAMBRIDGE UNIVERSITY REPORTER

No 6630

WEDNESDAY 29 SEPTEMBER 2021

VOL CLII No 1

CONTENTS

Notices

Calendar	2
Discussion on Tuesday, 12 October 2021	2
Amending Statutes for Wolfson College	2
Congregation of the Regent House for the election and admission of the Proctors, Friday, 1 October 2021	2
Honorary Degree Congregation and additional Flag Day and 'Scarlet Day', Wednesday, 3 November 2021	3
Notice of a benefaction	3
Annual Report of the Council for the academic year 2019–20: Notice in response to Discussion remarks	3
Arrangements for attending Discussions: Coronavirus (Covid-19) update	4
Publication of <i>Statutes and Ordinances</i> , 2021	4
Vacancies, appointments, etc.	
Electors to the Sir William Dunn Professorship of Biochemistry	4
Electors to the Moran Professorship of Conservation and Development	5
Electors to the Sheild Professorship of Pharmacology	5
Vacancies in the University	5
Awards, etc.	
Jeremie Prizes	6
Events, courses, etc.	
Announcement of lectures, seminars, etc.	6
Notices by the General Board	
Examinations and assessment, 2021–22	6

Graces

Graces submitted to the Regent House on 29 September 2021	7
Acta	
Approval of Grace submitted to the Regent House on 21 July 2021	8
Approval of Graces submitted to the Regent House 29 July 2021	8
Approval of Grace submitted to the Regent House on 19 August 2021	8
Congregations of the Regent House:	
Friday, 23 July 2021: Correction	8
Friday, 30 July 2021	8
Saturday, 31 July 2021	10
Friday, 10 September 2021	12
Saturday, 11 September 2021	13
Friday, 17 September 2021	15
Saturday, 18 September 2021	18

4 *End of the Official Part of the 'Reporter'*

College Notices

Vacancies	23
Memorial Service	23

External Notices

Oxford Notices	23
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UNIVERSITY OF
CAMBRIDGE

NOTICES**Calendar**

1 October, *Friday*. Michaelmas Term begins. Congregation of the Regent House at 9.55 a.m.: Election and admission of the Proctors (see below). Annual address by the Vice-Chancellor at 12 noon (via livestream).¹

5 October, *Tuesday*. Full Term begins.

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

Discussions (Tuesdays at 2 pm.)

12 October

26 October

9 November

23 November

7 December

Congregations (Saturdays unless otherwise stated)

1 October (Friday), 9.55 a.m.

22 October (Friday), 10 a.m.

23 October, 10 a.m.

3 November (Wednesday), 3.30 p.m. (Honorary Degree)

27 November, 10 a.m.

¹ The Vice-Chancellor's address will be livestreamed at 12 noon on 1 October via the University's YouTube channel, see <https://www.youtube.com/watch?v=0B9MVjNqFt0>. The text of the speech will be reproduced as usual in the *Reporter* of 6 October 2021.

Discussion on Tuesday, 12 October 2021

The Vice-Chancellor invites members of the Regent House, University and College employees, registered students and others qualified under the regulations for Discussions (*Statutes and Ordinances*, p. 105 as amended by Grace 2 of 28 April 2021) to attend a Discussion **in the Senate-House**, on Tuesday, 12 October 2021 at 2 p.m. The following Reports will be discussed:

1. Report of the General Board, dated 22 July 2021, on major modifications to the Education Tripos (*Reporter*, 6628, 2020–21, p. 806).
2. Report of the General Board, dated 22 July 2021, on the introduction of a Design Tripos and Master of Design Degree in the Faculty of Architecture and History of Art (*Reporter*, 6628, 2020–21, p. 810).

Those wishing to attend should refer to the Council Notice on arrangements for attending Discussions on p. 4 below. Contributors who are unable to attend in person may email remarks to contact@proctors.cam.ac.uk, copying ReporterEditor@admin.cam.ac.uk, by no later than 10 a.m. on the day of the Discussion, for reading out by the Proctors,¹ or ask someone else who is attending to read the remarks on their behalf. General information on Discussions is provided on the Governance site at <https://www.governance.cam.ac.uk/governance/decision-making/discussions>.

¹ Any comments sent by email should please begin with the name and title of the contributor as they wish it to be read out and include at the start a note of any College and/or Departmental affiliations held.

Amending Statutes for Wolfson College

19 August 2021

The Vice-Chancellor gives notice that he has received from the Governing Body of Wolfson College, in accordance with the provisions of Section 7(2) of the Universities of Oxford and Cambridge Act 1923, the text of proposed Statutes to amend the Statutes of the College. The current Statutes of the College and the proposed amendments are available on the College's website at: <https://www.wolfson.cam.ac.uk/about-wolfson/governance/statutes-ordinances>. The Council will consider the amendments after 10 a.m. on Friday, 8 October 2021.

Congregation of the Regent House for the election and admission of the Proctors, Friday, 1 October 2021

Further to the Notice published on 29 July 2021 (*Reporter*, 6628, 2020–21, p. 785), members of the Regent House and other members of the University community are reminded that a Congregation for the election and admission of the Proctors and their Deputies has been called for 9.55 a.m. on Friday, 1 October 2021. The Vice-Chancellor's Annual Address will be delivered separately from this Congregation and no reception will follow.

Face-coverings should be worn inside the Senate-House by those able to wear them and admission will be limited to maintain distancing and adequate ventilation, so it would be helpful if members of the Regent House or others who wish to attend could email vco.ceremonial@admin.cam.ac.uk in advance. Attendees should be **seated by 9.50 a.m.**

Black gowns are worn and hoods are not required, other than for official participants.

Honorary Degree Congregation and additional Flag Day and ‘Scarlet Day’, Wednesday, 3 November 2021

The Vice-Chancellor gives notice that a Congregation of the Regent House will be held in the Senate-House at 3.30 p.m. on Wednesday, 3 November, at which it is expected that the Chancellor will confer an honorary doctorate upon His Excellency António Guterres, Secretary-General of the United Nations. Conferral of this titular degree *honoris causa* was approved by the Regent House at a Congregation on Saturday, 24 July 2021 (*Reporter*, 6626, 2020–21, p. 762).

In keeping with the conduct of other Degree Congregations during Michaelmas Term and measures to prevent the spread of Covid-19, attendance will be restricted and the usual open application for tickets will not be possible, but in addition to the necessary ceremonial participants, representatives of the University and Civic communities will be invited to attend and the proceedings may be filmed.

In accordance with the relevant regulations, the Vice-Chancellor now designates Wednesday, 3 November as an additional ‘scarlet day’, when Doctors should wear their festal gowns in public and the academic dress of other Universities may in general be worn. The University flag will fly from the Old Schools on that day.

Notice of a benefaction

23 September 2021

The Vice-Chancellor gives notice that he has accepted with gratitude a bequest of approximately £200,000 from the estate of Sir Richard van der Riet Woolley, to be held as endowment to support a full or partial Woolley Studentship in Astronomy. The Council is submitting a Grace (Grace 3, p. 7) for the approval of regulations to govern the Woolley Fund.

Annual Report of the Council for the academic year 2019–20: Notice in response to Discussion remarks

23 September 2021

The Council has received the remarks made at the Discussion on 26 January 2021 on the above Report (*Reporter*, 2021–20: 6601, p. 263; 6605, p. 344). It apologises for the delay in providing this response, owing to staff shortages.

Professor Evans reiterates several points made in previous remarks, repeated owing to the delay in publishing responses to them. Mr Allen also notes the delay to the Discussion remarks on the Covid-19 arrangements. These delayed responses have now been published, so the Council refers to them for the lessons learned, an explanation of the purpose of the University Emergency Management Plan, a definition of the Senior Leadership Team, and for the membership of those bodies that made decisions during the initial phase of the pandemic (*Reporter*, 2020–21: 6589, p. 4; 6627, p. 768). The Plan is an internal document to inform members of the University of the University’s approach to emergency response and therefore is behind Raven; it is available as a link from the Emergency Planning website at: <https://www.governanceandcompliance.admin.cam.ac.uk/audit-regulatory-compliance/emergency-planning/university-emergency-management-plan>. The Plan sets out the membership of the Gold and Silver Teams, all of which are derived from the positions they hold. The Gold Team set up the Taskforces to advise it on operational matters; as noted in previous responses, where decisions go beyond the operational, they are referred to the relevant body for approval.

Information about the Recovery Programme was published in April and a response to comments made at a Discussion on that information has since been published (*Reporter*, 2020–21: 6613, p. 470; 6627, p. 769). The Notice published on 17 June 2020 confirmed that authority was delegated to the Chairs of the University’s major decision-making bodies from mid March until mid May 2020, and the tables published on 17 and 24 June 2020 noted which decisions were made under that delegated authority (many decisions continued to be made under normal procedures) (*Reporter*, 2019–20: 6585, p. 454; 6586, p. 472).

Most of the material the Business Committee receives are drafts for publication, so members of the University can read what the Committee approved for publication in the *Reporter* shortly after its approval. This included the statement on key principles for teaching in 2020–21 (*Reporter*, 6585, 2019–20, p. 453). In the interests of transparency, the Business Committee has agreed from this point forward to make its minutes available to those with Raven access.

The Council is submitting a Grace (Grace 2, p. 7) for the approval of its Annual Report for 2019–20 (which incorporates the General Board’s Annual Report).

Arrangements for attending Discussions: Coronavirus (Covid-19) update

23 September 2021

The Council expects Discussions in the Senate-House to resume from the beginning of Michaelmas Term, starting with the Discussion on 12 October 2021 (see p. 2 above and *Reporter*, 6614, 2020–21, p. 494). It reminds those wishing to contribute to Discussions that they need not attend in person; contributors may email remarks to contact@proctors.cam.ac.uk, copying reporter.editor@admin.cam.ac.uk, by no later than 10 a.m. on the day of the Discussion, for reading out by the Proctors,¹ or ask someone else who is attending in person to read the remarks on their behalf. Council recognises that some may wish to attend Discussions in the Senate-House and has therefore considered the measures necessary to mitigate health risks, in line with University guidelines developed in response to government advice.

The Council asks those wishing to attend a Discussion in person, including the officers in attendance, to note the following:

- It may be necessary to change the arrangements for a Discussion at short notice, for example, in response to a change in public health advice. Those planning to attend are therefore strongly encouraged to check the *Reporter* homepage (at <https://www.reporter.admin.cam.ac.uk/>) for any changes before travelling to the Old Schools.
- Attendees will be able to access the Senate-House via the gate immediately in front of the East Door from 1.45 p.m. on the date of the Discussion.
- As it may not be possible to maintain social distancing at all times in the Senate-House, those attending Discussions who are able to wear face coverings are strongly encouraged to do so.
- Those intending to wear gowns are reminded that for hygienic reasons they cannot borrow these at the Senate-House.
- Attendees are asked to abide by any additional instructions given for the purpose of maintaining a safe environment. Social distancing measures will be in place in the building, with an adjusted layout and appropriately spaced seating. A one-way system to enter and exit the building will be in operation and hand sanitiser will be available near the doorways.

The above arrangements will remain in place until further notice, and the Council will review them in the light of evolving public health advice. They are in addition to the rules that already apply to Discussions (*Statutes and Ordinances*, pp. 105 and 110, as amended by the Council and by Grace; see *Reporter*, 6614, 2020–21, pp. 496 and 526).

¹ Any comments sent by email should please begin with the name and title of the contributor as they wish it to be read out and include at the start a note of any College and/or Departmental affiliations held.

Publication of *Statutes and Ordinances*, 2021

Publication of the 2021 edition of the *Statutes and Ordinances* has been delayed due to the impact of the Covid-19 pandemic on the production process. The 2021 edition is now expected to be available in PDF format from the S&O homepage (<https://www.admin.cam.ac.uk/univ/so>) by the end of November 2021.

VACANCIES, APPOINTMENTS, ETC.

Electors to the Sir William Dunn Professorship of Biochemistry

The Council has appointed members of the *ad hoc* Board of Electors to the Sir William Dunn Professorship of Biochemistry, as follows:

Professor Kamal Munir, *HO*, in the Chair, as the Vice-Chancellor's deputy

(a) *on the nomination of the Council*

Professor Anna Philpott, *CL*

Professor David Spring, *T*

(b) *on the nomination of the General Board*

Professor Francis Barr, *University of Oxford*

Professor Kathryn Lilley, *JE*

Professor Anne Ridley, *University of Bristol*

(c) *on the nomination of the Faculty Board of Biology*

Professor Mark Carrington, *JN*

Professor Alison Smith, *CC*

Professor Sarah Teichmann, *Wellcome Trust Sanger Institute*

Electors to the Moran Professorship of Conservation and Development

The Council has appointed members of the *ad hoc* Board of Electors to the Moran Professorship of Conservation and Development as follows:

Professor Andy Neely, *SID*, in the Chair, as the Vice-Chancellor's deputy

(a) *on the nomination of the Council*

Professor Melissa Leach, *University of Sussex*
Professor Dame Sarah Whatmore, *University of Oxford*

(b) *on the nomination of the General Board*

Professor David Coomes, *F*
Professor Jennifer Howard-Grenville, *TH*
Professor Nigel Peake, *EM*

(c) *on the nomination of the Faculty Board of Earth Sciences and Geography*

Professor Mike Hulme, *PEM*
Professor Sarah Radcliffe, *CHR*
Professor Bhaskar Vira, *F*

Electors to the Sheild Professorship of Pharmacology

The Council has appointed members of the *ad hoc* Board of Electors to the Sheild Professorship of Pharmacology follows:

Professor Dame Ann Dowling, *SID*, in the Chair, as the Vice-Chancellor's deputy

(a) *on the nomination of the Council*

Professor Antony Galione, *University of Oxford*
Professor Anna Philpott, *CL*

(b) *on the nomination of the General Board*

Professor Fiona Gribble
Professor David MacEwan, *University of Liverpool*
Professor Ian Wilkinson, *TH*

(c) *on the nomination of the Faculty Board of Biology*

Professor Bill Colledge, *CHU*
Professor Christopher Garland, *University of Oxford*
Professor Laura Itzhaki, *N*

Vacancies in the University

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

GlaxoSmithKline Professorship of Microbial Pathogenesis in the Department of Medicine: informal enquiries: Professor Paul Lehner (email: pjl30@cam.ac.uk) and Dr Steve Baker (email: sgb47@cam.ac.uk); start date: as soon as possible and as agreed with the Board of Electors; closing date: 29 October 2021; further details: <https://www.jobs.cam.ac.uk/job/31428/>; quote reference: RC28169

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.

AWARDS, ETC.**Jeremie Prizes**

The Faculty Board of Divinity announces that the examination for each of the Jeremie Prizes to be held in 2021–22 will consist of two papers. The selected books or portions of books are as follows:

The Septuagint Prize: *Exodus* 1–20; *Song of Songs*.

The Hellenistic Prize: *Wisdom of Solomon* 1–10; *2 Maccabees*; Josephus, *Jewish War I*.

Any member of the University is eligible provided that at the time of the examination not fewer than five complete terms have passed after their first term of residence or, if a graduate, they are of not more than ten years' standing from admission to a first degree whether of this or another university. A student to whom a Septuagint Prize has been awarded shall not again be eligible for a Septuagint Prize, nor shall a student to whom a Hellenistic Prize has been awarded again be eligible as a candidate for a Hellenistic Prize.

The value of each prize is £1,000. The names of candidates must be sent to the Registry (addressed to the Awards Clerk), The Old Schools, Cambridge, CB2 1TN, so as to reach not later than 20 October 2021.

EVENTS, COURSES, ETC.**Announcement of lectures, seminars, etc.**

The University offers a large number of lectures, seminars and other events, many of which are free of charge, to members of the University and others who are interested. Details can be found on individual Faculty, Department and institution websites, on the What's On website (<http://www.admin.cam.ac.uk/whatson/>) and on Talks.cam (<http://www.talks.cam.ac.uk/>). A variety of training courses are also available to members of the University, information and booking for which can be found online at <https://www.training.cam.ac.uk/>

Brief details of upcoming events are given below.

Faculty of Divinity

2021 Yerushah Lecture:

Mission and toleration in Judaism,
by Professor Martin Goodman, University
of Oxford, at 5 p.m. on 11 October 2021, in
the Runcie Room, Faculty of Divinity,
West Road.

[https://www.divinity.cam.ac.uk/
about-us/confseminars/named-
lectures/yerushah-lecture](https://www.divinity.cam.ac.uk/about-us/confseminars/named-lectures/yerushah-lecture)

NOTICES BY THE GENERAL BOARD**Examinations and assessment, 2021–22**

28 September 2021

Following necessary changes to examinations and assessment in 2020–21, the General Board endorsed a framework for assessment for 2021–22 (*Reporter*, 6618, 2020–21, p. 661). The Framework recognises 2021–22 as a transition year and gives Faculties and Departments flexibility to select assessment methods appropriate to their needs. Details of these assessments are being collated by Education Services, overseen by the General Board's Education Committee. The Education Committee has also considered requests for assessment methods not included in the framework.

The Board is satisfied that this approach justifies the use of the authority granted by Graces 2–7 of 19 May 2021. It therefore gives notice that it has agreed to make the following changes to the standard arrangements for examinations in 2021–22:

- (a) The dates and the process concerning the form and conduct of any examination or part of an examination have been revised, and the normal three-hour duration of written papers waived. Definitive information on the form and conduct of examinations in 2021–22 is available on the websites of the Departments, Faculties and other institutions responsible for the course. This will, in some cases, supersede the information about the form and conduct of those examinations published in the *Reporter*.
- (b) There are likely to be temporary changes to examination regulations as part of the transitional arrangements anticipated by the framework, which will be published by Notice once those changes have been agreed. There are also some Notices setting out permanent changes to take effect from 1 October 2021, the publication of which has been delayed, as a consequence of the ongoing impact of the pandemic. The Board has therefore agreed to waive any General Board Regulations concerning the dates by which those Notices are to be published, provided that the Academic Standards and Enhancement Committee is satisfied that the changes do not affect candidates' achievement of agreed learning outcomes.

GRACES**Graces submitted to the Regent House on 29 September 2021**

The Council submits the following Graces to the Regent House. These Graces, unless they are withdrawn or a ballot is requested in accordance with the regulations for Graces of the Regent House (*Statutes and Ordinances*, p. 105), will be deemed to have been approved at **4 p.m. on Friday, 8 October 2021**. Further information on requests for a ballot or the amendment of Graces is available to members of the Regent House on the Regent House Petitions site.[§]

1. That the following elected members of the Board of Scrutiny in class (c)(ii) serve for the periods set out below:¹

Dr R. V. Doubleday, Dr O. Rath-Spivack, and Ms J. M. Wyburd, for four years from 1 October 2021;
Mr G. P. Allen, for two years from 1 October 2021.

2. That the Annual Report of the Council for the academic year 2019–20, dated 16 December 2020 (*Reporter*, 6601, 2020–21, p. 263), be approved.²

3. That a Woolley Fund be established in the University, to be governed by the following regulations:³

WOOLLEY FUND

1. The bequest received from Sir Richard van der Riet Woolley, together with such other sums as may be received or applied for the same purpose, shall form an endowment fund called the Woolley Fund to support students studying Astronomy in the University.

2. The Managers shall be responsible for the administration of the Fund and the application of its income and shall comprise:

- (a) the Director of the Institute of Astronomy who shall be Chair;
- (b) two members of the Institute of Astronomy appointed by the Faculty Board of Physics and Chemistry, who shall serve for such period as the Faculty Board shall determine.

3. Subject to Regulation 4, the income of the Fund shall be used to provide awards, which shall be called the Woolley Studentships in Astronomy. Arrangements for awards, including the number, tenure and conditions of Studentships to be awarded in any given year, the expenses to be covered by an award, and the form of the application and selection processes, shall be at the discretion of the Managers and may provide for applications by persons who are not yet members of the University and for the financial circumstances of candidates to be taken into consideration.

4. Any unexpended income in any financial year may, at the discretion of the Managers, be awarded in accordance with Regulation 3 in any one or more subsequent financial years.

4. That Regulation 1(i) of the Ordinance for the Military Education Committee (*Statutes and Ordinances*, p. 135) be amended to read as follows:⁴

- (i) two persons appointed by the University of East Anglia, one by Anglia Ruskin University, and one by the University of Essex;

¹ After consulting with the members elected to the Board in Easter Term 2021, the Council is submitting this Grace to determine the periods of office of those members (*Reporter*, 2020–21, 6629, p. 833).

² See the Council's Notice on p. 3.

³ See the Vice-Chancellor's Notice, p. 3.

⁴ The Council, on the recommendation of the Military Education Committee, is proposing this change because the University of Northampton has withdrawn from the membership of the Committee.

[§] See <https://www.governance.cam.ac.uk/governance/key-bodies/RH-Senate/Pages/RH-Petitions.aspx> for details.

ACTA**Approval of Grace submitted to the Regent House on 21 July 2021**

The Grace submitted to the Regent House on 21 July 2021 (*Reporter*, 6627, 2020–21, p. 779) was approved at 4 p.m. on Friday, 30 July 2021.

Approval of Graces submitted to the Regent House on 29 July 2021

Of the Graces submitted to the Regent House on 29 July 2021 (*Reporter*, 6628, 2020–21, p. 815), Graces 1 and 3 were approved at 4 p.m. on Friday, 6 August and a request for a ballot was received on Grace 2 (see *Reporter*, 6629, 2020–21, p. 833).

Approval of Grace submitted to the Regent House on 19 August 2021

The Grace submitted to the Regent House on 19 August 2021 (*Reporter*, 6629, 2020–21, p. 837) was approved at 4 p.m. on Friday, 27 August 2021.

Congregation of the Regent House on Friday, 23 July 2021: Correction

In the list of persons upon whom degrees were conferred at the Congregation on 23 July 2021 (*Reporter*, 6628, 2020–21, p. 817), the following name should be removed:

This content has been removed as it contains personal information.

Congregation of the Regent House on Friday, 30 July 2021

A Congregation of the Regent House was held at 10 a.m.

The following degrees were conferred:

This content and page 9 have been removed as they contain personal information.

Congregation of the Regent House on Saturday, 31 July 2021

A Congregation of the Regent House was held at 10 a.m.

The following degrees were conferred:

This content and page 11 have been removed as they contain personal information.

Congregation of the Regent House on Friday, 10 September 2021

A Congregation of the Regent House was held at 10 a.m.

The following degrees were conferred:

This content has been removed as it contains personal information.

Congregation of the Regent House on Saturday, 11 September 2021

A Congregation of the Regent House was held at 10 a.m.

The following degrees were conferred:

This content and page 14 have been removed as they contain personal information.

Congregation of the Regent House on Friday, 17 September 2021

A Congregation of the Regent House was held at 10 a.m.

The following degrees were conferred:

This content and pages 16–17 have been removed as they contain personal information.

Congregation of the Regent House on Saturday, 18 September 2021

A Congregation of the Regent House was held at 10 a.m.

The following degrees were conferred:

This content and pages 19–21 have been removed as they contain personal information.

This content has been removed as it contains personal information.

E. M. C. RAMPTON, *Registrar*

END OF THE OFFICIAL PART OF THE 'REPORTER'

COLLEGE NOTICES

Vacancies

Corpus Christi College: Development Assistant; tenure: permanent and full-time; salary: £26,000–£28,000; closing date: 25 October 2021 at 12 noon; further details: <https://www.corpus.cam.ac.uk/about/opportunities/non-academic-staff-vacancies>

Darwin College: Adrian Research Fellowship in the history of Black and/or Asian communities and individuals in Britain and Ireland; tenure: three years from 1 October 2022; stipend: £22,913–£24,627 (with a Ph.D.); closing date: 25 October 2021; further details: <https://www.darwin.cam.ac.uk/vacancies>

Non-Stipendiary Research Fellowships (any subject, several available); tenure: three years from 1 October 2022 with the possibility of renewal for a further year; closing date: 21 November 2021; further details: <https://www.darwin.cam.ac.uk/vacancies>

Gonville and Caius College: Research Fellowships in the Arts, Humanities and Social Sciences (two available); tenure: four years from 1 October 2022; stipend: £24,274–£26,988 or £27,245–£29,960; closing date: 30 September 2021; further details: <https://www.cai.cam.ac.uk/discover/vacancies/research-fellowships-arts-humanities-and-social-sciences>

Research Fellowships in the Sciences (two available); tenure: four years from 1 October 2022; stipend: £24,274–£26,988 or £27,245–£29,960; closing date: 30 September 2021; further details: <https://www.cai.cam.ac.uk/discover/vacancies/research-fellowships-sciences>

King's College: Stipendiary Research Fellowship in the Economics of Inequality; tenure: four years from 1 October 2022; stipend: from £22,000 or £24,443 to a maximum of £28,313; closing date: 22 October 2021 at 9 a.m.; further details: <https://www.kings.cam.ac.uk/research/research-fellowships>

Memorial Service

Queens' College

Memorial Service for H. H. J. Stuart Bridge

A memorial service for His Honour Judge Stuart Bridge will be held at the University Church, Great St Mary's, on Friday, 1 October 2021 at 3 p.m. Refreshments will be served at Queens' College after the Service.

Further information on arrangements for the Service is available at <https://queens.shorthandstories.com/stuart-bridge-memorial-service/index.html>

EXTERNAL NOTICES

Oxford Notices

University of Oxford: Head of the Humanities Division; closing date: 4 October 2021; further details: https://candidates.perrettlaver.com/vacancies/2416/head_of_the_humanities_division/ and <https://www.recruit.ox.ac.uk/vacancy/ID:152481>

Department of Physics and Christ Church: Philip Wetton Professorship of Astrophysics; tenure: from 1 October 2022 or as soon as possible thereafter; closing date: 11 October 2021 at 12 noon; further details: <https://www.recruit.ox.ac.uk/vacancy/ID:151079>

Nuffield Department of Primary Care Health Sciences and Jesus College: Bennett Professorship of Evidence Based Medicine; closing date: 15 October 2021 at 12 noon; further details: <https://www.recruit.ox.ac.uk/vacancy/ID:152542>

Department of Psychiatry and St Hilda's College: Michael Davys Professorship of Neuroscience; closing date: 22 October 2021 at 12 noon; further details: https://candidates.perrettlaver.com/vacancies/2443/michael_davys_professorship_of_neuroscience/ and <https://www.recruit.ox.ac.uk/vacancy/ID:152369>

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Advice and information is available on the *Reporter* website at <https://www.reporter.admin.cam.ac.uk/>.

Copy should be sent as early as possible in the week before publication; short notices will be accepted up to **4 p.m. on Friday** for publication the following Wednesday. Inclusion of notices is at the discretion of the Editor.