

## CHAPTER X

# INSTITUTIONS UNDER THE SUPERVISION OF THE COUNCIL

### UNIVERSITY CENTRE

#### *Membership of the University Centre*

1. The following shall be entitled to be members of the University Centre:
  - (a) members of the Regent House;
  - (b) University officers and Fellows of Colleges;
  - (c) postgraduate registered students.
2. There shall be such other categories of membership as shall be determined from time to time by the Council.
3. The Registrary may, for good cause, suspend the membership of any member either for a limited period or indefinitely, provided that any suspension under this regulation is reported to the Council at the earliest opportunity and that such a member may appeal against the suspension, or against the period of suspension, to the Council, whose decision shall be final.

#### *General Manager of the University Centre*

- General Manager.
1. There shall be the University office of General Manager of the University Centre, the holder of which may also be designated by the Council as University Catering Adviser.
- Appointments Committee.
2. There shall be an Appointments Committee for the University Centre which shall consist of:
    - (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
    - (b) the Chair of the Standing Appointments Committee for the Central Administrative Offices;
    - (c) five members of the Regent House appointed by the Council, two on the Council's own nomination, one on the nomination of the Finance Committee, and two on the nomination of a member of the Council designated as the representative of the users of the University Centre.The Registrary (or a deputy) shall act as Secretary of the Committee. Members in class (c) shall be appointed in the Michaelmas Term to serve for four years from 1 January following their appointment.
- Appointments.
3. Appointments and reappointments to the University office of General Manager shall be made by the Appointments Committee for the University Centre.
- Duties.
4. It shall be the duty of the General Manager to manage the University Centre and other catering and social facilities as agreed from time to time by the Council, in line with financial and other policy determined from time to time by the Council. The General Manager shall be accountable to the Council through the Registrary and shall:
    - (a) present an annual statement of accounts to the Finance Committee in the Michaelmas Term each year;
    - (b) make an Annual Report to the Council on the affairs of the Centre.

### UNIVERSITY DEVELOPMENT AND ALUMNI RELATIONS

University Development and Alumni Relations shall be an institution independent of any Faculty but under the supervision of the Council.

#### *Executive Director of Development and Alumni Relations*

- Appointments.
1. Appointments and reappointments to the University office of Executive Director of Development and Alumni Relations shall be made by the Council, on the advice of a special committee appointed by the Council.
- Duties.
2. The duties of the Director shall be to advise on, and assist with, specific appeals for funds and to initiate and develop fund-raising activities.
- Residence.
3. The Director shall conform to such conditions of residence as may be determined by the Council.
- Restrictions.
4. The Director shall not, without the consent of the Council, give instruction on behalf of a College.

## UNIVERSITY FARM

*Director of the University Farm*

1. Appointments and reappointments to the University office of Director of the University Farm shall be made by the Council on the recommendation of the Finance Committee. Appointments.
2. The Director shall be responsible to the Registry or a University officer appointed by the Council. The duties of the Director shall be: Duties.
  - (a) under the general direction of the Management Committee for the University Farm, to supervise the work of the Farm and to ensure its efficient operation;
  - (b) to advance knowledge of the science of agriculture, and to promote and direct research in it.
3. The Director shall conform to such conditions of residence as may be determined by the Council.
4. The Director shall not be a Tutor, Assistant Tutor, Bursar, Assistant Bursar, or Steward of a College, and shall not, without the consent of the Council, give instruction on behalf of a College or Colleges for more than six hours a week.

## UNIVERSITY INFORMATION SERVICES

The University Information Services shall be an institution independent of any Faculty or Department, but under the supervision of the Council, and under the general control of the Information Services Committee.

*Staff of the University Information Services*

1. There shall be a University office of Director of Information Services, who will be Head of the institution, and shall be accountable to the Vice-Chancellor for the satisfactory performance of the duties in Regulation 3. Director.
2. Appointments and reappointments to the University office of Director of Information Services shall be made by an Appointments Committee consisting of Appointments Committee.
  - (a) the Vice-Chancellor;
  - (b) three members appointed by the Information Services Committee;
  - (c) two members appointed by the Council;
  - (d) two members appointed by the General Board;
  - (e) the Registry.

At least one of the members in class (c) or class (d) shall be not normally resident in the University. Members in classes (b), (c) and (d) shall be appointed in the Michaelmas Term to serve for two years from the 1 January following.
3. The duties and responsibilities of the Director of Information Services shall be as follows: Duties of the Director.
  - (a) The Director shall be responsible to the Information Services Committee for all aspects of the work of the University Information Services. They shall act as the executive officer of the Committee.
  - (b) The Director shall perform, in relation to the University Information Services, the duties assigned to the Head of a Department by Statute A V 17(b) and (c).
  - (c) Such teaching as the Director may give on behalf of the University, other than the supervision of postgraduate registered students, shall be given without additional remuneration as part of the duties of the office.
4. The Director shall conform to such conditions of residence as may be determined by the Information Services Committee with the approval of Council. Residence.
5. The Director shall not, without the consent of the Information Services Committee and Council, give instruction on behalf of a College.
6. There shall be such number of offices of Deputy Director, or Assistant Director, of Information Services as the Council may from time to time determine. Deputy and Assistant Directors.
7. Appointments and reappointments to a University office of Deputy Director, or Assistant Director, of Information Services shall be made by an Appointments Committee comprising the Director of Information Services as Chair and three members of the Information Services Committee appointed by that Committee in the Michaelmas Term to serve for two years from 1 January following their appointment.
8. The duties of a Deputy Director, or Assistant Director, shall be determined by the Information Services Committee.