APPROVED BY THE COUNCIL OF THE COLLEGE ON 22 FEBRUARY 2014

PREAMBLE

A. Regent’s Park College, Oxford, (“the College”) is a Permanent Private Hall of The University of Oxford (“the University”). The College admits men and women to all its courses of study. It is in membership with the Baptist Union of Great Britain, which recognises its course in Pastoral Studies for the purposes of accrediting ministers. The College is ecumenical in spirit, and acts in accord with the equal opportunities policies of the University with regard to the admission of undergraduate and graduate students.

B. The College was founded by Indentures of Lease and Release dated respectively 22 and 23 February 1810 and 29 and 30 March 1811. The latest Scheme made for the College by the Charity Commission is dated 10 August 2011 (the “Scheme”). The Scheme confirms the continuing role of the London Baptist Property Board as Custodian Trustee of the College.

C. The objects of the College are:

1. To advance education for the public benefit through the provision maintenance and support of a Permanent Private Hall licensed by the University of Oxford or a College or Society within the University of Oxford or elsewhere, in which men and women may:
   
   (a) Engage in study (including for degrees, diplomas and certificates of the University);

   (b) Study theology and prepare for the ordained Christian Ministry, in particular amongst Baptist Churches; and

   (c) Engage in research.

The College, Permanent Private Hall or Society shall provide all its students with higher education in the context of a community which offers opportunities to grow in Christian Faith and Service, and to develop Christian thinking about academic subjects and vocations in society.

2. To advance Christian Faith and education anywhere in the world by encouraging and supporting life-long Christian learning amongst members of Christian churches and in particular among members of Baptist churches.
STATUTES

1. THE COUNCIL

Composition

1.1 The Council shall be a body representing a wide range of interests and offering a variety of skills and knowledge helpful to the College in the development of its strategy.

1.2 The Council shall comprise:

1.2.1 The Principal and all Fellows of the College, ex officio.

1.2.2 One Regional Minister appointed by each of the following Regional Associations of the Baptist Union of Great Britain: Southern Counties, Central, Heart of England and East Midland.

1.2.3 The Chairman, as appointed in paragraph 1.9; and the Treasurer, as appointed in paragraph 1.11 ex officio.

1.2.4 Three student members, representing between them three student groups within the college: undergraduates, graduates and ministerial students. Normally these shall be the JCR President, the MCR President, and the Convenor of the Ministerial Association. Subject to 1.14 the student members shall be permitted to vote at Council meetings.

1.2.5 The following representative members, each appointed for a period not exceeding six years and eligible for re-appointment:

1.2.5.1 Two members appointed by the Baptist Union of Great Britain;

1.2.5.2 Two members appointed by the Baptist Missionary Society;

1.2.5.3 One member appointed by Southern Counties Regional Association and living in Oxfordshire or Gloucestershire;

1.2.5.4 Two members appointed by the Particular Baptist Fund;

1.2.5.5 Three alumni of the college appointed by such mechanism as shall be decided from time to time;

1.2.5.6 One member appointed by Georgetown College, Georgetown, Kentucky, USA.
1.2.6 Not more than twenty-four members, of which no more than twelve and not less than eight should be ministerial, each elected for a period of six years and eligible for re-election.

1.2.7 Not more than three members co-opted by Council for a period of three years, renewable.

1.2.8 One member, at the end of his or her final year at College, to be appointed each year for a period of three years by the Junior Common Room.

1.2.9 Any member of the Governing Body, not otherwise a member (including co-opted members of the Governing Body).

1.2.10 Nominations for any of the members of Council specified under 1.2.6 may be submitted by any one of the following: individuals who have contributed to the annual fund of the College during each of the preceding three years; Baptist churches, or other congregations in membership of a Union or Association affiliated with the Fellowship of Baptists of Britain and Northern Ireland, which during the preceding year contributed a donation to the College; and any member of the existing Council.

1.2.11 The elections shall be made by the Council in such manner as it shall determine in its standing orders.

Powers

1.3 Council shall meet at least once a year.

1.4 The Council shall receive an annual report from the Governing Body and a summary of the annual accounts.

1.5 In order to assist it in advising the Governing Body on the policy and direction of the College from its wide experience the Council shall provide a forum for discussion of significant issues in the life of the College.

1.6 The Council shall adopt such standing orders for the proper conduct of its business as it shall from time to time determine.

1.7 The Council shall appoint auditors for the College.

1.8 The Council shall have the power of appointing 13 persons to the Governing Body, these being:

1.8.1 Four Council members from among those elected as representatives under 1.2.2, 1.2.5.1, 1.2.5.2 and 1.2.5.3, including at least one each from the Baptist Union of Great Britain including its regional Associations, and the Baptist Missionary Society;
1.8.2 Nine further Council members, including not less than four ministerial and four lay people.

1.8.3 Members of the Governing Body elected by the Council shall serve for 6 year terms, renewable.

1.9 The Council shall elect one of the members of the Governing Body (not being a Fellow of the College) as Chairman of that Body and of the Council. The Chairman shall be elected every three years, and the same person may be appointed for three consecutive terms of office before a break in service.

1.10 The Council may elect one of the members of the Governing Body (not being a Fellow of the College) as Deputy Chairman of that Body and of the Council. The Deputy Chairman shall be elected for a term of three years, and the same person may be appointed for three consecutive terms of office before a break in service.

1.11 The Council shall elect an Honorary Treasurer ("the Treasurer") on the nomination of the Governing Body. The Treasurer shall become\textit{ex officio} a member of the Governing Body and of the Council, and shall be subject to re-election every three years.

1.12 Nominations for the four members of the Governing Body specified under 1.8.1 and the nine members of the Governing Body specified under 1.8.2 above may be submitted by any two members of the Council. Nominations for the Chairman, Treasurer and Deputy Chairman may be submitted by any two members of the Governing Body.

1.13 The elections shall be made by the Council, in such manner as it may determine.

1.14 Meetings of the Council shall have a quorum of 20 members, and in any case a majority shall not include those appointed according to paragraphs 1.2.1 and 1.2.4.

2. THE GOVERNING BODY

\textit{Composition}

2.1 The Governing Body shall consist of:

\begin{enumerate}
  \item The Principal and not more than nine Stipendiary Fellows;
  \item Thirteen further members appointed from the Council as above, including the Chairman and (if elected) Deputy Chairman;
  \item The Treasurer;
\end{enumerate}
2.1.4 The Governing Body shall have the power to co-opt up to two further members for a maximum period of three years, renewable, but only if it is convinced that they are needed for specific purposes.

2.2 The three student representatives on Council shall also be invited to be in attendance at meetings of the Governing Body.

**Powers**

2.4 The members of the Governing Body shall be the Trustees of the College. To assist it in making decisions it shall actively seek the advice of the Council.

2.5 The Governing Body shall determine the policy and direction of the College, and shall have executive power in the governing of the College. However, it shall delegate the day-to-day running of the College to the Principal who will act on the advice and seek the consent of the Fellows’ Meeting.

2.6 The Governing Body shall appoint:

2.6.1 The Principal;

2.6.2 Stipendiary Fellows, being the Bursar, Tutorial Fellows and Research Fellows.

2.6.3 In addition it may appoint Non-Stipendiary Fellows, Emeritus Fellows and Honorary Fellows of the College.

2.6.4 It may delegate responsibility for the appointment of any Fellow to an appointments committee of its members.

2.6.5 Lecturers and other members of staff shall be appointed by the Principal in consultation with the Fellows’ Meeting.

2.7 The Governing Body shall:

2.7.1 Make statutes (which must be approved by the Council) consistent with the Charity Commission Scheme dated 10 August 2011 for the composition, powers, duties and functions of the Council and the Governing Body (including method of appointment and removal, eligibility, calling of meetings, quorum, and other administrative provisions) and the general administration of the charity.

2.7.2 Adopt such standing orders for the proper conduct of its business as it shall from time to time determine.
2.7.3 Appoint such Committees as it considers necessary, with power to co-opt to these committees members who are not members of the Governing Body or of the Council, provided always that the Chairman and a majority of each committee shall be members of the Council. At the time of appointment, it should be made clear what powers are being delegated to such committees. Subject thereto, the Governing Body shall be entitled to exercise all the powers of delegation conferred on the Trustees of charitable trusts by the Trustee Act 2000, including the power to delegate the management of investments to investment managers.

2.7.4 Approve College policies and codes in relation to the employment, of academic and other staff,

2.7.5 Approve policies and codes for discipline in the College, and have the power to appoint disciplinary committees and tribunals relating to all students, or to delegate this power to appoint to the Principal and / or the Fellows;

2.7.6 Receive and adopt College accounts and budgets;

2.7.7 Compile an Annual Report to present to the Council;

2.7.8 Exercise any other powers specified in the Charity Commission’s Scheme dated 10 August 2011.

2.8 The Governing Body shall 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.

2.9 Any member of the Governing Body may receive and retain the remuneration and benefits (including e.g. any provision of housing) paid or provided to him or her in respect of his or her employment by the College notwithstanding that he or she is a charity Trustee; provided that he or she is not remunerated for work done in his or her capacity as a charity Trustee, and that the procedure in paragraph 2.10 is followed at any meeting during which the matters to be discussed include the appointment, reappointment, remuneration or other terms of employment of that member or of any other employee or group of employees with whom his or her terms of employment are or may be linked. Where such matters do not concern the employment of the Principal personally, he or she may remain present in the meeting to give advice, but without the power to vote.

2.10 Whenever a member of the Governing Body has a direct personal interest in a matter to be discussed at a meeting of the Governing Body or any committee thereof, such member shall:
2.10.1 Declare an interest before discussion begins on that matter;

2.10.2 Be absent from the whole or part or parts of the discussion of that matter as directed by the Governing Body;

2.10.3 Not be counted in the quorum for the relevant part of the meeting; and

2.10.4 Refrain from voting on that matter.

2.11 The Governing Body shall meet once during each Term of the University, or more often as required. There shall be a quorum at a meeting of the Governing Body if there are at least 10 members present and in any case a majority shall not include those appointed according to paragraph 2.1.1.

2.12 The Trustees must keep a proper record of their meetings.

2.13 The Trustees must promptly report any vacancy in the office of Trustee to the body entitled to appoint the Trustee.

2.14 The Trustees must exercise their powers jointly, at properly convened meetings.

3 THE PRINCIPAL

3.1 The Principal shall be appointed by the Governing Body of the College to be responsible for all areas of the college’s life, educational activities, promotion and development.

3.2 The Principal shall be a Baptist member of a Church which is in membership with a Baptist Union or Convention affiliated to the Baptist World Alliance.

3.3 The Principal shall be accountable to the Governing Body of the College.

3.4 The Principal shall act in accordance with the conditions of the College’s licence as a Permanent Private Hall of the University, and in accordance with the Statutes, Decrees and Regulations of the University of Oxford.

3.5 The Fellows shall all be responsible to the Principal, while being finally accountable to the Governing Body.

3.6 The Principal shall not act in substantial matters without seeking and giving due regard to the views of the Fellows’ meeting.

3.7 The Principal shall share responsibility for the financial management of the College with the Bursar, working in partnership with the Honorary Treasurer.
The Principal shall delegate various functions of College management to the Fellows of the College.

In case of prolonged illness or substantial absence of the Principal the Chairman of the Governing Body shall designate a deputy. This shall be subject to confirmation by the Governing Body as soon as is reasonably possible. The deputy so nominated shall during any such prolonged illness or substantial absence on terms set by the Governing Body act for the Principal in all duties listed within these Statutes.

THE TREASURER

The Treasurer shall be responsible to the Governing Body for the supervision of the financial management of the College. The Treasurer’s duties shall include, but are not limited to the following:

1. Giving financial information and advice to the Council, Governing Body, the Principal and the Bursar;
2. Being responsible for the drawing up of annual financial statements and the preparation of interim financial statements;
3. Giving general oversight to the management of College investments being carried out by an investment manager;
4. Preparing budgets in consultation with the Principal and the Bursar. The Treasurer’s consent shall be required for any expenditure materially above budget.
5. Giving a summary of the annual accounts to the Council.

FELLOWS

The Governing Body shall appoint all Fellows of the College, as specified in 2.6.2 and 2.6.3 above.

All persons to be appointed to Tutorial Fellowships or Research Fellowships shall demonstrate an interest in exploring the Christian tradition in a manner appropriate to their discipline, and a willingness to work together on interdisciplinary projects. These patterns of academic work shall characterise the life of the college.

Among appointments to Tutorial Fellowships, there shall always be at least four in theology, including:

1. At least one Fellow in an area of Biblical Studies;
5.3.2 A Fellow in Pastoral Theology who shall be an ordained minister accredited by the Baptist Union of Great Britain;

5.3.3 A Fellow in Christian Doctrine.

5.4 If there is no Fellow in Church History, the Governing Body shall make adequate provision in another way to fulfil the College’s commitment to the study of Baptist history and heritage.

5.5 Those appointed to Tutorial Fellowships in Theology and Church History will be expected to participate in some way in the pastoral course which prepares candidates for the Christian ministry.

5.6 Those holding Tutorial Fellowships shall undertake such teaching and administrative duties as the Principal shall require, and shall engage in research relevant to their respective disciplines.

5.7 Appointments to the positions of Principal and Stipendiary Fellow shall be subject to such conditions of salary, superannuation and other matters as are contained in the contracts of employment offered by the College.

5.8 The Principal and the Stipendiary Fellows of the College shall be subject to periodic review as shall be determined from time to time by the Governing Body.

5.9 The Principal and the Stipendiary Fellows of the College, and all members of academic staff, shall retire at the age determined by the Governing Body from time to time in accordance with its policies relating to such matters.

5.10 All non-stipendiary Fellows shall be appointed for a period not exceeding five years renewable on such terms as may be determined by the Governing Body.

5.11 Emeritus and Honorary Fellowships shall be appointed on terms agreed by the Governing Body and in exceptional circumstances such appointments may be terminated unilaterally by it.

6 THE FELLOWS’ MEETING

6.1 The Fellows’ Meeting shall consist of the Principal, Bursar and all Tutorial Fellows of the College, together with any Research Fellows and Non-Stipendiary Fellows as the Fellows’ Meeting itself shall decide to include within it.

6.2 The Fellows’ Meeting shall meet as often as it considers necessary, and at least four times per term, to transact business and to exercise a corporate pastoral care in the College.
6.3 The Fellows’ Meeting shall be chaired by the Principal or, in the absence of the Principal, by a Fellow whom the Principal appoints as deputy for that occasion.

7 PASTORAL TRAINING

7.1 The College shall be in membership with the Baptist Union of Great Britain, and shall always offer a course of training approved by the Baptist Union for the purposes of accreditation, by which men and women may prepare for the ordained ministry among Baptists.

7.2 If the Governing Body so decides, this course may be combined or integrated with courses for ordination offered by other denominations of the Christian Church.

7.3 From time to time this course may be opened to individual candidates from other Christian denominations.

8 AMENDMENT TO STATUTES

8.1 Any amendment to these Statutes shall require the vote of not less than three quarters of those members who are present and voting at a meeting of the Council convened by not less than 28 days special notice, containing particulars of the proposed amendment.

8.2 No amendment shall be permitted which would cause the College to cease to be a charity according to English law. Prior consent of the Charity Commission shall be required for any amendment which would be inconsistent with the Charity Scheme of 10 August 2011.

8.3 The quorum for any meeting of Council voting on an amendment shall be one half of the current membership of Council, of whom a majority shall not include those appointed according to paragraphs 1.2.1 and 1.2.4.

8.4 For the avoidance of doubt the College’s Conflict of Interest policy shall apply to any vote on the amendment of the Statutes.
APPENDIX

Standing Orders for the Council

1. The College Council shall meet at least annually.

2. The following rules shall apply to elections to the College Council and to elections from the Council to the Governing Body of the College:

   2.1 Every three years one-half of the elected members (as far as possible in equal numbers ministerial and lay) shall retire and be eligible for re-election.

   2.2 Notice of the election with the names of the Council members or members of the Governing Body due to retire shall be given to all members not less than 50 days prior to the Council meeting.

   2.3 Nominations together with the written consent of the nominee shall be submitted to the Principal’s office not less than 28 days before the meeting of the Council at which the elections are to take place.

      2.3.1 With regard to the elected members of the Council, nominations shall be signed by any two existing members of the Council and/or annual subscribers (within the terms of Statute 1.2.10) or signed on behalf of any donating church (within the terms of Statute 1.2.10).

      2.3.2 With regard to the elected members of the Governing Body, nominations shall be signed by any two existing members of the Council.

   2.4 The names of those nominated and appointed shall be circulated with the notice of the Council Meeting.

   2.5 The election shall be by ballot of members present at the election. If there is an uncontested election, or an election where the number of nominations does not exceed the number of vacancies, each candidate shall be required to gain at least 50% of the voting members present at the election.

   2.6 The election of members to the Governing Body shall precede the election of the Chairman.

   2.7 Any casual vacancy arising may be filled by an election held in accordance with Standing Orders. The person so elected shall then serve the remainder of the term of the member being replaced.

3. Nominations for the election of the Chairman of the Governing Body and of the Council shall be submitted to the Principal’s office not less than four weeks before the meeting of the Council at which the elections are to take place. Nominations
shall be signed by any two existing members of the Governing Body, and shall be accompanied by the written consent of the nominee. To be elected as Chairman a person must first be a member of the Governing Body.

4. Meetings of the Council shall be called by prior written notice given by the Chairman of the Council or by the Principal or at the written request of not less than 15 members of the Council; such notice must be given within 21 days of the meeting of Council, or as provided under Statute 8 with regard to meetings called to amend the Statutes.

5. Amendments to these Standing Orders shall be made by a majority vote of those present at a meeting of the Council and convened by not less than 21 days special notice containing particulars of the proposed amendment.

Standing Orders for the Governing Body

1. Meetings of the Governing Body shall be called by 21 days prior written notice given by the Chairman or by the Principal or at the written request of not less than 6 members of the Governing Body.

2. The Stipendiary Fellows serving on the Governing Body shall be the Senior Tutor, the Bursar, the Tutor for Pastoral Theology and up to six other Stipendiary Fellows chosen by election by the Fellows’ Meeting for renewable three year terms.

3. There shall be three Student Representatives invited to attend Governing Body:

   3.1 The student representatives on the Governing Body shall normally be the JCR President, the MCR President, and the Convenor of the Ministerial Association, during their term of office. If the President of the Junior Common Room is a graduate and/or ministerial student, then he/she shall be the representative for one of those groups, as appropriate, and the third representative shall be the most senior non-ministerial undergraduate on the JCR Executive.

   3.2 The Governing Body will look to the student representatives to play an active role bringing the viewpoint of student members of the College to its deliberations. However, since they are in attendance rather than in membership of the Governing Body they will not play a part in the exercise of its executive power and will have no vote. The Governing Body, at its discretion, may decide that there are items of business from which the student representatives need to be excluded such as, discussions and decisions on the appointment, terms of employment, remuneration or discipline of academic and non-academic staff of the College.

4. Any co-options to the Governing Body shall be for a period of three years and shall be renewable.
5. Budgets shall be set as follows:

5.1 The Governing Body shall approve arrangements for budget holders.

5.2 There shall be an initial meeting between the Principal, Treasurer and Bursar to set priorities and consider variations to the previous year’s parameters.

5.3 The Bursar shall then prepare draft budgets, in consultation with the budget-holders.

5.4 The final version shall be agreed with the Principal and the Treasurer; if agreement cannot be reached, this shall be reported to the Governing Body when the budgets are submitted.

5.5 Budgets shall be submitted to the Governing Body by the Treasurer for approval in Trinity Term each year.

5.6 Budget holders should be allowed to exercise ‘virement’.

6. Amendments to these Standing Orders shall be made by a majority vote of those present at a meeting of the Governing Body and convened by not less than 21 days special notice containing particularly of the proposed amendment.