



Criteria and procedure for appointment to Fellowship

November 2023



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Fellowships

All categories of Fellow are elected by the Governing Body following a recommendation from the Appointments Panel. Election will require a simple majority of those present and eligible to vote in a quorate Governing Body meeting.

No Fellowship, other than Honorary, Benefactor and Emeritus Fellowships, may be held simultaneously with Headship or Fellowship of any other college, hall or society of the University.

A Fellow will vacate their Fellowship as soon as they no longer meet the qualifying conditions, laid out below.

Official Fellows

A proposal for association of a University post with an Official Fellowship shall be made to Governing Body by the Appointments Panel if, in the opinion of the Panel, there is a long-term strategic advantage to the College in association with the post.

The College will be represented on the University selection panel for the post. Governing Body will ratify election to an Official Fellowship once an appointment has been made by the University.

A proposal for an ad personam election to an Official Fellowship may be made to Governing Body by the Appointments Panel if the candidate:

- Fills a gap in College provision or where their ad personam appointment would be of great strategic or operational benefit to the College; AND
- EITHER has a significant reputation internationally, in their field, and leads a significant research programme;
- OR is for a senior manager or professional responsible for an activity of strategic or managerial importance within the College or University.

All Official Fellows are expected to act as a College Advisor to a small number of graduate students each year if required, unless given formal leave from this duty by Academic Committee.

Official Fellows shall vacate their Fellowship on ceasing to hold the qualifying University post by virtue of which they were elected to it. Official Fellows who are promoted to a different qualifying post shall be eligible for re-election.

Professorial Fellows



A proposal for association of a University Statutory Professorship with Professorial Fellowship shall be made to Governing Body by the Appointments Panel if, in the opinion of the Panel, there is a long-term strategic advantage to the College in association with the post.

The College will be represented on the University selection panel for the post. Governing Body will ratify election to a Professorial Fellowship once an appointment has been made by the University.

A Professorial Fellow shall cease to hold their Fellowship on ceasing to hold the qualifying University post by virtue of which they were elected to it.

Research and Adjunct Fellows

By this Regulation, Governing Body creates the category of 'Research Fellow' in addition to those specified in the Statutes and in accordance with its powers under Statute IX

A proposal for election to a Research or Adjunct Fellowship shall be made to Governing Body by the Appointments Panel. The criteria used by Appointments Panel in making a recommendation are:

- The nominee fills a gap in College provision or where their ad personam appointment would be of great benefit to the College, for example acting as a college advisor to a group of students in a specific subject area or fulfilling a key senior management role of the College.
- The nominee is of academic merit and their research is of a high standard (Research Fellow).
- The nominee holds senior responsibility for administration/policy within a department of the University (Adjunct Fellow).
- The nominee holds a University post of at least Grade 8.

Nominees would usually be expected to fulfil two or more of these criteria.

All Research and Adjunct Fellows are expected to act as a College Advisor to a small number of graduate students each year if required, unless given formal leave from this duty by Academic Committee.

Research and Adjunct Fellows shall be elected for a period of three years, and at the expiry of this period may be re-elected for subsequent three year periods as the Governing Body shall determine. Research and Adjunct Fellows will vacate their Fellowship on the expiry of the period of their fellowship or when they cease to hold the University post by virtue of which they were elected to it.

Junior Research Fellows

A proposal for election to a Junior Research Fellowship shall be made to Governing Body by the Appointments Panel.

All JRFs will normally be expected to have:

- Submitted for a doctorate before taking up a Fellowship.



- Have adequate funding and the support of their academic department for the duration of the Fellowship (2 years minimum).
- Not held a DPhil/PhD for more than five years by the start of their Fellowship. The College will apply discretion when considering applications from those who have taken a career break.

There are two routes to nomination; selection by the College, and selection by an external body.

College-selected JRFs

JRF Fellowship positions shall be advertised widely within the University. There is an application window, after which the Appointments Panel shortlists and interviews applicants from a gathered field.

Externally-selected JRFs

The Appointments Panel agrees to delegate to an external body the selection of suitable candidates having been assured that the selection process is competitive and open to suitably qualified applicants.

Junior Research Fellows shall be elected for an initial period of two years, which may, on application, be extended for another year. The Appointments Panel will make a recommendation to Governing Body on the extension to a Junior Research Fellowship based on the contribution that the Fellow has made to College life.

All Junior Research Fellows are expected to act as a College Advisor to a small number of graduate students each year if required, unless given formal leave from this duty by Academic Committee.

A Junior Research Fellow will vacate their Fellowship on the expiry of the period of their Fellowship or when they cease to engage in the programme of research in the College, University or elsewhere which they proposed to undertake on election.

Visiting Fellows

A proposal for election to a Visiting Fellowship shall be made to the Governing Body by the Appointments Panel.

A proposal may be made if the candidate is a person of good academic standing who shall undertake to carry out a course of study or research in close association with a member of the College, or who is participating in a pre-arranged visiting academic scheme including, but not limited to the partnership with the Oxford University Clinical Research Unit, Huntington Exchange Fellowship, the relationship with Ochanomizu University, and the AfOx Fellowship.

A Visiting Fellow may be elected for a period not exceeding one year. The limit to the number of Visiting Fellowships that the College may host at any one time shall be ten.

The cost of a Visiting Fellowship is currently £1,500 per term. Two Visiting Fellowships are funded by the College each term. Others may be funded by the nominee's home institution, or another sponsoring body.



Proposals for college-funded Visiting Fellowships for the forthcoming Academic Year are considered in a gathered field at the Trinity Term meeting of the Appointments Panel.

Proposals for Visiting Fellowships funded from other sources may be considered at any meeting of the Appointments Panel held no later than the term before the Fellowship is proposed to begin. Appointments Panel will make a recommendation on election to the Governing Body.

Nominations for Visiting Fellowships should be made by the Linacre member with whom the Visiting Fellow proposes to work. A nomination should include a copy of the candidate's CV and a nomination letter, briefly outlining (for a non-specialist audience) the project that the candidate will work on.

Nominations should be sent to the Senior Tutor to arrive no later than ten days before the termly meeting of the Appointments Panel.

Visiting Fellows may expect to be asked to present a short seminar on their work during their period of residence.

A Visiting Fellow will vacate their Fellowship on the expiry of its agreed period.

Honorary and Emeritus Fellows

A proposal for election to an Honorary or Emeritus Fellowship shall be made to Governing Body by the Appointments Panel.

Nominations for Honorary and Emeritus Fellowships shall be made to the Appointments Panel and endorsed by at least three current members of the College.

An Emeritus Fellow is normally expected to have provided at least seven years of service to the College on appointment and is ordinarily appointed for life. Appointment to an Honorary Fellowship is for life.

Benefactor Fellow

A proposal for election to a Benefactor Fellowship shall be made to Governing Body by the Appointments Panel. Nominations for Benefactor Fellowships shall be made by the Principal, Head of Alumni Relations and Development or the Bursar.

The Governing Body may elect to a Benefactor Fellowship any person who has donated in excess of £250,000.

A Benefactor Fellow is elected for life.

OUCRU Visiting Fellow

By this Regulation, Governing Body creates the category of 'OUCRU Visiting Fellow' in addition to those specified in the Statutes and in accordance with its powers under Statute IX



Linacre will admit up to six 'OUCRU Visiting Fellows' as nominated by the Oxford Clinical Research Unit on the recommendation of the Appointments Panel and confirmed by Governing Body. These individuals should be of high academic standing (for example leading a research group) and employed by OUCRU locally (typically in Vietnam, Thailand or Nepal) with no other formal association with the University of Oxford. At the discretion of Governing Body these fellowships may be time limited or offered for the duration of the post holder's association with OUCRU and may be renewed an unlimited number of times provided the Fellow remains employed by OUCRU, that OUCRU continue to support the nomination and that the renewal does not take the total number of OUCRU Visiting Fellowships above six