

## **Bye-Fellowships**

The College Council recently initiated a review of our policy on Bye-Fellowships. What follows attempts to distil principles that should inform our efforts to associate valued colleagues, visitors and others to the College short of the grant of a full Fellowship. There follow some draft regulations.

As well as reviewing the approach to appointing the various categories of Bye-Fellows, as presently defined, this document seeks to connect the review to the wider issues discussed by Directors of Studies and the Education Committee and as reported to Council last Term under the heading of College Teaching Associates. The relationship between Bye-Fellowships and Visiting Fellowships is also reviewed.

The aim in appointing Bye-Fellows is to cement a closer relationship with a particular individual who will serve the College and whose involvement in collegiate life will enhance either our academic offering or other aspects of the College's activities, for example in associating key University Officers more closely with collegiate Cambridge to mutual advantage. Our current scheme is unhelpfully configured and dated. For historic reasons, no longer relevant, we have a cap on the total number of Bye-Fellows. The dislocation of appointment deadlines articulates awkwardly, at best, with the cap.

The Education Committee and meeting of Directors of Studies have recommended the creation of a new category of appointments (with incentives) to tie key supervisors into prioritising our requests for supervision and recognise and reward those who give us the best service. Such titles and privileges can recognise the value to the College of key people in different ways and encourage them to remain loyal to us. Different incentives include, for example: enhanced remuneration, lunching rights, dining rights or the grant of a title as recognition for good practice. Distinguishing the Teaching Bye-Fellow category from College Teaching Associates helps give us a range in this regard just as distinguishing Visiting Bye-Fellows from Visiting Fellows can do.

It is therefore proposed to refine the current arrangements in order to:

1. Rename certain categories of Bye-Fellowship and clarify the nominations and appointments processes.
2. Remove the cap and replace it with a system whereby Council shall review and determine on an ongoing basis the number of appointments, and reporting to Governing Body.
3. Clarify the distinction between Visiting Fellowships (as defined in the Statutes) and the visiting status short of a Fellowship – Visiting Bye-Fellow.
4. Reform the timetable for nominations and appointments to make it better suited to our current needs than present arrangements.
5. Create a scale of appointments whereby the Council may tie key individuals into a closer relationship with the College, especially those who are valued supervisors.
6. Create a category of Stipendiary Bye-Fellow for CTOs appointed jointly with another College and where the Fellowship is not held at Selwyn.

## **Regulations Concerning Visiting Fellows, Bye-Fellows And College Teaching Associates**

The College Council shall from time to time elect Visiting Fellows, Bye-Fellows and College Teaching Associates. By Statute, Visiting Fellowships may be held for up to two years. Stipendiary Bye-Fellowships shall be held coterminous with another appointment. Other positions under these Regulations shall be tenable for a period of no more than one academic year, renewable on an annual basis without prescribed limit. The College Council shall review all existing appointments at the second meeting of the Easter Term.

There shall be the following categories of appointment: Visiting Fellow, Stipendiary Bye-Fellow, Bye-Fellow, Visiting Bye-Fellow, Teaching Bye-Fellow and College Teaching Associate.

With the exception of Visiting Fellow, these appointments are not defined in the Statutes. In all cases, including that of Visiting Fellows (Statute 18.6), they shall not be deemed a Fellow for the purposes of the Statutes, shall not be a member of the Governing Body, and appointment shall not automatically entitle them to any privileges, emoluments or allowances except as stipulated in these Regulations.

### *i. Visiting Fellow and Visiting Bye-Fellow*

A **Visiting Fellow** shall be an individual whose academic work shall be world-leading or whose excellence in another field shall be of an analogous level of distinction. They may be appointed for up to two years but shall not be eligible to have their appointment immediately renewed beyond that term. They will not have an automatic entitlement to accommodation. They should usually satisfy at least two of the following criteria:

- a. be coming to Cambridge to collaborate with a Fellow of the College.
- b. be coming to Cambridge for a period of sabbatical or other academic leave to pursue research that relates to the interests of a Fellow of the College.
- c. have a previous connection to the College.

OR

- d. be deemed by the College Council to be of sufficiently great distinction in their field that, in the absence of meeting the above criteria, they will be likely to contribute significantly to the academic life of the College and/or to enhance the College's reputation for world-leading excellence.

A **Visiting Bye-Fellow** shall be an individual with a strong academic reputation from another university or comparable institution or whose excellence in another field shall be of an analogous level of distinction. They shall satisfy one or more of the following criteria:

- a. be coming to Cambridge to collaborate with a Fellow of the College.
- b. be coming to Cambridge for a period of sabbatical or other academic leave to pursue research that relates to the interests of a Fellow of the College.
- c. have a previous connection to the College.

OR

- d. be deemed by the College Council to be of distinction in their field such that, in the absence of meeting the above criteria, they are likely to contribute significantly to the life of the College and/or to enhance the College's reputation for excellence.

Proposals for appointments to either Visiting Fellow or Visiting Bye-Fellow status may be made by any member of the Governing Body for consideration by the College Council. The nominations should include a brief C.V. of the nominee and a statement of the case for election, making particular reference to the criteria above. Such proposals may be made at any point in the academic year. Visiting Bye-Fellows will be appointed for up to one academic year and will not usually be reappointed for a further consecutive year.

*ii. Bye-Fellow and Stipendiary Bye-Fellow*

Bye-Fellows shall be appointed on grounds that they will serve the College and that their involvement in collegiate life will enhance either our academic offering or other aspects of the College's activities. The criteria for eligibility shall be as follows:

*Stipendiary Bye-Fellow*

A Stipendiary Bye-Fellow shall be a College Teaching Officer appointed jointly with another College, or Colleges, holding a Fellowship at another. Their Bye-Fellowship shall be coterminous with their tenure of the underlying academic post.

*Bye-Fellow*

Bye-Fellowships are intended primarily for the following categories of people:

- a. certain external Directors of Studies and Language Teaching Officers.
- b. University Officers whose association with the College shall be of exceptional value to the College.
- c. such other individuals whom the College Council shall determine should be appointed on the basis of their actual or potential contribution to College life.

Proposals for appointments to Bye-Fellowships may be made by any member of the Governing Body for consideration by the College Council. The nominations should include a brief C.V. of the nominee and a statement of the case for election, making particular reference to the criteria above. Such proposals may be made at any point in the academic year subject to the usual conventions for the submission of an item to the Council's agenda. Bye-Fellowships in this category shall be annually reviewed and renewable without term limit.

*Teaching Bye-Fellows and College Teaching Associates*

These titles and privileges shall recognise the value to the College of key supervisors and encourage them to remain loyal to the College. All appointments of Teaching Bye-Fellows and College Teaching Associates shall be reviewed annually but there shall be no fixed term limit on reappointments to the role.

A **Teaching Bye-Fellow** shall be a long-serving supervisor with an excellent record of service to the College and who teaches one or more core subjects in a Tripos. They should usually supervise at least

30 hours for the College in an academic year, though a Director of Studies may make a case that someone who teaches fewer hours should be considered on the grounds of the excellence of their teaching as shown in results and student feedback as well as their own recommendation and of the difficulty in securing excellent teaching in that particular area. Directors of Studies should normally nominate candidates who meet the above criteria (including a brief C.V. and a case for the appointment including details of positive student evaluations and results achieved as well as criteria mentioned above) to the Senior Tutor by 30<sup>th</sup> June at the latest. The latter will then evaluate proposals and forward them with comments and recommendations for consideration at the Long Vacation meeting of the College Council. In exceptional circumstances proposals may be made at other times of the academic year.

Those Triposes admitting more than six students per annum shall have a maximum entitlement to have no more than three Teaching Bye-Fellows at any time; those admitting between three and five students per annum shall have a maximum entitlement to have no more than two Teaching Bye-Fellows at any time; those admitting fewer than three students per annum shall have a maximum entitlement to have no more than one Teaching Bye-Fellow at any time.<sup>1</sup>

It is not anticipated that most Triposes would fill their entitlement in any given year as these posts should be regarded as a reward for truly exceptional service.

A **College Teaching Associate** shall be a valued supervisor whose services to the College are deemed by the relevant Director(s) of Studies to be essential to the effective delivery of teaching in a major area of the Tripos and whom the College wishes to encourage to prioritise Selwyn students in allocating their supervision time for several years. They should usually supervise at least 15 hours for the College in an academic year, though a Director of Studies may make a case that someone who teaches fewer hours should be considered on the grounds of the excellence of their teaching as shown in results and student feedback as well as the recommendation of the Director of Studies and/or of the scarcity of excellent teaching in their area.

Those Triposes admitting more than six students per annum shall have a maximum entitlement to have no more than three College Teaching Associates at any time; those admitting between three and five students per annum shall have a maximum entitlement to have no more than two College Teaching Associates at any time; those admitting fewer than three students per annum shall have a maximum entitlement to have no more than one College Teaching Associate at any time. It is not anticipated that most Triposes would fill their entitlement in any given year.<sup>2</sup>

Directors of Studies should normally nominate candidates who meet the above criteria (including a brief C.V. and a case for the appointment addressing the criteria stated above and including details of positive student evaluations and results achieved) to the Senior Tutor by 30<sup>th</sup> June at the latest. The latter will then evaluate proposals and forward them with comments and recommendations for consideration at the Long Vacation meeting of the College Council. In exceptional circumstances proposals may be made at other times of the academic year.

### ***Numbers of Visiting Fellows, Bye-Fellows and College Teaching Associates***

The number of Visiting Fellows, Bye-Fellows in the various categories and College Teaching Associates shall be closely monitored by the Bursar, Master and Senior Tutor. Elections and appointments will be considered in the normal way by the College Council, which shall also keep the terms of appointment and the benefits of each category under review. There shall be no permanently fixed cap on the number of appointees at any one time. There will be a report annually to the Governing Body.

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<sup>1</sup> For these purposes, Biological and Physical Natural Sciences shall be treated as two separate Triposes.

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## ***Entitlements***

**Visiting Fellows** shall be entitled to such dining rights, allowances and other privileges of a Fellow as the College shall deem appropriate at the time of their appointment. They shall not usually be eligible for accommodation.

**Bye-Fellows** shall be members of the Senior Combination Room and entitled to use it in the same way as Fellows. They shall be liable to pay such SCR subscription as the College Council may determine. They shall be entitled to five free meals (lunches or dinners) each week throughout the year. They are welcome to lunch or dine on further occasions at their own expense and may also bring a guest to lunch or dinner at their own expense. Bye-Fellows may attend all Major College Events<sup>3</sup>, including Fellows' Guest Nights, but are not entitled to a free Guest Night or an invitation to the Cripps Feast. They may bring a guest to Fellows' Guest Nights at their own expense. Bye-Fellows may use the College Library under the same conditions as Fellows but may not use the Fellows' car park at the main entrance. They shall not be entitled to rooms in College. Bye-Fellows may apply for reimbursement from the Academic Allowance, and for loans for computers. They are not entitled to an Entertainment Allowance unless they qualify as a Director of Studies or through another College role.

These provisions shall be varied for different categories of Bye-Fellow as follows:

**Stipendiary Bye-Fellows** shall be entitled to attend such Committees and receive such allowances as shall be appropriate to their role (for example, the Directors of Studies meeting or service on the Education Committee). They may attend all College events, including Fellows' Guest Nights, shall be entitled to a free Guest Night and may attend the Cripps Feast and such Fellowship events as the Fellows' Christmas Dinner and Master's New Year entertainment.

**Visiting Bye-Fellows** will only be entitled to attend Major College Events<sup>4</sup>, Fellows' Guest Nights at their own expense, but without entitlement to a free Guest Night. They may bring a guest to Fellows' Guest Nights at their own expense. Visiting Bye-Fellows may not make application for an Academic Allowance nor do they carry any entitlement to loans for computers or entertainment allowances.

**Teaching Bye-Fellows** shall be entitled to payment for supervisions at the enhanced rate (no retainer, £17.20 for each supervision for the College, up to a maximum of 6 hours per week throughout the teaching period of 20 weeks). Teaching Bye-Fellows will only be entitled to attend Major College Events, Fellows' Guest Nights at their own expense, but without entitlement to a free Guest Night. They may bring a guest to Fellows' Guest Nights at their own expense. Teaching Bye-Fellows may not make application for an Academic Allowance nor do they carry any entitlement to loans for computers or entertainment allowances.

**College Teaching Associates** do not enjoy the entitlements of Bye-Fellows but shall be entitled to lunch three times a week in Full Term and to dine once a week in Full Term, and to lunch once a week outside Full Term. They are welcome to lunch or dine on further occasions at their own expense and may also bring a guest to lunch or dinner at their own expense.

Approved by Governing Body, 14 June 2016

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<sup>3</sup> Major College Events are those events which form part of the College's normal annual cycle of events but not those which are part of Governing Body business, the Cripps Feast, or events organised specifically for the Fellowship. In all cases invitations to events are at the discretion of those organising them.

<sup>4</sup> Major College Events are those events which form part of the College's normal annual cycle of events but not those which are part of Governing Body business, the Cripps Feast, or events organised specifically for the Fellowship. In all cases invitations to events are at the discretion of those organising them.