

Fellows' Information Pack 2023-24

For the most up-to-date information about College life, please visit the Kellogg website.

Useful links:

Staff: Staff details and their contact information can be found on the <u>'Our people'</u> pages of the College website

Events calendar: The College schedules an extensive programme of events throughout the academic year. To view the list, visit our <u>'Latest events'</u> page of the website.

College accommodation: Kellogg members have access to our short-term accommodation at a discounted rate. Further details are available on the <u>'Short-stay accommodation'</u> pages of the website.

Oxford University Newcomers' Club: The 'Oxford University Newcomers' Club' is run by volunteers whose aims are to help those who are new to the University of Oxford to settle in, to find out more about Oxford, and to provide opportunities to meet people.

International staff: Visit the University's '<u>Welcome</u>' pages for help with all the practicalities before, during, and after your move, plus information to help you to settle in as quickly as possible and make the most of all the wonderful opportunities the University and city have to offer.

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Committee Structure

Governing Body

All Official Fellows

Academic Committee Chair: Senior Tutor Secretary: Academic Administrator Communications
Committee
Chair: Fellow
Secretary:
Communications
Manager

Development &
Alumni Relations
Committee
Chair: President
Secretary:
Director of
Development &
Alumni Relations

Domestic Committee Chair: Fellow Secretary: Accommodation Officer Equality &
Welfare
Committee
Chair: Dean
Secretary:
Academic
Administrator

Finance &
Resources
Committee
Chair:
President
Secretary:
Finance Bursar

IT Committee Chair: IT Fellow Secretary: IT Officer Nominations Committee Chair: President Secretary: College Administrator

Site Committee
Chair: President
Secretary: Head
of Facilities
Management

Sustainability
Committee
Chair:
Sustainablity
Fellow Secretary:
Staff Sustainbility
Champion

Scholarship Sub-Committee Chair: Senior Tutor Secretary: Academic Administrator

Fellow Sub-Committee Chair: Senior Tutor Secretary: College Administrator

Junior Research

Sports,
Recreation &
Wellbeing SubCommittee
Chair: Fellow
Secretary:
College
Administrator

Garden Sub-Committee Chair: Fellow Secretary: Head of Facilities Management



Governing Body roles for MT 2023 to TT 2024

Note that 'years' refers to the years left to serve at the beginning of Michaelmas 2023.

Governing Body Officers:

Vice-President: David Mills – 1 year Senior Tutor: Sandie Byrne – 2 years Dean: Jeremy Gibbons – 3 years Welfare Dean: Tara Stubbs – 3 years

Secretary to Governing Body: Andrew Simpson – 3 years

Leah Clark - MT23 only while Andrew is on Sabbatical

Other College Roles:

Senior Fellow: Alistair Ross - 1-year term (by rotation)

Admissions Tutor: Jim Davies – 2 years

Fellow for Part Time Students: Alistair Ross – 3 years

Research Coordinator: Alis Oancea – 3 years LGBTQ+ Fellow: Max Van Kleek – 3 years

Equality & Harassment Adviser – Male: Richard Stevens – 3 years **Equality & Harassment Adviser – Female:** Alison MacDonald – 3 years

IT Fellow: Sean Duffy – 1 years

Fellow Librarian: Jonathan Healey – 3 years **Archive Fellow:** Tom Buchanan – 2 years **Sustainability Fellow:** Chris Pugh – 2 years

Racial Justice and Equality Fellow: Shreya Atrey – 3 years

Ball Committee Reps: Tony Harris – 1 year, Ana Nacvalovaite – 2 years

Chamberlains: Clare Bankhead – 3 years, Judith Holder – 3 years, Sandie Byrne – 1 year, Anna Beer – 2

years, Alison MacDonald – 2 years, Juliet Carpenter – 2 years

Deans of Degrees: Gary Lock – 3 years, Steven Parissien – 1 year, Shirin Tahzib – 1 year, Clare Morgan – 1 year, John Simpson – 1 year, George Leeson – 1 year, Christine Jackson – 1 year, Tony Harris – 1 year, Anna Beer – 1 year, Elizabeth Gemmill – 2 years, Alistair Ross – 2 years, Trevor Rowley – 2 years.

Committee Membership for MT 2023 to TT 2024

Note: the 'alumni' representative on the Development & Alumni Relations Committee is a non-voting, 2-year appointment, additional to the three ordinary members that are proposed by NC, and that this member of the committee can on no account seek to influence any decisions regarding student admissions or scholarship decisions.¹

ACADEMIC COMMITTEE

Senior Tutor (Chair)
President
Research Coordinator
Admissions Tutor
Fellow for Part-Time Students
Dean
Fellow Librarian

¹ It was suggested at 1 Feb 2017 GB that all committees might change their terms of reference to enable up to two 'external' members, subject to approval by the Nominations Committee and GB.



Sustainability Fellow Racial Justice and Equality Fellow Carlos Vargas-Silva - 3 years Felipe Tomaz – 1 year Niki Trigoni – 2 years Paul Irwin Crookes - 2 years MCR Representative Finance Bursar Academic Administrator (Secretary)

Scholarship Sub-Committee

Senior Tutor (Chair) Andrew Markham – 3 years David Beard - 1 year Judith Hillier - 2 years Finance Bursar Director of Development and Alumni Relations Academic Administrator (Secretary)

JRF Sub-Committee

Senior Tutor (Chair) Research Coordinator Anne-Marie Boylan – 3 years Andrew Markham - 1 year David Mills - 2 years HR Officer (Secretary)

IT AND DIGITIAL STRATEGY COMMITTEE

IT Fellow (Chair) Kasper Rasmussen – 3 years Niall Winters [Visiting Fellow] - 1 year Rhona Sharpe – 2 years MCR IT representative Finance Bursar Assistant Academic Administrator **Domestic Bursar** College Administrator & HR Manager Communications Manager Head of IT (Secretary)

FINANCE & RESOURCES COMMITTEE

Javier Lezaun (Chair) - 2 years President Senior Tutor Pedro Bordalo - 3 years Tony Harris [Research Member of Common Room] - 3 years Sean Duffy - 1 year



Bige Kahraman – 1 year Naz Ghanea – 2 years MCR Treasurer Finance Bursar (Secretary)

DEVELOPMENT & ALUMNI RELATIONS COMMITTEE

President (Chair)

Shreya Atrey – 3 years

David Beard - 3 years

Carl Heneghan - 1 year

Andrew Simpson - 1 year

Yasmin Khan - 2 years

Matt Perkins - 2 years

MCR Development Officer

William Scott-Jackson (Alumni Representative) - 1 year

Finance Bursar

Director of Development and Alumni Relations (Secretary)

COMMUNICATIONS COMMITTEE

Niall Winters – [Visiting Fellow] 2 years (Chair)

President

Senior Tutor

Judith Holder - [Common Room Member] 3 years

Jon Healey - 1 year

MCR Representative

Assistant Academic Administrator

Communications Manager (Secretary)

EQUALITY & WELFARE COMMITTEE

Welfare Dean (Chair)

President

Senior Tutor

LGBTQ Fellow

BAME Fellow

Equality & Harassment Adviser – Male

Equality & Harassment Adviser - Female

Sports, Recreation and Wellbeing Sub-committee Chair

Junior Dean

MCR Welfare and Equality Officer

Domestic Bursar

Academic Administrator (Secretary)

Sports, Recreation and Wellbeing Sub-Committee

Tony Harris [Research Member of Common Room] (Chair) - 3 years

Andrew Simpson – 3 years

David Beard - 2 years

Hilary Wynne [Research Member of Common Room] – 2 years

MCR Sports Representative



Finance Bursar HR Assistant (Secretary)

DISCIPLINE COMMITTEE

President (Chair) 3 Official Fellows (to be chosen by President) MCR Representative (to be invited by President) Clerk (invited by President on case-by-case basis)

DOMESTIC COMMITTEE

Marek Naczyk (Chair) - 2 years Alistair Ross - 3 years Steven Parissien – 1 year Sustainability Fellow Dean MCR Representative **Domestic Bursar** Accommodation Officer (Secretary)

SITE COMMITTEE

President (Chair) Vice-President Sustainability Fellow Garden Sub-committee chair Carl Heneghan – 3 years Kathy Davies [Visiting Fellow] - 1 year Matt Perkins - 2 years Junior Dean MCR Representative Finance Bursar **Domestic Bursar**

Garden Sub-Committee

David Griffiths (Chair) - 2 years Debbie Hopkins – 3 years Leah Clark - 1 year Kamal Mahtani – 2 years MCR representative Junior Dean Domestic Bursar Head of Facilities Management (Secretary)

Head of Facilities Management (Secretary)

NOMINATIONS COMMITTEE

President (Chair) Senior Tutor Senior Fellow

Three Governing Body fellows by rotation (excluding the Vice-President and Dean):



Yasmin Khan – 3 years
David Beard – 1 year
Jonathan Healey - 2 years by rotation (Replacing Alis Oancea)
HR Officer (Secretary)

SUSTAINABILITY COMMITTEE

Sustainability Fellow (Chair)

President

Finance Bursar

Domestic Bursar

Nigel Mehdi – 3 years

Annette Pluddemann - 1 year

Yasmin Khan - 2 years

MCR Representative

Small Works and Facilities Coordinator (Secretary)

GOVERNANCE WORKING GROUP

Vice President (Chair)

3 GB Fellows chosen by the Vice President:

Shreya Atrey

Tara Stubbs

Yasmin Khan

Staff Members chosen by the Vice President:

Academic Administrator

Finance Bursar

COMMITTEE TO REVIEW DONATIONS

Vice President (Chair)

2 GB Fellows chosen by the Vice President

David Beard

Yasmin Khan



KELLOGG COLLEGE CALENDAR OF MEETINGS 2023-24

MICHAELMAS TERM 2023

	COMMITTEE MEETING	DATE AND TIME	TIME	MEETING ROOM	COMMENT
0 th Week	Scholarship Sub-Committee	Wednesday, 4 October 2023	1.45 pm	Meeting Room - 62 Banbury Road	
1 st Week	Academic Committee	Wednesday, 11 October 2023	1.45 pm	On Teams	
	Garden Sub-committee	Wednesday, 11 October 2023	1.45 pm	Mawby Meeting Room	
2 nd Week	Equality and Welfare Committee	Wednesday, 18 October 2023	1.45 pm	Meeting Room – 62 Banbury Road	
	Sustainability Committee	Wednesday, 18 October 2023	3.30 pm	On Teams	
3 rd Week	Governing Body	Wednesday, 25 October 2023	1.45 pm	Mawby Meeting Room	
	IT Committee	Wednesday, 1 November 2023	11.00 am	Meeting Room – 62 Banbury Road	
4 th Week	Communications Committee	Wednesday, 1 November 2023	3.00 pm	On Teams	
	Sports Sub-committee	Wednesday, 1 November 2023	1.45 pm	Meeting Room – 62 Banbury Road	
	Academic Committee	Wednesday, 8 November 2023	1.45 pm	On Teams	
5 th Week	Development and Alumni Relations Committee	Wednesday, 8 November 2023	3.30 pm	Meeting Room – 62 Banbury Road	
6 th Week	Finance and Resources Committee	Wednesday, 15 November 2023	1.45 pm	Meeting Room - 62 Banbury Road	
O. Meek	Site Committee	Wednesday, 15 November 2023	3.30 pm	Meeting Room - 62 Banbury Road	
7 th Week	Domestic Committee	Wednesday, 22 November 2023	1.45 pm	On Teams	
, wook	Sustainability Committee	Wednesday, 22 November 2023	3.30 pm	On Teams	
Oth Moole	Coverning Pedy	Wodnesday 20 November 2022	1.45 pm	Mawby Mosting Poor	
8 th Week	Governing Body	Wednesday, 29 November 2023	1.45 pm	Mawby Meeting Room	



KELLOGG COLLEGE CALENDAR OF MEETINGS 2023-24

HILARY TERM 2024

	COMMITTEE MEETING	DATE AND TIME	TIME	MEETING ROOM	COMMENT
0 th Week	Scholarship Sub-Committee	Wednesday, 10 January 2024	1.45 pm	Meeting Room – 62 Banbury Road	
1 st Week	Academic Committee	Wednesday, 17 January 2024	1.45 pm	On Teams	
	Garden Sub-committee	Wednesday, 17 January 2024	1.45 pm	Mawby Meeting Room	
2 nd Week	Equality and Welfare Committee	Wednesday, 24 January 2024	1.45 pm	Meeting Room - 62 Banbury Road	
∠''º Week	Sustainability Committee	Wednesday, 24 January 2024	3.30 pm	On Teams	
3 rd Week	Governing Body	Wednesday, 31 January 2024	1.45 pm	Mawby Meeting Room	
	IT Committee	Wednesday, 7 February 2024	11.00 am	Meeting Room – 62 Banbury Road	
4 th Week	Communications Committee	Wednesday, 7 February 2024	3.00 pm	On Teams	
	Sports Sub-committee	Wednesday, 7 February 2024	1.45 pm	Meeting Room - 62 Banbury Road	
5 th Week	Academic Committee	Wednesday, 14 February 2024	1.45 pm	On Teams	
	Development and Alumni Relations Committee	Wednesday, 14 February 2024	3.30 pm	Meeting Room – 62 Banbury Road	
6 th Week	Finance and Resources Committee	Wednesday, 21 February 2024	1.45 pm	Meeting Room - 62 Banbury Road	
o week	Site Committee	Wednesday, 21 February 2024	3.30 pm	Meeting Room - 62 Banbury Road	
7 th Week	Domestic Committee	Wednesday, 28 February 2024	1.45 pm	On Teams	
/ ··· vveek	Sustainability Committee	Wednesday, 28 February 2024	3.30 pm	On Teams	
8 th Week	Governing Body	Wednesday, 6 March 2024	1.45 pm	Mawby Meeting Room	



KELLOGG COLLEGE CALENDAR OF MEETINGS 2023-24

TRINITY TERM 2024

	COMMITTEE MEETING	DATE AND TIME	TIME	MEETING ROOM	COMMENT
0 th Week	Scholarship Sub-Committee	Wednesday, 17 April 2024	1.45 pm	Meeting Room - 62 Banbury Road	
1 st Week	Academic Committee	Wednesday, 24 April 2024	1.45 pm	On Teams	
	Garden Sub-committee	Wednesday, 24 April 2024	1.45 pm	Mawby Meeting Room	
2 nd Week	Equality and Welfare Committee	Wednesday, 1 May 2024	1.45 pm	Meeting Room – 62 Banbury Road	
Z ··· VVEEK	Sustainability Committee	Wednesday, 1 May 2024	3.30 pm	On Teams	
3 rd Week	Governing Body	Wednesday, 8 May 2024	1.45 pm	Mawby Meeting Room	
	IT Committee	Wednesday, 15 May 2024	11.00 am	Meeting Room – 62 Banbury Road	
4 th Week	Communications Committee	Wednesday, 15 May 2024	3.00 pm	On Teams	
	Sports and Recreation Sub-committee	Wednesday, 15 May 2024	1.45 pm	Meeting Room – 62 Banbury Road	
	Academic Committee	Wednesday, 22 May 2024	1.45 pm	On Teams	
5 th Week	Development and Alumni Relations Committee	Wednesday, 22 May 2024	3.30 pm	Meeting Room – 62 Banbury Road	
6 th Week	Finance and Resources Committee	Wednesday, 29 May 2024	1.45 pm	Meeting Room – 62 Banbury Road	
O' WEEK	Site Committee	Wednesday, 29 May 2024	3.30 pm	Meeting Room - 62 Banbury Road	
7 th Week	Domestic Committee	Wednesday, 5 June 2024	1.45 pm	On Teams	
, woon	Sustainability Committee	Wednesday, 5 June 2024	3.30 pm	On Teams	
8 th Week	Governing Body	Wednesday, 12 June 2024	1.45 pm	Mawby Meeting Room	



Official Fellows

Official Fellows are elected on appointment to an affiliated post, approved by Governing Body; the University appointment comes with Fellowship attached.

The length of fellowship is co-terminous with the University post. Official Fellows make up the Governing Body of the College and are required to attend Governing Body meetings and to participate in College committees as invited.

Official Fellows are required to act as student advisors. The College Academic Office assigns around 12 students to each Fellow.

University cards allowing access to University buildings and the Bodleian as well as various online access are distributed through the Fellow's department. However, Kellogg will add a College 'link' that enables College access and provides a Kellogg email address. Fellows' cards access main reception, the rear patio doors, no. 62 kitchen, and the Fellows' work room as well as the post room for officers. Official Fellows are also offered the use of meeting rooms, the Fellows' flat and short-term accommodation.

Official Fellowship comes with the rights of Common Table which comprise free lunches and Guest Night Dinners as well as being invited to College-wide seminars and events.

Ordinary Fellows

Ordinary Fellows are proposed by Official Fellows to Academic Committee and agreed by Governing Body. They hold academic or senior administrative University roles.

The length of fellowship is co-terminous with their University post. Ordinary Fellows do not sit on the College's Governing Body but may serve on College committees by invitation from the President.

Ordinary Fellows are required to act as student advisors. The College Academic Office will assign around 12 students to each Fellow.

University cards allowing access to University buildings and the Bodleian as well as various online access are distributed through the Fellow's department. However, Kellogg will add a College 'link' that enables College access and provides a Kellogg email address. Fellows' cards access main reception, the rear patio doors, no. 62 kitchen, and the Fellows' work room as well as the post room for officers. Ordinary Fellows are also offered the use of meeting rooms, the Fellows' flat and short-term accommodation.

Ordinary Fellowship comes with the rights of Common Table which comprise free lunches and Guest Night Dinners as well as being invited to College-wide seminars and events.



Junior Research Fellows

Junior Research Fellows are employed by the University in a research role. They apply to College when the fellowships are advertised in Hilary term and are interviewed by a panel comprising the Senior Tutor and other Fellows.

The length of fellowship is co-terminous with the University post or for 3 years, whichever is first.

Junior Research Fellows are required to act as student advisors. The College Academic Office will assign around 9 students to each JRF.

Junior Research Fellowship comes with the rights of Common Table which comprise free lunches and discounted Guest Night Dinners per term as well as being invited to College-wide seminars and events.

Senior Research Fellows and Research Fellows

Senior Research Fellows and Research Fellows are proposed by Official Fellows and agreed by Governing Body. They hold senior research roles in the University and are associated with the work of the College Research Centres.

The length of fellowship is for two years and may be renewed by Governing Body to be coterminous with the University appointment.

Senior Research Fellows and Research Fellows are required to act as student advisors. The College Academic Office will assign around 6 students to each Fellow.

If the Research Centre is funded, a contribution to the cost of the Senior Research Fellow is £1500 per annum.

University cards allowing access to University buildings and the Bodleian as well as various online access are distributed through the Fellow's department. However, Kellogg will add a College 'link' that enables College access and provides a Kellogg email address. Fellows' cards access main reception, the rear patio doors, no. 62 kitchen, and the Fellows' work room as well as the post room for officers. Senior Research Fellows and Research Fellows are also offered the use of meeting rooms, the Fellows' flat and short-term accommodation.

Fellowship comes with the rights of Common Table which comprise free lunches and Guest Night Dinners as well as being invited to College-wide seminars and events.

Visiting Fellows

Visiting Fellows are senior academics, sometimes at the University on a visiting basis, or Fellows who have left the University for academic posts elsewhere. Visiting Fellowships are proposed by Official Fellows to Academic Committee and agreed by Governing Body.



The fellowship expires on 30th September approximately 2 years from the start date or less if coterminus with a shorter visiting post.

Visiting Fellows may act as student advisors if invited by the President or Senior Tutor and with the approval of the Academic Committee, in which case the College Academic Office will assign around 6 students to each Visiting Fellow.

University cards allowing access to University buildings and the Bodleian as well as various online access are usually distributed through the Fellow's department. However, Kellogg's College Administrator can issue an Academic Visitor card if needed. If card is issued by department, the College Administrator will add a College 'link' that enables College access and provides a Kellogg email address. Fellows' cards access main reception, the rear patio doors, no. 62 kitchen, and the Fellows' work room as well as the post room for officers. Visiting Fellows are also offered the use of meeting rooms, the Fellows' flat and short-term accommodation.

Visiting Fellowship comes with the rights of Common Table which comprise discounted lunches and guest night dinners as well as being invited to College-wide seminars and events.

Emeritus Fellows

Emeritus Fellows are retired Official or Ordinary Fellows who intend to continue to be actively involved in and supportive of College life. They are approved by Governing Body.

Fellowship is for life.

Emeritus Fellows may act as student advisors, in which case the College Academic Office will assign around 6 students to each Emeritus Fellow.

Emeritus Fellows may order their own University cards through the University website with 'retired' status for a £15 charge. If a College link is requested on the form, Kellogg will approve and provide a Kellogg email address. Fellows' cards access main reception, the rear patio doors, no. 62 kitchen, and the Fellows' work room as well as the post room for officers. Emeritus Fellows are also offered the use of meeting rooms, the Fellows' flat and short-term accommodation.

Emeritus Fellowship comes with the rights of Common Table which comprise free lunches and discounted Guest Night Dinners as well as being invited to College-wide seminars and events.

Honorary Fellows

Honorary Fellows are proposed by Official Fellows and agreed by Governing Body.

Honourary Fellowship comes with the rights of Common Table which comprise free lunches and Guest Night Dinners as well as being invited to College-wide seminars and events.



Kellogg does not offer University cards to Honorary Fellows.

Research Members of Common Room

Research Members of Common Room are elected through an application and interview process led by the Research Coordinator. Membership gives post-doctoral researchers a chance to contribute to and enjoy college life. It costs £60 per annum and applications are made to the Academic Administrator, with a reference and statement as to how one would contribute to the life of the College, and are approved by the Research Coordinator.

The length of membership is as offered, usually one year and renewable annually with payment.

In most cases, RMCR are required to act as student advisors. If advising, the £60 fee is waived. The College Academic Office will assign around 6 students to each member.

University cards allowing access to University buildings and the Bodleian as well as various online access are distributed through the members' departments only. Kellogg does not provide a College 'link' on University cards.

RMCR are offered the use of meeting rooms, and short-term accommodation when available. Membership comes with discounted lunches and Guest Night Dinners as well as being invited to College-wide seminars and events.

Common Room Members

Common Room members are proposed to Academic Committee by Official Fellows and agreed by Governing Body. Members can be non-academics, or academics whose standing is not regarded as of a Fellowship level. The membership is £60 per annum.

The length of membership is one year and renewable annually with payment.

If invited by the President or Senior Tutor and approved by the Academic Committee, Common Room Members may act as student advisors, in which case the £60 fee will be waived. The College Academic Office will assign around 6 students to each member.

Common Room Members will receive discounted lunches and Guest Night Dinners as well as being invited to College-wide seminars and events

Kellogg does not offer University cards to Common Room Members.



College Lunch

Usually Served Monday-Friday, 12.00pm-1.45pm

(Weeks 0-Weeks 9, may be available outside of these weeks) It is possible that service will close early if demand exceeds the available supply of food.

Main College Lunch is two courses:

Option 1: Soup and a main course (note salad boxes are considered as main course)

Option 2: Main Course and Dessert (or cheese)

Option 3: Soup, Dessert (or cheese) and fruit

Tea and Coffee:

Tea and coffee are available for everyone taking lunch.

Please help yourself from the side table.

Menu: The menu for Main College Lunch rotates on a three-week cycle. It can usually be found on the College's website with lunch and dinner dates for the term, and is displayed in the hall and servery each day.

Seating: We eat at Common Table. This means that there is no hierarchy for seating. You may sit anywhere that has a place setting. Sometimes seats might be reserved for a particular group. This will be indicated by signs on the table.

Dietary Requirements and Allergy Information: There is a food allergen chart displayed in the servery for every meal, and if you have any questions, you are welcome to ask the chefs at time of service. If you or a guest have an allergy or intolerance to particular foods and will be taking lunch or dinner in College, please inform hospitality@kellogg.ox.ac.uk 48 hours in advance. This will enable the kitchen team to prepare a suitable meal for you without causing delays to you or other diners.

Charges for Lunch: Fellows are entitled to free College lunches. Any personal guests of the Fellow will need to be paid for by the guest directly, either through the upay account (if there is sufficient funds or with a bank card to the Fellow's Upay account.

How does Upay work?

- You will queue as normal and as you receive your meal and exit, you will come to a till point.
- You will need to tap your University Card on the smart reader at the till point. You may also use a Upay app that can be downloaded to your smart device from Apple/Android stores.
- If successfully registered on Upay, as most College members would be, the till will bring your account up and charge your Upay account in line with your membership entitlement.
- If you don't have any credit in your Upay account, you may choose to pay with a debit or credit card (except American Express) * where applicable.
- Having an active Upay account will enable payments through it in the Dining Hall, the Hub Café and on upay.co.uk.
- This is the fastest method of payment and minimize your time in the queue. Payment via credit or debit cards are likely to cause a slight delay due to additional steps involved.



What do I need to do?

Your Upay account is linked to your active/current University Card (but not to the expiry date on the card), therefore always bring it with you when dining in College.

An active Upay account can also be accessed via the Upay app on a smart device, in absence of a University Card.

In absence of both of these, the staff may ask you for a valid ID.

If you think you should, but do not, have a Upay account, please email us.

The minimum amount you'll need to top-up is £15. We recommend a maximum balance of not more than £150.

Contact: hospitality@kellogg.ox.ac.uk for all queries regarding Upay