

ST HUGH'S COLLEGE, OXFORD
The Third Stated Meeting of the **GOVERNING BODY** in Trinity
Term was held on Wednesday 17 June 2015

Present:	Principal	Professor Lewis
	Professor Watts	Professor Perera
	Dr Holland	Mr Marshall
	Professor Moore	Professor Loutzenhiser
	Dr Kuhn	Professor Conway
	Professor Plunkett	Professor Mann
	Professor Getzler	Dr Sanders
	Professor Wong	Ms Stott
	Professor Stellardi	Dr Parkin
	Professor Mitchell	Professor Husband
	Professor Duncan	Professor Ballentine
	Professor Wilson	Professor Biro
	Dr Perkins	Professor Eidenmüller
	Professor Martin	

Mr Flint represented the MCR and Miss Harvey the JCR. They attended for items 318, 321, 323-330, 338-346, 350-353, 355-362, and 365-376.

318. Apologies for Absence

Apologies were received from Professor Chalker, Mrs Vainker, Dr Paseta, Professor Grainger, Professor Macnair, Professor Harnden, Professor Marshall, Professor Leach, Professor Friedman, Professor Baker, Professor Kim, Professor Doyle and Professor Sullivan (Professor Garnett, Professor McDonald, Professor Quah, Professor Rood, Professor Capelli and Professor Blunsom on leave).

319. Nominations for Vacancies Committee – Fundraising Committee (Circ Bus 01.06.15)

On the recommendation of the Nominations for Vacancies Committee, it was noted it had been agreed by circulation to elect the following onto the newly reformed Fundraising Committee:

1. adding the Senior Tutor as an ex officio member of the Committee
2. making the Director of Development Secretary to the Committee
3. that Professor Matt Husband and Professor Chris Ballentine be the 'two persons elected by and from the Governing Body'

[See also Minute 359 below.]

320. Conference of Colleges (Circ Bus 08.06.15)

The Unconfirmed Minutes of the Meeting of Conference of Colleges held on 28 May 2015 had been circulated and were received.

321. The Minutes of the Second Stated Meeting in Trinity Term held on 20 May 2015 were approved and signed.

322. Matters Arising – Proposals for Honorary Fellows (GB 296)

It was agreed to elect Professor Anne Hudson and Professor Kathy Willis to Honorary Fellowships.

323. Matters Arising – Harassment Policy (GB 246, 253 and 280)

The Dean advised that the Harassment Policy has now been published and is available on the College's Website. It was agreed that Statutes and Bylaws Committee would be asked to consider to whom a hypothetical allegation of harassment against the Principal is made.

324. Conflict of Interest

The Principal and Bursar declared a conflict with Item 333; and a number of Fellows declared a potential conflict with Items 332 and 347.

325. Report and Recommendations from Finance Committee

The Minutes of Finance Committee held on 10 June 2015 had been circulated and were received.

326. Report and Recommendations from Student Support Committee (FC 4)

The Minutes of Student Support Committee held on 3 June 2015 had been circulated and were received.

327. Vacation Residence Proposal (SSC 6)

On the recommendation of the Student Support Committee, it was agreed to adopt the revised Vacation Residence Policy.

328. Report and Recommendations from Infrastructure Committee (FC 5)

The Minutes of Infrastructure Committee held on 3 June 2015 had been circulated and were received and recommendations agreed where appropriate.

329. Draft Budget 2015-16 (FC 6)

On the recommendation of Finance Committee, it was agreed to adopt the draft Budget for 2015-16.

330. Repayment of the Santander Loan (FC 7)

On the recommendation of Finance Committee, it was agreed to repay the Santander Loan on or before the next cut-off date of 23 August 2015. It was further agreed that the Bursar would draft a paper on treasury management and the best use of higher interest accounts, with longer notice periods and extending the overdraft facility.

331. Report and Recommendations from Remuneration Committee (FC 9)

The Minutes of Remuneration Committee held on 19 May 2015 had been circulated and were received.

332. Fellows' Allowances (RC 4)

On the recommendation of the Remuneration Committee, the following allowances for Fellows were agreed:

- Entertainment Allowance to remain unchanged
- Research Allowance – increase in line with the expected 2015-16 median value to £1,350 for Fellows and £450 for CDFs and JRFs
- Housing Allowance- increase in line with the current Stipend Survey median to £7,926
- Computer Equipment allowance to remain unchanged.

333. Principal's and Bursar's Remuneration (FC 9/RC 6)

[The Principal and Bursar left the room for discussion of this item, which was chaired by the Vice-Principal.]

334. CDF/JRF Remuneration (RC 6)

On the recommendation of Remuneration Committee, it was agreed to award a cost of living increase together with a 3% increase equivalent to an incremental increase in salary to JRFs and CDFs.

335. Election of Professor Jérusalem to an Official Fellowship

It was agreed to elect Professor Antoine Jérusalem to an Official Fellowship with effect from 1 October 2015.

336. APNTF in Chinese Archaeology

On the recommendation of the Selection Committee, it was agreed to elect Dr Anke Hein to an APNTF in Chinese Archaeology from 1 January 2016.

337. APNTF in Palaeoanthropology

On the recommendation of the Selection Committee, it was agreed to elect Dr Susana Carvalho to an APNTF in Palaeoanthropology from 1 September 2015.

338. Centenary Celebrations (LC 4)

On the recommendation of Library Committee, it was agreed that a working group be formed to start thinking of the different ways that College could celebrate the centenaries of women's suffrage (1918) and the first time women were admitted to Oxford degrees (1920).

339. Head Hospital Archive Project

The Principal reminded Fellows that College had been awarded a grant from the Wellcome Trust, the funds from which were used to employ a Project Archivist to catalogue the Head Hospital records. The project, which finished last summer, was undertaken entirely on the initiative of the College Archivist, Amanda Ingram, and on the recommendation of the Archive Fellow, it was agreed that that the Principal would write on behalf of Governing Body to thank Ms Ingram.

340. Development Update

The Principal provided an update on Development activities and thanked Fellows for attending Henry Chan's Elizabeth Wordsworth Fellowship Ceremony held on 26 May.

341. Acting Senior Tutor

On behalf of Governing Body, the Principal thanked Professor Mitchell for the additional work he has undertaken while acting as the Senior Tutor.

342. Death of a Student

The Principal reported with great sadness the death of a student (Engineering, 2012), whose funeral she had attended on 3 June accompanied by Professor Duncan, Professor Jérusalem, the Chaplain, the Academic Registrar, and a number of undergraduates.

343. Staff Leavers

The Principal advised that a Lodge Porter and the Marketing and Communications Manager had both resigned from their positions at the College.

344. Judith Portrait

The Principal advised that Judith Portrait (Classics, 1965) had been awarded an OBE in the Birthday Honours List for services to charity.

345. Report and Recommendations from Academic Committee

The Minutes of Academic Committee held on 3 June 2015 had been circulated and were received.

346. Tutor for Graduates (AC 9.2)

On the recommendation of Academic Committee, it was agreed to reinstitute the role of Tutor for Graduates, distinct from the Senior Tutor post.

347. Determination of Appointments (AC14)

On the recommendation of Academic Committee, the following reappointments were agreed for the length of time shown in brackets:

Professor McDonald	Tutorial Fellow in English	(7 years)
Professor Moore	Tutorial Fellow in Philosophy	(7 years)
Professor Quah	Tutorial Fellow in Economics	(7 years)
Dr Jeremy Large*	Fellow by Resolution in Economics	(7 years)
Dr Stanley	Stipendiary Lecturer in Biochemistry	(1 year)
Dr Bird	Non-Stipendiary Lecturer in Biochemistry	(1 year)
Dr Ford	Stipendiary Lecturer in Chemistry	(1 year)
Dr Laidlaw	Stipendiary Lecturer in Chemistry	(1 year)
Dr Stewart	Stipendiary Lecturer in Chemistry	(1 year)
Dr Stylianou	Non-Stipendiary Lecturer in Classics	(1 year)
Dr Fowler	Non-Stipendiary Lecturer in Classics	(1 year)
Dr Fait	Stipendiary Lecturer in Classics	(1 year)
Mr Paul	Stipendiary Lecturer in Economics	(1 year)
Mr Nookhwan	Stipendiary Lecturer in Economics	(1 year)
Mr Lanier	Stipendiary Lecturer in Economics	(1 year)
Mr Camm	Non-Stipendiary Lecturer in Engineering	(1 year)
Dr Gazzard	Stipendiary Lecturer in English	(1 year)

Dr Brooks	Stipendiary Lecturer in Management	(1 year)
Dr Schofield	Stipendiary Lecturer in Mathematics	(1 year)
Dr Jenkins	Stipendiary Lecturer in Medicine	(1 year)
Dr De Luca	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Holdsworth	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Kothari	Non-Stipendiary Lecturer in Medicine	(1 year)
Professor Morris	Stipendiary Lecturer in Medicine	(1 year)
Mr Murphy	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Soilleux	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Palmer	Non-Stipendiary Lecturer in Medicine	(1 year)
Mrs Adams	Non-Stipendiary Lecturer in Modern Languages	(1 year)
Dr Kaiser	Non-Stipendiary Lecturer in Modern Languages	(1 year)
Dr Harper-Scott	Non-Stipendiary Lecturer in Music	(1 year)
Dr Bell	Stipendiary Lecturer in Philosophy	(1 year)
Dr Popplewell	Non-Stipendiary Lecturer in Psychology	(1 year)
Dr K Cohen Kadosh	Stipendiary Lecturer in Psychology	(1 year)

* From 1 January 2016

A list of appointments which will terminate on or before 30 September 2015 and which will not be renewed was noted.

348. CDF and JRF Proposals (AC 15.2)

On the recommendation of Academic Committee, it was agreed to prioritise seeking funding for a CDF in Biodiversity and Conservation.

349. Leave and Buyouts (AC 16)

On the recommendation of Academic Committee, a list of Fellows taking Leave and Buyouts was agreed.

350. Mary Renault Prize

On the recommendation of Academic Committee, it was agreed to establish an annual essay prize in the field of Classics, to be known as the Mary Renault Prize and to be funded by the royalties from her books.

351. Report and Recommendations from Statutes and Bylaws Committee

The Minutes of Statutes and Bylaws Committee held on 5 May 2015 had been circulated and were received and recommendations agreed where appropriate.

352. Composition of Governing Body (SB 3a)

On the recommendation of Statutes and Bylaws Committee, it was agreed that

- a. Given the fiduciary responsibilities and liabilities associated with being a member of the College's Governing Body, decisions on whether individual members of staff having a College association with this College but a non-tutorial teaching post in the University being elected to an Official Fellowship should be considered on a case-by-case basis and should be the exception rather than the norm.
- b. JRFs and CDFs be invited to attend meetings of the Governing Body in a non-voting capacity.

353. Report and Recommendations from Statutes and Bylaws Committee

The Minutes of Statutes and Bylaws Committee held on 27 May 2015 had been circulated and were received.

354. College Awards and Prizes (SB 5)

On the recommendation of the Statutes and Bylaws Committee, it was agreed to amend Appendix I – Guidelines Relating to College Prizes.

355. Report and Recommendations from Nominations for Vacancies Committee

The Minutes of Nominations for Vacancies Committee held on 26 May 2015 had been circulated and were received. The following nominations were agreed:

College Officers

	Vice	Nominated
Archive Fellow	Dr Paseta	Dr Paseta to continue in the role
Secretary to GB	Dr Sanders	Dr Sanders to continue in the role
Harassment Adviser	Professor Leach	Professor Baker

College Committees

Permanent (By Rotation, Resignation or Leave of more than Two Terms)

	Vice	Nominated
Academic	Dr Holland	Dr Holland
	Professor Wong	Professor Wong
	Professor Getzler	Professor Powell
	Professor Leach	Dr Sanders
Bickley Memorial Lecture	Professor Garnett	Professor Rood
Finance	Professor Powell	Professor Conway
	Professor Husband	Professor Giles
	Vacant	Dr Kuhn
GB Prep		
Investment	Professor Martin	Professor Baker
	Professor Getzler	Professor Powell
Library	Dr Parkin	Professor Duncan
Nominations for Vacancies	Dr Holland	Dr Holland
	Professor Duncan	Professor Friedman
	Dr Perkins	Professor Doyle
	Professor Marshall	Mrs Vainker
Remuneration	Professor Lewis	Professor Moore
Statutes and Bylaws	Professor Chalker	Professor Eidenmüller
Student Support	Dr Raymond	Dr Subialka
Gender Equality Working Group	Professor Leach	Professor Mitchell
	Professor McDonald	Professor Plunkett
	Professor Leach	Professor Mitchell
Disciplinary	Dr Parkin	Professor Plunkett
	Professor Chalker	Professor Grainger
Student Members' Appeals	Professor Getzler	Professor Macnair
	Vacancy	Professor Biro

356. New Building Steering Committee

On the recommendation of Nominations for Vacancies Committee, it was agreed to disband the New Building Steering Committee as its work for the Dickson Poon China Centre Building was now complete.

357. Senior Tutor Working Group (GB 215)

On the recommendation of Nominations for Vacancies Committee, it was agreed that the Recruitment Panel for the Senior Tutor should make up the Working Group to look at and make recommendations to Governing Body about possible long term options for the delivery of the roles this position entails.

358. Report and Recommendations from Gender Equality Working Group

The Minutes of the Gender Equality Working Group held on 4 June 2015 had been circulated and were received.

359. Tutor for Women (GE 4)

On the recommendation of the Gender Equality Working Group, it was agreed that the College would resurrect the role of Tutor for Women, for review in 12 months' time, and that:

- a. this would initially be a one year appointment, but that future appointments would fall in line with that of other College Officerships;
- b. the Bursar would ascertain from other colleges if their Tutor for Women role attracted a stipend or buyout and if so, at what level;
- c. the role should be held by somebody who identified as a woman, or was transfeminine, or non-gender binary assuming that it is lawful to exclude men from holding the office;
- d. the role should be held by a member of Governing Body but this should not be restricted to Tutorial Fellows only;
- e. the Tutor for Women should sit *ex officio* on Equality, Welfare and Academic Committees.

360. Report and Recommendations from Fundraising Committee

The Minutes of Fundraising Committee held on 8 June 2015 had been circulated and were received.

361. Composition of Fundraising Committee (FC 3)

On the recommendation of Fundraising Committee, it was agreed that an Emeritus Fellow should be included on Fundraising Committee.

362. Wordsworth Campaign

On the recommendation of Fundraising Committee, it was agreed to draft a brief around Option 2, Wolfson with Study Centre simultaneously, to enable an architectural feasibility study to be undertaken. It was agreed that the brief would be circulated to Governing body for approval before commissioning the feasibility study. The Bursar would investigate the possibility of circulating the brief in a way so as to allow Fellows to view and respond to the comments posted. The architectural feasibility report would be

considered by Governing Body at a meeting in Michaelmas Term.

It was further agreed to form a working group to look at and make recommendations to Governing Body on the Wolfson project and the Principal asked for volunteers to contact her.

363. Colin Matthew Fund

The Minutes of the Colin Matthew Fund Committee meeting held on 4 June 2015 had been circulated and were received.

364. Fellows by Resolution

The Governing Body Secretary advised that owing to an administrative oversight, a number of Fellows by Resolution had not yet made their declarations and that this would be rectified at a meeting early in Michaelmas Term.

365. Decanal Team

On the recommendation of the Dean, it was agreed to reappoint Solomon Pomerantz as Assistant Dean and Jack Fuller, Patty Sachamitr and Peter Tudor as Junior Deans. Mary Foord-Weston would be leaving at the end of the academic year.

366. Decanal Team Vacancy

The Dean advised that the advert for a replacement Junior Dean had been circulated to members of the MCR.

367. Liquidated Damages

The Bursar advised that correspondence between the College and Galliford Try was ongoing.

368. China Centre Lease

The Bursar advised that negotiations with the University of Oxford on the Lease for the China Centre were progressing.

369. Finance Office

The Bursar advised that the Senior Accountant had started work on 1 June 2015 and had already commenced work on the Statutory Accounts; that the interim audit had taken place and that the main audit would take place later in the summer.

370. Open Days

The Acting Senior Tutor reminded Fellows that Open Days would take place on 1 and 2 July and 18 September.

371. SCR President's Business

Dr Sanders advised that there would be a lunch on 26 June for CDFs, JRFs and lecturers who are leaving the College's employment at the end of this academic year.

372. Report and Recommendations from Welfare Committee

The Minutes of Welfare Committee held on 9 June 2015 had been circulated and were received.

373. MCR President

The Principal thanked the outgoing MCR President, Alexander (Sandy) Flint for his hard work and commitment over the last few years and advised that the interim President, Aurore Lyon, would attend her first meeting in Michaelmas Term.

374. MCR Interim Committee

A note on the interim MCR Committee had been circulated and was received.

375. JCR's Constitution

The JCR President advised that she was currently reviewing the JCR's Constitution and welcomed feedback from Fellows as part of this process prior to Governing Body considering the draft in Michaelmas Term.

376. Any Equality and Diversity Issues Arising

No issues were identified.

This ended the business of the meeting.