

ST HUGH'S COLLEGE, OXFORD

The First Stated Meeting of the **GOVERNING BODY** in Trinity Term was held on
Thursday, 21 April 2016

Present:	Principal	Dr Perkins
	Dr Holland	Professor Capelli
	Professor Moore	Professor Marshall
	Professor Garnett	Professor Perera
	Dr Kuhn	Mr Marshall
	Professor Chalker	Professor Loutzenhiser
	Professor Plunkett	Professor Mann
	Professor Stellardi	Dr Sanders
	Professor Mitchell	Ms Stott
	Professor Duncan	Professor Husband
	Professor Westbrook	Professor Biro
	Professor Macnair	Professor Doyle
	Professor Rood	
In attendance:	Professor Llewellyn	Dr Ohta
	Dr Patterson	Ms Carthew

Ms Lyon represented the MCR and Mr Gibson the JCR. They attended for items 252-256, 264-274 and 276.

252. Apologies for Absence

Apologies were received from Professor Watts, Professor Pařeta, Professor Harnden, Professor Martin, Professor Baker, Professor Ballentine, Professor Eidenmüller and Professor Jérusalem (Professor McDonald, Professor Quah, Mrs Vainker, Professor Grainger, Professor Wilson, Professor Lewis, Professor Leach, Professor Blunsom and Dr Parkin on leave).

253. Domestic Bursar (Circ Bus 14.03.16)

It was noted that Domestic Bursar had returned to College from maternity leave.

254. Teaching in French (Circ Bus 18.03.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Dr Ève Morisi to the role of Tutorial Fellow and Associate Professor in French. In accordance with the Bylaws of the College, Dr Morisi's appointment was also approved in a paper vote.

255. The Minutes of the Third Stated Meeting in Hilary Term held on 9 March 2016 were approved and signed.

256. Conflicts of Interest

None were declared.

258. Remuneration Committee

The proposal to revise the composition and process of the Remuneration Committee had been circulated and was received. It was agreed that the Statutes and Bylaws Committee should review the composition, including independent members, as well as the reporting structure and its relationship with Governing Body at its Trinity Term meeting.

259. Report and Recommendations from Education Committee

The Minutes of the Education Committee held by circulation on 18 April 2016 had been tabled and were received.

260. Withdrawals (EC 2)

A list of students who had withdrawn permanently from their studies was noted.

261. Suspensions (EC 2)

A list of students whose status is currently suspended was noted.

262. Returns (EC 2)

A list of students scheduled to return was noted.

263. Change of Course (EC 2)

A list of students who had changed course was noted.

264. Development Report

The Principal advised that:

- i. Washington, D.C. and New York
the Principal and the Director of Development had visited the USA earlier in April, to meet with alumni and potential donors at a number of dinners and events. The success of the events had partly been the result of the participation of academic colleagues, which is much appreciated by many donors. Any member of Governing Body interested in visiting Hong Kong with the Principal later in the year should contact her;
- ii. Hong Kong
the Director of Development had recently returned from a successful fund-raising visit to Hong Kong, holding many meetings with existing and potential donors, including for the St Hugh's Future Project;
- iii. Telethon
current students are contacting alumni across the world and the majority of these donations have been made towards the Discretionary Fund;
- iv. St Hugh's Law Society Dinner, 21 April
the Dinner and Law Society AGM is being held at Middle Temple in London;

- v. Leighton House Museum Evening, 4 May
an exclusive private view of the Pre-Raphaelites exhibition and a house tour has been arranged for College alumni, Fellows and staff;
- vi. Academic Lecture, 11 May
Professor Mitchell will lecture on ‘the Impact of the Horse on Indigenous Societies Post-1492’;
- vii. St Hugh’s at the British Museum, 13 June.
Deputy Director, Dr Jonathan Williams (Ancient History, 1990) will host an evening for St Hugh’s at the museum.

The Development Office was thanked for its work increasing the number and the quality of alumni and College cultural events.

265. Legacies and Donations

An update was received from the Principal.

266. Mary Renault Essay Prize

The Principal advised that the first winners of the essay prize for school or college sixth form pupils are Alice Wilson (1st prize), Elspeth Rider (2nd prize) and Marcin Scicinski (3rd prize).

267. Mary Renault Event

The Principal advised that there would be an inaugural event in College on Tuesday, 26 April with an academic lecture by Professor Paul Cartledge, Emeritus Professor of Greek Culture at the University of Cambridge.

268. St Hugh’s Future Project Working Group (GB 150)

The Principal advised that the first meeting of the St Hugh’s Future Project Working Group had now taken place to guide the development of the Wolfson Study Centre Project and that regular reports would be provided to Governing Body.

The Working Group had the following membership:

The Principal (Chair)	Professor Doyle
Professor Moore	Professor Sullivan
Dr Kuhn	Professor Llewellyn
Professor Wong	Domestic Bursar
The Senior Tutor	Senior Accountant
Professor Perera	Estates Manager
Professor Conway	Director of Development
Dr Sanders	Accommodation Manager
The Bursar	MCR President
Dr Parkin	JCR President
Professor Husband	EA to the Principal (Secretary).

269. Formal Hall

The Principal reminded Fellows to sign in for Formal Hall by no later than noon on the day before each dinner. It was noted that there are a number of high profile guests invited this term:

- Tuesday, 17 May, new Honorary Fellows (preceded by champagne reception in the Lodgings)
- Friday, 10 June, new Distinguished Friends of St Hugh's (preceded by champagne reception in the Lodgings)
- Tuesday, 14 June, Bickley Lecture prior to Formal Hall.

270. Right to Work Checks for Out-Tutors (GB 86)

The Senior Tutor reminded Governing Body that Right to Work checks are required to be completed for all out-tutors before they start work. It was agreed that the Bursar would circulate guidance about Right to Work checks to Governing Body members.

271. Communications Manager (GB 242)

The Bursar advised that the new full-time Communications Manager, Mr William Griffiths, had started work in College this week.

272. Finance Officer (GB 243)

The Bursar advised that the new Finance Officer had been appointed and would start work in early June.

273. Right to Work Audit (GB 86)

The Bursar advised that the re-audit of the College's Right to Work procedures and checks had been carried out on 15 April. The final report is awaited, but the feedback from the audit team was that College processes were working very well.

274. Foundation Year at Lady Margaret Hall

The Principal advised that Lady Margaret Hall was proposing to run a two-year pilot Foundation Year programme for 7-10 students each year from targeted schools, and planned to provide further information after the next Conference of Colleges meeting where this would be discussed.

276. Equality and Diversity Issues Arising

No issues were identified.

This ended the business of the meeting.

DR T SANDERS
Secretary