

ST HUGH'S COLLEGE, OXFORD
The First Stated Meeting of the **GOVERNING BODY** in Michaelmas
Term was held on Thursday 9 October 2014

Present:	Principal	Professor Capelli
	Dr Holland	Professor Marshall
	Professor Moore	Professor Lewis
	Dr Garnett	Professor Perera
	Dr Kuhn	Mr Marshall
	Professor Plunkett	Professor Leach
	Professor Stellardi	Professor Loutzenhiser
	Professor Mitchell	Professor Friedman
	Professor Duncan	Dr Sanders
	Professor Westbrook	Ms Stott
	Professor Macnair	Dr Parkin
	Professor Wilson	Professor Husband
	Dr Perkins	Professor Biro
	Professor Martin	Professor Doyle
	Dr Emerson	Professor Sullivan

Mr Flint represented the MCR and Mr Kondragunta the JCR. They attended for items 1, 2, 18-21, 25-28, 36, 37 and 39-46. The Finance Bursar and Director of Development attended for item 1 and Mr Shaw, the Ball Committee President, attended for item 46.

1. Members of the Management Team

The Principal advised that she had asked the Finance Bursar, Ms Jessica Kennedy, and the Director of Development, Ms Sarah Carthew, both of whom had joined the College recently, to attend at the start of today's meeting as a way of introducing them to members of Governing Body.

2. Apologies for Absence

Apologies were received from Professor Watts, Professor Chalker, Professor Getzler, Professor Wong, Mrs Vainker, Professor Grainger, Professor Harnden, Professor Powell, Professor Conway and Professor Baker (Professor McDonald, Professor Quah, Dr Paseta, Professor Stevens, Dr Rood and Professor Blunsom on leave).

3. Stipendiary Lectureship in Classics (Circ Bus 23.06.14)

It was noted it had been agreed by circulation on the recommendation of the Selection Committee to appoint Dr Carol Atack to an eight hour Stipendiary Lectureship in Classics from 1 October 2014 for one year.

4. Graduate Scholarship (Circ Bus 07.07.14)

It was noted it had been agreed by circulation on the recommendation of the Academic Committee to accept a donation to contribute to a single DPhil scholarship in the area of Chinese Studies and therefore to admit a DPhil student in this area, beginning in October 2015.

5. Conference of Colleges (Circ Bus 08.07.14)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 26 June 2014 had been circulated and were received.

6. Junior Dean Posts (Circ Bus 10.07.14)

It was noted it had been agreed by circulation to allow a non-St Hugh's College graduate student to become a Junior Dean of the College and to advertise for a further Junior Dean given the withdrawal of one of the previously agreed candidates.

7. Stipendiary Lectureship in English (Circ Bus 15.07.14)

It was noted it had been agreed by circulation on the recommendation of the Selection Committee to appoint Ms Rosie Lavan to a seven hour Stipendiary Lectureship in English from 1 October 2014 for two years.

8. Nominations for Vacancies (Circ Bus 16.07.14)

It was noted it had been agreed by circulation on the recommendation of Nominations for Vacancies Committee to replace a number of Fellows on the original Selection Committee for the Director of Development recruitment, as follows:

Proposed	Vice
Professor Quah	Vice-Principal
Mrs Vainker	Senior Tutor
Dr Rood	Dr Perkins
	Professor Plunkett

9. Career Development Fellowship in Experimental Psychology (Circ Bus 20.08.14)

It was noted it had been agreed by circulation on the recommendation of Academic Committee to allow Dr Althaus to intermit her Career Development Fellowship for the duration of her Fell Fund award, were she to be successful, and to be appointed to a Non-Stipendiary Career Development Fellowship in Psychology to enable her to retain an association with the College.

10. Junior Dean Recruitment (Circ Bus 27.08.14)

It was noted it had been agreed by circulation to appoint Ms Mary Foord-Weston as a Junior Dean while allowing her to remain a student of Green Templeton College.

11. Stipendiary Lectureship in History (Circ Bus 11.09.14)

It was noted it had been agreed by circulation on the recommendation of Academic Committee to appoint Dr April Gallwey to a three hour Stipendiary lectureship in History from 1 October 2014 for Michaelmas Term 2014 and Hilary Term 2015.

12. Canon Murray Fellowship in Irish History (Circ Bus 23.09.14)

It was noted it had been agreed by circulation on the recommendation of the Selection Committee to appoint Mr Peter Leary to a non-stipendiary Junior Research Fellowship at St Hugh's College in association with the Canon Murray Fellowship from 1 October 2014 for three years.

13. Teaching in Engineering (Circ Bus 29.09.14)

It was noted it had been agreed by circulation on the recommendation of the Academic

Committee to appoint Mr Joe Camm and Ms Sandira Gayadeen to non-stipendiary lectureships in Engineering from 1 October 2014 for Michaelmas Term 2014 and Hilary Term 2015.

14. Teaching in Economics (Circ Bus 29.09.14)

It was noted it had been agreed by circulation on the recommendation of the Academic Committee to increase Mr Paul's lectureship from a two hour to a four hour Stipendiary Lectureship; to reduce Mr Nookhwan's lectureship from a four hour to a two hour Stipendiary Lectureship; and to appoint Mr Lanier to a two hour Stipendiary Lectureship in Economics from 1 October 2014, all for one year.

15. Non-Stipendiary Research Fellowship in Mathematical Finance/Data Science (Circ Bus 29.09.14)

It was noted it had been agreed by circulation on the recommendation of the Academic Committee to appoint Dr Ning Wang to a non-stipendiary Research Fellowship in Mathematical Finance/Data Science from 1 October 2014 for three years.

16. Nominations for Vacancies (Circ Bus 29.09.14)

It was noted it had been agreed by circulation on the recommendation of the Nominations for Vacancies Committee to appoint:

College Officers

College Office	Vacancy	Nominated
Dean of Degrees	Dr Rood	Re-appoint
Dean of Degrees	Dr Kathirithamby	Re-appoint
Dean of Degrees	(vacant since 2012)	Professor Riddoch

College Committees

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

Committee	Vice	Nominated
Academic Committee	Professor Iles	Professor Mitchell
	Professor Baker	Professor Husband
	Dr Perkins	Professor Lewis
Computing & IT Committee	Professor Friedman	Professor Baker
	Mr Peter Marshall	Professor David Marshall
Estates Committee	Professor Capelli	Professor Plunkett
	Professor Tarres	Dr Holland
Finance Committee	Professor Duncan	Professor Doyle
	Professor McDonald	Dr Perkins
	Professor Westbrook	Professor Martin
Investment Committee	Professor Quah	Professor Getzler
Library Committee	Additional member of GB	TBC
Statutes & Bylaws Committee	Professor Getzler	Professor Macnair
	Professor Westbrook	Professor Giles
Student Support Committee	Professor McDonald	Professor Stellardi
Welfare Committee	Professor Paseta	Dr Sanders

17. Freshfields Chair in Commercial Law (Circ Bus 2.10.14)

It was noted the appointment of Professor Horst Eidenmüller, the new Freshfields Chair in Commercial Law, was to be announced in the Gazette on 2 October 2014.

18. Admission of Fellows

The following made their Declarations and were admitted to their Research/Junior Research Fellowships:

Dr Ning Wang (Research Fellow in Mathematical Finance/Data Science)

Mr Peter Leary (Junior Research Fellow at St Hugh's College in association with the Canon Murray Fellowship)

19. The Minutes of the Third Stated Meeting in Trinity Term held on 18 June 2014 were approved and signed.

20. Matters Arising – Right to Work Checks (GB 319 2013/14)

The Senior Tutor advised that the University's Audit and Scrutiny Committee was also now looking at the issue of Right to Work Checks and a Working Group of Senior Tutors and Estates Bursars had therefore been tasked with drafting a workable solution.

21. Conflict of Interest

The Senior Tutor declared a conflict with item 24, for which she absented herself and a number of Fellows declared a potential conflict in item 40.

22. Emeritus Fellowship

It was agreed unanimously to elect Professor John Iles to an Emeritus Fellowship.

23. Freshfields Chair in Commercial Law

The Curriculum Vitae of Professor Horst Eidenmüller, the newly elected Freshfields Chair in Commercial Law, had been circulated and was received.

24. Resignation of the Senior Tutor

Further to the resignation of the Senior Tutor, the Principal advised it had been agreed that she would reduce her hours to 3 days per week for weeks 1-7. It was agreed that the Academic Registrar would act up as Tutor for Undergraduates during this period, for which she would receive a responsibility allowance. It was further agreed that Nominations for Vacancies Committee would propose to Governing Body a Committee to take forward the recruitment of a replacement Senior Tutor, such Committee to be representative of the different types of Fellowships within College and a balance of humanities and sciences.

25. New Building Opening Ceremony

The Principal reported that the feedback received following the opening ceremonies on 8 and 9 September 2014 had been overwhelmingly positive. It was agreed that the Principal would convey Governing Body's thanks to the non-academic staff for their hard work and commitment in the run up to the events and for their efforts in making the days such a success.

26. Development Update

The Principal advised that:

- I Wordsworth Heritage Campaign (working title)
there will be a brain storming session on 13 November to start the thinking around the campaign, which will include Fellows as well as reps from non-academic staff, students and design firm HolmesWood. Anybody wishing to contribute to this is welcome to attend.
- II Hong Kong and China
she and the Director of Development would be travelling to Hong Kong and Beijing over 8th week where they will hold meetings to thank the donors to the China Centre and meet with alumni.
- II Gaudy and Jubilee Lunches
the Gaudy and Jubilee lunches were held on the weekend of 20/21 September. 82 Senior Members attended the Gaudy on Saturday evening and 52 Senior Members covering the matriculation years of 1944, 1954 and 1964 attended the Jubilee Lunches on the Sunday.

27. Principalean Entertainment

The Principal advised that she would be changing the format of meeting with the students on informal occasions and suggested she might host a number of brunches for undergraduates having already held a very successful brunch for graduate freshers. She would also be inviting undergraduate finalists to a 'bangers and mash' evening on 5 November and would be hosting a number of dinners for Fellows over the next three terms. The Principal also encouraged the JCR President to ensure a new Music Society President was appointed to continue the recitals and other performances by the College's musicians, with the possibility of hosting a Christmas time Pantomime or Easter play.

28. Strategy Paper

An updated Strategy Paper incorporating suggested amendments from both Academic and Finance Committees had been circulated and was received. It was agreed to adopt the Paper and to mark progress annually by way of an update to be considered at the first meeting of the year in 0th week of Michaelmas Term.

29. Education Committee

The Minutes of the Education Committee held on 9 October 2014 had been tabled and were received.

30. Withdrawal

A list of students who had withdrawn permanently from their studies had been circulated and was received.

31. Suspensions

A list of students who status was currently suspended had been circulated and was received.

32. Returns

A list of students who were scheduled to return had been circulated and was received.

33. Change of Course

A list of students who had changed course had been circulated and was received.

34. Awards and Prizes

On the recommendation of Education Committee it was agreed to award the following:

(a) Scholarships

Archaeology and Anthropology	Claudia Sanchez Jimenez
Biochemistry	Li Chieh Lu
Cell and Systems Biology	Aneka Sowman
Chemistry	Charles Hill
Chemistry	Yilang Hu
Chemistry	Pei Yu Jenny Kuo
Chemistry	Heinrich Watson-Miller
Earth Sciences	Yi Gao
Economics and Management	Yang Lu
Economics and Management	Jin Wei Wilfred Ngia
English	Georgia Evans
English	Olivia Jones
English	Ji Soo Kim
English	Jennifer Rowe
History	Kristian Bagger
History	Daniel de Lisle
History	Daniel Hallstrom
History	Lucy Maycox
History	Allan Ross
History	Rachel Williams
Law (with Law Studies in Europe)	Charles Cartiglia
Mathematics	Charlie Axtell
Mathematics	Imelda Barnes
Mathematics and Statistics	Maciej Mylik
Medicine	Emily Liddiard
Medicine	Joseph Watson
Medicine	Joseph Williams
Modern Languages	Arkadiusz Kwapiszewski
Modern Languages	Jacqueline Uren
Music	Toni Lehtonen
Music	Taylor Thompson
Physics	Calum Gabbutt
Physics	Eren Oguz
Physics	Neil Wilkins
Psychology, Philosophy, and Linguistics	Beren Millidge
Psychology	Sze Wing Choi
Psychology	Jack Stroud

(b) Exhibitions

Archaeology and Anthropology	Chris Putman
Biology	Yue Jin Oh
Modern Languages	Elizabeth Freeman
Physics	Joshua Hunt
Physics	Adam O'Connell
Psychology	Jason Zijun Liu

(c) Book Prizes

Amelia Presman (3rd year Psychology) for a first class performance in her Part I examinations; Miss Presman already holds a College scholarship.

William Summers (4th year Engineering) for coming top of the School in his Part B examinations and Michael Dawson (4th year Engineering) for a very high ranking in his Part B examinations. Both students already hold College scholarships.

(d) Other Awards and Prizes

Elizabeth Francis Prize

French Emma Ford

The Jonathan Boulter Award

Medicine Dhruv Sarma

The John Morris Medical Award

Medicine Joseph Severs

The Jones Award

Medicine Victoria Ando

Lois Vernon Chemistry Prize (Part IA)

Chemistry Jacob Studholme

Lois Vernon Chemistry Prize (Practical Work)

Chemistry William Arter
Adam Fineberg

35. Teaching Rooms

The Senior Tutor advised that the matter of Teaching Rooms had been discussed during the meeting of Education Committee but that the Minute had been omitted from those which had been tabled at the meeting of the Governing Body. The Minute should therefore read:

The Committee discussed the arrangements in place for booking teaching rooms; serious concern was expressed about the delay in receiving replies from the Conference Office and it was noted that in some cases no replies to emails had been received. It was agreed that this matter would be raised urgently with the Bursar. The Committee agreed that it would also be important to ensure that a number of teaching rooms were designated during full term for teaching only, and not for conference bookings and, further, that changes to teaching bookings to accommodate conferences should be

avoided.

36. New Building Update

a. Lease

The Bursar advised that the discussions with the University on the wording of the lease were ongoing but that they should soon be finalised.

b. Liquidated Damages

The Bursar advised that she is currently waiting for Galliford Try to enter into negotiations around moneys currently being withheld in liquidated damages which amount to less than that stipulated in the Contract but which are greater than the company's profit margin for the project. It was agreed that the College should not settle for anything less than costs incurred when the College had to out-book conferences which had been booked into the building in June.

c. Snagging

The Bursar advised that the College will continue to withhold 5% of the project sum in retention moneys for the forthcoming 12 months while outstanding items are resolved. Overall we are very pleased with the building and the standard of construction, but there are a number of outstanding issues which need to be addressed.

37. Association of Senior Members

The Senior Tutor advised that the Association of Senior Members had agreed to change its name and would henceforth be known as the Alumni Association.

38. Dean's Report 2013/14

A report from the Dean summarising decanal business over the 2013/14 academic year had been circulated and was received.

39. Business of the Computing/IT Fellow

The Computing/IT Fellow advised that a new member of staff, Srivatson Krishnamurthy (Sri Krish), had joined the IT Office over the summer. He further advised that a number of projects which had been put on hold should be addressed soon, namely the wireless rollout and replacement of the CCTV system. The anticipated cost of the University wide changes to the telephone system had reduced and was likely to be in the order of £45,000 with the cost being accrued over five years.

40. Shared Equity Scheme

The Bursar advised that Mills and Reeve Solicitors were currently undertaking a review of a proposed scheme being offered by the Newbury Building Society. We are currently awaiting their advice on the constitutional implications for St Hugh's, prior to a recommendation being considered by Finance Committee and then by Governing Body.

41. Use of Aspire

The Bursar advised that the College had used the services of Aspire, a social enterprise company helping the long term unemployed find employment, on several projects over the summer. The College pays £200 per day for Aspire's services, which complements our workforce as opposed to taking work away from permanent staff, and that the quality of their work to date has been impressive.

42. 74 Woodstock Road

The Bursar advised that the lease for 74 Woodstock Road had now been signed.

43. Bicycle Racks and Security

The Bursar advised that she and the Dean would be monitoring over Michaelmas Term student access to and from College and the use of bikes and corresponding bicycle racks with a view to making recommendations, as appropriate, in Hilary Term.

44. Maintenance Works Undertaken over the Summer

The Bursar provided an update on works undertaken or overseen by the Estates Department over the summer.

45. Admissions and Outreach Officer

The Senior Tutor advised that the new Admissions and Outreach Officer, Alice McCallum, had now started in the College Office.

46. College Ball Proposal

A more detailed proposal to hold a College Ball in May 2015 had been circulated and was received. Governing Body agreed that the JCR could hold a Ball in 2015 albeit whilst ensuring Health and Safety process are followed, budgets are monitored and insurance is in place to cover any damage to the College grounds.

This ended the business of the meeting.