

ST HUGH'S COLLEGE, OXFORD
The Second Stated Meeting of the **GOVERNING BODY** in Hilary
Term was held on Wednesday 11 February 2015

Present:	Principal	Dr Perkins
	Dr Holland	Professor Powell
	Professor Moore	Professor Perera
	Professor Garnett	Mr Marshall
	Dr Kuhn	Professor Loutzenhiser
	Professor Getzler	Professor Conway
	Professor Wong	Dr Sanders
	Professor Stellardi	Ms Stott
	Professor Mitchell	Dr Parkin
	Professor Duncan	Professor Husband
	Professor Macnair	Professor Eidenmüller

Mr Flint represented the MCR and Miss Harvey the JCR. They attended for items 169-180, 183, 189-194, 196, 197 and 201.

169. Apologies for Absence

Apologies were received from Professor Watts, Professor Chalker, Mrs Vainker, Professor Grainger, Professor Wilson, Professor Harnden, Professor Marshall, Professor Leach, Professor Friedman, Professor Kim, Professor Ballentine, Professor Biro and Professor Sullivan (Professor McDonald, Dr Paseta, Professor Stevens, Professor Rood, Professor Martin, Professor Capelli and Professor Blunsom on leave).

170. Admission of Fellow

The following made his Declaration and was admitted to his Fellowship:

Professor Horst Eidenmüller (Freshfields Chair in Commercial Law)

171. The Minutes of the First Stated Meeting in Hilary Term held on 15 January 2015 were approved and signed.

172. Matters Arising – Friends of College (GB 150)

A paper setting out proposals to create a new Donor recognition group had been circulated and was received. It was agreed to create this new group, Distinguished Friends of College.

173. Conflict of Interest

None was declared.

174. Finance Committee

The Minutes of the Finance Committee held on 28 January 2015 had been circulated and were received.

175. Management Accounts Period 3

The Management Accounts for Period 3 show income £847k down on budget, due mainly to the phasing of legacies and donations. Expenditure is £680k below budget,

which has resulted in an operating surplus of £150k year to date.

176. Update on Senior Tutor Recruitment

The Principal advised that interviews for the six shortlisted candidates were scheduled for 13 February.

177. Wordsworth Heritage Campaign

The Principal reminded Fellows of the brain storming session that had taken place last term to begin the thinking around the new development campaign and advised that the Director of Development would be arranging more formal meetings to look at the needs of the different groups within College to take these ideas forward.

178. Burns Suppers

The Principal reminded Fellows that there had been two Burns Suppers this year, one for alumni and neighbours and the other at a Formal Hall with students. Next year's events are already being planned.

179. Inaugural Victim Support Lecture

The Principal advised Fellows that she was scheduled to give the Inaugural Victim Support Lecture in Edinburgh on Wednesday 18 February. As she was in Scotland, the Development Office had also arranged for the Principal to have lunch with alumni the following day.

180. Formal Halls

The Principal advised that there had been very few Fellows at the previous week's Formal Hall and requested that Fellows be on stand-by should it become necessary for more people to attend at short notice on, say, occasions when the Principal had invited guests into Hall.

181. Professor Garnett

The Principal advised that Professor Garnett would be admitted to his Proctorship on Wednesday 18 March by way of a procession from College to the Sheldonian where the ceremony would take place, which would be followed by lunch in College.

182. Congratulations

It was agreed to pass on Governing Body's congratulations to Professor Elizabeth Eva Leach on her recent Leverhulme Award. The Principal also noted that Professor George Garnett had recently appeared on Politics Sunday; that Dr Carol Attack had been interviewed by Radio 4 and that Mr Patrick Roberts had recently had an article published in Anthropology in Science.

183. Gender Equality Working Group

The Minutes of the Gender Equality Working Group held on 22 January 2015 had been circulated and were received.

The Principal led a discussion on the lack of females on Governing Body and also the discrepancy with Final Honour School results between males and females. It was

acknowledged that the issue of students' performance was also of concern to the University and that a number of the Departments and Faculties had undertaken research in an attempt to establish why these differences arose.

It was agreed that the Gender Equality Working Group, at its scheduled meeting in 7th week, would look again at the issue of women on Governing Body.

184. Academic Committee

The Minutes of the Academic Committee held on 28 January 2015 had been circulated and were received.

185. Three-Hour Stipendiary Lectureship in History (AC 13.1)

On the recommendation of Academic Committee, it was agreed to appoint Dr Alex Middleton to a three-hour Stipendiary Lectureship in History for Hilary Term 2015.

186. Right to Work Requirements (AC 14)

On the recommendation of Academic Committee, it was agreed to nominate the Senior Tutor as the College's nominated Fellow with overall responsibility for Home Office Right to Work checks.

187. Leave (AC 16)

On the recommendation of Academic Committee, it was agreed to grant special leave to Professor Leach during her three year Leverhulme Award.

188. Library Fellow

The Principal advised that the Nominations for Vacancies Committee would be meeting next week. One of the items of business was to consider a replacement Library Fellow and Fellows wishing to be considered for this role should liaise with the Principal.

189. University Harassment Policy

The revised University Policy and Procedure on Harassment had been circulated and was received. The Dean advised that Statutes and Bylaws and Welfare Committees would be asked to look at the College Policy in light of these revisions, with a draft College Policy being brought to Governing Body for consideration at its meeting in 8th week.

190. New Building Update

The Bursar advised that negotiations are still ongoing with reference to the claim for liquidated damages.

191. Recruitment of a Senior Accountant

The Bursar advised that while interviews had been scheduled to take place on 10 February, two candidates had withdrawn and one had failed to reply to the invitation to interview. Rather than interview just one candidate, it was agreed that the position would be re-advertised with a deadline for receipt of applications of Monday 2 March.

192. Bicycle Racks and Security Update

The Bursar advised that following the watching brief that had been in place over Michaelmas Term, it was apparent that only some of the bike racks on West Lawn were needed and so the excess racks were to be moved to the Maplethorpe Drive.

193. Update on USS Pension Scheme

The Bursar advised that USS would be entering into a consultation with both current and eligible members of USS about the proposed changes to the scheme. The University's Pension Office would be putting on a series of seminars to talk about the implications for individual members. USS will also be launching a consultation website on which they will be webinars, etc. with further information and advice. The Bursar also advised that Finance Committee would be considering at its meeting in 7th week a paper which will outline the cost implications for the College and that this will be brought to Governing Body for consideration at its meeting in 8th week.

194. Cost of a College Education

The Bursar advised that Conference of Colleges was currently undertaking a project to try to establish the cost to a College of providing an education to a typical undergraduate, in light of the Vice-Chancellor's comment that the cost of this was £16,000.

195. Private Healthcare

The Bursar advised that an email had been sent out attaching the draft renewal document for this year's Private Healthcare. However, concerns have been raised with regard to the voluntary section of the scheme. This year's renewal therefore proposes to include such members on an underwritten basis only. The Bursar confirmed that this will not affect current members, only those wishing to join from this renewal period.

196. Information Security Proposal

A paper outlining the University's Information Security Governance had been circulated and was received. It was agreed that the Principal should vote in favour of the proposals during the meeting of Conference of Colleges to be held in 5th week. The Bursar advised that the Infrastructure Committee would be considering a draft College Information Security Policy, which will be brought to Governing Body for final approval at its meeting in 8th week.

197. Library Committee

The Minutes of the Library Committee held on 4 February 2015 had been circulated and were received.

198. Weeding Policy (LC 5)

On the recommendation of the Library Committee, it was agreed to adopt the proposed Weeding Policy.

199. Donations of Books

The Principal advised that Sir QE Lee had left his significant book collection to the College, and Professor Getzler advised that Professor Edward H Burn had also donated

some books to College. Professor Burn, of London and Cheltenham, a distinguished property and trusts lawyer, served as a lecturer at St Hugh's in the 1990s following his retirement from his Studentship at Christ Church. He has made a large donation of law books, chiefly a pristine set of the "Law Reports for England and Wales", and also many fine books from the Civilian tradition, for the benefit of the College, in order to maintain the tradition of teaching English and Roman Law at St Hugh's and at Oxford, and to express his pleasure at the time spent teaching with us. Professor Burn was a great help in the building up of the St Hugh's Law School over the past quarter century, and we are grateful for this very generous donation, and his other contributions over many years.

200. Disciplinary Committee

A letter from the Chair of the Disciplinary Committee to a 2nd year Chemistry student had been circulated and was received.

201. College Ball

The JCR President advised that all tickets had been sold for this year's Ball and that contract negotiations are ongoing with the various contractors. It was agreed that the JCR should notify the neighbours as soon as practicable and that it may be beneficial to invite them to attend the Ball.

202. Deputy IT Manager

The Principal advised that Mr Simon Wedge had resigned his position as Deputy IT Manager, having secured a promotion at St Antony's College. It was agreed to pass on Governing Body's best wishes and thanks for Simon's hard work and commitment to St Hugh's, particularly for his work on the new building.

This ended the business of the meeting.