

ST HUGH'S COLLEGE, OXFORD

The First Stated Meeting of the **GOVERNING BODY** in Michaelmas Term
was held on Thursday, 6 October 2016

| | | |
|----------------|---------------------|------------------------|
| Present: | Principal | Dr Perkins |
| | Professor Watts | Professor Martin |
| | Dr Kuhn | Professor Perera |
| | Professor Chalker | Professor Loutzenhiser |
| | Professor Getzler | Professor Conway |
| | Professor Mitchell | Dr Sanders |
| | Professor McDonald | Ms Stott |
| | Mrs Vainker | Professor Husband |
| | Professor Westbrook | Professor Ballentine |
| | Professor Macnair | Professor Biro |
| | Professor Rood | Professor Doyle |
| | Professor Harnden | Professor Saupe |
| In attendance: | Professor Llewellyn | Dr Chow |
| | Dr Ohta | Dr Pavlova |
| | Ms Carthew | Dr Atack |

Mr Bull represented the MCR and Ms Chatterjee the JCR. They attended for items 1-29 and 37-49.

1. Apologies for Absence

Apologies were received from Professor Stevens, Professor Wilson, Professor Powell, Professor Marshall, Mr Marshall, Dr Parkin, Professor Eidenmüller, Professor Jérusalem and Professor Oberhauser (Professor Moore, Professor Garnett, Professor Plunkett, Professor Stellardi, Professor Pašeta, Professor Grainger, Professor Lewis, Professor Leach, Professor Blunsom and Professor Baker on leave).

2. Flying the EU Flag in College Prior to the EU Referendum (Circ Bus 16.06.16)

It was noted that a proposal to fly the EU Flag in College Prior to the EU Referendum was not approved.

3. Schools Dinners (Circ Bus 16.06.16)

It was noted that information regarding the arrangements for and conduct of Schools Dinners had been circulated.

4. New University Director of Public Affairs and Communications (Circ Bus 29.06.16)

It was noted that information about Mr Ceri Thomas' appointment to the role of the University's Director of Public Affairs and Communications had been circulated.

5. Additional Information Regarding Possible Private Placement (GB 333) (Circ Bus 29.06.16)

It was noted that further information regarding a possible Private Placement Equity Loan had been circulated.

6. Appointment of Rt Hon Theresa May as Prime Minister (Circ Bus 11.07.16)

It was noted that a statement of congratulation to be posted on the College website homepage, to mark the appointment of the Rt Hon Theresa May (Geography, 1974) as Prime Minister, had been approved.

7. Minutes of Conference of Colleges Meeting, 23 June 2016 (Circ Bus 19.07.16)

The unconfirmed minutes of the meeting of Conference of Colleges held on 23 June 2016 had been circulated and were received.

8. Minutes of Extraordinary Meeting of Finance Committee, 15 July 2016 (Circ Bus 21.07.16)

The unconfirmed minutes of the Extraordinary Meeting of the Finance Committee held on 15 July 2016 had been circulated and were received.

9. Teaching in German (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Mr Richard McClelland to a 5-hour Stipendiary Lectureship in German from 1 October 2016, to cover teaching needs during Dr Kuhn's buyout following Dr Gwyer's resignation.

10. Teaching in Italian (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Dr Alberica Bazzoni to a Non-Stipendiary Lectureship in Italian for Michaelmas Term 2016, to cover teaching needs during Professor Stellardi's term of leave.

11. Teaching in Law (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Ms Gayatri Parthasarathy to a Non-Stipendiary Lectureship in Law for Michaelmas and Trinity Terms in the coming academic year, to meet teaching needs arising during Professor Macnair's leave.

12. Teaching in Biology (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Dr Sonya Clegg to a Stipendiary Lectureship in Biology in the coming academic year.

13. Teaching in History (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Mr James Stafford to a six-hour Stipendiary Lectureship in History for the next two academic years (2016-18) to cover teaching needs in Modern History for the period of Professor Pasetta's Women in Humanities College buyout.

14. Non-Stipendiary Junior Research Fellowship in Classics (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Dr Carol Atack as a Non-Stipendiary Junior Research Fellow for the academic years 2016-19, during the period of Professor Rood's 'Anachronism and Antiquity' Leverhulme project, on which Dr Atack holds a post-doctoral position.

15. Graduate Scholarships 2016-17 (Circ Bus 25.07.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to award the following Graduate Scholarships:

| <u>Scholarship</u> | <u>Scholar</u> | <u>Degree</u> | <u>Status</u> |
|--|---------------------|---|----------------------------|
| St Hugh's MCR Scholarship | Alyson Richens | MSt Modern Languages | One year |
| Women in the Humanities Clarendon Scholarship at St Hugh's | Deborah Ramkhelawan | DPhil English | 1 st of 3 years |
| St Hugh's Clarendon Scholarship | Evan Irving-Pease | DPhil Archaeological Science | 1 st of 3 years |
| St Hugh's Clarendon Scholarship | Andrew Dhawan | DPhil Oncology | 1 st of 3 years |
| Rawnsley Graduate Studentship | Mateusz Tworzewski | 1yearMPhil Linguistics + 2yrs DPhil Linguistics | 1 st of 3 years |
| The Oxford-Google DeepMind Graduate Scholarship at St Hugh's | Andrew Trask | DPhil Computer Science | 1 st of 3 years |

16. Recommendation from Nominations for Vacancies Committee (Circ Bus 06.09.16)

It was noted that it had been agreed by circulation to appoint Professor Dora Biro to the Library Committee.

17. Review of the Employer Justified Retirement Age (EJRA) (Circ Bus 22.09.16)

It was noted that information had been circulated from the UAS Internal Communications team, about an open meeting and a review of the EJRA that the University is undertaking.

18. Teaching in Mathematics (Circ Bus 29.09.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Dr Liana Yepremyan to a six-hour Stipendiary Lectureship in Mathematics for the coming academic year.

19. Teaching in Mathematics (Circ Bus 29.09.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Mr Joshua Bull, one of the College's DPhil students, to a Non-Stipendiary Lectureship in Mathematics for the coming academic year.

20. Teaching in Economics (Circ Bus 29.09.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Mr Ben Waltmann to a four-hour Stipendiary Lectureship through the Department of Economics' Graduate Teaching Assistant scheme, to meet teaching needs arising from Professor Quah's resignation.

21. Teaching in Economics (Circ Bus 29.09.16)

On the recommendation of Academic Committee it was noted that it had been agreed by circulation to appoint Dr Sanjay Jain to a six-hour Stipendiary Lectureship in Economics.

22. Recommendation from Nominations for Vacancies Committee (Circ Bus 29.09.16)

It was noted that it had been agreed by circulation to appoint Professor David Doyle as Archive Fellow for the two-year period of Professor Pařeta's buyout (academic years 2016-2018).

23. Admission of Fellows

The following made their Declarations and were admitted to their:

a. Fellowship

Professor E Saupe (Tutorial Fellow in Palaeobiology)

b. Career Development Fellowship

Dr J Chow (Winkler Career Development Fellow in Experimental Psychology)

c. Junior Research Fellowships

Dr C Atack (Non-stipendiary Junior Research Fellow in Classics)

Dr M Pavlova (Randall Maclver Junior Research Fellow)

24. The Minutes of the Third Stated Meeting in Trinity Term held on 15 June 2016 were approved and signed.

25. Conflicts of Interest

None was declared.

26. Report and Recommendations from Finance Committee

The Minutes of the extraordinary meeting of Finance Committee held on 15 July 2016 had been circulated and were received.

27. Private Placement Equity Loan (FC 3)

The recommendation that the Bursar and Senior Accountant pursue a loan for the St Hugh's Future Project at a maximum interest rate of 3.28% and return to Governing Body seeking approval for the final terms of the deal once these have been finalized was approved.

The proposal to delegate to Finance Committee at its meeting on 19 October the authority to accept bids for the equity issue and to report back to Governing Body was approved.

28. Development Report

The Principal advised that:

- i. Hong Kong, August 2016
the Principal, the Director of Development and Senior Tutor had visited Hong Kong. The Vice-Chancellor had accompanied the College team for her first official visit to Hong Kong. Citibank had sponsored a boat trip for 30 alumni and Professor Westbrook was thanked for hosting a first event in Hong Kong for MBA alumni;
- ii. Gaudy and Jubilee Lunch, 17 and 18 September
the Gaudy and the Jubilee lunch had been held during the Alumni Weekend, 16-18 September. 150 Senior Members had attended the Gaudy on the Saturday evening and 54 Senior Members, covering the matriculation years of 1946, 1956 and 1966, had attended the Jubilee Lunch the following day;
- iii. Hong Kong, September 2016
the Principal, the Director of Development and Professor Doyle had visited Hong Kong. The Principal delivered the Mok Lecture on 29 September. Professor Doyle was thanked for his help and support during the visit;
- iv. Festival of Anniversaries, 12-16 October
A variety of lectures, seminars, musical events, tours and activities are being held around College, to celebrate the significant anniversaries falling this year.

29. Legacies and Donations

An update was received from the Principal.

32. Formal Halls and SCR Meals

The Principal reminded Fellows to sign in for Formal Hall by no later than noon on the day before each dinner. A reminder will be sent to Fellows one working day before each deadline.

33. Domus Dinner

The Principal reminded Fellows of the Domus Dinner on 11 October.

34. Emeritus Fellowship

It was agreed to elect Dr Mike Holland to an Emeritus Fellowship.

35. Election as an Official Fellow of College (GB 303, Academic Year 2014-15)

It was agreed to elect Professor Llewellyn as an Official Fellow of the College for the two academic years 2016-18.

37. Dean's Report 2015-16

A report from the Dean summarising decanal business during the 2015-16 academic year had been circulated and was received. The Dean thanked the outgoing Dean, Dr Perkins, the Assistant Dean, Mr Pomerantz, who is staying in role, and the Decanal Team for all its work and support.

It was noted that Mr Jack Fuller had now left the Team and was being replaced by a new Junior Dean, Mr James Coates.

38. Business of the Wine Fellow

The Wine Fellow advised that he would be meeting with the Domestic Bursar, to discuss plans for the coming academic year.

39. HR Advisor

The Bursar advised that the HR Advisor will be taking maternity leave in the new year and that arrangements were being put in place for her maternity cover. An HR Assistant role was also being advertised to help with the increasing HR administrative tasks, including payroll.

40. Development Office

The Bursar advised that the Ms Jen Stedman, Alumni Relations Manager, had left College over the summer, but that the Development Office now had a full complement of staff, including three new members: Mr Bruce Lawrence, Executive Director of International Alumni Engagement and Development, Mrs Meghan Mitchell, Regular Giving and Trusts Manager and Ms Hannah Manito, Development Assistant.

41. Pastry Chef

The Bursar advised that Mr Emanuele Schiavone had now left College and that his replacement was being recruited.

42. St Hugh's Future Project (GB 379, Academic Year 2015-16)

The Bursar advised that Ridge had been appointed as Project Managers. Members of the St Hugh's Future Project Working Group were now working with the Project Managers to begin the process of appointing architects and quantity surveyors.

43. Liquidated Damages (GB 172, Academic Year 2015-16)

The Bursar advised that the liquidated damages for the Dickson Poon China Centre Building had now been settled over the summer.

44. Bursar's Office

The Bursar advised that she was now working temporarily in Meeting Room 1 of the Dickson Poon China Centre Building. This was to allow the Bursary in Main Building to be used during the Festival of Anniversaries for an exhibition about St Hugh's as a hospital for head injuries during World War II. Building work would then take place to reshape the offices to allow the HR function to be brought more closely into the heart of College.

45. Admissions Business

The Senior Tutor advised that 124 new undergraduate students had begun in College this term, down from 126 in 2015-16. 220 new graduate students had also been admitted to College this term, 43 of whom were part-time. The number of new graduates meant there was now a 49% / 51% split between postgraduate research and postgraduate taught students in College.

The number of graduate students had more than doubled in College over the past ten years and, at the current rate of growth, would over-take undergraduate admissions. It was agreed that Academic Committee should discuss this and report back to the Governing Body. Academic Committee was advised to seek University advice on its strategy for undergraduate and graduate admissions numbers.

46. British Academy

The Governing Body congratulated Professor Leach on her election to a Fellowship of the British Academy.

47. Honorary Fellowships and Distinguished Friends of the College

Governing Body was reminded that nominations for Honorary Fellowships and Distinguished Friends of the College would be considered at the 8th Week meeting of Governing Body.

48. Equality and Diversity Issues Arising

No issues were identified.

49. Date of Next Meeting

The Second Stated Meeting of the Governing Body in Michaelmas Term will be held on Wednesday, 2 November 2016 at 2.00 pm in the Mordan Hall.

A Special Meeting of the Governing Body will be held at 1.45 pm on the same day in the Mordan Hall for Scholars and Exhibitioners to make their declarations and be admitted. This will be preceded by the Scholars' Lunch.

This ended the business of the meeting.

DR J PARKIN
Secretary