

ST HUGH'S COLLEGE, OXFORD
The Third Stated Meeting of the **GOVERNING BODY** in Trinity
Term was held on Wednesday 12 June 2013

Present:	Principal	Dr Emerson
	Dr Holland	Dr Lewis
	Dr Garnett	Dr Perera
	Professor Chalker	Dr Friedman
	Professor Getzler	Dr Mann
	Dr Stellardi	Dr Sanders
	Professor Westbrook	Professor Kim
	Dr Grainger	Dr Parkin
	Dr Macnair	Dr Husband
	Dr Rood	Dr Thomas
	Dr Perkins	

Mr Hellings represented the MCR and Mr Pope the JCR. They attended for Items 315-19, 321 and 347-50. The College Accountant, Mrs Alexander attended for items 311, 312, 314-324 and 347-50.

311. Apologies for Absence

Apologies were received from Professor Watts, Professor Moore, Dr Kuhn, Dr Wong, Mrs Vainker, Professor Duncan, Dr Stevens, Dr Wilson, Dr Harnden, Mr Ovenden, Dr Martin, Dr Tarres, Dr Capelli, Mr Marshall, Dr Blunsom, Professor Riddoch, Ms Stott and Professor Jin (Dr Iles, Professor Plunkett, Professor Giles, Professor Mitchell, Professor McDonald, Dr Paseta, Professor Powell, Professor Marshall, Professor Leach, Dr Conway, Dr Hammond and Dr Baker on leave).

312. The Minutes of the Second Stated Meeting in Trinity Term held on 15 May 2013 were approved and signed.

313. Conference of Colleges (Circ Bus 03.06.13)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 23 May 2013 had been circulated and were received.

314. Conflict of Interest

It was noted that all fellows had a potential conflict of interest in the discussion on the Remuneration Committee minutes.

315. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 5 June 2013 had been circulated and were received. It was agreed that thanks should be conveyed to the departmental managers for their care and hard work in producing forward planning documents and financial information for the next five years.

316. Report and Recommendations from Investment Committee (FC 4)

The Minutes of the Investment Committee held on 21 May 2013 had been circulated and were received. On the recommendation of the Investment Committee, it was agreed to appoint an independent investment company to review the College's

investment policy. It was further agreed that the College would look at alternative companies alongside Cambridge Associates to ensure the College received the best possible advice.

317. Report and Recommendations from Student Support Committee (FC 5)

The Minutes of the Student Support Committee held on 29 May 2013 had been circulated and were received.

318. Report and Recommendations from Estates Committee (FC 6)

The Minutes of the Estates Committee held on 29 May 2013 had been circulated and were received, as was the annual report from the Custos Hortulorum.

319. Draft Budget 2013/14 (FC 7)

On the recommendation of the Finance Committee, the budget for the 2013/14 year was approved. A note of each Manager's 5 year plan to accompany the budget had been circulated and was received.

320. Bank Loan (FC 9)

On the recommendation of the Finance Committee, it was agreed to take out a loan with Barclays Bank PLC.

321. Rent Review (FC 9)

On the recommendation of the Finance Committee, it was agreed to increase student rents by 2% for the 2014/15 academic year. It was also agreed that rent negotiations should take place in the Trinity Term prior to implementation and there would therefore not be a further rent proposal until Trinity Term 2015.

322. Report and Recommendations from Remuneration Committee (FC 10)

The Minutes of the Remuneration Committee held on 4 June had been circulated and were received.

323. Fellows' Allowances (RC 4)

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

- Entertainment Allowance – to increase the allowance by 2.5%
- Research Allowance – increase to the median of £1,206
- Housing Allowance- increase to the median of £7,505
- Computer Equipment allowance to remain unchanged
- Equity sharing scheme – to wait for the outcome of the Investment Review

324. Principal's and Bursar's Remuneration (RC 6)

On the recommendation of the Remuneration Committee, it was agreed that the Principal's and Bursar's salaries should increase in line with the national pay award for academics by a maximum of 2.5%.

325. Chair of Geochemistry

On the recommendation of the Selection Committee, Professor Christopher Ballentine was unanimously elected to a Professorial Fellowship in association with his Chair in Geochemistry.

326. Chair in Commercial Law

It was agreed that the College would offer an association with the forthcoming Chair in Commercial Law.

327. Director of Development

The Principal introduced a discussion about a possible proposal to elect the Director of Development to a Fellowship. It was agreed in principle that such a proposal would be welcomed. It was further agreed that the Secretary to the Statutes and Bylaws Committee would consider the Statutes and Bylaws to establish correct procedure, including whether such election could be done by means of circulated business or if a Special Meeting would need to be convened.

328. Formal Halls

The Principal brought up the fact that formal halls were not always well attended. This was noted but it was suggested that this was a peculiarity of the middle of Trinity term and that in general we wanted to continue with the number we had while encouraging more attendance.

329. Colin Matthew Fund

The Minutes of the Colin Matthew Fund Committee meeting held on 5 June 2013 had been circulated and were received.

330. Recording of Special Leave

It was agreed that Fellows on such leave as compassionate and maternity/paternity leave would be recorded as being 'On Leave' rather than as having sent 'Apologies'.

331. Welfare Review

The Senior Tutor advised that the Dean of Hertford, Dr Woollard, had kindly agreed to undertake a review of the College's Welfare provision. Dr Woollard would submit a confidential report to the Vice Principal, as Chair of the Welfare Committee, to be considered by the Welfare Committee at the beginning of Michaelmas Term.

332. Decanal Team

On the recommendation of the Dean, it was agreed to appoint Solomon Pomerantz as Assistant Dean from Michaelmas Term 2013 and to appoint Andrea Grant and Luiseach Nic Eoin as Junior Deans from Michaelmas Term 2013 and Hilary Term 2014 respectively. Michael Mentink and Jack Fuller would continue in their roles as Junior Deans.

333. Staff Matters

On behalf of the Bursar, the Principal advised that the College nurse would be leaving the College's employment at the end of September 2013 and that the Catering Services Manager would be retiring as at 31 December 2013.

334. Senior Member of the Boat Club

On behalf of the Bursar, the Principal advised that Dr Parkin had volunteered to take over from Prof Plunkett as the Senior Member of the Boat Club and thanked Professor Plunkett for his hard work and commitment to the Boat Club over the last few years.

335. Election of Honorary Fellows

It was agreed that the Principal would approach informally two Senior Members to ascertain their willingness to accept an Honorary Fellowship should members of Governing Body elect them to such a Fellowship. It was further agreed that an approach would be made to a former Fellow to establish his likely response were he to be proposed for election to an Honorary Fellowship.

It was agreed to further consider the process of electing Honorary Fellows at a meeting in Michaelmas Term.

336. Report and Recommendation from Academic Committee

The Minutes of the meeting of Academic Committee held on 29 May 2013 had been circulated and were received.

337. China Centre (AC 2.2)

On the recommendation of the Academic Committee, it was agreed to invite Professor Mitter to attend a meeting in Michaelmas Term to address the Governing Body.

338. Non-Stipendiary Lectureship in Philosophy (AC 6)

On the recommendation of the Academic Committee, it was agreed to appoint Dr Jordan Bell to a non-stipendiary lectureship in Philosophy from 1 October 2013 for one year.

339. Determination of Appointments (AC 7)

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

Dr Wilson	Tutorial Fellow in Medicine	(7 years)
Dr Rood	Tutorial Fellow in Classics	(7 years)
Professor Leach	Tutorial Fellow in Music	(7 years)
Dr Loutzenhiser	Tutorial Fellow in Law	(7 years)
Dr Conway	Tutorial Fellow in Organic Chemistry	(7 years)
Dr Fowler	Non-Stipendiary Lecturer in Classics	(1 year)
Dr Bird	Non-Stipendiary Lecturer in Biochemistry	(1 year)
Dr Soilleux	Non-Stipendiary Lecturer in Histopathology	(1 year)

Mrs Adams	Non-Stipendiary Lecturer in French	(1 year)
Dr Thompson	Non-Stipendiary Lecturer in Clinical Medicine	(1 year)
Dr Stanley	Stipendiary Lecturer in Biochemistry	(1 year)
Professor Banks	Non-Stipendiary Lecturer in Anthropology	(1 year)
Dr Hale	Non-Stipendiary Lecturer in Mathematics	(1 year)
Dr Fletcher	Stipendiary Lecturer in Applied Mathematics	(1 year)
Dr Palmer	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Jenkins	Stipendiary Lecturer in Medicine	(1 year)
Dr Schofield	Stipendiary Lecturer in Applied Mathematics	(1 year)
Dr Ford	Stipendiary Lecturer in Chemistry	(1 year)
Dr Stewart	Stipendiary Lecturer in Chemistry	(1 year)
Professor Morris	Stipendiary Lecturer in Medicine	(1 year)
Dr Holdsworth	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr De Luca	Non-Stipendiary Lecturer in Medicine	(1 year)
Mr Murphy	Non-Stipendiary Lecturer in Surgery	(1 year)
Dr Laidlaw	Stipendiary Lecturer in Chemistry	(1 year)
Dr Cotton-Barratt	Stipendiary Lecturer in Mathematics	(1 year)
Dr R Cohen Kadosh	Non-Stipendiary Lecturer in Psychology	(1 year)
Dr Kaiser	Non-Stipendiary Lecturer in Modern Languages	(1 year)
Dr Alexander	Non-Stipendiary Lecturer in Anthropology	(1 year)
Dr K Cohen Kadosh	Stipendiary Lecturer in Psychology	(1 year)
Dr Stylianou	Non-Stipendiary Lecturer in Ancient History	(1 year)
Dr Kothari	Non-Stipendiary Lecturer in Medicine	(1 year)
Mr Virtanen	Non-Stipendiary Lecturer in Mathematics	(1 year)
Mr Harper	Non-Stipendiary Lecturer in Physics	(1 year)

The following appointments terminate on 30 September 2013 and will not be renewed:

Dr Mladenovic	5 hour Stipendiary Lecturer in Archaeology
Dr Bayley	6 hour Stipendiary Lecturer in English
Dr Came	Non-Stipendiary Lecturer in Philosophy
Mr Fang	3 hour Stipendiary Lecturer in Economics
Dr Sternberg	4 hour Stipendiary Lecturer in Politics
Dr Morelli	2 hour Stipendiary Lecturer in Economics
Mr Zurimendi	1 hour Stipendiary Lecturer in Economics
Dr Harper-Scott	2 hour Stipendiary Lecturer in Music

340. College Bylaws and the Collegiate University's Fitness to Study Panel (AC 9)

On the recommendation of the Academic Committee, it was agreed that the Senior Tutor work with the Dean and the Secretary to the Statutes and Bylaws Committee to determine whether changes to the College's bylaws may be required following the establishment of the University's Fitness to Study Panel.

341. Survey of Academic Provision (AC 11.1)

On the recommendation of the Academic Committee, it was agreed that a summary of points raised in individual comments from the undergraduate feedback questionnaires be compiled by the Senior Tutor and reported to the relevant subject tutors on a three-year cycle initially, perhaps with a view to reducing this timeframe subject to ensuring complete confidentiality.

342. Academic Provision for Graduates (AC 12.1)

On the recommendation of the Academic Committee, it was agreed that all graduate studies be invited on a voluntary basis once each year to meet the Principal and Senior Tutor and that graduates should be sent a form inviting them to comment on academic and other provision.

343. Graduate Scholarships (AC 12.2)

On the recommendation of the Academic Committee, it was agreed the University should be encouraged to look again at Clarendon lists and to make recommendations for scholarships as appropriate.

344. Leave (AC 14)

On the recommendation of the Academic Committee, it was agreed to grant sabbatical leave to:

- a. Dr Holland for Hilary Term 2014 and a term's leave in Trinity Term 2014 with continued use of his room.
- b. Professor Westbrook for 2013-15 with continued use of his room.

345. Buyouts

On the recommendation of the Academic Committee, it was agreed to grant buyouts to:

- a. Dr Parkin for 2013-15 while he serves as the undergraduate admissions coordinator for History.
- b. Dr Perkins for 2013-15 while he acts as Convenor for the MSt.
- c. Professor Chalker for Hilary and Trinity Terms 2014 while he acts a member of the REF panel.

346. Report and Recommendations from Nominations for Vacancies Committee

The Minutes of the Nominations for Vacancies Committee held on 21 May 2013 had been circulated and were received. The following nominations were agreed:

College Officers

	Vice	Nominated
Computing/IT Fellow	Dr Perera	Dr Loutzenhiser
Sports Fellow		Dr Perera

College Committees

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

	Vice	Nominated
Academic	Dr Macnair Prof Moore Dr Garnett	Professor Getzler Dr Perkins Professor Leach
Estates	Dr Blunsom	Professor Moore

	Prof Plunkett	Dr Tarres
	Dr Friedman	Dr Biro
Finance	Dr Capelli	Dr Husband
Library	Prof Chalker	Professor Powell
Remuneration	Prof Giles	Professor Esiri
	Dr Lunn	Professor Kim
	Dr Grainger	Professor Mitchell
	Dr Holland	Dr Martin
Statutes & Bylaws	Dr Rood	Dr Lewis
Student Support	Prof Getzler	Professor McDonald
Welfare	Prof Leach	Dr Paseta
	Dr Loutzenhiser	Dr Mann

Additional Members for the following Committees

Academic Standards

Dr Stellardi
Professor Leach

Appeals

Dr Conway
Dr Holland
Professor Chalker
Professor Getzler
Mrs Vainker

Disciplinary

Dr Rood
Professor Mitchell
Dr Capelli
Dr Parkin

347. New Building Update

The Principal provided an update on the current works, which are still behind schedule following the cold weather experienced earlier in the year.

348. MCR Interim Committee

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

349. MCR Presidents

The Principal noted that this was the last meeting for the MCR President, Mr Thomas Liefelaender, and thanked him for his hard work and commitment during his time in office. She welcomed his replacement, Mr Ben Hellings.

350. JCR Business

The JCR President advised that food was still being stolen from fridges in communal kitchens but that the JCR was waiting to see if the problem persisted into Michaelmas Term before asking for more formal action to be taken.

This ended the business of the meeting.