

ST HUGH'S COLLEGE, OXFORD

The Second Stated Meeting of the **GOVERNING BODY** in Trinity Term was held on
Wednesday, 17 May 2017

Present:	The Principal (Chair)	Professor Perera
	Professor Watts	Professor Loutzenhiser
	Dr Kuhn	Professor Conway
	Professor Chalker	Professor Mann
	Professor Getzler	Ms Stott
	Professor Stellardi	Dr Parkin (Secretary)
	Professor Mitchell	Professor Husband
	Professor McDonald	Professor Biro
	Professor Westbrook	Professor Doyle
	Professor Pašeta	Professor Sullivan
	Professor Grainger	Professor Jérusalem
	Professor Rood	Professor Oberhauser
	Professor Martin	Professor Saupe
	Professor Capelli	Professor Llewellyn
	Professor Marshall	Professor Morisi
In attendance:	Dr Large	Dr Jenkins
	Professor Riddoch	Ms Carthew
	Dr Ohta	Dr Atack
	Dr Pavlova	

Mr Bull represented the MCR and Ms Pavlova the JCR. They attended for items 282-284, 290-293, 295-302, 304-307, 310-313 and 317-324.

282. Apologies for Absence

Apologies were received from: Mrs Vainker, Professor Duncan, Professor Harnden, Mr Marshall, Professor Eidenmüller, Professor Thompson, Professor Cook, Dr Hein and Dr De Luca, (Professor Moore, Professor Garnett, Professor Plunkett, Professor Giles, Professor Macnair, Professor Lewis, Professor Leach, Professor Blunsom, Dr Sanders and Professor Xiang on leave).

283. Internationally Renowned Architects (Circ Bus 25.04.17)

It was noted that a list of internationally-renowned architects had been received.

284. Conference of Colleges (Circ Bus 26.04.17)

The unconfirmed minutes of the Meeting of Conference of Colleges held on 16 March 2017 had been circulated and were received.

285. Report and Recommendations from Education Committee (Circ Bus 02.05.17)

The Minutes of the Education Committee held by circulation on 27 April 2017 had been circulated and were received.

286. Withdrawals (EC 2.1)
- It was noted that there had been no student withdrawals since the last meeting of the Education Committee in Hilary Term.
287. Suspensions (EC 2.1)
- A list of students whose status is currently suspended was noted.
288. Returns (EC 2.1)
- A list of students scheduled to return was noted.
289. Change of Course (EC 2.1)
- A list of students who had changed course was noted.
290. Teaching in Chinese Commercial Law (Circ Bus 08.05.17)
- On the recommendation of the Selection Committee, it was noted that it had been agreed by circulation to appoint Dr Mimi Zou to the role of Fangda Career Development Fellow in Chinese Commercial Law.
291. The Minutes of the First Stated Meeting in Trinity Term held on 20 April 2017 were approved and signed.
292. Conflicts of Interest
- Fellows declared potential conflicts for the items from Academic Committee (minute 316) regarding leave and buyouts.
293. St Hugh's Future Project Review Report (GB 274)
- The St Hugh's Future Project Review Report for May, compiled by Ridge, the Project Managers, had been circulated and was received.
294. St Hugh's Future Project (GB 275)
- It was noted that many potential developments are being explored with regard to the Future Project. It was agreed that a further report will be made at the 0th Week meeting of Governing Body in Michaelmas Term 2017.
295. Report and Recommendations from Finance Committee
- The Minutes of the Finance Committee held on 3 May 2017 had been circulated and were received.
296. Management Accounts Period 8 and Forecast, 2016-17 (FC 5)
- The Management Accounts for Period 8 (financial year to 31 March 2017) and the Forecast to 31 July 2017 had been circulated and were approved.
297. College Budget 2017-18 (FC 6)

The College Budget for 2017-18 had been circulated and was approved. It was noted that the targeted cash surplus is 1.6%, which is much lower than the College target of 5%. However, it is hoped that this figure is only temporarily low for the next few years while College is paying more in interest than it is receiving from the Private Placement and while there is increased expenditure on the estate as a result of the College Contributions Committee application.

298. Drawdown from the Endowment Fund (FC 7)

The proposal that College should maintain the drawdown at the current level of 3.77% was approved. It was noted that the drawdown would only be used if required.

299. Student Rents (FC 8)

The proposal to increase student rents for 2017-18 by 2.5%, compared with the 2016-17 rents, was approved.

300. Garage Rents (FC 9)

The proposal to increase garage rents for 2017-18 by 2.5%, compared with the 2016-17 rents, was approved. It was noted that this was in line with the agreed 2.5% increase in student rents for 2017-18.

301. MCR and JCR Subscriptions 2017-18 (FC 10)

The proposal to increase the MCR and JCR subscriptions by 2.5%, compared with the 2016-17 subscriptions, was approved. It was noted that this was in line with the agreed 2.5% increase in student rents for 2017-18.

302. College Application to the College Contributions Committee (FC 11)

The 2017 College bid to the College Contributions Committee had been circulated and was received. The Bursar advised that College had submitted an application to the College Contributions Committee in late March, seeking an income grant for the next five years. The application is based on a five-year plan of prioritised, scheduled maintenance of the estate, resulting from the outcomes of the Stock Condition Survey undertaken at the behest of the Committee in 2016. The Principal and the Bursar will meet with the Committee on 22 May to discuss the application further. The outcome from the Committee is expected to be known soon afterwards, but will be ratified formally by Council at its meeting in 9th Week.

304. Women in the Humanities (GB 173)

A note of the work of the Women in Humanities research programme, currently part of TORCH, but due to become a separate research centre had been circulated and was received. The Co-Director, Professor Pašeta, outlined the future plans and it was agreed that the centre should be located in St Hugh's. The proposal was considered timely given the significant centenaries being celebrated in 2018 (the centenary of women's suffrage) and in 2020 (centenary of women becoming full members of Oxford University). It was noted that the Principal had agreed to join the Advisory Board.

305. Development Report

The Principal advised that:

- i. St Hugh's Ball, 29 April 2017
200 alumni had attended the St Hugh's Ball and a reception held beforehand. There had also been a Dinner beforehand in the Principal's Lodgings for VIPs and major donors;
- ii. Virginia Woolf Celebration, 5 May 2017
an event was held in College to commemorate the 90th anniversary of Virginia Woolf delivering a talk to the Oxford University English Society at St Hugh's in May 1927, accompanied by Vita Sackville-West. Over 100 guests attended the celebration, which involved a day of talks and discussion about Virginia Woolf and explored new perspectives on her life and work. A number of high-profile speakers took part, including alumna, author and historian Juliet Nicolson (English, 1973), and actor and author Dame Eileen Atkins. The Director of Development was thanked for her work in creating the event and making the day a tremendous success;
- iii. Donors' Tea Party, 20 May 2017
the annual tea party for donors is being held on 20 May. About 60 donors are expected to attend and Fellows and their families are warmly invited to attend the event and meet the donors;
- iv. Royal Holloway Picture Gallery, Chapel and Archive Tour, 15 June 2017
alumna Dr Harriet O'Neill (Modern History, 1999) will lead this tour, with the opportunity to view material relating to St Hugh's College from the Royal Holloway archives;
- v. Garden Party, 18 June 2017
the Garden Party and Alumni Association Annual General Meeting will be held on 18 June, with a lunch-time barbecue for Fellows and staff beforehand hosted by the Principal;
- vi. Development Office
given the increased workload in the Development Office, especially with regard to the Future Project, it was likely that additional resource would be required in the Office during the period of the Project.

306. Legacies and Donations

An update was received from the Principal.

307. St Hugh's Ball 2017

The Principal advised that the St Hugh's Ball held on 29 April 2017 had been very successful and congratulated the JCR Ball President and Ball Committee on this. Gratitude was expressed to all College staff involved in the set-up and running of the Ball, and especially to the Domestic Bursar, Catering Manager and Head Porter, for all their work on the night of the Ball, which had helped to make it such a success.

308. Tutorial Fellowship in Human Sciences

On the recommendation of the Selection Committee, the appointment of Dr Thomas Cousins, Clarendon-Lienhardt Assistant Professorship in the Social Anthropology of Africa, to a Tutorial Fellowship in Human Sciences at St Hugh's College was approved in a paper vote.

310. Academic Lecture

It was noted that Dr Gabriele De Luca will deliver an Academic Lecture on 31 May 2017 on 'Sir Hugh Cairns: Pioneering Neurosurgeon'.

311. St Hugh's Law Lecture

The Principal advised that the St Hugh's Law Lecture is being delivered by Mr Rimsky Yuen, Secretary for Justice, Government of Hong Kong, on 25 May 2017 with a dinner afterwards, attended by the Vice-Chancellor. Fellows are invited to attend the Lecture and Dinner and should contact the Principal's Executive Assistant to confirm attendance.

312. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 3 May 2017 had been circulated and were received.

313. Proposed Changes to Matriculation (AC 6)

Academic Committee had considered a paper from the University's Student Registry proposing that the process of Matriculation be de-coupled from the ceremony, and asking for colleges' views. It was agreed that the Senior Tutor should express the Committee's desire to retain the Matriculation ceremony as a compulsory part of a student's introduction to the University; having, as it does, sociological and social significance.

314. Teaching in Clinical Medicine (AC 14)

On the recommendation of the Academic Committee, the appointment of Dr Rachel Carey Jenkins, Dr Tom Cibulskas, and Dr Aaron Leiblich to Non-Stipendiary Lectureships in Clinical Medicine for the 2017-18 academic year was approved.

315. Teaching in Management (AC 15)

On the recommendation of the Academic Committee, the re-appointment of Dr Gillian Brooks as a three-hour Stipendiary Lecturer in Management for the 2017-18 academic year was approved.

316. Leave and Buyouts (AC 18)

On the recommendation of the Academic Committee, it was agreed to grant sabbatical leave to Professor Martin, according to entitlement, for Hilary and Trinity Terms 2018.

317. Decanal Team 2017-18

The Dean advised that the Assistant Dean will remain in position for one more term (Michaelmas Term 2017) and that one of the Junior Deans, Mr Peter Tudor, will finish at the end of this academic year. It was agreed that two Junior Dean positions should be advertised for Michaelmas Term 2017, and that one of the Junior Deans would then become Assistant Dean, to replace Mr Sol Pomerantz, from Hilary Term 2018. This will allow an induction and training period during the busy Michaelmas Term.

318. Assistant Dean

The Principal advised that Mr Sol Pomerantz, Assistant Dean, will be married at the end of May and Governing Body offered its congratulations.

319. College Security

The Principal advised that following an incident at the weekend in which an unwelcome visitor had gained access to the College buildings, everyone should remain vigilant when coming into or leaving College. The Principal thanked the Porters for their handling of the situation.

320. Report and Recommendations from Library Committee

The Minutes of the Library Committee held by circulation on 9 May 2017 had been circulated and were received.

321. Report and Recommendations from Risk Committee

The Minutes of the Risk Committee held by circulation on 10 May 2017 had been circulated and were received.

322. Risk Matrix (RC 5)

The College Risk Matrix had been circulated and was received.

323. Equality and Diversity Issues Arising

No issues were identified, other than those connected with the Women in Humanities Research programme (minute 304).

324. Date of Next Meeting

The Third Stated Meeting of the Governing Body in Hilary Term will be held on Wednesday, 14 June 2017 at 2.00pm in the Mordan Hall.

This ended the business of the meeting.

DR J PARKIN
Secretary