

ST HUGH'S COLLEGE, OXFORD  
The First Stated Meeting of the **GOVERNING BODY** in Trinity  
Term was held on Thursday 24 April 2014

Present:	Principal	Dr Rood
	Professor Iles	Professor Perkins
	Professor Moore	Dr Emerson
	Dr Garnett	Professor Lewis
	Dr Kuhn	Professor Perera
	Professor Chalker	Professor Leach
	Professor Getzler	Professor Blunsom
	Professor Stellardi	Professor Baker
	Professor Mitchell	Dr Sanders
	Professor McDonald	Ms Stott
	Professor Duncan	Dr Parkin
	Professor Westbrook	Professor Husband
	Professor Paseta	Professor Biro
	Professor Macnair	Professor Doyle

Mr Flint represented the MCR and Mr Kondragunta the JCR. They attended for Items 213-216, 221, 222 and 229.

198. Apologies for Absence

Apologies were received from Professor Watts, Professor Plunkett, Professor Wong, Mrs Vainker, Professor Grainger, Professor Wilson, Professor Harnden, Professor Martin, Professor Tarres, Professor Marshall, Professor Loutzenhiser, Professor Conway, Professor Friedman and Professor Sullivan (Dr Holland and Professor Hammond on leave).

199. Conference of Colleges (Circ Bus 31.03.14)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 18 March 2014 had been circulated and were received.

200. Director of Development Recruitment (Circ Bus 04.04.14)

It was noted it had been agreed by circulation to use the services of Morgan Hunt to assist with the recruitment of a replacement Director of Development.

201. The Minutes of the Third Stated Meeting in Hilary Term held on 12 March 2014 were approved and signed.

202. 74 Woodstock Road (GB 97)

The Bursar advised that Heads of Term had been drafted by the University's Legal Department for the rental agreement to the research group prior to these being agreed by the College's legal representatives. Fellows wishing to view the remaining space should contact the Bursar to arrange a viewing.

203. Conference Office Report (GB 168)

A report providing supplementary information to the Conference Office Report considered by Governing Body at its meeting in 8<sup>th</sup> week of Hilary Term had been circulated and was received.

204. Emeritus Fellowships (GB 173)

The Senior Tutor reported that the Principal, Professor Getzler and she would during the long vacation review the categories and qualifications for Fellowships with a view to recommending changes as necessary during the academic year 2014-15. This would include a further review of the terms of Emeritus Fellowships to ensure that this and other categories of Fellowship remained relevant to current academic career patterns. It was noted that Academic Committee would be asked to consider a proposal to appoint Professor Riddoch to a fixed-term Fellowship (which would not preclude consideration for an Emeritus Fellowship at a later stage if appropriate) later in the term.

205. Conflict of Interest

Fellows declared a potential conflict with Item 204.

206. Principles and Protocols for Development

A paper proposing changes to the current Principles and Protocols for Development written by the Committee for Development and Alumni Relations, University Council and the Development Panel, Conference of Colleges had been circulated and was received. It was agreed that the Principal would vote in favour of these proposed changes.

207. Mr Richard Ovenden

The Principal advised that Mr Ovenden had officially resigned his Fellowship at St Hugh's with effect from the middle of March to take up the position of Bodley's Librarian and its associated Fellowship at Balliol. It was agreed that Governing Body would consider a proposal to elect Mr Ovenden to an Honorary Fellowship at the meeting in 4<sup>th</sup> week.

208. Professor Peter McDonald

The Principal congratulated Professor McDonald on his being awarded a two-year Leverhulme Research Fellowship. She advised that replacement teaching arrangements would be considered by Academic Committee in due course.

209. Professor Pierre Tarres

The Principal advised that Professor Tarres had resigned his Fellowship with effect from 30 September 2014. She further advised that replacement teaching arrangements would be considered by Academic Committee in due course.

210. Memorial Services

The Principal advised that she was attending a Memorial Service for Professor Butler that afternoon; that a Memorial Service for Dr Ann Wordsworth was planned in College for Saturday 10 May 2014; and that details of the Memorial Service for Dr Kennedy would be made known in due course.

211. Email Harassment of the Principal

The Principal advised that a perpetual interdict had been awarded against one individual and another individual had received a nine month prison sentence and the imposition of

an anti-harassment order. The Principal thanked Fellows and non-academic staff for their support through this period.

212. Lectureship in Computer Science

On the recommendation of the Selection Committee, it was agreed to appoint Dr Christopher Heunen to a five-year, fixed-term four-hour stipendiary lectureship in Computer Science from 1 October 2014.

213. New Building Update

The Bursar advised that, while works were progressing, there had been a further delay to the completion date and the contractors were now advising a handover date of 9 May 2014. The Bursar further advised that she was liaising with both the contractor about making arrangements for business affected by the continued delay and with the College's solicitors about the liquidated damages clauses in the contract.

214. New Building Opening Ceremony

The Principal provided an update on progress with the arrangements for the Opening Ceremony to be held on 8 and 9 September 2014. Given the restrictions on numbers, it was agreed that the Principal would write to Fellows seeking their availability/interest in attending the events prior to proposing to Governing Body a method of allocating tickets, should this be required.

215. Premises Licence

The Bursar reported that the College had applied for a new Premises Licence to cover the new building, as a result of which three objections had been received. The Bursar was hopeful of being able to reach a compromise with local residents; otherwise she and the Principal would attend a meeting of the Planning Committee on 13 May 2014.

216. Strategy

The Bursar advised that the Principal and she were working on the draft strategy paper and a first draft should be ready for consideration by members of Governing Body later in the term.

217. Booking of Teaching Rooms

It was agreed that the Bursar would ascertain why Fellows have been experiencing difficulties in booking teaching rooms and would look at ways of simplifying the process prior to reporting to the meeting of the Governing Body in 4<sup>th</sup> week.

218. Update on Recruitment

The Bursar advised that

a. Head of Estates

The references for Colin Bailey had been acceptable and he starts on Monday 16 June 2014.

b. Finance Bursar

The position had been offered to Ms Jessica Kennedy who starts on Tuesday 27 May 2014.

c. Director of Development

Head Hunters, Morgan Hunt, had been appointed and are now actively working on the recruitment. The Head Hunters have created a microsite for potential applicants to view further details of the role, which could be found at <http://www.st-hughs.morganhuntmicrosite.com/>.

219. Utilities

The Bursar advised that work was ongoing to identify the likely liability for unpaid gas consumption prior to the College's solicitor contacting the supplier in question to begin the process of settling any outstanding invoice.

220. College Contributions Fund

The Bursar advised that the College had submitted an application to this year's College Contributions Fund in the sum of £178,800 to cover the cost of repairing the roof on the Maplethorpe Building and the unforeseen utilities' invoices.

221. Report and Recommendations from Statutes and Bylaws Committee

The Minutes of the Statutes and Bylaws Committee had been circulated and were received.

222. Terms of Reference for Welfare Committee

On the recommendation of Statutes and Bylaws Committee, it was agreed to amend the Terms of Reference for Welfare Committee. The Committee would now be chaired by the Principal and would have a wider membership to include those currently represented on the informal welfare group.

223. Report and Recommendations from Education Committee

The Minutes of the Education Committee had been circulated and were received.

224. Withdrawals

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

225. Suspensions

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

226. Returns

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

227. Change of Course

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

228. Book Prizes

On the recommendation of Education Committee, it was agreed to award Book Prizes to Jacob Studholme (3rd year Chemistry), Thomas Roberts (3rd year Chemistry) and Ana Lawry-Aguila (3rd year Chemistry) in recognition of their First class marks in the Supplementary Subject.

229. Graduate Accommodation

The MCR Vice-President advised that the MCR had concerns over the College's residential accommodation policy, namely:

1. the allocation of accommodation given the College's commitment to house all of its undergraduates, particularly given the likely increase in demand again for the forthcoming academic year. The MCR would like the College to guarantee the number of rooms it offers to graduates each year;
2. likely rental levels for the accommodation in the new Dickson Poon China Centre Building. The MCR would like reassurance that rents would not be set to create a clear divide between those who could and those who could not afford higher rents;
3. help for those graduates unable to secure accommodation in College, particularly given it is probable that the majority of these will be international students new to Oxford and the local rental market.

The Principal agreed to set up a Working Group to look at these issues, in the short term to agree how best to move forward for the 2014/15 academic year and longer term to make recommendations to Governing Body on a draft policy.

This ended the business of the meeting.