

ST HUGH'S COLLEGE, OXFORD

The First Stated Meeting of the **GOVERNING BODY** in Trinity Term
was held on Thursday, 19 April 2018

Present:	Principal (Chair)	Professor Wilson
	Professor Moore	Professor Marshall
	Professor Garnett	Professor Perera
	Dr Kuhn	Mr Marshall
	Professor Chalker	Professor Loutzenhiser
	Professor Plunkett	Professor Mann
	Professor Getzler	Dr Parkin (Secretary)
	Professor Wong	Professor Husband
	Professor Stellardi	Professor Jérusalem
	Professor Mitchell	Professor Saupe
	Professor McDonald	Professor Llewellyn
	Mrs Vainker	Professor Morisi
	Professor Westbrook	Professor McMahon
	Professor Grainger	Professor Cousins
	Professor Macnair	
In attendance:	Ms Carthew	Dr Pavlova
	Dr Ohta	Dr Atack
	Dr Chow	Dr Zou

Ms Walnicki represented the MCR and Mr Yeandle the JCR. They attended for items 270-284, 299-308 and 311-312.

270. Apologies for Absence

Apologies were received from Professor Rood, Professor Harnden, Professor Martin, Professor Capelli, Professor Conway, Dr Sanders, Ms Stott, Professor Sullivan, Professor Eidenmüller, Professor Ahmed, Dr Large, Professor Cook, Professor Riddoch, Dr Jenkins and Professor Carvalho (Professor Duncan, Professor Pašeta, Dr Perkins, Professor Leach, Professor Blunsom and Professor Doyle on leave).

271. Draft Statement on USS Dispute (Circ Bus 15.03.18)

It was noted that the draft statement on the USS dispute, to be published on the College website, had been circulated and received.

272. Message from the Principal re the Statement on USS Dispute (Circ Bus 16.03.18)

It was noted that information about Conference of Colleges seeking legal advice as to whether Governing Bodies were conflicted in this matter had been circulated and received. The Principal advised Governing Body of the conclusion.

273. College Accountant (Circ Bus 19.03.18)

It was noted that information about the appointment of a new College Accountant, Mr Jeremy Weeks, had been circulated and received.

274. USS Update (Circ Bus 22.03.18)

It was noted that an update from the President of UUK concerning an extraordinary meeting of UUK Board, as well as a valuation update and updated guidance on the impact of industrial action had been circulated and received.

275. Gender Pay Gap Report (Circ Bus 29.03.18)

It was noted that the draft Gender Pay Gap Report for 2016-17 had been circulated for comment prior to its publication ahead of the 30 March 2018 deadline.

276. Independent Inquiry (Circ Bus 11.04.18)

It was noted that the draft of a press statement concerning the independent inquiry had been circulated.

277. USS update: UCU ballot outcome (Circ Bus 13.04.18)

It was noted that an update from the President of UUK concerning the outcome of the UCU Member Ballot had been circulated and received.

278. Minutes of Conference of Colleges Meeting, 15 March 2018 (Circ Bus 18.04.18)

The unconfirmed minutes of the meeting of Conference of Colleges held on 15 March 2018 had been circulated and were received.

279. The Minutes of the Third Stated Meeting in Hilary Term held on 7 March 2018 were approved and signed.

280. Christmas Arrangements 2018 (GB 155)

The Principal advised that the staff Christmas lunch will be held at Somerville College on Wednesday 19 December and Fellows are encouraged to attend and join the staff.

281. Conflicts of Interest

None were declared.

282. Development Report

The Principal advised that:

- i. Oxford European Alumni Weekend in Rome, 16-18 March 2018
St Hugh's alumni and friends had been welcomed to a private tour at Palazzo Colonna, followed by an informal dinner hosted by the Principal on the evening of Friday 16 March, which was fully booked. There had also been a large number of College guests for the University Gala Dinner the following evening.

- ii. Oxford North American Alumni Weekend in San Francisco, 6-8 April 2018
The Principal had hosted a College dinner for alumni, friends and guests on Saturday 7 April and the inaugural meeting of the newly established St Hugh's College North American Alumni Association had been held on Sunday 8 April. Professor Kathirithamby's new book, *Maria Sibylla Merian: Artist, Scientist Adventurer*, was launched with a presentation to alumni and their families, followed by a private tour of the Botanical Gardens.
- iii. London Breakfast Event with Owen Tudor, 26 April 2018
Mr Owen Tudor, Head of European Union and International Relations at the TUC, will give a briefing on Brexit, where we are now and what it means for business and employees.
- iv. Concert of Music by Dame Ethel Smyth, Suffragette and Composer, Sunday 3 June 2018
A concert is being planned for 3 June, to coincide with the Derby weekend, in honour of Emily Wilding Davison.

283. Legacies and Donations

An update was received from the Principal. The Principal advised that the Telethon in March had raised a record amount. The fourteen students working on the Telethon this year were thanked for their excellent work.

284. Kirsty Flanagan

The Principal advised of the tragic death of alumna, Ms Kirsty Flanagan (Classics and French, 2010) on 4 April 2018. Ms Flanagan had been an outstanding student, friend and member of St Hugh's College. The funeral had taken place last Tuesday and Professor Rood had represented the Principal and Governing Body. The Principal had written to the family on behalf of Governing Body to express the sorrow of the College.

286. Historical Allegations

The Principal advised that the independent inquiry had now started.

288. Election to Elizabeth Wordsworth Fellowships (GB 131)

The Principal advised that she and the Director of Development will be visiting Hong Kong at the end of May for the ceremony on 30 May to induct Mr Zhujun Chen and Mrs Joey Chen as Elizabeth Wordsworth Fellows.

290. Election of New Distinguished Friends of St Hugh's College (GB 246)

It was agreed to elect Mr Neill Coleman, Mrs Margaret Hanson Costan, Ms Dorothy Livingston and Dr Yvonne Winkler as Distinguished Friends of St Hugh's College.

291. Report and Recommendations from Education Committee

The Minutes of Education Committee held by circulation on 17 April 2018 had been circulated and were received.

292. Withdrawals (EC 2.1)

A list of withdrawals was noted.

293. Suspensions (EC 2.1)

A list of students whose status is currently suspended was noted.

294. Returns (EC 2.1)

A list of students scheduled to return was noted.

295. Change of Course (EC 2.1)

A list of students who had changed course was noted.

296. Book Prize (EC 3)

On the recommendation of Education Committee, it was agreed to award Daniel Stedman (2nd year Chemistry), a £50 Book Prize in recognition of the highest mark in the year in the Supplementary Subject in Quantum Chemistry.

297. Tutorial Fellowship in Biochemistry

On the recommendation of the Selection Committee, the appointment of Professor Benoît Kornmann to a Tutorial Fellowship in Biochemistry from Michaelmas Term 2018 was approved in a paper vote.

298. Report and Recommendations from Portrait Committee

[The Principal left the meeting for discussion of this item, which was chaired by the Vice-Principal.]

The Report of Portrait Committee had been circulated and was received. The proposal to commission a portrait of the Principal was approved.

299. OxCort Forms

The Senior Tutor advised of the importance of completing OxCort forms as a record of student progress, to allow the transfer of teaching payments between colleges, and to provide essential information for Principal's Collections.

300. Tutor for Equality

The Principal advised that the College is planning to appoint a Tutor for Equality, in place of the Tutor for Women, to promote all issues surrounding equality, rather than gender alone. This had been discussed and agreed by the Gender Equality Committee and would next be considered by Remuneration Committee before the new position is advertised.

301. College Accountant (GB 261)

The Principal advised that Mr Graham White, College Accountant, had retired from College at the end of March. A new College Accountant, Mr Jeremy Weeks, has been appointed and will start on 18 June. Mr Weeks will be in College on Tuesday 8 May for a familiarisation day and to attend lunch at High Table, Investment Committee and Formal Hall. Those Fellows involved in the shortlisting and interview processes were thanked for their support in the recruitment process.

302. Building Maintenance Manager

The Principal advised that Mr Grant, who had joined the College in late February as the Building Maintenance Manager, had now left College. Mr Paul Blake, the Electrician, has once again stepped in during the interim, until a new Building Maintenance Manager can be appointed. Mr Blake was thanked for taking on the role of interim Building Maintenance Manager.

303. College Office Administrator

The Principal advised that Ms Beth Barnett, College Office Administrative Officer for Graduate Admissions, had left College to work at Wellington Square in the University's Undergraduate Admissions and Outreach Office.

304. Wellbeing Coordinator (GB 267)

The Principal advised that Mrs Sarah Dragonetti, the College Nurse, had started in her new part-time role of Wellbeing Coordinator, effective from 1 April 2018. Mrs Dragonetti will continue with her current duties as College Nurse.

305. Prevent Duty Annual Reporting, December 2017 – Response from HEFCE (GB 136)

The Principal advised that HEFCE had responded to the December Prevent Annual Report, stating that the information provided demonstrated sufficient evidence of due regard to the Prevent duty, that the College had responded appropriately to previous feedback from HEFCE and that no immediate actions were required.

306. 'Designated Smoking Areas in College' Policy (GB 262)

The Principal advised that the new Policy had come into effect on Monday, 16 April, on a trial basis for Trinity Term. Governing Body would review the Policy at the end of term. Feedback will be welcomed from Fellows as well as from the MCR and JCR.

307. Admissions

The Admissions Applications and Offers and Summary 2018 had been circulated and was received. The Senior Tutor advised that the number of College offers to applicants who had applied to St Hugh's was almost the same as the number of offers to students applying to other colleges. It was noted that this helped to ensure that the best candidates were selected for the College and the University.

308. Outreach and School Types (GB 249)

The President of the JCR advised that the proposal that the College's outreach work with fee-paying schools should be limited to only those events and visits which also included non-fee-paying institutions would be discussed further by the JCR before being re-presented to Academic Committee this term. Any Fellow wishing to express a specific concern about the proposal was requested to e-mail the JCR President.

311. Equality and Diversity Issues Arising

No issues were identified.

312. Date of Next Meeting

The Second Stated Meeting of the Governing Body in Trinity Term will be held on Wednesday, 16 May 2018 at 2.00pm in the Mordan Hall.

This ended the business of the meeting.

DR J PARKIN
Secretary