

ST HUGH'S COLLEGE, OXFORD

The Second Stated Meeting of the **GOVERNING BODY** in Hilary Term was held on
Wednesday, 12 February 2020

Present:	The Principal (Chair)	Professor Marshall
	Professor Moore, Vice-Principal	Professor Leach
	Professor Garnett	Professor Loutzenhiser
	Professor Getzler	Professor Mann
	Professor Wong	Dr Sanders
	Professor Stellardi	Professor Husband
	Professor Mitchell	Professor Biro
	Professor McDonald	Professor Doyle (Secretary)
	Professor Duncan	Professor Oberhauser
	Professor Westbrook, Senior Tutor	Professor Morisi
	Professor Wilson	Professor McMahon
	Professor Rood	Professor Cousins
	Professor Martin	Professor Cont
	Professor Capelli	Dr Taylor
	Professor Perera	Professor Kornmann
In attendance:	Dr Large	Professor Chalker
	Ms Carthew	Dr Zou
	Dr Hein	Dr Vandi
	Professor De Luca	Mr Knott, Acting Bursar
	Ms Aitken	Mr Myring, Incoming Bursar

Mr Brandts represented the MCR and Mr O'Hanlon the JCR. They attended for items 210, 212-219, 223-228, 232-234 and 238-241.

210. Apologies for Absence

Apologies were received from Dr Kuhn, Professor Plunkett, Mrs Vainker, Professor Pařeta, Professor Grainger, Professor Harnden, Dr Perkins, Mr Marshall, Professor Baker, Professor Ballentine, Professor Saupe, Professor Thompson, Professor Cook, Professor Riddoch, Professor Carvalho, Professor Alemany and Professor Bentley (Professor Macnair, Professor Conway, Dr Parkin, Professor Eidenmüller and Professor Jérusalem on leave).

211. Celebratory Dinner for Professor Andrew Burrows QC (Circ Bus 17.01.20) (GB 188, 16.01.20)

It was noted that the invitation to attend the celebratory Dinner being jointly hosted by St Hugh's and Lady Margaret Hall on 29 February 2020, had been circulated. The Dinner will celebrate the appointment by Her Majesty the Queen of Professor Andrew Burrows QC (Norton Rose Professor of Commercial Law, St Hugh's College, 1999-2010 and Honorary Fellow of the College since 2010) to the Supreme Court of the United Kingdom. All Fellows were cordially invited to attend the drinks reception in the Principal's Lodgings at St Hugh's and the dinner being held at Lady Margaret Hall.

212. Admission of Fellows

The following made his Declaration and was admitted to his Fellowship:

a. Senior Research Fellowship

Professor J Chalker (Senior Research Fellowship in Physics).

213. The Minutes of the First Stated Meeting in Hilary Term held on 16 January 2020 were approved and signed.

214. Conflicts of Interest

None was declared.

215. Report and Recommendations from Finance Committee

The unconfirmed Minutes of the First Stated Meeting of Finance Committee in Hilary Term held on 29 January 2020 had been circulated and were received.

216. Management Accounts, Period 5 - Five Months to 31 December 2019 (FC 9)

A commentary on the Management Accounts for Period 5 (1 August–31 December 2019) and the Management Accounts had been circulated and were received.

217. Conference & Accommodation Income – College League Table 2018-19 (FC 11)

The league table of conference and accommodation income for 2018-19, prepared by the Domestic Bursars' Committee, had been circulated and was received.

218. External Audit Review (FC 13)

The acting Bursar advised that the draft brief and a shortlist of potential audit firms had been drawn up for the tender exercise for the external audit and preparation of corporation tax returns for the College and subsidiary companies. The list of potential firms to be approached included Critchleys, the current auditors, firms used by other Oxford colleges, one firm that audited Cambridge colleges (but not Oxford ones) and firms outside the circle of Oxbridge college auditors.

On the recommendation of the Finance Committee, the proposal to delay the tender process until summer 2020, to select the auditors for the autumn 2021 audit of the 2020-21 accounts, to enable the incoming Bursar to be involved in the process, was approved. It was confirmed that Critchleys Audit LLP would be engaged again for the audit of the 2019-20 accounts.

219. Website Accessibility Review and Recommendations (FC 14)

On the recommendation of the Finance Committee, a proposal from the Communications Manager for a full re-design and re-build of the College website had been tabled and was approved. It was noted that this will include essential work to ensure that the College website complies with new Government regulations concerning accessibility standards.

220. St Hugh's Future Project (FC 15)

The Stage One Summary Report on the Future Project, as well as a presentation and report from the acting Bursar, had been circulated and were received.

Following the appointment of the acting Bursar, the Principal had asked him to carry out an assessment of the Future Project with regard to the projected costs, the likely period required to raise funds and its viability in terms of the outstanding balance to be raised.

221. Wolfson Building (FC 16)

An update report on the Wolfson Building from the College Accountant had been circulated and was received. It was agreed that, having deferred expenditure for a number of years, because of the hope of replacing the building, money needed to be spent on maintaining the building.

On the recommendation of the Finance Committee, the proposal for funds to be released from the Working Capital Reserve Fund to the Head of Estates to complete limited refurbishment works on the Wolfson Building in the summer vacation, to address the most egregious issues, was approved.

222. Director of Development

The Principal advised that the Director of Development had resigned her position after more than five years at the College. Governing Body expressed its thanks to her for all her work, particularly with regard to the Future Project, and wished her every success in the future.

223. Principal's Report and Development Update

The Principal's Report and Development Update had been circulated and was received.

The Principal advised that:

- i. Burns Supper Formal Hall, Tuesday 28 January 2020.
The Principal hosted the Burns Night Celebrations for the College community, with 56 SCR members attending.
- ii. Donors' Dinner, Saturday 15 February 2020
Honorary Fellow Professor Alison Noble OBE FRS FREng will be the guest speaker at the dinner and it will be good to have as many Fellows as possible attending this important event. The Director of Development and her Team were thanked for their work on this event.
- iii. Professor Rood Book Launch, Tuesday 3 March 2020
The Principal will host a book launch for Professor Rood's new book "Anachronism and Antiquity".
- iv. Academic Lecture, Wednesday 4 March 2020
The Principal will host the St Hugh's academic lecture series with Prof Morisi speaking about 'French Writers in the Killing Zones: From the Death Penalty to Terrorism'.

224. Direct Mail Appeal

The Principal advised that a redesigned format had been used this year which was considered more engaging and eye catching. Substantial space was also dedicated to the work being done for Outreach and how our alumni can support this work. There has been an excellent response so far, with the amount raised expected to be above the annual target.

225. Annual Telethon Appeal

The Principal advised that this year's telethon is set to run from 16-30 March 2020. Applications are currently being accepted from students for telethon caller positions and there has been an enthusiastic response so far. Applications are open until 14 February and all applicants' Personal Tutors will be contacted prior to offers being made.

226. Legacies and Donations

An update was received from the Principal.

227. St Hugh's Climate Strategy

The snapshot of 2019 Sustainability Leadership among the Oxford colleges had been circulated and was received. It was agreed that a sub-Committee of Infrastructure committee should be established, to develop a draft Strategy as a matter of urgency. As this sub-Committee will have such a wide-ranging remit, it would wish to set up focus groups to provide input concerning different areas of activity. The sub-Committee should report back to Infrastructure Committee in Trinity Term 2020, and to Governing Body at the 8th Week meeting in Trinity Term.

228. Lady Ademola (Kofoworola Moore) (GB 205, 16.01.20)

The Principal advised that the unveiling by the Vice-Chancellor of a photograph of Lady Kofoworola Ademola (née Moore, English and Education, 1932), to be followed by a lecture by Ms Pamela Roberts FRSA, Founder and Director of Black Oxford Untold Stories, would be held in College on Tuesday, 10 March 2020. The event will celebrate Lady Ademola, the first black African woman to graduate from the University of Oxford, and be part of a series of events to commemorate 100 years since women were first admitted to degrees at the University. The lecture will be followed by a drinks reception, to precede Formal Hall that evening.

229. Refurbishment of Main Building Working Group (GB 136, 04.12.19)

The Principal advised that the Refurbishment of Main Building Working Group had met the previous week. The Working Group had considered Phase One of the Project, focusing on garden furniture and a gazebo and would be reporting to Infrastructure Committee in 6th Week and to Governing Body in 8th Week.

232. Report and Recommendations from Academic Committee

The unconfirmed Minutes of the First Stated Meeting of the Academic Committee in Hilary Term held on 29 January 2020 had been circulated and were received.

233. Smith-Westlake Scholarships (AC 5.1)

On the recommendation of the Academic Committee, it was agreed that the Westlake donation of £93,000 "for the support of women at St Hugh's", be used to fund two DPhil scholarships in

areas where the proportion of female students is disproportionately low (namely: Computer Science (17%), Physics (19%), Mathematics (20%) and Engineering Science (22%) – the average MPLS PGR figure is 29%). It is hoped that the donation might be matched with Departmental funds to increase the value of the awards.

234. Kofoworola Ademola Fundraising Proposal (GB 205, 16.01.20) (AC 6)

The Principal advised that the College event on 10 March 2020 around the unveiling of a photograph of Lady Ademola might be used to launch a fundraising campaign in Lady Ademola's name.

At the request of Governing Body, the Academic Committee had discussed possible uses for such a fund, including a graduate scholarship for a student from Africa, as a way of recognising of the number of Fellows engaged in Africa-related research, or perhaps an outreach essay prize in English, Lady Ademola's area of study. Academic Committee had recommended to Governing Body that funds be raised to continue the College's recent association with the Africa-Oxford Initiative (AfOx).

The Principal agreed to meet with those Fellows with an interest in Africa prior to 10 March.

238. Opportunity Oxford (GB 60, 10.10.19)

The Senior Tutor advised that Dr Andrew Bell, Director of Opportunity Oxford, would speak to an extraordinary meeting of the Academic Committee on Wednesday, 26 February at 1pm, prior to the 6th Week meeting of the Committee. Dr Bell would talk about the programme, answer questions, and provide an early report on the December admissions round.

239. Report and Recommendations from Library Committee

The unconfirmed Minutes of the Stated Meeting of Library Committee in Hilary Term held on 4 February 2020 had been circulated and were received.

240. Equality and Diversity Issues Arising

No issues were identified other than those pertaining to the Lady Ademola celebrations and fundraising initiative (minutes 228 and 234) and to the Smith-Westlake Scholarships (minute 233).

241. Date of Next Meeting

The Third Stated Meeting of the Governing Body in Hilary Term will be held on Wednesday, 11 March 2020 at 2.00pm in the Mordan Hall.

This ended the business of the meeting.

PROFESSOR D DOYLE
Secretary