

ST HUGH'S COLLEGE, OXFORD

The Third Stated Meeting of the **GOVERNING BODY** in Trinity Term was held on
Wednesday, 17 June 2020.

The meeting was held virtually by Video Conference in Microsoft *Teams*
as a result of the Coronavirus (COVID-19) pandemic.

Present:	The Principal (Chair)	Professor Perera, Dean
	Professor Moore, Vice-Principal	Professor Leach
	Professor Garnett, Library and Archive Fellow	Professor Loutzenhiser
	Dr Kuhn	Professor Conway
	Professor Plunkett	Professor Mann
	Professor Giles	Dr Sanders
	Professor Getzler	Dr Parkin
	Professor Wong	Professor Husband
	Professor Stellardi	Professor Biro
	Professor Mitchell	Professor Doyle (Secretary)
	Professor McDonald	Professor Eidenmüller
	Mrs Vainker	Professor Jérusalem
	Professor Duncan	Professor Oberhauser
	Professor Westbrook, Senior Tutor	Professor Saupe
	Professor Grainger	Professor Morisi
	Professor Macnair	Professor McMahon
	Professor Wilson	Professor Cousins
	Professor Rood	Professor Cont
	Dr Perkins	Dr Taylor, Tutor for Equality
	Professor Martin	Professor Kornmann
	Professor Marshall	Mr Myring, Bursar
In attendance:	Professor Chalker	Professor De Luca
	Professor Blunsom	Professor Alemany
	Professor Bentley	Dr Zou
	Dr Large	Dr Vandi
	Professor Cook	Mr Lawrence Jr, Director of
	Dr Hein	Development

Mr O'Hanlon represented the JCR and Mr Brandts the MCR. They attended for items 368-369, 373-379, 391-394, 396-397, 408, 411-416 and 418-421.

Ms Adesina, JCR Ball President, was welcomed to Governing Body for the item on the JCR St Hugh's Ball 2021 (minute 374).

368. Apologies for Absence

Apologies were received from Professor Stevens, Professor Harnden, Professor Powell, Professor Ballentine, Professor Thompson and Ms Aitken, University Registrar (Professor Capelli and Professor Carvalho on leave).

369. Governing Body Membership

The Principal thanked the Fellowship for its significant attendance at this meeting of the Governing Body.

The Principal advised that this would be the final Governing Body meeting for Dr Zou, who will be leaving College to take up a role at Reading University. Professor Biro will be working in the United States for the next two years and Governing Body wished her well in her work there.

370. Financial Impact of COVID 19 - initial estimates (Circ Bus 27.05.20)

It was noted that the presentation (from a recent meeting of Conference of Colleges) on the University's financial planning had been circulated and received.

371. Sometimes - George Floyd, Race, and Me (Circ Bus 05.06.20)

It was noted that an article written by one of the College's students and posted on social media had been circulated, with permission, by the Tutor for Equality and received.

372. Grievance Committee (Circ Bus 09.06.20)

It was noted that the appointment of members to a Grievance Committee had been approved by circulation.

373. The Minutes of the Second Stated Meeting in Trinity Term held on 20 May 2020 were approved.

374. JCR St Hugh's Ball 2021 (GB 357, 20.05.20)

Ms Adesina, JCR Ball President, was welcomed to Governing Body for this item.

A proposal for the revised theme of 'Dionysia' for the JCR College Ball to be held on Saturday, 8 May 2021 (Saturday of 2nd Week, Trinity Term 2021) had been circulated and was approved.

[Ms Adesina left the meeting at the conclusion of this item.]

375. Conflicts of Interest

Fellows declared potential conflicts of interest with regard to Fellowships for renewal (minute 399), leave and buyouts (minute 402) and nominations for vacancies for College officerships and committee memberships (minute 410).

Professor McMahon withdrew during the discussion and election of a new Senior Research Fellow in Economics (minute 395).

376. Report and Recommendations from Finance Committee

The unconfirmed Minutes of the Second Stated Meeting of the Finance Committee in Trinity Term held on 10 June 2020 had been circulated and were received.

377. Management Accounts, Period 9 - Nine Months to 30 April 2020 and Forecast (9+3) to 31 July 2020 (FC 7)

The Management Accounts for Period 9 (1 August 2019–30 April 2020) and Forecast (9+3) to 31 July 2020, had been circulated and were received. The Bursar advised that through the current uncertain times the Forecast is being updated at least every month.

The Bursar also advised that the Period 10 Management Accounts for the ten months to 31 May 2020 and the updated Forecast (10+2) to 31 July 2020 had recently been finalised and that there had been a few material adjustments, resulting in a positive uplift to the forecasted position. The two, significant, positive changes to report were:

1. The claims for two periods of CJRS (Coronavirus Job Retention Scheme) in April and May, for furloughing of staff through the CJRS, had now been completed. The Government had also released further information around the extension of the scheme to the end of October and the changes in the scheme from July.
2. Income from investments had performed better in the last quarter than had been predicted, the result of a partial market bounce-back and measures in place across the investments to protect income in the short-term. As a result, the forecast income has been increased by £200k. Caution was urged, however, with regard to the performance of the investments and the income they generate into next year, which has been appropriately reflected in the Budget 2020-21.

The effect of these two items, along with some other minor adjustments, was to improve the Forecast (10+2) to an accounting surplus of £36k and a reduction in the expected cash deficit to £115k.

The Management Accounts for Period 9 to 30 April 2020 and the Forecast (9+3) to 31 July 2020 were approved.

378. Report and Recommendations from Infrastructure Committee (FC 9)

The unconfirmed Minutes of the Stated Meeting of the Infrastructure Committee in Trinity Term held on 2 June 2020 had been circulated and were received.

- a. Climate Strategy Sub-Committee of Infrastructure Committee (FC 9a)
(GB 310, 23.04.20)

The interim report from the College Climate Strategy Sub-Committee of Infrastructure Committee, together with the Minutes of the Climate Strategy Sub-Committee meetings held on 8 April, 22 April, 28 April and 27 May, had been circulated, and on the recommendation of the Finance Committee, were approved. The St Hugh's Environmental Sustainability Framework had also been circulated, and on the recommendation of the Finance Committee, was approved.

- b. Report from the *Custos Hortulorum* (FC 9b)

The Annual Report from the *Custos Hortulorum* to Governing Body had been circulated and was received.

- c. Report and Recommendations from the Head Gardener and Grounds Manager (FC 9c)

The Trinity Term report from the Head Gardener and Grounds Manager had been circulated and was received.

The proposal not to water the lawns during the summer was approved, on the recommendation of the Finance Committee, both on the grounds of saving water resources and of cost.

d. Head of Estates' Report and Recommendations (FC 9d)

The Trinity Term report from the Head of Estates had been circulated and was received.

i. Statutory Maintenance of College Buildings (FC 9di)

It was noted that the Head of Estates had advised the Infrastructure Committee that as a result of many buildings being left empty, it had been necessary to ensure that water hygiene management, fire risk assessment and testing and electrical requirements were being maintained.

The Building Maintenance Manager and a core team have been ensuring that:

- a. water outlets are being flushed and tested to prevent Legionella
- b. fire alarm testing is completed in accordance with the Fire Reform Order
- c. fire risk assessments are reviewed and inspections made, and
- d. emergency light testing and electrical fault repairs are completed in accordance with cyclical routines.

ii. Wolfson Building Refurbishment (FC 9dii) (GB 337, 20.05.20)

It was noted that the Head of Estates had advised the Infrastructure Committee that Governing Body had approved the Wolfson Building Refurbishment Project in Hilary Term to improve the water, heating, lighting, decoration and staircase flooring over the summer period. Due to the impact of the Coronavirus pandemic, the Wolfson Building has been empty and the Estates Team have taken the opportunity to complete the majority of the work where contractors have been available and with social distancing measures in place.

iii. Office Cascades (FC 9diii)

On the recommendation of the Finance Committee, the proposal that the Office Cascades project is frozen until a full review of the College site is made over the summer period, in preparation for Michaelmas Term, was approved.

iv. COVID-19 Secure Environment (FC 9div)

It was noted that the Head of Estates had advised the Infrastructure Committee that there is a statutory obligation to provide a COVID-19 secure environment. Risk assessments have been produced for those teams currently working on site (as well as contractors), but there will be a holistic review of the requirements prior to Fellows, students, furloughed staff and staff working at home returning to College for the new academic year.

e. Health and Safety Report and Recommendations (FC 9e)

The Trinity Term Health and Safety report from the Head of Estates, including the most recent accident statistics reporting, had been circulated and was received.

f. Head of ICT for NOSCS's Report (FC 9f)

The Trinity Term report from the Head of ICT for NOSCS (North Oxford Shared College Services) had been circulated and was received.

379. Report and Recommendations from Student Support Committee (FC 10)

The unconfirmed Minutes of the Stated Meeting of the Student Support Committee in Trinity Term held on 3 June 2020 had been circulated and were received.

a. Vacation Residence Policy (FC 10a)

On the recommendation of the Finance Committee, the proposal to remove the word "usually" from paragraph 2 of the Vacation Residence Policy, "*Permission is ~~usually~~ granted only where the student demonstrates specific academic reasons to justify their continued stay in College and those reasons are clearly supported by a Tutor*", so that expectations of approval are not falsely raised, was approved.

391. Principal's Report and Development Update

The Principal advised that:

a. Development Events

Physical events have been suspended through to the end of 2020. This includes the Donors' Tea, Garden Party, Jubilee Lunch, the 1973-77 Reunion Dinner and the Business Breakfast Series. The Donors' Tea will be held virtually on Friday, 3 July.

b. COVID-19 College Support Fund (GB 340, 20.05.20)

St Hugh's launched a new unrestricted fund on 20 May designed to help the areas of greatest need at the College. The fund was launched to all alumni in an update from the Principal. There have already been 61 donations totaling more than £20k from this campaign as well as positive feedback from alumni.

c. Social Media

The Development Office has been increasing its social media presence since lockdown to continue to engage alumni. This includes features on how alumni and students have been working on projects to benefit their local communities during COVID-19. This has been successful with a higher than usual response rate on *Facebook* and *LinkedIn*.

d. Lady Ademola Scholarships (GB 234, 12.02.20)

Professor Cousins has been leading positive discussions with AfOx and the Development Office regarding the establishment of scholarships.

392. Legacies and Donations

An update was received from the Principal.

393. Black Lives Matter (GB 371, 17.06.20)

An article written by one of the College's students and posted on social media had been circulated, with permission of the student, and was received.

The Principal thanked the JCR, and particularly the JCR President, for the constructive and supportive way in which they had engaged with the College over this vital issue. The Tutor for Equality was also thanked for his tremendous support.

The Principal advised that a number of serious shortcomings had been identified in College and the College community had much to do, to address the issues raised by the College's black students and by the first meeting of the College's newly-created Equality Task Force. This latter group had been formed to propose actions in response to the issues identified, and had met for the first time the previous week. The Task Force planned to act quickly and was meeting for the second time immediately after Governing Body.

The Tutor for Equality praised those students who had raised concerns and had attended the first Task Force meeting the previous week and had spoken out so bravely about their experiences. The College has a duty to its students, past, present and future, to address these concerns and to put actions in place that will bring about real change. He noted that the Task Force was not just about quick fixes, but also about putting into place structural changes that would last.

The JCR President advised that the students attending the first meeting of the Task Force had been encouraged by its sincerity and the proposed fast timescale for action. The JCR planned to match the energy and urgency of the College in its own actions to help make the College a more welcoming and comfortable place for all its members.

The Principal proposed that Governing Body should elect two Advisory Fellows from the BAME community to join Governing Body and ensure that there are BAME voices involved in its decision making. This proposal was warmly welcomed as it was noted that achieving any BAME voice through the appointment of BAME Tutorial Fellows, while highly desirable, was likely to be a slow process given the slow turnover of Fellows. There was discussion of the role that an external member could play on Governing Body if they were not familiar with the College and the workings of the University, although it was conceded that an external perspective would be very useful to help the College view things differently.

It was suggested that the Advisory Fellows might be allowed to vote in Governing Body, to ensure their voices were heard more emphatically, but it was confirmed that this would require a change to the College Statutes as voting members of Governing Body have to be Trustees, a role that carries additional fiduciary responsibilities.

The Principal agreed to circulate information to Governing Body regarding potential individuals to act as Advisory Fellows before approaching them.

From the lengthy discussion it was noted that:

- The College should support the UNIQ and UNIQ+ schemes when they returned as physical (rather than virtual) schemes in 2021.
- Anonymisation in admissions by removing names, gender pronouns and school type from admissions documents could be effective against unconscious bias.
- The College may wish to consider publicly stating and emphasising that it welcomes applications from particular groups of students.
- The Equality Committee does not have a high enough profile in College and many students are not aware that it exists. The JCR President agreed to help to raise the profile of the Equality Committee and other committees amongst the student body.

- The Equality Committee seems more focused on gender than race, perhaps the result of the merger of the Gender Equality Committee and the Equality Committee in 2018.
- Committees should be encouraged to pay greater heed to the standing agenda item on Equality and Diversity issues arising.
- Should there be buddies for incoming students? This could help to reduce or eliminate micro-aggressions.

394. Report and Recommendations from Equality Committee

The unconfirmed Minutes of the Stated Meeting of the Equality Committee in Trinity Term held on 8 June 2020 had been circulated and were received.

395. Senior Research Fellowship in Economics (GB 351, 20.05.20)

[Professor McMahon withdrew from the meeting during the discussion of this item.]

Professor Michael McMahon was elected to a non-stipendiary Senior Research Fellowship in Economics, for three years in the first instance.

396. Report and Recommendations from Academic Committee

The unconfirmed Minutes of the Second Stated Meeting of the Academic Committee in Trinity Term held on 3 June 2020 had been circulated and were received.

397. Scholarships and Exhibitions (AC 6.1)

The Academic Committee had noted that as First Public Examinations have been cancelled in all subjects except Classics and Psychology (taken in early March), Law (rescheduled to early May), and Medicine (expected in a reduced form in October), 106 of 124 students will have no results for their Prelims/Mods. In recent times, a Distinction or First in these examinations has been the basis for awarding College Scholarships and Exhibitions.

On the recommendation of the Academic Committee, the proposal that Tutors are invited to nominate those of their students who have been working consistently at Distinction-level during their first year was approved.

398. Teaching Arrangements for 2020-21 (AC 13.1)

On the recommendation of the Academic Committee, the re-appointment of the following Lectureships for one year from 30 September 2020 were approved:

Archaeology &	
Anthropology	Dr Patrick Alexander, Stipendiary Lecturer (3hr – new hours)
Biochemistry	Dr John Stanley, Stipendiary Lecturer (6hr)
Biochemistry	Dr Louise Bird, Non-Stipendiary
Biology	Dr Caroline Phillips, Stipendiary Lecturer (3hr)
Chemistry	Dr Mark Ford, Stipendiary Lecturer (6hr)
Classics	Professor Christina Kuhn (on leave in 2020-21)
Classics	Dr Panico Stylianou, Non-Stipendiary
Classics	Dr Peta Fowler, Non-Stipendiary
Engineering	Dr Chris Willman, Stipendiary Lecturer (4hr)
English	Dr Hugh Gazzard, Non-Stipendiary
Human Sciences	Dr Maria Vázquez-Montes, Non-Stipendiary
Management	Dr Duncan Robertson, Stipendiary Lecturer (3hr)
Management	Dr Alex Connock, Stipendiary Lecturer (3hr)

Medicine	Dr Damian Jenkins, Stipendiary Lecturer (6hr)
Medicine	Professor John Morris, Stipendiary Lecturer (4hr)
Medicine	Dr David Holdsworth, Stipendiary Lecturer (2hr)
Medicine	Professor Gabriele De Luca, Non-Stipendiary
Medicine	Dr George Murphy, Non-Stipendiary
Medicine	Dr Angela Hamblin, Non-Stipendiary
Medicine	Dr Rebecca Palmer Non-Stipendiary
Medicine	Dr Laura Watts, Non-Stipendiary
Medicine	Dr Jonathan Buckler, Non-Stipendiary
Medicine	Dr Tom Cibulskas, Non-Stipendiary
Medicine	Dr Chris Turnbull, Non-Stipendiary
Medicine	Dr George Chapman, Non-Stipendiary
Medicine	Dr Ed Sellon, Non-Stipendiary
Medicine	Dr Amelia Davies, Non-Stipendiary
Modern Languages - F	Dr Alice Violet, Stipendiary Lecturer (6hr) (New - 3yrs, GB 349, 20.05.20)
Modern Languages - F	Dr Chimène Bateman, Stipendiary Lecturer (3hr)
Modern Languages - G	Dr Benjamin Schaper, Stipendiary Lecturer (5hr)
Modern Languages - G	Ms Veronika Schuchter, Lektorin (ongoing - at St Hugh's)
Modern Languages - L	Dr Sam Wolfe, Stipendiary Lecturer (1hr) (ongoing (HT & TT))
Modern Languages - P	Dr Gui Perdigão, Non-Stipendiary
Modern Languages – S	Dr Olivia Vázquez-Medina
Music	Professor Paul Harper-Scott, Non-Stipendiary
Music	Dr Timothy Coombes, Stipendiary Lecturer (4hr)
Philosophy	Dr Jordan Bell, Stipendiary Lecturer (4hr)
Philosophy	Dr Paolo Fait, Stipendiary Lecturer (4hr) (ongoing via New College)
Physics	Dr Jack Miller, Stipendiary Lecturer (3hr)
Physics	Mr Sam Garratt, Stipendiary Lecturer (3hr)
Psychology	Dr Martin O'Neill, Stipendiary Lecturer (3hr)
Psychology	Dr Tom Fanshawe, Stipendiary Lecturer (2hr)

On the recommendation of the Academic Committee, the following new appointments were noted:

Biology	<i>TBC</i> , Stipendiary Lecturer (6hr)
Classics	<i>TBC</i> , Stipendiary Lecturer (4hr)
Economics	<i>GTA – TBC</i> , Stipendiary Lecturer (4hr) (New - via Dept)
Economics	<i>GTA – TBC</i> , Stipendiary Lecturer (4hr) (New - via Dept)
Economics	<i>GTA – TBC</i> , Stipendiary Lecturer (2hr) (New - via Dept)
Modern Languages - F	<i>TBC</i> , Lectrice (New - at St Hugh's)
Modern Languages - G	Dr Claudia Kaiser, Stipendiary Lecturer (2hr) (New)
Modern Languages - L	<i>TBC</i> , Stipendiary Lecturer (1hr) (New via STC (MT))
Modern Languages - S	<i>TBC</i> , Non-Stipendiary (New via Wadham)
Psychology	Dr Janette Chow, Stipendiary Lecturer (4hr) (New - HT21 only)

A list of Lectureships that have concluded and will not be renewed, on the recommendation of the Academic Committee, was noted.

399. Fellowships for Renewal (AC 13.2)

On the recommendation of the Academic Committee, it was agreed to renew the following Fellowships from the end of September 2020:

Professor Conway	for seven years
Professor Kornmann	for four years
Professor Leach	for seven years

Professor Loutzenhiser	for seven years
Professor Oberhauser	for seven years
Professor Rood	for seven years
Professor Wilson	for seven years

400. Fellowships Ending (AC 13.2)

A list of Fellowships that would be ending was noted.

401. New Fellowships (AC 13.2)

The following new Fellowships were noted for 2020-21:

Professor Bence Kocsis - Tutorial Fellow in Physics

Dr Claire Nichols - APNTF in Geology of Planetary Processes

Professor Pamela Gilbert - Belcher Visiting Fellow in Victorian Studies, Hilary Term 2021

Professor Sharon Weltman - Belcher Visiting Fellow in Victorian Studies, Trinity Term 2021

TBC – Mary R Emerson Career Development Fellow in Engineering Science

402. Leave and Buyouts (AC 14) (GB 104, 13.11.19)

It was noted that:

- a. Professor Rood's appointment as Sub-Faculty Chair had been extended for 2020-21 and that his four-hour buyout will continue.
- b. Dr Taylor had cancelled his plans for sabbatical leave in Michaelmas Term 2020, and will instead take a term's leave in the 2021-22 academic year.

405. Teaching in Biology (AC 15) (GB 350, 20.05.20)

The Senior Tutor advised that the process to secure a Stipendiary Lecturer (with Departmental Lectureship) in Biology, to cover the two years that Professor Biro will be in the United States had now concluded successfully.

406. Mary R Emerson CDF in Engineering Science (AC 15) (GB 303, 23.04.20)

The Senior Tutor advised that interviews would be taking place the following day, 18 June.

408. Coronavirus (COVID-19) Pandemic Update – Academic Issues (GB 295, 23.04.20)

The Senior Tutor advised that the University had now released information about its academic aspirations for 2020-21, which would be circulated to all academic colleagues. The University was planning to be fully open and to have as much face-to-face teaching as feasible and safe.

It was noted that:

- The plans tended to focus, perhaps, more on economic and political considerations rather than on health and wellbeing.
- There were potential issues of inequality between students studying in person and those studying virtually.
- Virtual teaching in Trinity Term had been successful, and staff and students had risen admirably to the challenges, but that more resources, including the provision of better equipment to students, would be necessary if online teaching was to become more standard.

409. Report and Recommendations from Nominations for Vacancies Committee

The unconfirmed Minutes of the Stated Meeting of the Nominations for Vacancies Committee in Trinity Term held on 26 May 2020 had been circulated and were received.

410. Changes to College Officers and Committee Memberships (NVC 5)

On the recommendation of the Nominations for Vacancies Committee, the following nominations were approved, subject to the consent of individuals to undertake the role. Anyone wishing to discuss their nomination was invited to do so with the Principal. Those Fellows whose term of office serving on College committees had come to an end were thanked for all their hard work and service to the work of the committees and the College.

a. College Officers (NVC 5.1)

Position	Current Holders to TT20	Proposed to Governing Body
<i>Custos Hortulorum</i>	Professor Green	Professor Green to be invited to continue in post
Curator of Pictures	Mrs Vainker	Mrs Vainker to be invited to continue in post

b. Committee Memberships (NVC 5.2)

Committee	Current Members to TT20	Proposed to Governing Body
Academic Committee	Professor Morisi	Professor Wilson
Academic Standards Committee	Dr Sanders	Dr Sanders to be invited to continue for a further three-year term
Equality Committee	Professor Mitchell	Not to renewed or replaced, as membership of the Equality Committee is large, including four Fellows currently
Finance Committee	Professor Marshall	Professor Marshall to be invited to continue for a further three-year term
	Professor Mann	Professor Morisi
Grievance Committee	To create a panel of six members, three of whom to be called on if and when necessary (as with Student Disciplinary Committee and Student Members' Appeals Committee)	Professor Giles
		Professor McDonald
		Dr Perkins
		Professor Loutzenhiser
		Professor Jérusalem
Professor Morisi		
Infrastructure Committee	Professor Saupe	Professor Saupe to be invited to continue for a further three-year term
Investment Committee	Professor Getzler	Professor Getzler to be invited to continue for a further three-year term
	Professor McMahon	Professor McMahon to continue until at least the end of his current term of office (to TT22)
Library Committee	Professor Biro (since MT16, renewed in MT19, but on leave in 2020-2022)	Professor Capelli

Nominations for Vacancies Committee	Professor Wong	Professor Wong to be invited to continue for a further three-year term
	Additional member	To invite the Tutor for Equality to join the Committee as an <i>ex officio</i> member, to advise on equality issues with committees
Remuneration Committee	Professor Ballentine	Professor Ballentine to be invited to continue for a further one-year term
	Professor Eidenmüller	Professor Chalker
	Dr Sanders (GB Observer)	Dr Sanders to be invited to continue for a further one-year term
	Professor Biro (GB Observer)	Professor Baker (GB Observer)
Statutes and Bylaws Committee	Professor Garnett	Professor Loutzenhiser
Student Support Committee	Dr Kuhn	Dr Kuhn to be invited to continue for a further term (MT20) Professor Stellardi (from HT21)
Student Members' Appeals Committee	Mrs Vainker	Mrs Vainker to be invited to continue for a further three-year term
Welfare Committee	Professor De Luca	Not to be renewed or replaced, as the Committee only requires two Tutorial Fellows, who are already serving

411. College Library (GB 361, 20.05.20)

The Library and Archive Fellow advised that the full Library Team was now back working in College. The Team was busy collecting books back from students at the end of term, especially from leavers. It was noted that the College Librarian had been most pleased to receive a letter of thanks from Governing Body.

412. Coronavirus (COVID-19) Pandemic Update – Operational Issues (GB 293, 23.04.20)

The Bursar advised that plans were being developed for Michaelmas Term 2020 and that the College was working with other colleges through groups such as the Estate Bursars' Committee and Domestic Bursars' Committee. Issues that are being considered include those around the quarantine regulations for overseas students arriving back in the UK at the start of the term, the arrangements for household 'bubbles' for socialising, welfare issues and the student experience in College, such as use of the Hall and Bar, entertainments, meeting room capacities, flow through College and social distancing at the correct distance.

There were plans for Tutorial Fellows to teach in their own rooms, and the use of outside space, such as the MTB arcade was also being explored for teaching. The use of masks and PPE in College was being considered as was how best to support staff and students who might feel unhappy, uncomfortable or vulnerable in College under the new rules.

It was noted that further operational information would be provided to Governing Body at its next meeting on 29 July 2020.

413. Annual Admissions Statistical Report 2020

The University's Annual Admissions Statistical Report and associated commentaries had been circulated and were received.

Disappointment was expressed that there had been significant delay in the publication of the Report, which it was understood had been delayed so that its publication could coincide with the release of similar information by Cambridge University.

The Tutor for Equality advised that radical actions were required with admissions, given the College's position as outlined in the Report. The College must look at its policies and take positive action to ensure that poor students, BAME students and those from state schools are more represented in the College community.

It was agreed that the decisions for all admission processes to take place online in December 2020, as a result of the Coronavirus pandemic, was problematic from an equality and diversity point of view and that many candidates were likely to struggle with the interview process given their home situation and the technological resources available to them. Online admissions interviews could reinforce and magnify socio-economic issues greatly and were a potential source of unconscious bias and inequality.

It was considered that 2020 might provide an opportunity to experiment with not having admissions interviews in some subjects, given the likely issues and inequalities that would arise. It was noted that the College had to follow the University admissions processes for each subject and could not opt out of holding interviews in subjects unilaterally. The Tutor for Equality advised that if interviews are held virtually this year then we will need to mitigate against inequalities. However, there might be a case for some subjects not to hold interviews this year.

It was agreed that Tutors should contact the Senior Tutor about this and if there was some interest, then while the situation was still fluid, he would investigate whether the University might consider the feasibility of particular subjects not holding interviews in December 2020.

414. Report and Recommendations from Fundraising Committee

The unconfirmed Minutes of the Stated Meeting of the Fundraising Committee in Trinity Term held on 28 May 2020 had been circulated and were received.

415. Report and Recommendations from Welfare Committee

The unconfirmed Minutes of the Stated Meeting of the Welfare Committee in Trinity Term held on 9 June 2020 had been circulated and were received.

416. JCR Constitution (GB 173, 04.12.19)

The revised JCR Constitution, along with a summary of the changes, had been circulated and was received. The JCR President advised that the five-yearly review of the Constitution had proposed a number of changes to content, terminology, and the codification of changes made by the JCR Committee during the previous five years which had not been enshrined in the Constitution.

Amongst the amendments were changes to:

- Overhaul the WEQ Committee, particularly the inclusion of the JCR BAME Representative and the JCR Disabled Students' Representative on the JCR Committee.
- Formalise handover meetings between incumbents and successors.

- Include reference to MCR counterparts, where appropriate, in descriptions of the duties of JCR Committee members.
- The post of JCR Environmental and Ethics Representative.
- Create the code of conduct for the JCR *Facebook* page, and outlining the powers of JCR Committee Administrators over this page.
- Codify the JCR Room Ballot.
- Codify the amalgamation of Returning Officer and Independent Chair.
- Codify the obligation to include pronouns and image descriptions in official communications from JCR Committee members.
- Codify the inclusion of JCR Freshers' Welfare Officer on the JCR Committee.

The revised Constitution was approved.

417. Governing Body Meetings During the Summer Vacation

It was agreed that Governing Body would meet at an Extraordinary Meeting during the summer vacation on Wednesday, 29 July 2020 at 2.00pm. This meeting would be held in Microsoft *Teams*.

A further provisional date, Wednesday, 9 September 2020 at 2.00pm, would be reserved in case Governing Body had cause to meet once more during the vacation.

The Principal advised that the provisional date in September would only be used if necessary and encouraged all Fellows to attend these Extraordinary Meetings if at all possible, given the current exceptional circumstances in which everyone is operating.

It was noted that there will be an Extraordinary Meeting of the Finance Committee on Wednesday, 22 July 2020.

418. Governing Body Meeting Dates 2020-21

Meeting dates for Governing Body in the academic year 2020-21 had been circulated and were received.

419. Equality and Diversity Issues Arising

No issues were identified other than those raised in the minutes, including the discussion and actions proposed in response to the *Black Lives Matter* movement and the paper written by one of the College's black students and circulated by the Tutor for Equality (minutes 393 and 413).

The establishment of the COVID-19 College Support Fund in May (minute 391b), to help the areas of greatest need in the College and the ongoing discussions with AfOx regarding the newly-established Lady Ademola Scholarships (minute 391d) were also noted.

Governing Body expressed concerns regarding the equality of students in proposed plans for teaching in 2020-21 that might involve some in physical learning while others studied virtually, even within the same groups (minute 408).

420. Environmental Issues Arising

No issues were identified other than those raised in the minutes, including the interim report from the College Climate Strategy Sub-Committee of Infrastructure Committee and the St Hugh's Environmental Sustainability Framework (minute 378a).

421. Date of Next Meeting

The First Stated Meeting of the Governing Body in Michaelmas Term will be held in 0th Week on Thursday, 8 October 2020 at 11.00am.

There will also be Extraordinary Meetings of Governing Body, in Microsoft *Teams*, during the summer vacation, on Wednesday, 29 July 2020 at 2.00pm and, if required, on Wednesday, 9 September 2020 at 2.00pm (see minute 417, above).

This ended the business of the meeting.

PROFESSOR D DOYLE
Secretary