

ST HUGH'S COLLEGE, OXFORD

The Second Stated Meeting of the **GOVERNING BODY** in Michaelmas Term was held on Wednesday, 3 November 2021.

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

Present:	The Principal (Chair)	Dr Sanders
	Dr Kuhn	Dr Parkin
	Professor Getzler, Vice-Principal	Professor Husband
	Professor Wong	Professor Doyle (Secretary)
	Professor Stellardi	Professor Jérusalem
	Professor McDonald	Professor Oberhauser
	Mrs Vainker	Professor Saupe
	Professor Duncan	Professor Morisi, Library and Archive Fellow
	Professor Grainger	Professor Cousins, Tutor for Equality, Diversity and Inclusion
	Professor Macnair	Professor Cont
	Professor Wilson	Dr Taylor
	Professor Rood	Professor Abate
	Dr Perkins	Professor Vilain, Senior Tutor
	Professor Martin	Dr Jenkins, Dean
	Professor Perera	Mr Prior, Bursar
	Professor Loutzenhiser	
	Professor Conway	
	Professor Mann	
In attendance:	Professor Chalker	Professor Alemany
	Professor Blunsom	Mr Lawrence, Director of Development
	Professor Bentley	Dr Miller
	Professor McMahan	Dr Smyth
	Dr Large	
	Ms Aitken, University Registrar	

Mr de Luca e Tuma, MCR President, represented the MCR and Mr Bakare, JCR President, represented the JCR. They attended for items 80-96, 100-112 and 122-141.

80. Apologies for Absence

Apologies for absence were received from Professor Pasěta, Professor Harnden, Professor Marshall, Mr Marshall, Professor Leach, Professor Eidenmüller, Dr Clifford, Professor Cook, Dr Hein and Dr Vandí (Professor Moore, Professor Garnett, Professor Mitchell, Professor Stevens, Professor Powell, Professor Biro and Professor Carvalho on leave).

81. Circulated Business Since the Last Meeting of the Governing Body

It was noted that there had been no business circulated since the last meeting of the Governing Body held on 7 October 2021.

82. The Minutes of the First Stated Meeting of the Governing Body in Michaelmas Term held on 7 October 2021 had been circulated and were approved.

83. Conflicts of Interest

No conflicts of interest were declared.

84. Coronavirus (COVID-19) Pandemic Update (GB 36, 07.10.21)

The Bursar advised that the latest figures for COVID cases in the College, the University and in the City remained low and that most cases in College were of staff, who in every case had contracted COVID from outside of the College and that there had been no evidence of onward transmission within the College. However, other non-Covid infections were now having an impact within the College and staff were being sent home if they had bad colds or chest infections, for their own health and also to protect the College community and help to ensure business continuity.

Scientific advice all showed that good ventilation was extremely effective against COVID, but that with the cold weather arriving, managers of office staff were revisiting working from home plans. New evidence suggests that the Dining Hall may have had more than sufficient ventilation. A new plan is to be trialled whereby windows and doors are closed and the heating is turned high while the room is empty, and ventilation only occurs once diners arrive. The Head of Estates is seeking expert, written advice on ventilation and how much is required, and CO<sub>2</sub> monitors may also be used to provide additional assurance.

There have been two bops so far this term. New measures were put in place to protect the bar staff and the Junior Deans working the events. Screens have been erected so that bar staff are protected from the main bop area and the Junior Deans now have a more limited role, being on call if needed, with FFP3 masks provided, but not attending the bop otherwise. This new system worked well at the second bop of term last Saturday.

Mask wearing is working well in the Dining Hall, but the compliance rate has dropped off in the corridors and the Library. However, the message last week from the Senior Tutor about masks has had a very positive impact.

The Scouts have resumed in-bedroom cleaning of student rooms every two weeks. To utilise resources efficiently, they have consequently reduced the frequency of cleaning of communal kitchens and shared spaces, although these spaces all continue to be cleaned daily.

Thank you to Fellows who have volunteered their College rooms, for use by those staff members who are currently working in somewhat cramped conditions, to allow them to remain COVID-safe. This has been very much appreciated and the Bursar will be in touch as soon as he has finalised the rooming plan.

The University Registrar advised that she was heartened by how well the College has been handling the pandemic and the seriousness with which it discharges its responsibilities and duty of care. Ventilation is the most important single mitigation.

85. Report and Recommendations from Finance Committee

The unconfirmed Minutes of the First Stated Meeting of the Finance Committee in Michaelmas Term held on 20 October 2021 had been circulated and were received.

86. Annual Report and Consolidated Financial Statements for the Year Ended 31 July 2021 (FC 7)

The Annual Report and Consolidated Financial Statements for the year ended 31 July 2021 had been circulated and were approved on the recommendation of the Finance Committee.

The Bursar advised that the final Financial Statements were a pleasing outcome after a turbulent year with the pandemic. There was a small net surplus before investment gains, helped by a grant from the College Contributions Committee and careful management of expenditure within the College. There had also been significant gains with College investments, with a strong bounce-back in the markets after COVID losses the previous year. However, ongoing caution was urged as the surplus from last year was already more than accounted for with the deficit budget for the current financial year.

It was agreed that while this overall position was pleasing, especially in comparison with the budgeted position a year ago, the College was in a substantially more challenging financial position than it had been pre-pandemic. The Bursar advised that the College would need to refresh its Strategic Plan, including its Financial Strategy, and that work would begin on this during this academic year.

The Principal thanked the Bursar, the College Accountant and the Finance Team who had worked on the Audit and produced the Annual Report and Consolidated Financial Statements.

87. Letters of Representation (FC 9)

The Letters of Representation from the College for the Governing Body to reappoint the Auditors, Critchleys Audit LLP, had been circulated and were approved on the recommendation of the Finance Committee.

88. Economy, Efficiency and Effectiveness Letter for College Signature (FC 10) (GB 70, 07.10.21)

It was noted that the Economy, Efficiency and Effectiveness Letter, to be provided to the University by the Governing Body of the College, had been required by the University in advance of the 4<sup>th</sup> Week meeting of the Governing Body and had therefore been circulated and approved at its 0<sup>th</sup> Week meeting on 7 October 2021 and signed by the Principal and the Secretary to the Governing Body thereafter.

89. Private Placement Annual Form of Compliance Certificate 2020-21 (FC 11) (GB 83, 04.11.20)

The annual Form of Compliance Certificate to PIC (Pension Insurance Corporation), the equity loan providers, had been circulated and was approved for signature by the Principal on the recommendation of the Finance Committee.

90. Management Letter from the Auditors to the Governing Body (FC 13)

The Management Letter from the Auditors, Critchleys Audit LLP, to the Governing Body had been circulated and was received. It was noted that none of the issues raised was of serious concern, but that they had been highlighted to assist the College to continue to improve its practices further.

The Auditors had been very positive about the Audit and the College finances, despite the difficulties experienced since March 2020, but had noted the following points for the attention of the Governing Body:

- i. Some electronic versions of the employment contracts are unsigned. However, the HR department has confirmed that physical signed contracts are held in College within the employees' files. In future years the Auditors would need to receive the signed copies, and they recommended that scanned electronic copies of signed contracts also be held. The Bursar advised that this was more of a process issue than a real concern, but that potential improvements would be investigated.
- ii. Donations from Trustees were missing from the related party disclosures.
- iii. The accrued holiday amount within creditors remains the same figure as the previous two years. It was recommended to the College that the accrual is reviewed on an annual basis.
- iv. The investment income journal had been incorrectly inputted into the nominal journal, but this was considered minor and immaterial.
- v. Overall, the accounts revealed a creditable outcome given the difficulties the College had faced during the financial year. However, the position going forward is still challenging.

91. Letters of Assurance on the Use of Public Funds (FC 14)

The letter from the Auditors providing assurance to the Governing Body on the use of public funds (out of grants from the Office for Students) had been circulated and was approved on the recommendation of the Finance Committee.

A further letter, from the College to the Auditors, regarding their report to the University on the College's use of Office for Students' funds, had been required in advance of the 4<sup>th</sup> Week meeting of the Governing Body and had therefore been approved by the Governing Body at its 0<sup>th</sup> Week meeting on 7 October 2021 and signed by the Principal thereafter.

92. Reappointment of Auditors (FC 15) (GB 82, 13.11.19)

On the recommendation of the Finance Committee, it was agreed that with recent changes in senior College staffing, the current Auditors, Critchleys Audit LLP, should be retained for one further year, to conduct the Audit of the 2021-22 financial year in early autumn 2022. It was further agreed that a tender exercise should take place for the 2022-23 Audit. The current Auditors should be allowed to bid as part of the new search should they wish to, as was normal practice.

The Finance Committee had noted that in a previous discussion of changing Auditors, it had been agreed that as well as inviting companies familiar with Oxbridge colleges, tenders should also be sought from companies that were not involved in auditing Oxford and Cambridge colleges already, so that fresh perspectives could be gained.

93. Management Accounts, Period 12 – Twelve Months to 31 July 2021 (FC 16)

The year-end Management Accounts, 1 August 2020–31 July 2021, had been circulated and were approved on the recommendation of the Finance Committee.

94. Accounts of the Permanent and Special Funds 2020-21 (FC 17)

The Accounts of the Permanent and Special Funds 2020-21 had been circulated and were approved on the recommendation of the Finance Committee.

95. Management Accounts, Period 2 - Two Months to 30 September 2021 (FC 19)

The Management Accounts for Period 2 (1 August-30 September 2021) had been circulated and were approved on the recommendation of the Finance Committee.

96. Procedure for Unbudgeted Expenditure in the College Financial Regulations (FC 23)

The Bursar advised that the College Financial Regulations contain a potential ambiguity about unbudgeted expenditure. It was noted that the Finance Committee had agreed that the Financial Regulations should be reviewed and strengthened in this area for consideration at the following meeting of the Finance Committee. This was endorsed by the Governing Body.

In the meantime, to set limits on the potential for any officer to approve unbudgeted expenditure while acknowledging that this is sometimes operationally necessary, the Finance Committee had agreed to the proposal that in situations where overall College expenditure was not over budget, the Bursar be permitted to authorise unbudgeted expenditure requests for a particular budget line up to a maximum of £5,000 and the Principal up to a maximum of £10,000, with amounts above this to be approved by the Finance Committee and, if necessary, referred to the Governing Body. It was stressed that this was a temporary constraint until the Financial Regulations could be reviewed. The Governing Body endorsed this temporary measure.

100. Report and Recommendations from Investment Committee

An unconfirmed Minute extract from the Stated Meeting of the Investment Committee in Michaelmas Term held on 26 October 2021 had been circulated and was received.

It was noted that Minutes from meetings of the Investment Committee are normally considered by the Finance Committee (the parent committee) in 7<sup>th</sup> Week, prior to being received by the Governing Body in 8<sup>th</sup> Week each term. However, one recommendation was more urgent than this and the Governing Body was asked to consider this one recommendation from the Investment Committee at this meeting (see Minute 101, below).

The Principal thanked the Vice-Principal for having chaired this meeting in her absence.

101. Drawdown from the Endowment (IC 8) (GB 90, 04.11.20)

On the recommendation of the Investment Committee, the proposal for the level of income drawdown from the endowment to be maintained at its current level of 3.77%, and that the 2020-21 drawdown be taken as cash flow required, was approved.

102. Prevent Duty Refresher Training (GB 91, 04.11.20)

A training session on "Understanding the Prevent Duty in its Context: fundamental rights and freedoms" had been circulated and was received. The Bursar reminded the Governing Body of their duties as Trustees of the College under the Prevent Duty regulations and, in particular, advised that any Fellow with welfare concerns about a student should refer them as normal to the Welfare Team.

The Bursar advised that page 5 of the training session provided a very good overview of the legal context, and that there were balancing issues with the Human Rights Act (especially Article X on Freedom of Expression), and the Equality Act.

It was noted that Fellows could refresh and update their knowledge of the Prevent Duty by visiting the University's Prevent Duty website at <https://www.admin.ox.ac.uk/councilsec/prevent/>.

103. Links to Free Speech Materials

Information from Helen Mountfield QC, Principal of Mansfield College, had been circulated and was received. The Principal advised that this included important and useful links to free speech materials.

104. Principal's Report and Development Update

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

The Principal advised that:

Recent Events:

- i. 27 October 2021 - The Principal had hosted 90 Fresher Graduates in the gardens of the Lodgings for drinks and canapes.

Forthcoming Events:

- ii. Events Programme for Michaelmas Term 2021:
  - 10 November 2021, 5.00pm-6.00pm – Professor Michael McMahon will give an online lecture 'Post-Lockdown Economic Challenges' for the College community. Bookings are now open online. Professor McMahon will give the same lecture earlier that day for Elizabeth Wordsworth Fellows, donors, and other friends of the College in Asia.
  - 12 November 2021, 5.00pm-6.00pm – The Development Team is collaborating with Ms Lena Sorochina, Outreach and Partnerships Manager, on a panel event around the Nancy Sheung Photo Oxford Exhibition.
  - 20 November 2021 – Reunion Dinner for alumnae who matriculated between 1973 and 1977.

105. Legacies and Donations

An update was received from the Principal.

The Director of Development and the Principal had hosted a current major donor, a new major prospect, and a new friend from Hong Kong from 6-11 October, which included a private tea with the Principal and others on 6 October, a tour of the China Centre with introductions to the new Director, several visits to the Ashmolean and the Bodleian to view special collections and a private dinner with the Principal and Fellows on 11 October. The Principal thanked all those Fellows who took part in this visit.

It was noted that the donor had brought special artefacts to Oxford, that were now on display in the China Centre atrium.

106. Direct Mail Campaign (GB 393, 19.05.21)

The Principal advised that the Direct Mail Campaign was about to be sent out, and that this year this would include a number of targeted appeals such as the Catherine Ennis Organ Scholarships

Fund (to be sent to alumni who had read Music) and for endowing a Physics prize (to alumni who had read Physics).

107. Mrs Geneviève Adams

The funeral of former Lecturer and Honorary Fellow Mrs Geneviève Adams had taken place in the College the previous week. It was agreed that the funeral service had been a moving occasion and a wonderful tribute. The Chaplain was thanked for arranging and leading the service and Professor Morisi, Professor Jérusalem and Dr Holland were thanked for their key roles with readings and prayers in the service.

Professor Morisi thanked the Principal for the great care that she and her husband had taken of Mrs Adams, personally, in her final months.

108. Principal's Collections

The Principal advised that all Principal's Collections will be held in *Teams* this term, and there is no need for Tutors to attend with their tutees while the meetings are in *Teams*. This year the plan is to see all 3<sup>rd</sup> and 4<sup>th</sup> year students in Michaelmas and Hilary Terms, all 1<sup>st</sup> year students in Trinity Term and all (current) 2<sup>nd</sup> year students in Michaelmas Term 2022. However, if any Tutors of 2<sup>nd</sup> year students would like the Principal to meet their students sooner, they were asked to let her know. The Principal also advised that she would welcome having her attention drawn to any issues or feedback from Fellows and Tutors that were pertinent to the students involved in the Collections.

109. St Hugh's Night Dinner, 12 November 2021

The Principal advised that the St Hugh's Night Dinner would be held on Friday, 12 November.

110. Christmas Arrangements

The Principal advised of the following Christmas-related Dinners:

- Friday, 26 November: Christmas Tree Decorating and Formal Hall (JCR Christmas Hall)
- Tuesday, 30 November: Formal Hall (MCR Christmas Hall)
- Friday, 17 December: SCR Christmas Dinner.

The Principal also advised that the College staff had been granted an extra two days of annual leave, added to the Christmas closure period, in recognition of their extremely hard work during the past year. The College Christmas closure period will now extend from after the Staff Christmas Lunch on Monday, 20 December until the morning of Tuesday, 4 January 2022.

111. Report and Recommendations from Academic Committee

The unconfirmed Minutes of the First Stated Meeting of the Academic Committee in Michaelmas Term held on 20 October 2021 had been circulated and were received.

112. Undergraduate Admissions Matters (AC 4)

The Senior Tutor advised that he had been in contact with Sasha Mills, the JCR Careers and Academic Affairs Officer, who had conducted a survey of the JCR regarding their experiences of the online admissions process last year and had now passed the results to him.

115. Artificial Intelligence Lecture Series (AC 15)

It was agreed, on the recommendation of the Academic Committee, that funds should be set aside for the creation of a five-year annual lecture series in AI, to be overseen by Professor Abate but led by the holder of the CDF, once appointed.

116. Teaching in Chemistry (AC 17)

The *curriculum vitae* for Dr Antoine Wallabrègue had been circulated and was received. On the recommendation of the Academic Committee, the appointment of Dr Wallabrègue as a one-hour Stipendiary Lecturer in Chemistry for the 2021-22 academic year was approved. Dr Wallabrègue would support the teaching of Organic Chemistry.

120. Awards and Prizes (GB 54d, 07.10.21)

The following proposals were approved:

(a) Scholarship

Yasmin Jordan (now 3<sup>rd</sup> year, Biology) who achieved a First in her second public examinations.

(b) Book Prize

Isabella Webber (3<sup>rd</sup> year, History), in recognition of her performance in Collections at the start of term.

121. Election to a Tutorial Fellowship in Experimental Psychology (vice Plunkett) (GB 62ii, 07.10.21)

The Selection Committee Report, as well as the cover letter, *curriculum vitae* and references for the preferred candidate, had been circulated and were received. Professor Asifa Majid was elected to a Tutorial Fellowship in Experimental Psychology from Trinity Term 2022 in a formal vote.

122. Tutors' Admissions and Outreach 'Away-Day', 4 October 2021 (GB 40, 07.10.21)

A Report of the Tutors' Admissions and Outreach 'Away-Day', held on 4 October 2021, had been circulated and was received. The Senior Tutor advised that this report was a record of what was said and did not constitute an admissions policy. An admissions policy is in the process of being drafted, but this may take some time to complete.

123. Admissions Business (GB 73, 07.10.21)

The Initial Applications Statistics for the 2021 Admissions round for 2022 entry had been shared on screen in *Teams* during the meeting and were received.

124. College Research Fund (GB 348, 20.05.20)

The Senior Tutor advised that a call for bids for funding from the Research Fund would be circulated soon. The Senior Tutor is also preparing a paper on research allowances, not with a view to making changes but to codify matters for the benefit of the Academic Committee and the Governing Body.



125. The Library (GB 69, 07.10.21)

The Library and Archive Fellow advised that the College Librarian, Ms Nora Khayi, had now begun her maternity leave and that Ms Marjory Szurko had returned to the College as acting Librarian in her absence.

The Library and Archive Fellow also advised that the acting Librarian was encouraging Fellows to suggest to her, at [head.librarian@st-hughs.ox.ac.uk](mailto:head.librarian@st-hughs.ox.ac.uk), acquisitions and reading that was research or teaching-related for the Library.

126. Report from the Tutor for Equality, Diversity and Inclusion

Professor Cousins was congratulated on becoming the new College Tutor for Equality, Diversity and Inclusion. Dr Taylor, the outgoing Tutor for Equality and Diversity, was thanked by Professor Cousins for his excellent hard work over the past two years in the role.

The Tutor for Equality, Diversity and Inclusion advised that:

- i. He had benefited from excellent meetings with the MCR, the JCR, the Bursar and the Senior Tutor that had discussed a range of issues that needed to be considered.
- ii. He is working on a resource map of how students can take up issues around exclusion and harassment.
- iii. The annual Equality Report is being updated for consideration by the Equality Committee in 7<sup>th</sup> Week, as is the Harassment Policy. Dr Taylor was thanked for his assistance with updating the Report.
- iv. Broader, strategic issues are being explored, such as Fundraising and Outreach.
- v. He is working with student representatives on regular activities in College, to make the College a more welcoming and inclusive space.
- vi. The College is set to engage in meaningful discussions regarding academic conduct in teaching spaces. It was emphasised that this would not include discussion of any particular cases. Part of this will actively consider any safeguarding implications. The Principal noted the College's Sexual Harassment Policy, which prohibits all staff from engaging in romantic or sexual relationships with students with whom they hold any such teaching, professional, or pastoral responsibility.
- vii. The University's Race Equality Task Force consultation, available at <https://edu.admin.ox.ac.uk/race-equality-task-force-consultation-mt21>, ends in 8th Week. All Oxford University staff and students are invited to take part in a consultation to provide their feedback about the recommendations and proposed measures of the University's Race Equality Task Force.
- viii. All members of the Governing Body were urged to watch the recording of the Transgender Awareness workshop that Cheryl Morgan of The Diversity Trust ran for the College in September. The recording is available at <https://web.microsoftstream.com/video/712cf72f-40a9-41d2-a063-4df32ad29440>.

The JCR President praised these plans and noted that it was very encouraging that St Hugh's was looking to be a leader amongst the colleges on many of these issues.

127. Transphobia Definition and the College Bylaws (GB 348, 22.04.21)

The updated definition of Transphobia from the Oxford University Student Union and based on the Trans Actual and Liberal Democrat definitions of transphobia, as well as covering information from the JCR's LGBTQ+ Representative, had been circulated and were received. The Tutor for Equality, Diversity and Inclusion advised that the updated definition of transphobia had implications for the College Bylaws, which were currently under review. It was noted that this

revised definition would be considered in detail by the Equality Committee in 7<sup>th</sup> Week, which would report back to the Governing Body in 8<sup>th</sup> Week.

One concern was raised at this stage, namely that the definition as articulated in the document fails to discriminate between oppressive conduct and political disagreement and that a clear line needs to be drawn between these two concepts.

The Bursar noted that there was need to review disciplinary procedures in the round, while the Principal advised that although the Student Union felt that University policy was too vague, there was a need to be flexible and adaptable.

The JCR's LGBTQ+ Representative was thanked for this paper and it was agreed that he should be invited to attend the Equality Committee in 7<sup>th</sup> Week.

128. Conference of Colleges (GB 74, 07.10.21)

The Principal advised that the Bursar was the author of the paper on sexual violence that would be considered by the Sexual Violence Steering Group before it was considered by the Conference of Colleges.

129. College Counsellor (GB 43, 07.10.21)

The Bursar advised that Ms Femke Stokes had begun working in the College as Counsellor and that her appointment had been very well received by the student body.

130. Election as a Distinguished Friend of St Hugh's College (GB 42, 07.10.21)

The Principal advised that Mrs Elizabeth Treasure had accepted the honour of becoming a Distinguished Friend of St Hugh's College.

131. Report and Recommendations from Library Committee

The unconfirmed Minutes of the Stated Meeting of the Library Committee in Michaelmas Term held on 26 October 2021 had been circulated and were received.

132. Storage of Governing Body and Committee Minutes, Agendas and Papers (LC 4)

It was noted that the Library Committee had agreed the proposal to retain future Governing Body and committee Minutes, agendas and papers, in purely digital form.

133. Report and Recommendations from Risk Committee

The unconfirmed Minutes of the Stated Meeting of the Risk Committee in Michaelmas Term held on 26 October 2021 had been circulated and were received.

134. Review of the Risk Register and Policies (RC 5)

The proposal that there should be a review during this current academic year of the risk management processes in the College was approved on the recommendation of the Risk Committee. The Bursar advised that the review would consider the Risk Register and the policy framework behind it, including the College's risk management policy, risk appetite and risk tolerance in the context of its purpose and objects, and to ensure that the Trustees are content

that they are receiving adequate assurance and evidence to be able to have effective oversight of risk management in College.

The Bursar further advised that the College Risk Register was not being recommended to the Governing Body at this stage, pending the College's review of the risk management processes. However, there was re-assurance that the Risk Committee had not deemed any risks sufficiently concerning that the Governing Body needed to be notified.

135. Trustee Survey Regarding Risk (RC 5)

The Bursar advised that as part of the proposed review of the risk management processes in the College, the Risk Committee had also recommended to the Governing Body that there should be a survey of the Trustees and senior managers concerning their views of the largest risks to the College, and to gauge the risk tolerance and risk appetite of the Governing Body. This was agreed.

136. Spiking

The MCR President thanked the Dean, the Decanal Team and the Bursar for their work dealing with the rapid increase in cases of spiking in Oxford this term. He wished to re-assure the Governing Body that this worrying issue was being actively tackled within the College.

137. Progress Pride Flag (GB 483, 16.06.21)

A proposal from the JCR LGBTQ+ Representative, to replace the Rainbow Flag with the Progress Pride Flag, had been circulated and was approved. The JCR President advised that the Progress Pride Flag conspicuously includes the BIPOC and genderqueer intersections of the LGBTQ+ community; marginalised groups of the community which need to be represented. It was noted that this flag would be flown in the College during February (LGBT+ History Month), June (Pride Month) and at other specified times in the year; these were the same occasions that the Rainbow Flag was currently flown.

The Governing Body was also reminded that it had been agreed in June 2021 that the Transgender Pride Flag would be flown during Transgender-Awareness Week in November.

138. Draft College Environmental Sustainability Strategy (GB 432, 16.06.21)

The Principal advised that the Draft College Environmental Sustainability Strategy from the Climate Strategy Sub-Committee of Infrastructure Committee would be considered by the Infrastructure Committee in 6<sup>th</sup> Week before being presented to the Governing Body in 8<sup>th</sup> Week.

139. Equality and Diversity Issues Arising

No equality and diversity issues were identified, other than those raised during the meeting concerning the Prevent Duty refresher training (see Minute 102, above), the Tutors' Admissions and Outreach 'Away-Day' (see Minute 122, above), the 2021 Admissions Application Statistics (see Minute 123, above), the Report from the Tutor for Equality, Diversity and Inclusion (see Minute 126, above), the Transphobia Definition and the College Bylaws (see Minute 127, above). The Report from the Conference of Colleges (see Minute 128, above) and the Progress Pride Flag (see Minute 137, above).

140. Environmental Issues Arising

No environmental issues were identified, other than those raised during the meeting concerning the Draft College Environmental Sustainability Strategy (see Minute 138, above).

141. Date of Next Meeting

The Third Stated Meeting of the Governing Body in Michaelmas Term will be held on Wednesday, 1 December 2021 (8<sup>th</sup> Week) at 2.00pm in Microsoft *Teams*.

This ended the business of the meeting.

PROFESSOR D DOYLE  
Secretary