

ST HUGH'S COLLEGE, OXFORD

The Second Stated Meeting of the **GOVERNING BODY** in Trinity Term was held on  
Wednesday, 18 May 2022.

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

Present:	The Acting Principal (Chair)	Professor Husband
	Dr Kuhn, Acting Vice-Principal	Professor Doyle (Governing Body Secretary)
	Professor Wong	Professor Jérusalem
	Professor Stellardi	Professor Saupe
	Professor Mitchell	Professor Morisi, Library and Archive Fellow
	Mrs Vainker	Professor Cousins, Tutor for Equality, Diversity, and Inclusion
	Professor Macnair	Professor Cont
	Professor Wilson	Professor Kocsis
	Professor Rood	Dr Clifford
	Dr Perkins	Professor Vilain, Senior Tutor
	Professor Martin	Dr Jenkins, Dean
	Professor Marshall	Mr Prior, Bursar
	Professor Leach	Professor Majid
	Professor Loutzenhiser	
	Professor Conway	
	Dr Sanders	
	Dr Parkin	
In attendance:	Dr Large	Professor Reeves
	Dr Hein	Professor Blunsom
	Professor De Luca	Professor Bentley
	Ms Aitken	Professor McMahan
	Mr Lawrence, Director of Development	Dr Vandl
	Dr Miller	Dr Smyth

Ms Guo, MCR President, represented the MCR, and Mr Halali, JCR Vice-President, represented the JCR. They attended for items 419, 421-426, 428-436, 438-443 and 452-469.

Professor Weltman, Belcher Visiting Fellow in Victorian Studies in Trinity Term 2022, attended for item 421.

Mr Young, St Hugh's Ball Committee President, attended for item 426.

419. Apologies for Absence

Apologies were received from: Professor McDonald, Professor Duncan, Professor Grainger, Professor Harnden, Mr Marshall, Professor Mann, Professor Eidenmüller, Professor Abate, Professor Thompson, Professor Cook, Professor Chalker and Ms Dickson (The Principal, Professor Moore, Professor Garnett, Professor Stevens, Professor Biro, Dr Taylor and Professor Carvalho on leave).

420. Vote on Library Covid Measures (Circ Bus 27.04.22) (GB 386, 21.04.22)

It was noted that it had been agreed in a formal vote, that:

- i. an additional study space would be opened where masks are not required (potentially extended hours in the Wordsworth Tea Room in the China Centre, although potentially elsewhere depending on practicalities)
- ii. in response to student feedback, people were asked to continue to wear masks in the Library, but to make clear that this is an honour system and will not be actively policed or subject to sanction, and
- iii. it would also be made clear that the College will introduce a strict rule with enforcement, which will likely mean excluding people from the Library and/or restricting access to the space, if any of the following happens as a function of increased usage and/or reduced mask-wearing:
  - a. CO<sub>2</sub> levels increase beyond tolerable levels
  - b. students report that they do not feel safe browsing and accessing books, or
  - c. staff report that they do not feel safe in the Library space.

421. Admission of Fellows (GB 380, 21.04.22)

[Professor Weltman was welcomed to the Governing Body for this item.]

The following made her Declaration and was admitted to her Visiting Fellowship:

- i. Professor Sharon Weltman (Belcher Visiting Fellow in Victorian Studies).

It was noted that Professor Jessica Valdez is also currently at St Hugh's for the second term of her Belcher Visiting Fellowship in Victorian Studies; her first term having been in Hilary Term 2022 (GB 262, 09.02.22).

[Professor Weltman left the meeting.]

422. The Minutes of the First Stated Meeting of the Governing Body in Trinity Term held on 21 April 2022 had been circulated and were approved.

423. Conflicts of Interest

A number of Fellows teaching in the subject areas declared potential conflicts of interest with regard to the recruitment and appointment of new academic staff (see Minutes 444-447 and 449, below).

424. Equality and Diversity Issues to be Considered

No equality and diversity issues were identified for consideration by the Governing Body, other than those raised and discussed during the meeting, particularly concerning:

- i. The need to ensure that the College Ball in 2023 is as inclusive as possible (see Minute 426, below)
- ii. the report of the Rules Reform working group (see Minute 429, below)
- iii. the Lady Ademola Scholarship and the Lady Ademola Lecture (see Minutes 436 and 456, below)
- iv. the update on the work of the Learning Support and Development Tutor (see Minute 455, below), and
- v. the Admissions Statistical Report, May 2022 (see Minute 460, below).

425. Environmental Issues to be Considered

No environmental issues were identified for consideration by the Governing Body, other than those raised and discussed during the meeting, particularly concerning the need for greater energy savings in College (see Minute 432, below).

426. St Hugh's Ball 2023 (GB 152, 01.12.21)

[Mr Joe Young, St Hugh's Ball Committee President, was welcomed to the Governing Body for this item.]

A proposal from the St Hugh's Ball Committee, to hold a College Ball in Trinity Term 2023 on Saturday, 29 April (end of 1<sup>st</sup> Week) had been circulated and was received. The Committee was thanked for presenting a very well thought-through proposal. The Ball Committee President advised that the new Committee was building on the planning and ideas of the previous Committees that had not been put into practice in 2021 or 2022.

The Bursar advised that he had met with the Ball President and the Treasurer earlier in the week to discuss the proposal. He had been impressed by the planning that had already taken place. However, he raised four areas that he suggested Governing Body might wish the Ball Committee to consider further:

- i. a contingency plan in case of a new COVID wave or lockdown at the time of the Ball (noting the low probability of obtaining viable and affordable cancellation insurance)
- ii. a more detailed Budget
- iii. a plan for how the proposed date fits with residency requirements for those students living in College at the time of the Ball, but not attending, and
- iv. ensuring that the theme and 'feel' of the Ball are welcoming for students of all backgrounds and not perceived as exclusionary or elitist.

There was a suggestion that the College should look to see how much of the event could be covered by its own insurance. A concern was expressed about potential conflicts with the College's charitable status should the Ball make a loss.

It was agreed that the contractual arrangements for the Ball should be made under the aegis of St Hugh's Conferences Limited. This was more professional and would enable the College to protect its students better against contractual risks, as well as ensuring that the College ultimately maintained control of the site, safety, and other risks.

The Director of Development advised that he was glad that the Ball Committee was already working with the Development Office. It was hoped that many of the students who had graduated during the pandemic without the opportunity to experience a St Hugh's Ball would attend. He requested a larger allocation of tickets than for previous Balls, to cope with increasing demand from alumni.

The Ball President advised that the Committee was already working on the issues raised by the Bursar, and would take into account the feedback from the Governing Body. The Committee would work with the Bursar and Domestic Bursar to prepare a refined proposal for the College Ball. It was agreed that this would be presented to the Governing Body in 8<sup>th</sup> Week when a formal vote would be taken as to whether the Ball could take place.

[Mr Young left the meeting.]

427. Ukraine (GB 315f, 09.03.22)

a. Election to a Fixed Term Visiting Fellowship and Ukrainian Writer in Residence

Information about the preferred candidate, Ms Natalya Vorozhbyt, had been circulated and was received. On the recommendation of a Selection Panel consisting of the Chair of the English Faculty Board, the Professor of Poetry, and two further Faculty postholders (including Dr Taylor from St Hugh's), Ms Vorozhbyt was elected, in a formal vote, to a fixed-term Visiting Fellowship and Writer in Residence, in collaboration with the Faculty of English Language and Literature, for 12 months with an expected mid-August 2022 starting date (subject to visa approval).

b. Graduate Scholarship Scheme for Ukrainian Refugees

A proposal for the College to explore the possibility of joining the Graduate Scholarship Scheme for Ukrainian Refugees had been circulated and was received. It was noted that there were financial implications to the Scheme (fees, accommodation and subsistence), which the Finance Committee had not had the opportunity to consider, given the short timeline for notification of the Scheme to the College and for a response back to the University.

It was agreed that the Finance Committee should consider the proposal by circulation and a recommendation be brought back to the Governing Body. Given the urgency of the matter, it was also agreed that the Governing Body would consider the recommendation from the Finance Committee by circulation.

[This proposal was subsequently circulated to the Finance Committee on 19 May 2022. The Finance Committee made a recommendation on 23 May 2022. The Governing Body approved the proposal to offer one scholarship on Finance Committee's recommendations by electronic vote on 24 May 2022.]

c. British Academy Scheme for At-Risk Researchers / Academics in/from Ukraine

A proposal for the College to explore the possibility of joining the British Academy scheme for At-Risk Researchers / Academics in/from Ukraine had been circulated and was received. Governing Body approved the exploration of this Scheme and a potential formal application, which would commit the College to expenditure in support of a successful candidate limited to SCR rights, working space, IT support and possibly accommodation.

It was noted that there were ongoing informal discussions with other colleges about the provision of suitable accommodation (which St Hugh's cannot easily offer) as part of a potential joint agreement such that St Hugh's would provide SCR membership and meals, for example, with another College providing accommodation. The Acting Vice-Principal advised that the Governing Body would be asked for its approval of any offer of a formal position.

The Director of Development advised that there was strong alumni support for all of these proposals.

The Acting Principal, the Acting Vice-Principal, the Senior Tutor, the Bursar, Dr Taylor, and the English Faculty were all thanked for their work on the proposals.

428. Coronavirus (COVID-19) Pandemic Update (GB 386, 21.04.22)

The Bursar thanked the Governing Body for taking part in the formal vote in 1<sup>st</sup> Week about COVID-19 measures in the Library (see Minute 420, above).

The Bursar advised that:

- i. The results of CO<sub>2</sub> monitoring in the Dining Hall were now being analysed and at no point had CO<sub>2</sub> levels been over the safe threshold (per Government guidance) while the Hall was in use.
- ii. The College had purchased HEPA filters to remove COVID-19 particles from the air, as an additional precaution. These had been installed in the Dining Hall and can also be used in other function and meeting rooms.
- iii. There had been a small increase in COVID cases amongst the student body, but cases were still in single figures. The situation will be reviewed if case numbers reach double figures.
- iv. The Wordsworth Tea Room was temporarily closed for catering as a small number of catering staff had COVID and were self-isolating.
- v. The College still has a plentiful supply of LFD tests. It is pleasing that students and staff are still regularly testing.
- vi. There were FFP2 masks available for frontline staff who wished to wear them, but sufficient supplies could not be obtained for all students to be supplied by the College.

The MCR President noted the spectrum of student views on COVID, but thanked the College for working to keep everyone safe and for continuing to provide meals for those students self-isolating. The JCR President advised that many students felt that COVID was something that was now in the past.

There was particular concern that as the University moves into examination season there is a greater need especially to protect those students with examinations, and especially Finalists. The Acting Principal advised that all students with examinations, and particularly Finalists, should be extra cautious to remain safe and well. The Senior Tutor advised that the College Office was receiving a number of late requests for alternative examination plans from students concerned about COVID.

429. Rules Reform

The Report from the Dean on progress by the Rules Reform working group had been circulated and was received.

The Dean advised that the Rules Reform working group was updating the College's rules and regulations, to reflect changes in the world and in College life and to eliminate any inconsistencies. It also planned to address and reflect:

- i. the paramount need to make the rules and regulations clearer, more transparent and more accessible for everyone
- ii. penalties for disciplinary infringements, which needed to be fit for purpose and more transparent, for equity and fairness. Sanctions needed to be clear and enforceable, and also not to affect a student's ability to complete their studies, except where a disciplinary breach was so serious that a student might be suspended or sent down
- iii. the desire to use Student Disciplinary Committee meetings more effectively to sort issues, and for these meetings to be underpinned with greater legal advice
- iv. the shift in de facto calls on the Junior Deans' time from disciplinary to welfare matters

- v. the more litigious nature of society, and
- vi. the changing regulatory environment.

It was agreed that there should be consent training and harassment education provided for new students in 0<sup>th</sup> Week and that, in the first instance, this training should be provided to all students (not only freshers), Fellows and staff. In this way the College as a whole can subscribe to the proposed new Community Standards. This training should be provided by expert professionals.

The Student Presidents welcomed the proposals, and particularly the consent and harassment workshops for all students, Fellows and staff. It is important that everyone is trained.

The Dean advised that consultation on the proposals was essential and would be taking place again with student representatives later this term as a follow-up to last term's consultation. The communication of the proposals was also vital, and the plan is to update the College, MCR and JCR websites with the new rules and regulations and for this update to take place at least annually, to ensure that all information is current and consistent.

The Governing Body agreed that the working group should work on the proposed set of 13 reforms put forward, including the creation of Community Standards and Health and Wellbeing documents for the website, for final approval by the Governing Body. It was hoped to implement the revised rules and regulations from Michaelmas Term 2022.

The Dean, the Senior Tutor, the Bursar, the Academic Registrar, and the Tutor for Equality, Diversity, and Inclusion were thanked for their work to-date on the Rules Reform working group.

430. Report and Recommendations from the Finance Committee

The unconfirmed Minutes of the First Stated Meeting of the Finance Committee in Trinity Term held on 4 May 2022 had been circulated and were received.

431. Management Accounts, Period 8 – Eight Months to 31 March 2022 and 8+4 Forecast to 31 July 2022 (FC 11) (GB 318, 09.03.22)

The Management Accounts for Period 8 (1 August 2022–31 March 2022) and the 8+4 Forecast to 31 July 2022 had been circulated and were received.

It was noted that the Bursar had advised the Finance Committee that the 8+4 Forecast, which updated the 5+7 Forecast previously received, only included minor changes and was in line within expectations. However, a provision for an additional £200k, to cover increased energy costs had been included in the revised Forecast.

Investment income had decreased as a result of the general volatility in stock markets caused, in part, by the invasion of Ukraine. However, as the College is a long-term investor, there is nothing of concern to report to the Governing Body at this time.

The Management Accounts for Period 8 (1 August 2022–31 March 2022) and the 8+4 Forecast to 31 July 2022 were approved on the recommendation of the Finance Committee.

432. Budget 2023 (FC 12) (GB 386, 19.05.21)

The Budget for 2022-23 had been circulated and was received, alongside an Overview with Recommendations from the Bursar, and three supporting spreadsheets:

- i. Budget 2022-23: Movement from Budget 2021-22 and 8+4 Forecast 2021-22

- ii. Budget Movements Reconciliation, and
- iii. Budget Movements: Staff Costs.

While the reduction in conference income and increased energy costs alone accounted for much reduced net income, it was noted that the Finance Committee had agreed that it was important for the College not to over-react in the short term and make possibly short-sighted cuts.

The draft Budget was approved on the recommendation of the Finance Committee, with the addition of the proposed cost-savings target to be delivered within the financial year, suggested at £0.2m. Analysis by the Bursar and the College Accountant had indicated that this is safely within the range that can be delivered, and a range of options will be prepared for future review by the Finance Committee.

The Bursar, the College Accountant, the Financial Controller and the Finance Office were thanked for their work on the Budget for 2022-23.

433. Maplethorpe Building Refurbishment Project – Accounting Treatment (FC 13) (GB 165, 01.12.21)

A proposal concerning the accounting treatment of the cost of the Maplethorpe Building Refurbishment Project had been circulated and was received as part of the Budget Overview with Recommendations from the Bursar (see Minute 432, above). Further papers from the Bursar, which the Finance Committee had requested be produced ahead of the Governing Body and shared by circulation, expanding on the accounting treatment for the Maplethorpe Refurbishment Project and the implications of the proposal, as well as a spreadsheet showing the comparison of options for charging the project to the expendable endowment rather than to general reserves, had also been circulated and were received.

It was recognised that this was a complex matter and Fellows were invited to discuss this further with the Bursar or Acting Principal if they so wished. The matter would be discussed further at the 8<sup>th</sup> Week meeting of the Governing Body when a decision would be made as to whether to approve this proposal.

434. Garage Rents 2022-23 (FC 14) (GB 388, 19.05.21)

On the recommendation of the Finance Committee, the proposal to increase garage rents for 2022-23 by 4.8%, compared with the 2021-22 rents agreed in May 2021, and in line with the 4.8% increase in student rents for 2022-23 approved by the Governing Body in March 2022, was approved.

435. MCR and JCR Subscriptions 2022-23 (FC 15) (GB 389, 19.05.21)

On the recommendation of the Finance Committee, the proposal to increase the MCR and JCR subscriptions by 4.8%, compared with the 2021-22 subscriptions agreed in May 2021, and in line with the 4.8% increase in student rents for 2022-23 approved by the Governing Body in March 2022, was approved.

436. Lady Ademola Scholarship (FC 17) (GB 410, 21.04.22)

A request from the Tutor for Equality, Diversity, and Inclusion, for funding for the Lady Ademola Scholarship in 2022-23, had been circulated and was received. The Governing Body was reminded that the College had initiated the Lady Ademola Scholarship in 2021, to support a student from the African continent to read for a one-year MSc degree. A key partner in making this Scholarship not only possible, but successful, is AfOx – the Africa Oxford Initiative – which has

provided important infrastructure and extra-curricular support for students from Africa. The College had agreed to start the Scholarship in 2021 with available funds, with the aim of using the initial success of the first year to raise more funds.

The Governing Body reaffirmed the vital importance of this Scholarship to the College and the Director of Development was thanked for his team's ongoing efforts to secure funding for this Scholarship.

While the Scholarship was strongly supported, it was agreed on the recommendation of the Finance Committee that the College should not fund the gap in funding from unrestricted reserves. It was also agreed that there should be vigorous fundraising to secure the annual funding required for the Scholarship, ideally in the form of an endowment.

438. Strategic Planning (GB 387, 21.04.22)

An update summary from the Strategic Planning Oversight Group, prepared by the Bursar, and a draft of the College's achievements to-date mapped against the previous Strategic Plan's goals, had been circulated and were received. The update summary included the latest timeline for the development of the new Strategic Plan, an overview of the review of the previous Plan, the next steps for College committee oversight of the development of the Plan, and proposals for Fellows, students, and staff to have input into the new Strategic Plan.

The Bursar advised that the Strategic Planning Oversight Group had met twice, and its members were thanked for their contributions to date.

The update summary included an outline of the work to be undertaken by College committees in the remainder of Trinity Term, while the draft of the College's achievements to-date would be considered by committees to edit in their areas of expertise. The Bursar was thanked for his continuing work.

The Senior Tutor advised that he was continuing to meet with subject groups and that he would report the overall results of the meetings to the Academic Committee in 6<sup>th</sup> Week.

439. Acting Principal's Report and Development Update (GB 388, 21.04.22)

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

The Director of Development advised that:

- i. The Team is working hard to alleviate the effects of the loss of conference income.
- ii. There has been a re-analysis of the alumni base.
- iii. A number of major donors will be visiting the College in the next few weeks.

440. College Summer Student Garden Party (GB 414.i, 21.04.22)

The Acting Principal advised that the College Summer Student Garden Party, held on 14 May, had been very successful and the students were thanked for their part in the evening, as were frontline staff who had given up weekend time to work at the event. The Bursar agreed to thank the staff involved, on behalf of the Governing Body, and to emphasise how appreciative the College is of their efforts.

The MCR President thanked everyone involved, especially the staff who had worked hard to put the event together and to staff it, and advised that the students had really enjoyed the event.

441. Report and Recommendations from the Academic Committee

The unconfirmed Minutes of the First Stated Meeting of the Academic Committee in Trinity Term held on 4 May 2022 had been circulated and were received.

442. Collections (AC 8.1)

It was noted that 0<sup>th</sup> Week had seen the first in-person Collections since January 2020. Over 500 papers were set, and the Senior Tutor recorded his thanks to Ms Adams, Academic Administrator in the College Office, for managing the process single-handed.

It was also noted that there were more student absences than had been the norm, and Tutors were encouraged to emphasise the importance of Collections in consolidating work and preparing students for their examinations.

443. Principal's Collections (AC 8.2) (GB 108, 03.11.21)

It was noted that the Senior Tutor would be conducting Principal's Collections with first years this term, in place of the Principal.

444. Teaching in Biochemistry (AC 15)

Dr Naomi Petela's current *Curriculum Vitae*, together with a reference, had been circulated and were received. To meet some of the teaching needs occasioned by Dr Stanley's retirement at the end of this academic year, the appointment of Dr Petela to a three-hour Stipendiary Lectureship in Biochemistry for the 2022-23 academic year was approved, on the recommendation of the Academic Committee.

446. Teaching in Mathematics (AC 17)

Current *Curriculum Vitae* and references for Mr Carles Falcó, Ms Rebecca Crossley, and Ms Rivka Mitchell had been circulated and were received. The appointment of Mr Falcó, Ms Crossley, and Ms Mitchell to three-hour Stipendiary Lectureships in Mathematics for the 2022-23 academic year, to meet teaching needs in Mathematics, including those occasioned by leave arrangements, was approved, on the recommendation of the Academic Committee.

449. Update on Recruitment to Academic Posts (AC 21)

An update on recruitment to academic posts was received from the Senior Tutor.

450. Senior Research Fellowships

This item was withdrawn pending further discussion of the nature and purpose of Senior Research Fellowships by the Academic Committee.

451. Nancy Burton Prize (GB 410, 19.05.21)

On the recommendation of the Prize Committee, which had been circulated and was received, it was agreed to award this year's Nancy Burton Prize, for the best essay submitted by any Undergraduate of St Hugh's College on a topic in Philosophy, Politics, or Economics, to Shariq Haidery (2<sup>nd</sup> year, PPE) for an essay entitled 'Multiculturalism and me; me and multiculturalism'.

The Governing Body noted that this was the second consecutive year that Shariq Haidery had won this prestigious prize, which was considered a truly outstanding achievement.

452. College Students

The Senior Tutor advised of the deaths of two St Hugh's students this term.

The Senior Tutor was thanked for his sympathetic handling of both cases, and the Governing Body expressed its condolences on behalf of the College to the families of both students.

453. The Admissions Coordinator (GB 406, 21.04.22)

The Senior Tutor advised that Ms Jessie Judges had now begun working in the College Office as the new Admissions Coordinator.

454. The Academic Officer (GB 407, 21.04.22)

The Senior Tutor advised that a new Academic Officer had now been appointed and would begin working in the College Office on 11 July.

455. Learning Development and Support Tutor (GB 396, 21.04.22)

The Senior Tutor advised that the new Learning Development and Support Tutor, Ms Kavanagh, had already made a significant impact in reaching out to the student community. Tutors were asked to alert any student who could benefit from her expertise. It was emphasised that referral to the Learning Development and Support Tutor did not imply any sanction or implication of weakness, only that benefits from guidance can be accessed.

456. The 2022 Lady Ademola Lecture (GB 410, 21.04.22)

The Tutor for Equality, Diversity, and Inclusion advised that Sir Geoff Palmer OBE, Professor Emeritus in the School of Life Sciences and Chancellor at Heriot-Watt University, and a prominent human rights activist, will deliver this year's Lady Ademola Lecture on Thursday, 9 June.

Further information will follow. The lecture will be recorded for those unable to attend on the day.

457. Staff Wellbeing and Engagement Survey

A report on the outcomes of the recent (non-academic) Staff Wellbeing and Engagement Survey had been circulated and was received. The Bursar advised that this was the first such survey to be carried out across Oxford colleges, with 17 colleges participating, allowing the College to benchmark itself against the aggregated collegiate results. The results from St Hugh's were very encouraging with a high participation rate and much positive feedback. Staff had been briefed on the results that morning.

In some areas, the College received some of the most positive feedback among the 17 colleges, especially in colleagues' sense of community and feeling valued, but there was also work to be done, including pay (although the survey was undertaken before the introduction of the Oxford Living Wage, GB 269iv.a, 09.02.22), and investment in line manager training would be beneficial.

Across the participating colleges, the survey also highlighted a disparity between frontline and office-based colleagues, with feedback from the former group materially less positive than the

latter, and many colleagues reporting feeling less happy in their work compared with a year ago. The Bursar and Domestic Bursar will meet staff in small groups over the coming months to explore this further.

458. The Head of Estates (GB 412, 21.04.22)

The Bursar advised that the new Head of Estates, Mr Richard Noonan, had been appointed and would begin in the College on 1 August.

459. Vacation Residence Policy and Bed & Breakfast Accommodation (GB 415, 21.04.22)

The Bursar advised that a growing number of exceptions to the Vacation Residence Policy had been made over recent years, allowing undergraduates who were staying over the vacation to remain in their term-time rooms instead of relocating where necessary. Given the resumption of bed and breakfast accommodation over the vacation, the policy would now need to be enforced as-written for safeguarding reasons. Although individual buildings might have a mixture of students and bed and breakfast guests, measures were being put in place to ensure that they were appropriately segregated in different sections of any one building. This will involve a stricter application of the current Vacation Residence Policy and students will more often be required to move rooms during vacations to facilitate this segregation.

The Bursar reminded the Governing Body of the crucial importance to the College of this income stream to fund core activities from bed and breakfast accommodation.

460. Annual Admissions Statistical Report, May 2021 (AC 6.1) (GB 379, 19.05.21)

The Annual Admissions Statistical Report, May 2022 and a contextual cover note from the Senior Tutor regarding St Hugh's had been circulated and were received. It was noted that the Report had been considered by the Academic Committee at its meeting held on 4 May 2022.

The Academic Committee had noted that the statistics for the current round (Michaelmas Term 2022 entry) are expected to show an increase in the rate of improvement against University targets in most areas. It had again been observed that St Hugh's high proportion of open and reallocated and second interview applications makes it harder to secure strong candidates from under-represented backgrounds.

461. Report from the SCR President

The Acting Principal thanked the SCR President, Professor Wong, for his ongoing work with the proposed replacement of the SCR coffee machine.

462. Report and Recommendations from the Library and Collections Committee

The unconfirmed Minutes of the Stated Meeting of the Library and Collections Committee in Trinity Term held on 10 May 2022 had been circulated and were received.

463. The Assistant Librarian (LCC 3) (GB 405, 21.04.22)

It was noted that plans to recruit a new Assistant Librarian were being actively pursued. The post was currently being advertised and it is hoped that a new Assistant Librarian will start in September 2022.

464. CCTV in the Hamlin Gallery (LCC 5)

It was noted that the Library and Collections Committee had approved the installation of CCTV in the Hamlin Gallery on two conditions:

- i. that a good system would be purchased which would yield high quality pictures and footage to enable easy identification, and
- ii. the cost would not be taken from the Art Budget.

The Senior Tutor advised that he would discuss this proposal with the Bursar.

465. Art Budget (LCC 5)

It was noted that the Library and Collections Committee had approved the proposal to uplift the Budget to £2,000. It had also been proposed that, in future years, there would be a small incremental uplift.

The Senior Tutor advised that he would discuss this proposal with the Bursar.

466. JCR Art Prize (LCC 9)

The Senior Tutor advised that Shariq Haidery, JCR Secretary, was organising the JCR Art Prize which had not been held for the last few years due to COVID-19. The Library and Collections Committee had been delighted to hear of the initiative and the Curator of Pictures and the Library and Archive Fellow had agreed to join the judging panel.

467. Report and Recommendations from the Risk Committee

The unconfirmed Minutes of the Stated Meeting of the Risk Committee in Trinity Term held on 10 May 2022 had been circulated and were received.

468. College Risk Management Policy (RC 7) (GB 413, 21.04.22)

The College's Risk Management Policy had been circulated and was approved on the recommendation of the Risk Committee.

It was noted that the Risk Management Policy outlines the risk management cycle which will include an annual survey of the Governing Body Fellows and Senior Managers to determine principal risks. As this is new under this Policy, it was agreed that the initial Governing Body survey takes place in Trinity Term 2022 ahead of the introduction of this Policy in Michaelmas Term 2022.

469. Date of the Next Meeting

The Third Stated Meeting of the Governing Body in Trinity Term will be held on Wednesday, 15 June 2022 (8<sup>th</sup> Week) at 2.00pm in Microsoft *Teams*.

This ended the business of the meeting.

PROFESSOR D DOYLE  
Secretary