

ST HUGH'S COLLEGE, OXFORD

The Third Stated Meeting of the **GOVERNING BODY** in Trinity Term was held on  
Wednesday, 15 June 2016

Present:	The Principal	Professor Martin
	Professor Watts	Professor Capelli
	Dr Holland	Professor Marshall
	Professor Moore	Professor Perera
	Professor Garnett	Mr Marshall
	Dr Kuhn	Professor Loutzenhiser
	Professor Plunkett	Professor Conway
	Professor Getzler	Professor Friedman
	Professor Wong	Professor Mann
	Professor Stellardi	Dr Sanders
	Professor Quah	Ms Stott
	Professor Duncan	Professor Husband
	Professor Pašeta	Professor Sullivan
	Professor Rood	Professor Jérusalem
	Dr Perkins	
In attendance:	Professor Llewellyn	Dr Ohta
	Dr Althaus	Ms Carthew

Ms Lyon and Mr Bull represented the MCR and Mr Gibbons the JCR. They attended for items 317-333, 336-345, 361-370, 373 and 375-383. Mr Leighton represented the JCR May Ball Committee and attended for item 370.

317. Apologies for Absence

Apologies were received from the following members: Professor Chalker, Professor Mitchell, Professor Westbrook, Professor Macnair, Professor Harnden, Professor Powell, Professor Biro, Professor Doyle, Professor Eidenmüller and Professor Oberhauser (Professor McDonald, Mrs Vainker, Professor Grainger, Professor Wilson, Professor Lewis, Professor Leach, Professor Blunsom and Dr Parkin on leave).

318. Governing Body Membership

The Principal advised that this was Dr Holland's final Governing Body meeting prior to retirement. This was also the final Governing Body meeting for Professor Quah, Professor Friedman, Dr Althaus, Dr Patterson and Dr Subialka, who are leaving College at the end of the academic year. All were thanked for their service to College and to Governing Body and wished well in their retirement or future careers. A dinner is being held in College on 23 June to mark this occasion.

319. USS Pension Scheme Changes (Circ Bus 18.05.16)

It was noted that guidance about the USS pension scheme changes had been circulated.

320. Conference of Colleges (Circ Bus 08.06.16)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 26 May 2016 had been

circulated and were received.

321. Cascade of Offices for 2016-17, 2<sup>nd</sup> Round (Circ Bus 10.06.16)

It was noted that further information concerning the cascade of offices had been circulated.

322. Flying the LGBTQ Flag in College (Circ Bus 13.06.16)

It was noted that the Principal had approved a request from the JCR to fly the LGBTQ flag in College until 18 June, as a mark of respect for the fifty people who were murdered in a LGBTQ nightclub in Orlando, Florida the previous weekend.

323. The Minutes of the Second Stated Meeting in Trinity Term held on 18 May 2016 were approved and signed.

324. Conflicts of Interest

Conflicts of interest with regard to nominations for vacancies for College officerships and committee memberships (minute 337) were recorded by members of Governing Body.

325. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 7 June 2016 had been circulated and were received.

326. Report and Recommendations from Student Support Committee (FC 5)

The Minutes of the Student Support Committee held on 1 June 2016 had been circulated and were received.

327. Report and Recommendations from Infrastructure Committee (FC 6)

The Minutes of the Infrastructure Committee held on 31 May 2016 had been circulated and were received.

328. JCR and MCR Subscriptions 2016-17 (FC 7)

The proposal that grants to the MCR and JCR should be increased by 1% for 2016-17 had been circulated and was approved.

329. Management Accounts for the year to 30 April 2016 (Periods 1-9) (FC 8)

The Management Accounts for Period 9 had been circulated and were approved.

330. 2016 Conference Business, Sales and Marketing Report (FC 10)

The Conference Business, Sales and Marketing Report, May 2016 had been circulated and was approved. It was likely that the ambitious income target for 2015-16 would not be met, partly the result of the closure of the kitchens for renovation during the Christmas vacation. The Conference and Events team was thanked for the Report and for responding to the feedback from Governing Body about last year's Report.

331. Cash Flow Forecast to the end of 2016-17 (FC 11)

The consolidated Cash Flow Statement 2016-17 had been circulated and was received.

332. Amendments to Bank Account Signatures (FC 12)

The proposal for amendments to bank account signatures had been circulated and was approved.

333. Private Equity Placement (FC 13)

A Report from the Senior Accountant regarding a fixed-rate Private Equity Placement for the St Hugh's Future Project had been circulated and was received.

334. Report and Recommendations from Investment Committee (FC 14)

The Minutes of the Investment Committee held on 10 May 2016 had been circulated and were received.

335. Selected Staff Pay Reviews (FC 15)

Proposals for staff salary reviews and one-off payments to individual members of College's non-academic staff had been circulated and were approved.

336. Report and Recommendations from Nominations for Vacancies Committee

The Minutes of the Nominations for Vacancies Committee held on 24 May 2016 had been circulated and were received.

337. 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.

College Officers

Position	Current Holder, to TT16	Proposed, from MT16
Dean	Dr Perkins	Prof Perera
Sports Fellow	Prof Perera	Prof Perera (to continue in post)
Secretary to Governing Body	Dr Sanders	Dr Parkin
Computing/IT Fellow	Prof Loutzenhiser	Prof Martin
Fellow for SM Relations	Prof Morris	Combine into one role, to be filled by Professor Marshall
Rep to ASM	Ms Stott	

College Committees

Committee	Current Members, to TT16	Proposed, from MT16
Academic Committee	Dr Holland	Prof McDonald
	Prof Wong	Prof Macnair
	Prof Getzler	Prof Biro
Academic Standards Committee	Prof Baker	As a committee meeting on an <i>ad hoc</i> basis, current members to continue until TT17.
	Prof Stellardi	
	Prof Plunkett	
Appeals Committee	Prof Rood	Prof Rood to continue in post
	Dr Holland	Dr Kuhn

Disciplinary Committee	Prof Loutzenhiser	Dr Perkins
	Prof Pašeta	Prof Biro
	Prof Plunkett	Prof Sullivan
Infrastructure Committee	Prof Loutzenhiser	Prof Martin
	Prof Moore	Prof Jérusalem
	Prof Plunkett	Prof Oberhauser
	Dr Holland	Prof Chalker
Investment Committee	Prof Baker	Prof Loutzenhiser
Library Committee	Prof Powell	Prof Mitchell
Nominations for Vacancies Committee	Dr Holland	Prof Wong
	Prof Friedman	Prof Capelli
Remuneration Committee	Prof Esiri	To be determined
	Prof Mitchell	
	Prof Martin	
Student Support Committee	Prof Stellardi (MT16 leave)	Prof Jérusalem (for MT16)
Welfare Committee	Prof Mann	Prof Rood
Gender Equality Working Group	Dr Althaus	Dr Hein
	Dr Subialka	Dr Jenkins

338. Election as an Official Fellow of College (NVC 5)

It was agreed to elect Professor Perera as an Official Fellow of the College for the duration of his term of office as Dean.

339. Legacies and Donations

An update was received from the Principal.

340. Development Report

The Principal advised that:

- i. Donors' Tea Party, 21 May 2016  
60 alumni and guests had attended the Tea Party.
- ii. St Hugh's at the British Museum, 13 June 2016  
30 alumni and guests had attended an evening at the British Museum, hosted by the Deputy Director, Dr Jonathan Williams (Ancient History, 1990).
- iii. Leavers' Brunch, 18 June 2016  
129 leavers and their families are scheduled to attend the farewell brunch.
- iv. Garden Party for Fellows, Alumni and Staff, 19 June 2016  
300 guests are expected to attend.
- v. 'Pop up' cinema, 8 and 9 July 2016  
'Pop-up' cinema will take place in College in July for paying guests.
- vi. Festival of Anniversaries, 12-16 October 2016  
A series of events will be held in 1<sup>st</sup> Week of Michaelmas Term celebrating 130 years of College, 100 years of Main Building, 80 Years of the Library, 50 years of the Kenyon Building and 30 years of being a mixed-sex college.

341. Visits from Major Donors, 22 and 23 June

The Principal advised that four major donors would be visiting College in 9th Week, to attend Encaenia as guests of the Principal.

342. Academic Lecture

The Principal thanked Professor Biro for her Academic Lecture on 8 June 2016 on 'The Hows and Whys of Living in Groups: Perspectives from Birds and Apes'.

343. Placement of Portrait of Baroness Castle of Blackburn, PC, GCOT in College

The placing of a portrait of Baroness Castle in the corridor of Main Building was approved. It was agreed that there should be a plaque to indicate this donation by the TUC. It was hoped that this might be the first in a series of portraits of prominent alumni and also that College might instigate a Barbara Castle lecture. It was further agreed that the British Academy should be asked to return the portrait of Dame Kathleen Kenyon by Carel Weight, currently loaned by College.

344. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 1 June 2016 had been circulated and were received.

345. Flora Welch Legacy (AC 7.2)

On the recommendation of the Academic Committee, the proposal that the legacy should be placed into endowed funds and used to support graduate scholarships was approved.

346. Teaching in French (AC 11)

On the recommendation of the Academic Committee, the appointment of Mr Cameron Quinn to a four-hour Stipendiary Lectureship in French for Michaelmas Term 2016 was approved.

347. Teaching in French (AC 11)

On the recommendation of the Academic Committee, the appointment of Mrs Genevieve Adams to a five-hour Stipendiary Lectureship in French for the 2016-17 academic year was approved.

348. Teaching in Psychology (AC 12)

On the recommendation of the Academic Committee, the appointment of Dr Martin O'Neill to a three-hour Stipendiary Lectureship in Psychology for the 2016-17 academic year was approved.

349. Teaching in Psychology (AC 13.1, 15)

On the recommendation of Selection Committee, the appointment of Dr Janette Chow to the role of Winkler Career Development Fellow in Experimental Psychology was approved.

350. Teaching in Earth Sciences (AC 13.1, 15)

On the recommendation of Selection Committee, the appointment of Professor Erin Saupe to the role of Tutorial Fellow in Palaeobiology was approved in a paper vote.

351. Randall MacIver JRF (AC 13.1, 15)

On the recommendation of Selection Committee, the appointment of Dr Maria Pavlova to the role of Randall MacIver Junior Research Fellow was approved.

352. Fellowships (AC 13.1)

On the recommendation of Academic Committee, the following Fellowships were approved for renewal:

Professor Watts (*for seven years from 1<sup>st</sup> October 2016*)  
Professor Garnett (*for seven years from 1<sup>st</sup> October 2016*)  
Dr Kuhn (*for seven years from 1<sup>st</sup> October 2016*)  
Dr Perkins (*for seven years from 1<sup>st</sup> October 2016*)  
Professor Mann (*for seven years from 1<sup>st</sup> January 2016*)  
Dr Sanders (*for seven years from 1<sup>st</sup> October 2016*)  
Professor Oberhauser (*for four years from 1<sup>st</sup> September 2016*).

On the recommendation of Academic Committee, a list of Fellowships that are ending was noted:

353. Leave and Buyouts (AC 13.1)

On the recommendation of the Academic Committee, a list of Fellows taking Leave and Buyouts was noted:

354. Lectureships (AC 13.2)

On the recommendation of Academic Committee, the re-appointment of the following lectureships for one year from 30 September 2016 was approved:

Archaeology & Anthropology	Dr Alexander, Stipendiary Lecturer (6hr)
Biochemistry	Dr Stanley, Stipendiary Lecturer (4hr)
Biochemistry	Dr Bird, Non-Stipendiary
Chemistry	Dr Ford, Stipendiary Lecturer (4hr)
Chemistry	Dr Laidlaw, Stipendiary Lecturer (2hr)
Chemistry	Dr Stewart, Stipendiary Lecturer (2hr)
Classics	Dr Stylianou, Non-Stipendiary
Classics	Dr Fowler, Non-Stipendiary
Economics	Mr Lanier, Stipendiary Lecturer (2hr)
Engineering	Mr Camm, Non-Stipendiary
English	Dr Gazzard, Stipendiary Lecturer (3hr)
History	Dr Reid, Stipendiary Lecturer (5hr)
Management	Dr Brooks, Stipendiary Lecturer (3hr)
Mathematics	Mr Harrison, Stipendiary Lecturer (4hr)
Mathematics	Dr Schofield, Stipendiary Lecturer (4hr)
Medicine	Dr Jenkins, Stipendiary Lecturer (6hr)
Medicine	Professor Morris, Stipendiary Lecturer (3hr)
Medicine	Dr De Luca, Non-Stipendiary
Medicine	Dr Holdsworth, Non-Stipendiary
Medicine	Dr Kothari, Non-Stipendiary
Medicine	Mr Murphy, Non-Stipendiary
Medicine	Dr Soilleux, Non-Stipendiary
Medicine	Dr Palmer, Non-Stipendiary
Modern Languages	Dr Kaiser, Non-Stipendiary

Music	Dr Harper-Scott, Non-Stipendiary
Music	Professor Llewellyn, Stipendiary Lecturer (3hr)
Philosophy	Dr Bell, Stipendiary Lecturer (2hr)
Physics	Mr Povey, Non-Stipendiary
Physics	Dr Miller, Non-Stipendiary
Psychology	Dr Popplewell, Non-Stipendiary.

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

Archaeology & Anthropology	Mr Pomerantz, Stipendiary Lecturer (4hr)
English	Dr Valladares, Departmental Lecturer (8hr)
English	TBC, Stipendiary Lecturer (6hr)
History	TBC, Stipendiary Lecturer (6hr)
Mathematics	TBC, Stipendiary Lecturer (6hr)
Mathematics	TBC, Non-Stipendiary
Medicine	Dr Buckler, Non-Stipendiary
Medicine	Dr Watts, Non-Stipendiary
Modern Languages	TBC, Stipendiary Lecturer (4hr)
Modern Languages	Mrs Adams, Stipendiary (5hr)
Psychology	Dr Martin O'Neill, Stipendiary Lecturer (3hr).

On the recommendation of Academic Committee, a list of appointments which will terminate on or before 30 September 2016 and which will not be renewed was noted.

355. College Association with the New Head of the Humanities Division (AC 16)

On the recommendation of the Academic Committee, a College association with the new Head of the Humanities Division, Professor Karen O'Brien, was approved.

361. Report and Recommendations from the Prevent Working Group

The Notes of the Prevent Working Group meeting held on 18 May 2016 had been circulated and were received.

362. Code of Practice on Freedom of Speech

The amended Code of Practice on Freedom of Speech, to emphasise that freedom of speech and academic freedom remain primary objectives of the College, had been circulated and was approved. It was noted that the amended Code will need to be adopted in Appendix G of the College Bylaws.

363. IT Acceptable Use Policy

The College IT Acceptable Use Policy had been circulated and was approved.

364. PREVENT Report to HEFCE

The College's Report to HEFCE regarding College arrangements regarding PREVENT, including the College's PREVENT Risk Assessment, PREVENT Action Plan and amended Student Event Booking Form, was approved.

365. Report and Recommendations from Equality Committee

The Minutes of Equality Committee held on 6 June 2016 had been circulated and were received.

366. Equality Policy (EC 5)

The amended College Equality Policy, encompassing all the protected characteristics and superseding the existing Policies and Schemes for equality, disability, gender and race, was approved.

367. Equality Report and Action Plan (EC 6)

The Equality Report and Action Plan for Trinity Term 2016 had been circulated and was received.

368. Gender Equality Working Group as a Permanent Sub-Committee of Equality Committee (EC 8)

The proposal for the Gender Equality Working Group to become a permanent sub-committee of Equality Committee from Michaelmas Term 2016 was approved.

369. Admissions Interviews (EC 14)

It was agreed that best efforts should be made, so far as possible, for there to be female interviewers for admissions interviews.

370. May Ball 2017

The proposal for a May Ball to be held in Trinity Term 2017 was approved, with the proviso that the emphasis, especially in marketing and promotional materials, is on the 'Garden of Eden' rather than 'the Fall', which was considered to send the wrong message about the nature of the Ball. It was noted that close communication with College staff throughout the planning process is essential.

371. Report and Recommendations from Statutes and Bylaws Committee

The Minutes of Statutes and Bylaws Committee held on 25 May 2016 had been circulated and were received.

372. Bylaw II R "Remuneration Committee" (SB 4)

The amendment of Bylaw II R "Remuneration Committee" proposed by Statutes and Bylaws Committee was approved.

373. Decanal Team

The Dean advised that this was his last meeting of Governing Body in his role as Dean. He thanked the Decanal Team, the Welfare Team, as well as Ms Walker, Mrs Moss and Miss Barton, who had been Secretary to the Dean, for their support. The Dean was thanked for his immense contribution to College while in this role.

374. Report and Recommendations from Fundraising Committee

The Minutes of Fundraising Committee held on 26 May 2016 had been circulated and were received.

375. Report and Recommendations from Welfare Committee



The Minutes of Welfare Committee held on 7 June 2016 had been circulated and were received.

376. Report and Recommendations from Risk Committee

The Minutes of Risk Committee held on 8 June 2016 had been circulated and were received.

377. College Risk Register (RC 5)

The Updated College Risk Register for Trinity Tem 2016 was approved.

378. Report and Recommendations from the Gender Equality Working Group

The Minutes of the Gender Equality Working Group held on 8 June 2016 had been circulated and were received.

379. Report and Recommendations from the St Hugh's Future Project Working Group

The Notes of the St Hugh's Future Project Working Group held on 18 May 2016 had been circulated and were received. It was noted that interviews for a Project Manager will take place shortly, prior to the appointment of an architect.

380. Report and Recommendations from the Colin Matthew Fund Committee

The Notes of the Colin Matthew Fund Committee held on 31 May 2016 had been circulated and were received.

381. MCR Interim Committee

A list of the new MCR Interim Committee members, 1 August – 31 December 2016, had been circulated and was received. The outgoing President, Ms Lyon, was thanked for her support of Governing Body and other College committees.

382. Equality and Diversity Issues Arising

No issues were identified.

383. Date of Next Meeting

The First Stated Meeting of the Governing Body in Michaelmas Term will be held on Thursday, 6 October 2016 at 11.00 am in the Mordan Hall.

This ended the business of the meeting.

DR T SANDERS  
Secretary