

ST HUGH'S COLLEGE, OXFORD

The Second Stated Meeting of the **GOVERNING BODY** in Hilary Term was held on
Wednesday, 8 February 2017

Present:	The Principal (Chair)	Professor Capelli
	Professor Watts	Professor Marshall
	Professor Moore	Professor Perera
	Dr Kuhn	Mr Marshall
	Professor Plunkett	Professor Loutzenhiser
	Professor Getzler	Professor Mann
	Professor Wong	Ms Stott
	Professor Stellardi	Dr Parkin (Secretary)
	Professor Mitchell	Professor Husband
	Professor McDonald	Professor Ballentine
	Professor Westbrook	Professor Sullivan
	Professor Pašeta	Professor Jérusalem
	Professor Grainger	Professor Oberhauser
	Professor Macnair	Professor Saupe
	Professor Wilson	Professor Llewellyn
	Professor Rood	Professor Morisi
	Dr Perkins	
In attendance:	Professor Cook	Dr Hein
	Ms Carthew	Dr Pavlova

Mr Bull represented the MCR and Ms Pavlova the JCR. They attended for items 178-192, 194-196 and 202-207.

Mr Leigh, from Ridge and Partners LLP, the Project Managers for the St Hugh's Future Project, attended for items 181-183.

178. Apologies for Absence

Apologies were received from Professor Chalker, Professor Harnden, Professor Martin, Professor Conway, Professor Baker, Professor Doyle, Professor Eidenmüller, Dr Large, Professor Thompson, Professor Riddoch, Professor Carvalho, Dr De Luca, Dr Ohta and Dr Atack (Professor Garnett, Professor Duncan, Professor Lewis, Professor Leach, Professor Blunsom, Dr Sanders, Professor Biro and Professor Xiang on leave).

179. The Minutes of the First Stated Meeting in Hilary Term held on 12 January 2017 were approved and signed.

180. Conflicts of Interest

Fellows declared potential conflicts for the items from Academic Committee (minute 201) regarding leave and buyouts and also regarding the closure of the Woodstock Road gates at night (minute 203).

181. St Hugh's Future Project Architects' Competition
- On the recommendation of the St Hugh's Future Project Architects' Competition Judging Panel, Hawkins Brown Architects LLP was approved as the architectural practice for the Project.
182. St Hugh's Future Project Governance Structure
- The proposed governance structure for St Hugh's Future Project, replacing the St Hugh's Future Project Working Group, had been circulated and was approved.
183. St Hugh's Future Project Review Report (GB 172)
- The St Hugh's Future Project Review Report for January, compiled by Ridge, the Project Managers, had been circulated and was received.
184. Report and Recommendations from Finance Committee
- The Minutes of the Finance Committee held on 25 January 2017 had been circulated and were received.
185. Admissions Interview Expenses for Students (FC 4)
- It was noted that this issue was being considered by Conference of Colleges and that the Senior Tutor was also raising this matter with the University's Admissions Executive, ADEX, to ensure a harmonised approach between colleges.
186. Management Accounts Period 5 and Forecast, 2016-17 (FC 7)
- The Management Accounts for Period 5 (financial year to 31 December 2016) and the Forecast to 31 July 2017 had been circulated and were approved.
187. Conference Sales and Profitability (FC 8)
- An analysis of Conference Sales and Profitability for 2016-17, with regard to the five months to December 2016, had been circulated and was noted.
188. Schools Dinners in Trinity Term (FC 8)
- The Bursar advised that she would refer the proposal to hold Schools Dinners on four pre-arranged evenings in June back to Finance Committee in 7th Week for further consideration.
189. Use of the Wordsworth Tea Room (FC 8)
- It was agreed that further exploration should take place of ways to increase the use of the Wordsworth Tea Room. It was further agreed that there should be greater promotion to friends and neighbours and to the wider University community, but that the Tea Room should not open to the general public.
190. St Hugh's Future Project and VAT (FC 9)
- An analysis of possible VAT options with regard to the St Hugh's Future Project had been circulated and was received.

Advice had been taken from the College's VAT advisors at Grant Thornton and four possible options were presented to the Committee. Option E was approved.

191. Development Report

The Principal advised that:

- i. Alumni Burns Supper, 28 January 2017
a successful Burns Supper and Ceilidh had been held for 110 alumni, students, Fellows and staff attended. Baroness Helena Kennedy QC, Principal of Mansfield College, had been Guest of Honour;
- ii. Chinese New Year Celebrations, 1 February 2017
a Chinese orchestra from the Chinese University of Hong Kong had performed prior to a Chinese dinner in the Wordsworth Tea Room. More than 120 guests, including Fellows, students and staff had attended. Cheryl Tan (2nd year Music and Organ Scholar) had performed on the guzheng during the SCR Dessert Night Formal Hall the previous evening, which had been themed on Chinese New Year;
- iii. Oxford and Cambridge Society of New England, 10th Annual Ancient Universities Burns Night, Boston, 4 February 2017
she had presented the Immortal Memory at this event and had also hosted an alumni reception;
- iv. Avril Bruten Lecture, 1 March 2017
Margie Orford will be presenting this year's Lecture, on 'Writing Violence: Ethics and Aesthetics';
- v. Donors' Dinner, 4 March 2017
the annual Donor's Dinner, celebrating the achievements that donors have made possible through their support of St Hugh's College, will be held on 4 March;
- vi. St Hugh's Law Society's Dinner, 9 March 2017
Sir Keir Starmer, KCB, QC, MP, former Director of Public Prosecutions and Head of the Crown Prosecution Service and currently Shadow Secretary of State for Exiting the European Union, will address the College Law Society at its Dinner in London.
- vii. International Alumni Weekends, March 2017
International Alumni Weekends will be held in Hong Kong and Singapore in March 2017

192. Legacies and Donations

An update was received from the Principal.

193. Honorary Fellowship (GB 164)

It was agreed to elect Dr Subra Suresh to an Honorary Fellowship.

194. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 25 January 2017 had been circulated and were received.

195. University in China (AC 4)

It was agreed that Professor Plunkett should explore the possible shape of a proposed collaboration or exchange programme with the university in China, to bring a more detailed proposal back to Governing Body for approval. It was confirmed that other Colleges had collaborations with partner universities and that collaboration did not have to be at University level.

196. Undergraduate Admissions Offers (AC 5.1)

A report of the number of offers made this year in each subject, with a note of the notional target in each had been circulated and was received. It was noted that any Tutor wishing to alter this number for future years should approach the Senior Tutor.

197. Teaching in Archaeology and Anthropology (AC 11)

On the recommendation of the Academic Committee, it was agreed that Mr Pomerantz should be asked to take on additional organisational and pastoral duties for Hilary Term 2017.

198. Tutorial Fellowship in Economics - vice Professor Quah (AC 12.1)

On the recommendation of the Academic Committee, the appointment of Professor McMahon to the role of Tutorial Fellow in Economics from 1 October 2017 was approved in a paper vote.

199. Shared Tutorial Fellowship in Linguistics (Syntax) (AC 12.2)

On the recommendation of the Academic Committee, the appointment of Dr Mycock to a two-hour role at St Hugh's, in Trinity Term 2017 was approved. Dr Mycock will take up the role of Tutorial Fellow in Linguistics (Syntax) at Somerville College.

200. Professorial Fellowship in Mathematical Finance (AC 12.4)

On the recommendation of the Academic Committee, it was agreed that the College's association with this post should continue.

201. Leave and Buyouts (AC 14)

On the recommendation of the Academic Committee, it was agreed to grant sabbatical leave:

- a. To Professor Doyle, according to entitlement, for Hilary and Trinity Terms 2018.
- b. To Professor Stellardi, according to entitlement, for Michaelmas Term 2017. It was noted that Professor Stellardi intends to take part in the undergraduate admissions process.
- c. To Professor Baker, according to entitlement, for Michaelmas Term 2017.

202. Report and Recommendations from Library Committee

The Minutes of the Library Committee held by circulation on 31 January 2017 had been circulated and were received.

203. Woodstock Road Gates

A joint paper from the MCR and JCR Presidents about the closure of the Woodstock Road gates at night had had been circulated and was received. It was agreed that the Bursar should look into

the matter and investigate the possibility of another entrance to College, at the southern end of the site but further from accommodation, becoming available for use at night.

204. Junior Common Room

The Dean advised that recent issues in the Junior Common Room area had highlighted that the common room was not comfortable to use in either warm or cold weather. College needed to think about making improvements to the space quickly, to make it more conducive to use in the period prior to Future Project work in the area.

205. Fire Safety

The Dean advised that there had been a significant increase in the number of fire alarm reports in College this term and that most incidents had been caused by cooking incidents. It was agreed that the MCR and JCR Presidents would raise this issue with their members.

206. Equality and Diversity Issues Arising

No issues were identified.

207. Date of Next Meeting

The Third Stated Meeting of the Governing Body in Hilary Term will be held on Wednesday, 8 March 2017 at 2.00 pm in the Mordan Hall.

This ended the business of the meeting.

DR J PARKIN
Secretary