

ST HUGH'S COLLEGE, OXFORD

The Second Stated Meeting of the **GOVERNING BODY** in Trinity Term was held on
Wednesday, 18 May 2016

Present:	Principal	Dr Perkins
	Dr Holland	Professor Capelli
	Professor Moore	Professor Marshall
	Professor Garnett	Professor Perera
	Dr Kuhn	Professor Loutzenhiser
	Professor Plunkett	Professor Mann
	Professor Getzler	Dr Sanders
	Professor Stellardi	Ms Stott
	Professor Mitchell	Professor Husband
	Professor Westbrook	Professor Biro
	Professor Pařeta	Professor Doyle
	Professor Macnair	Professor Oberhauser
	Professor Rood	
In attendance:	Professor Llewellyn	Dr Ohta
	Dr Althaus	Ms Carthew

Ms Lyon represented the MCR and Mr Gibson the JCR. They attended for items 277-294, 296-298, 300-303 and 309-316.

277. Apologies for Absence

Apologies were received from the following members: Professor Watts, Professor Chalker, Professor Duncan, Professor Harnden, Professor Powell, Professor Martin, Mr Marshall, Professor Conway, Professor Sullivan, Professor Eidenmüller and Professor Jérusalem (Professor McDonald, Professor Quah, Mrs Vainker, Professor Grainger, Professor Wilson, Professor Lewis, Professor Leach, Professor Blunsom and Dr Parkin on leave).

278. Guidance on Right to Work Checks (Circ Bus 22.04.16)

It was noted that guidance about Right to Work checks had been circulated.

279. Conference of Colleges (Circ Bus 22.04.16)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 17 March 2016 had been circulated and were received.

280. Cascade of Offices for 2016-17 (Circ Bus 05.05.16)

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

281. Recommendation from Nominations for Vacancies Committee (Circ Bus 09.05.16)

On the recommendation of the Nominations for Vacancies Committee, it was noted that it had been agreed by circulation to co-opt Professor Biro onto the Disciplinary Committee.

282. University Freedom of Speech Statement (Circ Bus 11.05.16)

It was noted that the University's Freedom of Speech Statement had been agreed by circulation. Minor amendments to the text of the Statement had been suggested, which the Principal will report back to the Conference of Colleges.

283. The Minutes of the First Stated Meeting in Trinity Term held on 21 April 2016 were approved and signed.

284. The Minutes of the Special Meeting held on 21 April 2016 were approved and signed.

285. Conflicts of Interest

Conflicts of interest with regard to garage rents (minute 292) and leave and buyouts (minute 308) were recorded by members of Governing Body.

286. Strategic Framework 2015-2020 (GB 28 AY 2014-15)

The Action Plan for the Strategic Framework developed by the Management Team had been circulated and was approved, subject to including the St Hugh's Future Project as an addendum to the Framework.

287. St Hugh's Future Project (GB 150)

The Notes of the St Hugh's Future Project Working Group meeting held on 20 April 2016, the Project Breakdown and the timeline for the Project had been circulated and were received. The proposals were approved.

288. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 4 May 2016 had been circulated and were received.

289. Management Accounts for Period 8 (FC 5)

The Management Accounts for Period 8 had been circulated and were approved.

290. Budget 2016-17 (FC 6)

The Budget for 2016-17 had been circulated and was approved.

291. Drawdown from the Endowment Fund (FC 7)

On the recommendation of the Finance Committee, it was agreed to approve a drawdown from the Endowment Fund of up to 3.77%.

292. Garage Rents (FC 8)

On the recommendation of the Finance Committee, it was agreed to raise garage rents by 1.75% in 2016-17.

293. Application to the College Contributions Scheme (FC 10)

The 2016 College bid to the College Contributions Committee had been circulated and was received. The bid is to match-fund the replacement of failing pipework and to upgrade the electrical wiring in 11, 12 and 13 Canterbury Road. The Principal and Bursar will meet with the College Contributions Committee on 23 May to discuss the application.

294. Restated Accounts Arising from FRS 102 (FC 11)

An update report on changes to the accounts arising from the new accounting standard FRS [Financial Reporting Standard] 102 had been circulated and was approved.

295. Consultant for US Alumni (FC 13)

The proposal to recruit an American alumni development consultant for a two-year fixed term had been circulated and was approved.

296. Legacies and Donations

An update was received from the Principal.

297. Development Report

The Principal advised that:

- i Leighton House Museum event, 4 May 2016
a very successful evening had been held with an exclusive private view of the Pre-Raphaelites exhibition and a house tour.
- ii Donors' Tea Party, 21 May 2016
the Tea Party will be held later this month. The Development Office now circulates alumni lists for events, so that academic colleagues know who will be at a certain event.
- iii Academic Lecture, Professor Biro, 8 June 2016
Professor Biro will give an Academic Lecture on 'The Hows and Whys of Living in Groups: Perspectives from Birds and Apes'.
- iv St Hugh's at the British Museum, 13 June 2016
there will be an evening at the British Museum with the Deputy Director, Dr Jonathan Williams (Ancient History, 1990).

298. Academic Lecture

The Principal thanked Professor Mitchell for his Academic Lecture in May 2016 on 'The Impact of the Horse on Indigenous Societies Post-1492'.

299. Election to Honorary Fellowship (GB257)

It was agreed to elect Ms Kay Carberry CBE to an Honorary Fellowship.

300. Academic Committee Away Day

The Notes of Discussion of the Academic Committee Away Day held on 28 April 2016 had been

circulated and were received.

301. Chair of Neuropathology (Dementia) (ACA Notes)

The proposal from the Head of the Medical Sciences Division that the College might host a new Chair in Neuropathology, along with two JRFs and a multi-disciplinary research centre was considered and it was agreed that the Principal should make further enquiries.

302. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 4 May 2016 had been circulated and were received.

303. English Language Classes (AC 5.1)

On the recommendation of the Academic Committee, a pilot in-College English Language Course was approved.

304. Teaching in Law (AC 11)

On the recommendation of the Academic Committee the recruitment of a Non-stipendiary Lecturer for Hilary and Trinity Terms of the 2016-17 academic year to meet teaching needs arising from Professor Macnair's sabbatical leave in Trinity Term 2017 was approved.

305. Teaching in Archaeology (AC 12)

On the recommendation of the Academic Committee, the appointment (subject to receipt of a reference) of Mr Sol Pomerantz to a four-hour Stipendiary Lectureship for Michaelmas 2016 and Hilary 2017, to meet teaching needs in Archaeology when Professor Mitchell's teaching is bought out in Michaelmas, and in Hilary when he is on leave, was approved.

306. Teaching in Biology (AC13)

On the recommendation of the Academic Committee, the recruitment of a three-hour Stipendiary Lecturer in Biology for the 2016-17 academic year was approved.

307. Update on Posts (AC14)

The Senior Tutor advised on the current position with regard to recruitment to academic posts.

308. Leave and Buyouts (AC 15)

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

- a. to Professor Biro, sabbatical leave, according to entitlement, for Hilary Term 2017
- b. to Professor Chalker, a buyout from Michaelmas Term 2016 for three years
- c. to Professor Fait, leave from his Stipendiary Lectureship for Hilary Term 2017
- d. to Professor Macnair, sabbatical leave, according to entitlement, for Trinity Term 2017
- e. to Professor Pašeta, a buyout from all College teaching duties for 2016-18
- f. to Professor Rood, leave for the 2018-19 academic year
- g. to Dr Sanders, sabbatical leave, according to entitlement, for Hilary and Trinity Terms 2017.

309. Junior Dean

The Dean advised that the College would be seeking a replacement for the Junior Dean (*vice* Mr Jack Fuller) shortly. Mr Fuller was thanked for his work as Junior Dean.

310. Reading Lists for Academic Year 2016-17

The Library Fellow advised that reading lists for next academic year should be sent to the Librarian.

311. Health and Safety Visit Report

The Health and Safety Visit Report prepared by Peninsula, the College's current health and safety advisers, had been circulated and was received. The Bursar advised that 60 areas were passed as satisfactory, but three required further action and two required immediate and urgent action. All of the required actions are already being addressed and most have now been remedied.

312. Use of the College Crest

A proposal regarding the use of the College crest displayed on clothing merchandise had been circulated and was not approved.

313. Graduate Admissions

The Senior Tutor advised that 240 candidates had been made offers, of whom 32% were PGR applicants, which improved the PGT/PGR balance.

314. Report and Recommendations from Library Committee

The Minutes of the Library Committee held on 2 February 2016 had been circulated and were received.

315. Report and Recommendations from the Prevent Working Group

The Notes of the Prevent Working Group meeting held on 16 March 2016 had been circulated and were received. An amended College Freedom of Speech Policy, to emphasise that freedom of speech and academic freedom remain primary objectives of the College, will be considered at the 8th Week meeting of Governing Body.

316. Equality and Diversity Issues Arising

No issues were identified.

This ended the business of the meeting.

DR T SANDERS
Secretary