

ST HUGH'S COLLEGE, OXFORD

The Third Stated Meeting of the **GOVERNING BODY** in Hilary
Term was held on Wednesday 9 March 2011

Present:	The Principal	Dr Rood
	Dr Iles	Dr Perkins
	Professor Moore	Ms Kerr
	Dr Kuhn	Dr Emerson
	Professor Chalker	Dr Leach
	Dr Kathirithamby	Dr Loutzenhiser
	Dr Getzler	Dr Conway
	Dr Wong	Dr Friedman
	Dr Stellardi	Dr Baker
	Dr McDonald	Dr Gazzard
	Professor Duncan	Dr Pattenden
	Dr Pasetta	Dr Mann
	Dr Macnair	

Mr Pomerantz represented the MCR and Mr Greenstreet the JCR. They attended for Items 165–7; 169–72, 178.

160. Apologies for Absence

Apologies were received from Dr Garnett, Professor Plunkett Professor Mitchell, Mrs Vainker, Professor Westbrook, Dr Grainger, Dr Wilson, Dr Harnden, Professor Gershuny, Dr Capelli, Professor Marshall, Dr Perera, Mr Marshall and Dr Blunsom (Professor Robertson, Dr Holland, Dr Stevens, Dr Martin, Dr Tarres, Dr Lewis and Dr Hammond on leave).

161. The Minutes of the Second Stated Meeting in Hilary Term held on 9 February 2011 were approved and signed.

162. Conference of Colleges (Circ Bus 25.02.2011)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 17 February 2011 had been circulated and were received.

163. Access Agreement and Tuition Fees (Circ Bs 04.03.2011)

Two papers relating to the University's proposed Access Agreement and arrangements for tuition fees had been circulated and were received. The Principal outlined the current, still-changing position of various University bodies on the response to the guidance recently published by OFFA. The University's proposal was likely to comprise a mixed model of fee waiver, bursaries and investment in pre-application access initiatives. The Principal noted the importance of the University being able to adjust its provision after the first year, given the inadequate time for consideration of this year's agreement and possible shifts in government policy.

Dr Kuhn noted that the draft documents lacked a clear statement challenging the shift from a publicly funded university education to student-funded courses, and the underlying notion of individualism that this represented. The Principal agreed that the University should be making clearer statements about the public benefit

of university education, and that this should happen both from Oxford and from bodies such as the Russell Group. On the question of the University's access plans, the Principal reported that the UNIQ summer school programme had been very successful so far in encouraging applications from students from disadvantaged backgrounds, and that the acceptance rate was also high.

Dr McDonald noted that with the advent of higher fees and more scrutiny of the admissions process, the University must be vigilant in reviewing its admissions processes to ensure that the best candidates gained a place at Oxford, regardless of their college choice. The Senior Tutor replied that the Admissions Executive was certainly aware of this issue and was working in particular on the area of interviews and testing procedures.

Dr Kuhn informed Governing Body that a group called Oxford University Campaign for Higher Education (OUCHE!) had been formed to campaign on these issues in Oxford and beyond.

164. Conflict of Interest

Discussion of the College policy on loans and the proposed retirement arrangements took place in the light of potential conflicts of interest.

165. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 2 March 2011 had been circulated and were received.

166. Management Accounts (FC 4)

The Management Accounts for Period 3 show the year-to-date operating surplus as £4k behind budget; income £253k behind budget and expenditure in line with the budget.

167. College Staff Loans Policy (FC 8)

On the recommendation of the Finance Committee, the College Staff Loans Policy was agreed. Details of the policy were not circulated because it only operated in very rare and extreme cases of need.

168. Employer Justified Retirement Age

A paper on maintaining an Employer Justified Retirement Age on the abolition of the Default Retirement Age had been circulated and was received.

Dr Macnair spoke to support the proposal for an EJRA, since it would enable younger members of staff to develop their careers and take on senior positions, and because it removed the potential pressure on older members of staff to work beyond an age when they would like to retire. Dr Getzler expressed concern at the further complexity of a system where retirement age and pensionable age was out of alignment. The Bursar replied that this was already happening in numerous circumstances. Dr McDonald suggested that the document also stress the positive aspects of enabling retired members of staff to participate in the academic life of the University in a variety of ways, and it was agreed to recommend this, subject to the caveats mentioned by the Bursar on the potential for confusion if this

became too prominent a part of a document primarily dealing with retirement.

In answer to a question from Dr Kuhn, the Bursar advised that there were no significant transitional issues for the College emerging from these proposals.

169. Anna Haxworth Prize Competition

The Principal advised that this year the Judges had agreed to award the Prize jointly to Samuel Harris (1st year Economics and Management) and Naomi Watson (1st year Medicine).

170. Avril Bruten Award for Creative Writing

The Principal advised that there were 13 entries this year, including poetry, travel writing, memoir, and prose monologue. The prize went to Tom Cutterham (graduate student in History) for his prose pieces 'Like it was a cloud' and 'Then just as big'. As usual, the award succeeded in uncovering a big range of writing. It also brought together undergraduate and postgraduate students from many disciplines to listen to some of the entries, and to work by Avril Bruten, this year's judge Jamie McKendrick, and others at a celebratory event on Friday 4th March.

171. College Association with new Head of Humanities Division: Professor Shearer West

The Principal advised that the University is seeking a College association for the new Head of Humanities Division, Professor Shearer West. It was agreed to express an initial interest and to find out more.

172. Miss Jacobs' Memorial Service

The Principal reminded fellows that the Memorial Service for Miss Jacobs would be held at 11.00 am on Saturday 12 March in the University Church of St Mary the Virgin.

173. UL in English Education

On the recommendation of the Selection Committee, it was agreed to appoint Dr Ian Thompson to a Supernumerary Fellowship in English Education with effect from 1 October 2011. In answer to a question from Dr Perkins, the Senior Tutor noted that the Education Department was aware of the difficulty in finding candidates of the right quality who fulfilled all the criteria stipulated in the job description.

174. Fellows' Contracts (GB 56)

The Bursar advised that draft contracts would be sent out over the next few days for Fellows to review prior to signing hard copies for keeping in individual's personnel files.

A discussion was held about how far the role of fellows as charitable trustees could be incorporated in their contracts. Dr Perkins expressed concern that the role of fellows as members of Governing Body and the administrative responsibilities that related to that membership should continue to be an integral requirement of College fellows. The general advice given on this by the Charities

Commission was that staff should not normally be paid in respect of the work they undertook as trustees. Dr Macnair noted, however, that the relevant legislation allowed for payment to trustees if such a practice was instituted in the founding instruments of the institution, as it was in the case of the College. The oath taken by new fellows also formed a contract that included accepting the obligations placed upon Governing Body members.

It was felt that the current wording of contracts, which neither detailed nor excluded fellows' roles as members of Governing Body, should be adequate, but that this situation should be kept under review.

175. 125th Anniversary Dinner

The Bursar asked Fellows to reply to the Development Office should they wish to attend the 125th Anniversary Dinner being held on Saturday 2 July 2011.

176. Open Days

The Senior Tutor advised Governing Body that University open days would be held on 6th and 7th July, and 16th September, and that subject tutors would be contacted to ask if they were available to meet prospective candidates.

177. Review of Conference of Colleges

Dr Iles advised Governing Body that a review of the Conference of Colleges undertaken by Lord Krebs would be on the agenda for discussion at the next meeting of Conference.

178. New Building

The Minutes from the New Building Steering Group Meeting held on 22 February 2011 had been circulated and were received. The Principal and Bursar noted that some changes had been made to the brief to ensure that costs were kept under control. A meeting with the architect would be held in Trinity Term to enable members of Governing Body to find out more about the project and give feedback.

179. Report and Recommendations from Nominations for Vacancies Committee

On the recommendation of the Nominations for Vacancies Committee it was agreed to reappoint Dr Perkins and Dr Capelli to the IT Committee for one term.

180. Report and Recommendations from Statutes and Bylaws Committee

On the recommendation of the Statutes and Bylaws Committee it was agreed to delete Clause 24 within Appendix N of the College bylaws.

181. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 23 February 2011 had been circulated and were received.

182. Teaching in History (AC 3)

On the recommendation of the Academic Committee it was agreed that the College should apply formally to the Humanities Division and the Faculty of History for release of a Titular CUF in History (*vice* Robertson). To cover teaching needs for the academic year 2011-12, it was agreed to:

- a. Renew Dr Pattenden's appointment as a Tutorial Fellow and Departmental Lecturer in History for a further fixed term of one year;
- b. Appoint Dr Schwartz to a 12-hour Stipendiary Lectureship in History from 1 October 2011 for one year; and
- c. Appoint a five-hour Stipendiary Lecturer in Medieval History from 1 October 2011 for one year.

183. BA in English Language and Literature: proposed syllabus reform (AC 4)

On the recommendation of the Academic Committee, it was agreed that the following statement of views should be passed to the Senior Tutors' Committee:

"St Hugh's welcomes the continued commitment to full period coverage shown in the proposed new syllabus, together with the retention of optionality for Paper 6. It notes that the loss of the Language paper from FHS is regrettable, and is not fully compensated for by the proposed 'Introduction to Language and Literature' paper for Moderations. The College welcomes, from a pedagogical point of view, the proposed Paper 6. It notes, however, that there are concerns about the practicalities of arranging class teaching for this paper (as the proposed changes will require two-thirds of postholders to offer options, and a large number of students will be likely to choose options in the long twentieth century). The College is also concerned to know how the quality of the teaching in the new centrally-taught classes will be monitored and assured."

184. Lectureship in Engineering (AC 5)

On the recommendation of the Academic Committee it was agreed to appoint Dr Bharat Lad to a three-hour Stipendiary Lectureship in Engineering from 1 October 2011 for one year.

185. Admissions Matters (AC 6)

On the recommendation of the Academic Committee, it was agreed to change the listings on undergraduate and college websites and in the University prospectus to record that the College will consider applicants for Classics and Oriental Studies.

186. Sabbatical Leave (AC 10)

On the recommendation of the Academic Committee it was agreed to grant sabbatical leave to two Fellows.

187. Buyouts (AC 11)

On the recommendation of the Academic Committee it was agreed to grant a three-hour buyout for Dr McDonald by the Faculty of English for the academic year 2011-12 to cover chairmanship of FHS.

188. University Lectureship in Social Anthropology of Africa

On the recommendation of the Academic Committee it was agreed to join the Institute of Social and Cultural Anthropology in bidding to the Teaching Fund for funding for a University Lectureship in the Social Anthropology of Africa, for appointment from October 2013 or as soon as possible thereafter. It was noted that the College's involvement with this bid was on the basis that no fundraising obligations for this post would fall on the College.

189. Sports Ground

On the recommendation of Professor Duncan and Professor Green it was agreed not to renew the agreement to share Wadham College's sports ground but instead to enter into a five year agreement to share Keble College's sports ground on the Woodstock Road.

190. Recommendation for a Book Prize

On the recommendation of the Education Committee it was agreed to award a Book Prize to Anna Maczak (1st year Earth Sciences), for outstanding performance in her Hilary Term Collections.

191. Arrangements during the Principal's Sabbatical Leave

[The Principal left the room for discussion of this item, which was chaired by Professor Moore.]

A paper detailing the main duties undertaken by the Principal in Trinity Term had been tabled and was received. Some proposals had been made as to who would undertake these duties, mostly Dr Iles as Acting Principal; Professor Watts as Acting Vice-Principal, and Dr Emerson as Senior Tutor. It was agreed to ask the Bursar, Senior Tutor and Dr Iles to consider the details of the remaining duties to be undertaken in the Principal's absence, and to circulate the document again for approval from Governing Body.

This ended the business of the meeting.