

ST HUGH'S COLLEGE, OXFORD

The Third Stated Meeting of the **GOVERNING BODY** in Michaelmas
Term was held on Wednesday 1 December 2010

Present:	The Principal	Dr Rood
	Dr Iles	Dr Perkins
	Professor Robertson	Ms Kerr
	Professor Moore	Professor Powell
	Dr Garnett	Dr Emerson
	Professor Chalker	Professor Marshall
	Professor Giles	Mr Marshall
	Dr Kathirithamby	Mr Loutzenhiser
	Dr Wong	Dr Conway
	Dr Stellardi	Dr Friedman
	Professor Mitchell	Dr Blunsom
	Professor Quah	Dr Baker
	Professor Westbrook	Dr Gazzard
	Dr Macnair	Dr Pattenden
	Dr Wilson	

Ms Moevius and Mr Pomerantz represented the MCR, Mr O'Connor and Mr Greenstreet the JCR. They attended for Items 84–8; 94, 97, 98, 112, 113, and 115.

75. Apologies for Absence

Apologies were received from Dr Holland, Professor Plunkett, Dr McDonald, Mrs Vainker, Professor Duncan, Dr Harnden, Professor Gershuny, Dr Perera and Dr Leach (Dr Kuhn, Dr Getzler, Dr Stevens, Dr Martin, Dr Tarres, Dr Lewis and Dr Hammond on leave).

76. The Minutes of the Second Stated Meeting in Michaelmas Term held on 3 November 2010 were approved and signed.

77. The Minutes of the Special Meeting held on 3 November 2010 were approved and signed.

78. Book Prize (Circ Bus 19.11.2010)

It was noted, on the recommendation of the Education Committee, that it had been agreed by circulation to award a book prize to Patrick Roberts (2nd year Archaeology and Anthropology) for outstanding performance in his fieldwork.

79. Conference of Colleges (Circ Bus 22.11.2010)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 11 November 2010 had been circulated and were received.

80. Junior Members Appeal Committee (Circ Bus 24.11.2010)

It was noted it had been agreed by circulation to elect Professor Giles, Dr Paseta, Dr McDonald, Professor Duncan, Dr Stellardi and Dr Rood to serve on the Junior Members Appeal Committee.

81. Honorary Fellowships (GB 9 and 24)

The Principal reported that Professor Kathryn Pritchard-Jones, Professor John Robertson and Professor Andrew Burrows had all accepted their elections to their Honorary Fellowships with great pleasure.

82. Emeritus Fellowships (GB 23)

The Principal reported that Professor John Morris and Mrs Mary Clapinson had both accepted their elections to their Emeritus Fellowships with great pleasure.

83. Conflict of Interest

None was declared.

84. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 24 November 2010 had been circulated and were received.

85. Management Accounts (FC 4)

The Management Accounts for Period 1 show income for the period £2.5k ahead of budget and expenditure £19.7k under budget.

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

The Minutes of the Student Support Committee held on 17 November had been circulated and were received.

87. Report and Recommendations from Estates Committee (FC 6)

The Minutes of the Estates Committee held on 17 November had been circulated and were received.

88. Conference Business (FC 9)

The Conference Business, Sales and Marketing Plan for 2010/11 had been circulated and was received.

89. Honorary Fellowship

It was unanimously agreed to elect Ms Gwyneth Williams to an Honorary Fellowship.

90. Awards and Prizes

On the recommendation of the Education Committee, it was agreed to award the following:

(a) Scholarships

Philip Crowley (3rd year Physics) for receiving an average of first class marks

in second year examinations

David Hinton (3rd year Mathematics) for achieving first class marks in second year examinations

Alexander Bolton (3rd year Mathematics and Statistics) for achieving an average of first class marks in second year examinations

Matthew Gold (4th year Mathematics and Statistics) for receiving an average of first class marks in third year examinations

(b) Exhibitions

Krzysztof Suberlak 3rd year Physics for achieving near first-class marks in second year examinations

Emma Houghton-Brown 3rd year Biological Sciences for achieving near first-class marks in second year examinations

91. Supernumerary Fellowship in Economics

On the recommendation of Academic Committee, it was agreed to appoint Dr Jeremy Large to a Supernumerary Fellowship in Economics for five years in the first instance and thereafter for the duration of Dr Large's association with the Said Business School.

92. College Office

The Senior Tutor reported that the Academic Administrator would be retiring in October 2011 and that the recruitment process for a replacement, in the form of an Academic Registrar, would begin early in the new year.

93. Junior Organ Scholar

On the recommendation of the Education Committee, it was agreed to appoint Rahul Kulka (1st year History) as a Junior Organ Scholar.

94. Decanal relations with JCR

The Dean expressed his thanks to the outgoing President of the JCR for his help, and looked forward to working with the new JCR committee.

95. Decanal matters

The Dean reported that the overall level of misbehaviour in college had declined in the second half of term, notwithstanding some ongoing investigations. He expressed the hope that the incoming JCR committee would take as responsible an attitude towards liaising with him as the outgoing committee had.

96. Disciplinary Committee hearing and appeal

Governing Body considered the determination of the Academic Disciplinary Committee that a student should be suspended from the College for one year, and the Student Members' Appeals Committee hearing, which had upheld this decision. After Professor Robertson and Professor Giles had been given an opportunity to clarify anything in the committees' reports, they and the other members of the committees withdrew, together with the Senior Tutor. Governing Body discussed the reports and unanimously agreed to ratify the decision of the

Academic Disciplinary Committee, as upheld by the Student Members' Appeals Committee. After the vote, the members of the committees and the Senior Tutor returned to the room, and Professor Robertson (who is on sabbatical leave) left the meeting.

97. Assistant Librarian

Dr Stellardi reported that the Assistant Librarian had resigned. There was enough staffing cover in the Library for this not to affect its operation.

98. IT Manager

The Bursar reported that Mr Ben Bridle had now taken up his post as IT Manager, and was liaising with the Bursar and Dr Perera on the priorities for the job.

99. New Bank Account for the New Building Donations

Members of Governing Body agreed the appointment of Barclays Stockbrokers Ltd (BSL) and that an account should be opened for that purpose. It was further agreed that it was in the best interest of the College to enter into and be bound by the Documentation, to open an account and to obtain the services of BSL.

IT WAS RESOLVED

1. That the Principal, Vice Principal and Bursar be authorised to execute the Documentation (along with any necessary ancillary documentation in connection with the Documentation, the Proposal, the Account or the Services), to provide any documentation or information that BSL requires in relation to or pursuant to the Documentation, the Proposal, the Account or the Services, and to provide instructions in relation to the Services.
 2. That the Principal, Vice Principal and Bursar were appointed as the College's Authorised Signatories and nominated Users to sign the Documentation and to operate the College's Account with BSL.
100. Admissions Business

A note on the current procedures and on the changes to procedures for the current Admissions round had been circulated and was received.

A discussion was held about the procedures for admitting students under the age of 18. The Senior Tutor noted that the University guidance allowed for tutors to take into account the maturity of applicants when considering their admissions decisions. Dr Baker asked whether special arrangements were in place to accommodate students under 18; Dr Emerson replied that the College did take into account the needs of such students.

The Principal, the Dean and the Bursar noted that there had been academic or social problems with students who were admitted when significantly under 18, partly stemming from their lack of maturity, and that tutors should consider this and the University guidance carefully, though it was acknowledged that in some subjects in particular (Maths, for example), candidates did sometimes present themselves who were academically strong enough to admit. The Senior Tutor noted that the University guidance allowed for colleges to ask candidates if they would be willing to defer their place in such circumstances.

Dr Macnair noted that there were loopholes in the legislation against age discrimination, and expressed the view that the University should explore these rather than running the risk of exposure from any failure of the duty of care that was owed to such students.

Professor Quah asked whether the College's normal disciplinary procedures had been applied to students under 18; the Dean replied that they had been.

101. SCR Constitution

A note of the amended SCR Constitution had been circulated and was received.

102. SCR Events

Professor Moore reminded Governing Body that the SCR Staff Christmas Drinks and the SCR Christmas Dinner would take place on Friday 17 December 2010. A special meeting of the SCR to discuss the provision of periodicals would take place on Monday of first week of Hilary Term.

103. Staff Christmas Quiz

The Bursar informed Governing Body that the staff Christmas lunch and quiz would be held on Monday 20 December. All were welcome.

104. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 17 November 2010 had been circulated and were received.

105. Two non-stipendiary Lectureships in Mathematics (AC 4)

On the recommendation of the Academic Committee, it was agreed to appoint Mr Tapio Behrndt and Ms Louise Dyson to non-stipendiary Lectureships in Mathematics for Hilary Term and Trinity Term 2011.

106. Non-Stipendiary Lectureship in Surgery (AC 5)

On the recommendation of the Academic Committee, it was agreed to appoint Mr George Murphy to a non-stipendiary lectureship in Surgery from Hilary Term 2011 for two terms in the first instance.

107. Admissions Matters – Music (AC 6)

On the recommendation of the Academic Committee, it was agreed to increase the target intake number for undergraduates in Music from two per year to four per year, to take effect from the 2012 intake.

108. Admissions Matters – Philosophy and Computer Science (new course) (AC 6)

On the recommendation of the Academic Committee, it was agreed to consider admitting undergraduates for this course from 2012, as part of the overall target number for Mathematics, Computer Science and Joint Schools

109. Non-Stipendiary Lectureship in German

On the recommendation of the Academic Committee, it was agreed to appoint Dr Charlotte Ryland to a non-stipendiary lectureship in German from Hilary Term 2011 for two terms in the first instance.

110. Teaching Fund in Humanities

On the recommendation of the Academic Committee, it was agreed to place a bid to the Teaching Fund for a CUF post in Modern Languages (French).

111. Sabbatical Leave

On the recommendation of the Academic Committee, it was agreed to grant sabbatical leave to Dr Wong for the period Trinity Term 2011 to Trinity Term 2012.

112. Report and Recommendations from Welfare Committee

The Minutes of the Welfare Committee held on 26 November 2010 had been tabled and were received.

113. 125th Anniversary Celebrations

A note from the Steering Group with reference to the 125th Anniversary Celebrations had been circulated and was received.

114. Conference of Colleges – Numbers Planning

Dr Iles reported that discussions were ongoing about planning future student numbers across the University. The Principal expressed the hope that student numbers would be led by the quality of applicants rather than by fixed quotas.

115. MCR and JCR Presidents

The Principal noted that this was the last meeting for both the MCR President, Lisa Moevius, and the JCR President, Liam O'Connor. The Principal thanked them for their hard work and commitment during their time in office and welcomed their replacements, Mr Solomon Pomerantz, MCR and Mr Victor Greenstreet, JCR.

This ended the business of the meeting.