

ST HUGH'S COLLEGE, OXFORD
The Third Stated Meeting of the **GOVERNING BODY** in Michaelmas
Term was held on Wednesday 4 December 2013

Present:	Principal	Professor Marshall
	Dr Holland	Dr Lewis
	Professor Moore	Dr Perera
	Dr Garnett	Professor Leach
	Professor Chalker	Dr Loutzenhiser
	Professor Plunkett	Dr Conway
	Professor Getzler	Dr Blunsom
	Dr Stellardi	Dr Baker
	Professor Quah	Dr Mann
	Professor Westbrook	Professor Riddoch
	Dr Paseta	Professor Kim
	Dr Grainger	Ms Stott
	Dr Macnair	Dr Parkin
	Dr Rood	Dr Husband
	Dr Perkins	Dr Biro
	Dr Martin	Dr Doyle
	Dr Emerson	Professor Sullivan
	Dr Capelli	

Mr Hellings represented the MCR and Mr Pope and Mr Kondragunta the JCR. They attended for Items 90, 99-102, 105, 115, 117, 121 and 124-126.

90. Secretary to Governing Body

The Principal advised that Dr Sanders had sent his apologies and that Dr Conway had kindly agreed to act as Secretary to Governing Body for this meeting.

91. Apologies for Absence

Apologies were received from Professor Giles, Dr Wong, Professor Mitchell, Professor McDonald, Mrs Vainker, Professor Duncan, Dr Harnden, Mr Ovenden, Professor Powell, Dr Tarres, Mr Marshall, Dr Friedman, Dr Sanders and Professor Jin (Dr Iles, Dr Kuhn and Dr Hammond on leave).

92. Conference of Colleges (Circ Bus 25.11.13)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 14 November 2013 had been circulated and were received.

93. Election of Director of Development to a Supernumerary Fellowship (Circ Bus 29.11.13)

It was noted it had been agreed by circulation, on the recommendation of Statutes & Bylaws Committee, to consider the appointment of the Director of Development to a Supernumerary Fellowship, such that an election could, if approved, be held at the 8th week meeting of the Governing Body.

94. The Minutes of the Second Stated Meeting in Michaelmas Term held on 6 November 2013 were approved and signed.

95. The Minutes of the Special Meeting held on 6 November 2013 were approved and

- signed.
96. The Minutes of the Special Meeting held on 26 November 2013 were approved and signed.
97. 74 Woodstock Road (GB 16 and 60)
- It was agreed that the College would rent out two floors of the building to a research group within the University at a rental income of £50,000 per annum. It was further agreed that the Bursar would continue to consider proposals for the remaining floor and would present her recommendations to a future meeting of the Governing Body.
98. Conflict of Interest
- Professor Sullivan declared a conflict on Minute 97.
99. Report and Recommendations from Finance Committee
- The Minutes of the Finance Committee held on 27 November 2013 had been circulated and were received.
100. Management Accounts for Period 1 (FC 4)
- The Management Accounts for Period 1 show an operating surplus of £151k, although income is nearly £400k behind budget, due mainly to the timing of donations and legacies, with expenditure £37k behind budget.
101. Report and Recommendations from Student Support Committee (FC 6)
- The Minutes of the Student Support Committee held on 20 November 2013 had been circulated and were received.
102. Report and Recommendations from Estates Committee (FC 7)
- The Minutes of the Estates Committee held on 20 November 2013 had been circulated and were received.
103. CFF Review
- The Principal advised that the work of the group set up to review the Collegiate Funding Formula continues.
104. Election of Director of Development to a Fellowship by Resolution
- It was agreed to elect the Director of Development to a Fellowship by Resolution.
105. Strategy
- The Principal advised that there had been little interest in the workshops planned for the end of this term, given admissions commitments and few students currently in residence. It was therefore agreed to cancel this term's workshops.

106. Recommendation from the Joint Fees and Student Support Advisory Group

It was agreed that the Principal should vote in favour of the current recommendations as proposed by JFSSAG at the 9th week meeting of Conference of Colleges.

107. Report and Recommendations from Statutes and Bylaws Committee

The Minutes of the Statutes and Bylaws Committee held on 13 November had been circulated and were received. It was agreed that the Secretary to the Statutes and Bylaws Committee would now write to the Privy Council to implement a number of changes to the Statutes.

108. Supernumerary Fellowships

On the recommendation of the Statutes and Bylaws Committee, it was agreed to rename Supernumerary Fellowships as Fellowships by Resolution.

109. Additional Fellowships

On the recommendation of the Statutes and Bylaws Committee, it was agreed to rename Additional Fellowships as Fellowships by Special Election.

110. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 20 November 2013 had been circulated and were received.

111. Non-Stipendiary Lecturer in Psychology (AC 9)

On the recommendation of the Academic Committee, it was agreed to appoint Dr David Poplewell to a Non-Stipendiary Lectureship in Psychology from 1 October 2013.

112. Gender (AC 10)

On the recommendation of the Academic Committee, it was agreed to establish a working group on gender equality.

113. Associations with University Posts (AC 16)

The Senior Tutor advised that the College's bids for association with the Bodleian's Librarian and the Director of the Ashmolean Museum had both been unsuccessful.

114. Santander Loan

The following terms and conditions to the Santander Loan were agreed:

- To approve and authorise the execution, delivery and performance of each Finance Document on the terms and conditions of those documents;
- To authorise the Principal or Bursar to execute the Finance Documents to which it is a party on its behalf;
- To authorise the Principal or Bursar to sign and/or despatch all documents and notices (including, if relevant, any Utilisation Request and Selection Notice) to be signed and/or despatched by it under or in connection with the Finance Documents to which it is a party.

115. New Building Update

The Bursar provided an update on the new building, including an update on the current finances for the budget.

116. Thames Water

The Bursar provided an update on the current position regarding the unpaid utility bill. It was agreed that Governing Body will receive a full report once the matter had been concluded.

117. Dean's Business

The Dean thanked the current JCR Committee for their contribution to the work of the decanal team over the last 12 months and advised he was looking forward to a similar working relationship with the incoming Committee.

118. Sale of Alcohol during JCR Events

The Dean advised that he would work with the incoming Entz reps with reference to the sale and purchase of alcohol during JCR events to ensure this is dealt with responsibly.

119. Head Hospital Project

The Archive Fellow advised that the Wellcome Trust had agreed to extend the current grant for the Head Hospital Project by a further three months.

120. Archive

The Archive Fellow advised that the Archivist had asked that the College look again at the space for the Archive, which continues to be unsatisfactory.

121. Plans for the Official Opening of the Dickson Poon University of Oxford China Centre Building

The Bursar advised that plans were currently being considered for a weekend of events to mark the official opening of the new building.

122. Report and Recommendations from Welfare Committee

The Minutes of the Welfare Committee held on 2 December 2013 had been circulated and were received. It was noted that the Committee had considered the Welfare Review carried out in June 2013 by Dr Woollard, the Dean of Hertford College, and had considered appropriate recommendations accordingly. Welfare training for junior deans would shortly be put in place. Extended hours for consultation with the College Nurse had been implemented with the appointment of the new College Nurse in October 2013. Revised Terms of reference for the Student Welfare Committee would be considered by Statutes and Bylaws in due course, such that the Welfare Committee would in future be chaired by the Principal and would have a wider membership (including all those currently represented on the informal welfare group). Fortnightly 'operational' welfare meetings to increase communication between the decanal team and other welfare staff would be put in place from the start of Hilary Term.

123. OUSU Workshops (WC 8)

On the recommendation of the Welfare Committee, it was agreed that the Senior Tutor should contact OUSU to start discussions about how best to integrate OUSU workshops into the College's broader welfare programme of events.

124. MCR and JCR Committees

A note of the new MCR and JCR Committees from January 2014 had been circulated and was received.

125. MCR President

The Principal congratulated Mr Hellings on his reappointment as MCR President and thanked him for his work to date.

126. JCR Presidents

The Principal noted that this was Mr Pope's last meeting as JCR President and thanked him for his hard work and contribution over the last 12 months. The Principal welcomed the new JCR President, Mr Kondragunta.

This ended the business of the meeting.