

ST HUGH'S COLLEGE, OXFORD
The Second Stated Meeting of the **GOVERNING BODY** in Hilary
Term was held on Wednesday 6 February 2013

Present:	Principal	Dr Lewis
	Dr Holland	Dr Perera
	Professor Moore	Mr Marshall
	Dr Garnett	Dr Loutzenhiser
	Dr Kuhn	Dr Friedman
	Professor Chalker	Dr Blunsom
	Professor Getzler	Dr Baker
	Professor Duncan	Dr Mann
	Professor Westbrook	Dr Sanders
	Dr Macnair	Professor Riddoch
	Dr Rood	Professor Kim
	Dr Perkins	Ms Stott
	Dr Martin	Dr Parkin
	Dr Tarres	Dr Husband
	Dr Emerson	Dr Thomas

Mr Liefelaender represented the MCR and Mr Pope the JCR. They attended for Items 178, 181-183, 192, 193, 198 and 199-201.

176. Apologies for Absence

Apologies were received from Professor Plunkett, Dr Wong, Dr Stellardi, Professor Quah, Mrs Vainker, Dr Grainger, Dr Wilson, Dr Harnden, Mr Ovenden and Dr Capelli (Dr Iles, Professor Giles, Professor Mitchell, Professor McDonald, Dr Paseta, Professor Marshall, Professor Leach, Dr Conway and Dr Hammond on leave).

177. The Minutes of the First Stated Meeting in Hilary Term held on 10 January 2013 were approved and signed.

178. Secretary to Governing Body

The Principal noted that this was the first meeting at which Dr Sanders was acting as Secretary to Governing Body and she thanked him for taking on this additional responsibility.

179. Electronic Distribution of Governing Body Papers (GB 158)

The Bursar noted that Governing Body papers had been distributed electronically for the first time for this meeting. On this occasion papers had been scanned in, but that from the next meeting, these would be compiled into an editable and searchable PDF file.

180. Conflict of Interest

None was declared.

181. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 23 January 2013 had been circulated and were received.

182. Management Accounts Period 2 (FC 4)

The Management Accounts for Period 2 show an operating surplus of £42,133, due mainly to good cost controls because income is less than forecast year to date. This is due to a timing issue for legacies and donations and Conference business being lower than forecast.

183. Conference of College's Monitoring and Moderation Board (FC 5)

On the recommendation of the Finance Committee, it was agreed to mandate the Principal to endorse the recommendations of both the Standing Committee of Senior Tutors and EBC's Finance Sub-Committee that the MMB address the issue of ensuring the undergraduate capitation fee reach a target minimum before consideration was given to a reduction of QR tax, and that the MMB re-examine the College Contribution Scheme to ensure that it provides a more robust mechanism for compensating for disparities in income between colleges.

184. Working Capital (FC 6)

Members of Governing Body considered a paper and agreed to obtain a loan for a maximum of £500,000 to cover a shortfall in working capital for the current financial year. It was also agreed that the College would introduce a longer planning horizon for both income and expenditure and effect some behavioural changes in order to achieve greater surplus generation and improve College's future sustainability.

185. Fundraising Visit to Hong Kong (GB 159)

The Principal advised that she and the Director of Development had had a productive visit to Hong Kong and she was hopeful a significant donation would be pledged in the near future. It was agreed that the Principal should write, on behalf of members of Governing Body, to thank the Director of Development for her hard work and commitment to this fundraising initiative.

186. Elizabeth Wordsworth Fellowship

The Principal reminded members of Governing Body that Mr William Louey would be presented with his Elizabeth Wordsworth Fellowship at a ceremony to be held on Tuesday of 5th week and encouraged Fellows to attend the Formal Hall following the ceremony.

187. Meeting with the Vice-Chancellor

The Principal advised she had had a productive meeting with the Vice-Chancellor and had discussed a number of College-related matters.

188. Academic Committee Away Day

The Principal advised that there would be an Away Day for members of Academic Committee to consider larger areas of policy and principle and she encouraged other members of Governing Body to email her if there were matters they would wish the Committee to consider.

189. Burma Summer School (GB 160)

Professor Westbrook advised he had met Aung San Suu Kyi during his recent visit to Burma, during which he and the Director of Development had launched the Burma Summer School and Graduate Scholarship programme. Fundraising for the Summer School continued.

190. Aung San Suu Kyi's Trustee

The Principal advised that she would be meeting Mr Michael Marret-Crosby, Aung San Suu Kyi's Trustee, next week.

191. Burma Working Group

The Principal advised that she would soon be writing to the other Heads of House to invite those with an interest in Burma to a meeting to discuss ways of ensuring a consistent and coordinated approach across the collegiate University to matters related to Burma and Aung San Suu Kyi.

192. Archive Collections Policy

The Archive Fellow advised that a copy of the Archive Collections Policy would be distributed with papers for the 8th week meeting of Governing Body and would be discussed at that meeting.

193. New Building Update

The Bursar advised that works had been delayed by the recent inclement weather which meant that the programme was now on schedule, having been slightly ahead of plan.

194. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 23 January 2013 had been circulated and were received.

195. Teaching in German (AC 4)

On the recommendation of the Academic Committee, it was agreed to appoint a five hour stipendiary lecturer in German to cover teaching and personal tutoring needs during the period of Dr Kuhn's ordinary sabbatical leave and AHRC award.

196. Non-Stipendiary Lectureship in Mathematics (AC 5)

On the recommendation of the Academic Committee, it was agreed to appoint Mr Oskari Virtanen to a Non-Stipendiary Lectureship in Mathematics for Hilary and Trinity Terms 2013.

197. Non-Stipendiary Lectureship in Physics (AC 6)

On the recommendation of the Academic Committee, it was agreed to appoint Mr Fenner Harper to a Non-Stipendiary Lectureship in Physics for Hilary and Trinity Terms 2013.

198. Report and Recommendations from Library Committee

The Minutes of the Library Committee held on 30 January 2013 had been circulated and were received.

199. MCR Sky Subscription

The MCR President advised, following the recent agreement by Sky to recognise colleges as charities, it had been agreed that the MCR would also subscribe to Sky, which had been installed earlier in the week.

200. Constitutional Changes

The MCR President advised that the MCR was due to vote on proposed changes to the MCR constitution and the amended document would be brought to Governing Body for its consideration either at the end of this term or the beginning of Trinity Term depending on how many rounds of voting were needed.

201. Funding Guarantee

The MCR President advised that MCR Presidents across the colleges are considering the need for postgraduates applicants to provide a financial guarantee prior to being able to start studying at Oxford. A discussion paper will be sent to colleges later in the year.

202. Education Committee

The Minutes of the Education Committee held by circulation had been tabled and were received.

203. Book Prizes

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

- a. Nicholas Dixon (2nd year History) for a mark of 77 in a vacation book review; and
- b. Alex Cowan (1st year Music) for a mark of 73 in his Music Analysis collection.

204. The Edith McMorran Verse Translation Prize

On the recommendation of the Education Committee, it was agreed to award the Edith McMorran Verse Translation Prize to Theodora Bradbury (1st year German) and Hannah Fisher-Jones (4th year EMEL).

This ended the business of the meeting.