

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

Present:	Principal	Dr Capelli
	Professor Moore	Dr Lewis
	Professor Chalker	Dr Perera
	Professor Plunkett	Professor Leach
	Professor Getzler	Dr Loutzenhiser
	Dr Stellardi	Dr Conway
	Professor McDonald	Dr Friedman
	Professor Quah	Dr Mann
	Professor Duncan	Dr Sanders
	Professor Westbrook	Professor Riddoch
	Dr Paseta	Ms Stott
	Dr Wilson	Dr Parkin
	Dr Rood	Dr Husband
	Professor Powell	Professor Ballentine
	Dr Martin	Dr Biro
	Dr Tarres	Dr Doyle
	Dr Emerson	

Mr Hellings represented the MCR and Mr Pope the JCR. They attended for Items 48, 63-66, 80-84 and 89. The College Accountant was in attendance for Items 48 and 63-66.

48. College Accountant

The Principal advised that she had asked the College Accountant to attend the meeting in order to address the papers from Finance Committee.

49. Apologies for Absence

Apologies were received from Dr Holland, Dr Garnett, Professor Giles, Dr Wong, Professor Mitchell, Mrs Vainker, Dr Grainger, Dr Stevens, Dr Harnden, Mr Ovenden, Dr Perkins, Professor Marshall, Mr Marshall, Dr Blunsom, Professor Kim and Professor Jin (Dr Iles, Dr Kuhn, Dr Macnair, Dr Hammond and Dr Baker on leave).

50. Teaching in Economics – Doctoral Studentship Scheme (Circ Bus 22.10.13)

It was noted it had been agreed by circulation, on the recommendation of the Academic Committee, to appoint Mr Nuwat Nookhwan to a four hour Stipendiary Lectureship in Macroeconomics from 1 October 2013 for one year.

51. Teaching in Economics – Non-Stipendiary Lecturer (Circ Bus 22.10.13)

It was noted it had been agreed by circulation, on the recommendation of the Academic Committee, to appoint Mr Pawel Dziejewski to a Non Stipendiary Lectureship in Economics from 1 October 2013 for one year.

52. DPhil Studentship (Circ Bus 31.10.13)

It was noted it had been agreed by circulation, on the recommendation of the Academic Committee, to advertise for a funded studentship to study antibiotics for at risk children with influenza with an association with St Hugh's College.

53. Undergraduate Scholarships (Circ Bus 04.11.13)

It was noted it had been agreed by circulation, on the recommendation of the Education Committee, to award Scholarships to

Phoebe Macdonald (3rd year Chemistry)
Theodora Bradbury (2nd year Modern Languages)

54. Undergraduate Exhibitions (Circ Bus 04.11.13)

It was noted it had been agreed by circulation, on the recommendation of the Education Committee, to award an Exhibition to Elizabeth Munday (3rd year Chemistry)

55. Book Prizes (Circ Bus 04.11.13)

It was noted it had been agreed by circulation, on the recommendation of the Education Committee, to award Book Prizes to

Alice Hart (3rd year Biochemistry) who was placed top of her year in this term's Departmental Collections

Gabriel Piños (3rd year English) and Matilda Curtis (3rd year English) jointly for the best vacation essay written by a current third year English student

Jonathan Taylor (2nd year English) for the best vacation essay written by a current second year English student

56. Undergraduate Scholarship (Circ Bus 05.11.13)

It was noted it had been agreed by circulation, on the recommendation of the Education Committee, to award a Scholarship to Katherine Windsor (3rd year Medicine).

57. Book Prizes (Circ Bus 05.11.13)

It was noted it had been agreed by circulation, on the recommendation of the Education Committee, to award Book Prizes to the following in recognition of the quality of their Year Abroad essays

Rosalee Edwards (4th year English & Modern Languages - German)
Samuel Gormley (4th year Modern Languages - French)
Izabela Przylipek (4th year Modern Languages - German and Italian)

58. The Minutes of the First Stated Meeting in Michaelmas Term held on 10 October 2013 were approved and signed.

59. Honorary Fellowships (GB 11)

The Principal reported that Dame Liz Forgan had accepted with pleasure her election to an Honorary Fellowship.

60. 74 Woodstock Road (GB 16)

The Bursar advised she had now received the rental valuation from Carter Jonas and had been approached by a Research Group which was interested in renting the space. However, it was agreed that the Bursar would continue to consider proposals and would present her findings to a future meeting of the Governing Body.

61. Welfare Review (GB 31)

The Senior Tutor advised that the Welfare Committee had met earlier in the term and was currently considering the recommendations contained within the Welfare Review paper. A paper would be sent to Governing Body for consideration at the meeting in 8th week.

62. Conflict of Interest

It was noted that some fellows had a potential conflict of interest in the discussion on the Academic Committee minutes.

63. Report and Recommendations from Finance Committee

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

64. Report and Financial Statements for the Year Ended 31 July 2013 (FC 4)

On the recommendation of the Finance Committee, the Report and Financial Statements for the year ended 31 July 2013 were approved and signed.

65. Management Accounts Period 7 (FC 6)

The Management Accounts for Period 7 show a full year operating surplus of £591k.

66. Accounts of the Permanent and Special Funds (FC 7)

The Accounts of the Permanent and Special Funds had been circulated and were received.

67. College Accountant (FC 10)

On the recommendation of the Finance Committee, it was agreed to change the College Accountant's job title to Finance Bursar to better reflect the role's seniority and importance.

68. Additional Fellowship

On the recommendation of the Academic Committee, it was agreed unanimously to elect Professor Oriel Sullivan to an Additional Fellowship with effect from 6 November 2013.

69. Emily Wilding Davison Event

The Principal advised that the event held to mark the centenary of Emily Wilding Davison's death had been a great success. It was agreed that the Principal would write,

on behalf of members of the Governing Body, to thank Kate Pritchard for her hard work and commitment in making this such a success.

70. Policy on Allegations of Sexual Misconduct

The Principal advised she had been asked by the Registrar to undertake a review of the University's Policy on Allegations of Sexual Misconduct.

71. Report and Recommendations from Academic Committee

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

72. Five-Hour Stipendiary Lectureship in French (AC 4)

On the recommendation of the Academic Committee, it was agreed to appoint Dr Emma Bielecki to a Five-Hour Stipendiary Lectureship, at Point 3, in French for Hilary and Trinity Terms 2014.

73. Report of Working Group on Joint Schools (AC 5)

On the recommendation of the Academic Committee, it was agreed that there should be no change to the current system for making offers in Joint Schools.

74. Redevelopment of the MGA Seminar Room (AC 7)

On the recommendation of the Academic Committee, it was agreed to redevelop the MGA Seminar Room as an office for the Estates Manager and his team.

75. Graduate Scholarship (AC 10)

On the recommendation of the Academic Committee, it was agreed to elect Chuncheng Gong to a three-year Graduate Scholarship from Michaelmas Term 2013.

76. Student Representation (AC 11)

On the recommendation of the Academic Committee, it was agreed to allow Junior Members to attend all meetings of the Academic Committee from Hilary Term 2014 for items of unreserved business.

77. Associations with University Posts (AC 12)

On the recommendation of the Academic Committee, it was agreed that the College would bid for an association with the Bodleian's Librarian and the Director of the Ashmolean Museum.

78. Buy-Outs (AC 13)

On the recommendation of the Academic Committee, the following buy-outs were agreed

Dr Paseta – one hour for 2013-14 while she serves as Secretary of the FHS Board
Dr Lewis – four hours for 2014-15 while he acts as Associate Head of Division

79. Leave (AC 13)

On the recommendation of the Academic Committee, the following requests for leave were agreed

- a. Sabbatical Leave
Dr Capelli for Hilary and Trinity Terms 2015
Dr C Kuhn for Trinity Term 2014
- b. Special Leave
Dr Lewis in 2015-16 for one term

80. New Building Update

The Bursar provided an update on the new building. The project is now reporting a four week delay to schedule, although the contractors are still hopeful of being able to make up this shortfall to finish the project on time.

81. JCR Constitution

A paper detailing proposed changes to the JCR Constitution to allow an International Student Representative had been circulated and was received. This change to the Constitution was agreed.

82. Report and Recommendations from Risk Committee

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

83. Risk Matrix

On the recommendation of the Risk Committee, the amendments to the Risk Matrix were agreed.

84. Report and Recommendations from Library Committee

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

85. Admissions Business

The Senior Tutor reminded Fellows that the timetable for notifying admissions' candidates had been agreed as Wednesday 8 January 2014 and that no communication with candidates should be made before that date.

86. ADSS System

The Senior Tutor reported that there had been a number of technical problems with the ADSS system, which were being addressed.

87. Dr Kuhn's Brecht Show

Dr Sanders advised that Dr Kuhn would be holding an inaugural symposium on his

research project 'Writing Brecht' on Friday 15 November to which all members of the Governing Body were warmly invited.

88. SCR Christmas Dinner

On behalf of the SCR President, Dr Sanders advised members of the Governing Body that this year's SCR Christmas Dinner would be held on Thursday of 10th week, 19 December.

89. MCR Business

The MCR President advised that the MCR was in the process of creating a scholarship fund for graduates.

This ended the business of the meeting.