

ST HUGH'S COLLEGE, OXFORD
The First Stated Meeting of the **GOVERNING BODY** in Michaelmas
Term was held on Thursday 10 October 2013

Present:	Principal	Dr Rood
	Dr Holland	Mr Ovenden
	Professor Moore	Dr Perkins
	Dr Garnett	Dr Martin
	Professor Chalker	Dr Emerson
	Professor Giles	Dr Capelli
	Professor Getzler	Dr Lewis
	Dr Wong	Dr Loutzenhiser
	Dr Stellardi	Dr Conway
	Professor Mitchell	Dr Blunsom
	Professor McDonald	Dr Mann
	Professor Quah	Dr Sanders
	Mrs Vainker	Professor Kim
	Professor Duncan	Ms Stott
	Professor Westbrook	Dr Parkin
	Dr Paseta	Dr Husband
	Dr Grainger	Professor Ballentine
	Dr Stevens	Dr Biro
	Dr Wilson	Dr Doyle

Mr Hellings represented the MCR. He attended for Items 2, 3, 8, 26, 28, 32, 33, 42, 43, 45 and 47. Professor Mitter was in attendance for items 2, 3 and 8.

1. Apologies for Absence

Apologies were received from Professor Plunkett, Dr Harnden, Dr Tarres, Professor Marshall, Dr Perera, Mr Marshall, Professor Leach, Dr Friedman, Professor Riddoch, Professor Jin and JCR President (Dr Iles, Dr Kuhn, Dr Macnair, Dr Hammond and Dr Baker on leave).

2. Secretary to Governing Body

It was agreed that Dr Sanders would continue to act as Secretary to Governing Body.

3. Admission of Fellows

The following made their Declarations and were admitted to their:

a. Fellowships

Professor Christopher Ballentine (Professorial Fellow in Geochemistry)
Dr Dora Biro (Tutorial Fellow in Biological Sciences)
Dr David Doyle (Tutorial Fellow in Politics of Latin America)
Dr Jonathan Cook (Supernumerary Fellow in Musculoskeletal Sciences)

b. Junior Research/Career Development Fellowships

Dr Jonathan Patterson (Junior Research Fellow in European Literature)
Dr Michael Subialka (Powys Roberts Research Fellow in European Literature)

4. Conference of Colleges (Circ Bus 03.07.13)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 20 June 2013 had been circulated and were received.

5. Teaching in Mathematics (Circ Bus 05.09.13)

It was noted it had been agreed by circulation, on the recommendation of the Academic Committee, to reemploy Dr Sanders as a Tutorial Fellow in association with his University Lectureship from 1 October 2013. It was noted it had also been agreed by circulation to retain in place the arrangements made previously for interim teaching to cover Pure Mathematics.

6. University Lectureship with Non-Tutorial Fellowship in Musculoskeletal Sciences (Circ Bus 10.09.13)

It was noted it had been agreed by circulation, on the recommendation of the Selection Committee, to appoint Dr Jonathan Cook to a Supernumerary Fellowship in association with his University Lectureship.

7. Fellowship in Sociology (Circ Bus 26.09.13)

It was noted it had been agreed by circulation, on the recommendation of the Academic Committee, to renew Professor Oriel Sullivan's Supernumerary Fellowship in Sociology from 1 October 2013.

8. Presentation by the Director of the University of Oxford China Centre, Professor Rana Mitter

Professor Mitter introduced himself and advised he would speak about the new Centre and its aims as far as the University was concerned. He reiterated that 1/3 of the building would be used exclusively by St Hugh's College, 1/3 would be used exclusively by the China Centre, with the remaining 1/3 of the space being shared facilities. Professor Mitter advised that 50 permanent members of staff who work on China would occupy their space within the building, which would enhance the teaching and research undertaken by these academics. Professor Mitter was hopeful that the conference facilities would enable the Centre to host high profile lectures and events, thus enhancing the Centre's reputation even further.

Professor Mitter also advised that the centre would be used as a base for missionary work within the University to remind others of the increasing relevancy of China, thus encouraging more departments to consider teaching Chinese related subjects.

Professor Mitter hoped there was a feeling of mutual cooperation and gratitude on both sides and advised that there was tremendous enthusiasm among the academics at this opportunity. Professor Mitter believes that this gesture by the University will be noticed and approved of on a global scale, which he hoped would continue in the long term.

9. The Minutes of the Third Stated Meeting in Trinity Term held on 12 June 2013 were approved and signed.

10. Director of Development (GB 327)

It was agreed that Statutes and Bylaws Committee would be asked to consider the descriptors for Supernumerary Fellowships with a view to electing the Director of Development to such a Fellowship, such that she could be in attendance at Governing Body meetings but as a non-voting member. Dr Conway objected, proposing that the Director of Development should either be elected to full membership of the Governing Body or not elected to a Fellowship, and he asked that his objection be noted.

11. Honorary Fellowships (GB 335)

It was agreed unanimously to elect Dame Liz Forgan to an Honorary Fellowship.

12. Conflict of Interest

It was noted that some fellows had a potential conflict of interest in the discussion on the Equity Housing matter.

13. Formal Halls in Michaelmas Term

The Principal advised that she had quite a number of significant guests coming into Formal Halls this term and encouraged Fellows to sign up for these events.

14. Professor Roy Westbrook's Leave

The Principal advised that while Professor Westbrook is currently on leave, this is primarily from teaching commitments and he would continue with his role as Vice Principal and attend committee meetings as normal.

15. Development Report

The Principal advised that the Director of Development is currently pursuing potential leads for both the China Centre and Career Development Fellowships. The Development Office was also considering why the support rate among Senior Members had fallen since the 125th anniversary celebrations and whether or not this was inevitable.

16. Future of 74 Woodstock Road

It was agreed that the Bursar would investigate further the options of letting this space out commercially and/or using the space for College Tutors' and teaching rooms. The Bursar would bring a proposal to a meeting of the Governing Body later in the term.

17. College Funding Formula Review Group

The Principal advised that she had been asked to sit on this Group, to be Chaired by Lord Krebs, Principal of Jesus College.

18. Research Grants

The Principal reminded Fellows that when calculating the FEC costing for research grant applications, they should consult with the Senior Tutor/Finance Office to ensure all College overheads are calculated at the appropriate rate, and included.

19. Archive Fellow

The Principal advised that Dr Paseta was now back from her leave and had agreed to resume her role as Archive Fellow. The Principal thanked Professor Riddoch for standing in and also Dr Paseta for taking on this additional responsibility.

20. Strategy Paper

A paper 'Towards a new Strategic Framework for St Hugh's College' had been circulated and was received. It was agreed that College should prepare a strategic framework, based on the thematic headings proposed and that each of these would be considered at workshops which would be open to Fellows, academics, non-academic staff and students.

21. Proposal from JRARG for Revisions to the JRAM from 2014/15

A paper detailing the proposed revisions to the University's Joint Resource Allocation Mechanism for Teaching had been circulated and was received. It was agreed that the Principal would not support these proposals at the forthcoming Conference of Colleges meeting at which a binding vote would be taken.

22. Professor Leach's The Dent Medal Award

The Principal advised that Professor Leach had won this year's Dent Medal Award. Members of Governing Body passed on their congratulations.

23. Shared Equity Scheme

On the recommendation of the Finance Committee, it was agreed that the Shared Equity Scheme be extended by £57,525 to allow a current member of the scheme to proceed with their sale and reinvestment.

24. External Directorships: Oxford Limited and WonkHE

The Bursar advised she had become a Director of Oxford Limited, the merchandise arm of the University of Oxford, which would necessitate attending several Board Meetings a year. She had also been approached to become a Director of an advisory board on HE policy but this had not yet come to fruition. The Bursar also advised she had just been elected as a Governor for her children's school in Witney.

25. Bank Loan (GB 320)

On the recommendation of the Finance Committee, it was agreed to take out a loan with Santander rather than with Barclays Bank, since Santander had offered College a better deal since the meeting of the Governing Body in 8th week of Trinity Term.

26. Parking Policy

The Bursar advised that, as a condition of the planning consent for the new building, College must show that there will be a reduction in parking spaces available. However, College must prepare a Travel Plan, to tie in with the City of Oxford's Travel Plan, and a Parking Policy. Once the consultant has submitted the Travel Plan, the Bursar will draft a Parking Policy for consideration by Governing Body at a meeting next term.

27. Emergency Plan

A copy of the draft revised Emergency Plan had been circulated and was received. It was agreed that either the Bylaws, which currently state that 'While on duty an Assistant or Junior Dean has a responsibility for (i) the safety and security of Student Members', need to be amended so this is omitted or the Emergency Plan needs to be amended to include contact details for the decanal team.

28. Student Accommodation

The Bursar advised that, due to an increased number of undergraduate students this year, a number of rooms normally reserved for graduate occupation had had to be used for housing undergraduates. She thanked the MCR President and Committee for their help with this process.

29. Kenyon Portrait (GB 157 2010/11)

It was agreed to extend the loan of the Kenyon Portrait to the British Academy for a further two years until February 2015.

30. Barclays Bank

It was agreed to accept the variation to the terms of two outstanding loans from Barclays Bank.

31. Welfare Review

The Senior Tutor advised that a review of welfare provision had been undertaken at the start of the long vacation and that the report was to be considered by an additional meeting of the Welfare Committee. The report's recommendations would be brought to a meeting of the Governing Body later in the term.

32. Update on Website

The ICT Fellow advised that College had now chosen a supplier to help with the redesign of the College website. He encouraged Fellows and Junior Members to liaise with Kate Pritchard with their input to the project.

33. Wireless Network

The ICT Fellow advised that the project to roll out wireless connectivity to the whole site had now begun and that this would take approximately two years to complete.

34. Health and Safety Reporting and Responsibilities

The Principal advised that as Trustees to the Charity, every member of Governing Body had responsibilities to consider Health and Safety matters throughout College. She encouraged members of Governing Body to report any concerns to the Estates Manager.

35. Report and Recommendations from Education Committee

The Minutes of the Education Committee held on 10 October 2013 had been tabled and were received.

36. Withdrawals

A list of students who had withdrawn permanently from their studies had been circulated and was received.

37. Withdrawals Reversed

A list of students whose withdrawals had been reversed had been circulated and was received.

38. Suspensions

A list of students who status was currently suspended had been circulated and was received.

39. Returns

A list of students who were scheduled to return had been circulated and was received.

40. Change of Course

A list of students who had changed course had been circulated and was received.

41. Awards and Prizes

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

(a) Scholarships

Archaeology & Anthropology	Anne Meeker
Biochemistry	Michael Horrell
Biology	David Bartholomew
Biology	Richard Holbrow
Biology	Victoria Dale
Biomedical Sciences	Lucy Bates
Chemistry	Ana Lawry Aguila
Chemistry	Jacob Studholme
Classics	Ondrej Cerny
Economics and Management	Joseph Dillamore
Economics and Management	Man Hin Cheung
Engineering	Philippa Keane
Engineering, Economics, and Management	Arved Pohlabein
English	Alexander Heritage
English	Ellen Bulford-Welch
English	Isabelle Whitaker
English	Jonathan Taylor
History	Felix Light
History	Finja Finster
History	Percy Preston
Human Sciences	Anna Cooban
Human Sciences	Efi Gauthier
Law (with Law Studies in Europe)	Riane Trotman
Mathematics	Michael West

Mathematics and Computer Science	Stephen Heap
Mathematics and Philosophy	Elizabeth Morland
Mathematics and Philosophy	Tadas Krisciunas
Medicine	Dhruv Sarma
Medicine	Freya Glover
Music	Alexander Cowan
PPE	Benjamin Lake
Physics	Giuseppe De Laurentis
Physics	Patrick Heighway

(b) Exhibitions

Archaeology & Anthropology	Dominic Pollard
Archaeology & Anthropology	Adele Worsely
Chemistry	Rebecca O'Neil
Chemistry	Edward Barnard
Engineering	Lauren Davies
Mathematics & Philosophy	Carolina Flores Henrique
Physics	Jade Carlotta-Jones

(c) Other Awards and Prizes

<i>Elizabeth Francis Prize</i> French	Nina Black
<i>The Jonathan Boulter Award</i> Medicine	Anna Zornoza
<i>The John Morris Medical Award</i> Medicine	Amy Sharkey
<i>The Jones Award</i> Medicine	Nicholas Sunderland
<i>Lois Vernon Chemistry Prize (Part IA)</i> Chemistry	William Arter
<i>Lois Vernon Chemistry Prize (Practical Work)</i> Chemistry	Molly Went
<i>The Alison Sheppard Prize for Mathematics</i> Mathematics	Samuel Power

42. New Building Update

The Bursar provided an update on the new building. The project is still behind schedule but the shell of the building should be completed by the beginning of November so work on the interior of the building can take place over weekends in an attempt to catch up this time.

43. Freshers' Week

The Dean thanked the MCR and JCR for their cooperation throughout Freshers' Week.

44. Dean's Report 2012/13

A report from the Dean summarising decanal business over the 2012/13 academic year had been circulated and was received.

45. Business of the Library Fellow

The Library Fellow advised that additional power sockets had been installed in the library which will allow more students to use their laptops in the library.

46. SCR AGM

Dr Sanders advised that the AGM for the SCR would be held on Monday of 4th week.

47. MCR Business

The MCR President thanked the Bursar and Accommodation Manager for their help in assisting those graduates who could not be accommodated on site to find suitable alternative housing.

This ended the business of the meeting.