

ST HUGH'S COLLEGE, OXFORD
The Third Stated Meeting of the **GOVERNING BODY** in Hilary
Term was held on Wednesday 11 March 2015

Present:	Principal	Professor Martin
	Professor Watts	Professor Lewis
	Dr Holland	Professor Perera
	Professor Garnett	Mr Marshall
	Dr Kuhn	Professor Loutzenhiser
	Professor Chalker	Professor Friedman
	Professor Plunkett	Professor Mann
	Professor Getzler	Dr Sanders
	Professor Wong	Ms Stott
	Professor Stellardi	Dr Parkin
	Professor Mitchell	Professor Husband
	Professor Macnair	Professor Biro
	Professor Wilson	Professor Doyle
	Dr Perkins	

Mr Flint represented the MCR and Miss Harvey the JCR. They attended for items 203, 206-213, 216-222 and 237-249.

203. Apologies for Absence

Apologies were received from Professor Moore, Mrs Vainker, Professor Grainger, Professor Harnden, Professor Marshall, Professor Leach, Professor Conway, Professor Kim, Professor Ballentine and Professor Eidenmüller (Professor McDonald, Dr Paseta, Professor Stevens, Professor Rood, Professor Capelli and Professor Blunsom on leave).

204. Conference of Colleges (Circ Bus 02.03.15)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 19 February 2015 had been circulated and were received.

205. Senior Tutorship (Circ Bus 06.03.15)

A note from the Acting Senior Tutor on the possible ways forward for the role of the Senior Tutor had been circulated and was received. [See also Minute 215 below.]

206. The Minutes of the Second Stated Meeting in Hilary Term held on 11 February 2015 were approved and signed.

207. Conflict of Interest

Fellows declared a potential conflict on the item on Equity Housing and the paper on Events Pricing for College Members. The Junior Members also declared a conflict in the item on student rents.

208. Finance Committee

The Minutes of the Finance Committee held on 4 March 2015 had been circulated and were received.

209. Report and Recommendations from Student Support Committee (FC 4)

The Minutes of the Student Support Committee held on 25 February 2015 had been circulated and were received.

210. Report and Recommendations from Infrastructure Committee (FC 5)

The Minutes of the Infrastructure Committee held on 25 February 2015 had been circulated and were received and recommendations agreed where appropriate. However, it was noted that the deployment of CCTV covering the area to be used by the College Ball in May was being prioritised rather than waiting for next year (IC 9 refers).

211. Financial Challenges (FC 6)

Papers outlining the financial challenges facing the collegiate University and St Hugh's College's responses to these had been circulated and were received. It was noted that these challenges would provide context both for the College's budget process and for resource requests from the University over the next 2-4 years.

212. Student Rents (FC 7)

On the recommendation of the Finance Committee, it was agreed to increase student rents by 1.75% from Michaelmas Term 2015. It was further agreed that future rent papers would refer to RPI rather than CPI, which excludes rent and mortgage costs.

213. Housing Equity Scheme (FC 8)

On the recommendation of the Finance Committee, it was agreed to adopt the proposed scheme with the Newbury Building Society subject to a few minor changes to a number of the clauses as follows:

Within the Participant's Pack, from:

2.2.1 Housing assistance is available to eligible Fellows who do not own properties elsewhere in the UK or abroad unless they are selling their existing property to buy a first property in or close to Oxford to take up a role at the College.

To:

2.2.1 Housing assistance is available to eligible Fellows who do not own properties elsewhere in the UK or abroad unless they are selling their existing property to buy a first property in or close to Oxford for the better performance of their duties.

Within the Participant's Pack, Appendix 1, Examples, to clarify the principle that the College and the Fellow will take an equal exposure, based on the pro rata share in the property, of any profit or loss on the sale of the property.

It was further agreed to seek advice from solicitors about amending the College's Statutes.

214. Cost of a College Education (FC 9)

A paper outlining the cost of a college education had been circulated and was received. It was noted that this was part of an exercise to determine the overall cost of an Oxford degree which would inform the JRAM review.

215. Update on Recruitment of a replacement Senior Tutor

The Acting Senior Tutor, Professor Mitchell, led a discussion about possible ways forward for the role of the Senior Tutor. It was agreed that a variation of the hybrid model would be adopted in the short term while a Working Group is established to look at and make recommendations to Governing Body about possible long-term options for the delivery of the roles that this position entails.

216. Admission of Proctor (GB 181)

The Principal reminded Fellows that Professor Garnett would be admitted to his Proctorship at a ceremony to be held on 18 March and encouraged Fellows to reply to the Principal's PA if they had not done so already.

217. Update on Development

The Principal advised that:

- a. Mok Lecture – would take place that afternoon, followed by Formal Hall.
- b. Distinguished Friends of the University – a number of College donors been made Distinguished Friends of the University and they would be admitted during a ceremony to be held on 20 June.
- c. Wordsworth Fellowship Ceremony – Mr Chan will be admitted to his Wordsworth Fellowship during a ceremony to be held on 26 May, ahead of Formal Hall. The Principal encouraged Fellows to attend both the Ceremony and Formal Hall to mark this celebration.
- d. University's European Reunion – on Friday 24 April, the Development team is holding an Alumni event in Vienna.
- e. Wordsworth Heritage Campaign – there would be a number of focus groups to be held early in Trinity Term and a number of tours of the College site over the Easter Vacation led by the Head of Estates and Director of Development so Fellows could get a sense of the repairs needed and therefore the importance of the upcoming Wordsworth Heritage Campaign.

218. Update on Burma

The Principal advised that, at a meeting of the University's Burma Group on 3 March, it was agreed to run the summer school again this year. The process of recruiting students to teach on the programme will begin soon. She further advised that Graduate Admissions and Funding have identified three applicants from Burma eligible for the Oxford-Lady Gore-Booth Memorial Graduate Scholarship, funded in part by a donation from Prospect Burma. Prospect Burma came to the Donors' Dinner on Saturday and seemed happy with the situation.

219. Centenary Celebrations

The Principal advised that 2018 is the centenary of the 1918 Representation of the People Act which first enfranchised women and 2020 is the centenary of degrees being conferred on women by the University of Oxford and so the College, together with the other former women's colleges, will celebrate both of these centenaries with a series of events.

220. Academic Lecture

The Principal thanked Dr Perkins for his Academic Lecture on Wednesday 25 February for alumni, 'The Very Material Voice of Late-Medieval Love Lyrics'.

221. Emergency Contact Information

The Principal reminded Fellows to reply to Miss Barton's email asking for emergency contact details, if they have not done so already.

222. Honorary Fellow of the Chinese University of Hong Kong

The Principal advised that she had recently been offered an Honorary Fellowship at the Chinese University of Hong Kong. Governing Body agreed that the Principal should accept this honour, which would involve giving the occasional lecture while the Principal was already in Hong Kong.

223. Report and Recommendations from Academic Committee

The Minutes of the meeting of the Academic Committee held on 25 February had been circulated and were received.

224. Future Size of the St Hugh's Student Body (AC 2.1)

A paper outlining the size and shape of the College's student body had been circulated and was received. It was agreed to discuss the content of this paper at the meeting of the Governing Body in 0th week of Trinity Term.

225. Changes to the Disabled Students' Allowance (AC 4)

On the recommendation of the Academic Committee, it was agreed to offer the College's support to the development of inter-collegiate approaches to meeting the anticipated shortfall in funding for students with disabilities.

226. Suzie Duke Fine Art Fund (AC 7.1)

On the recommendation of the Academic Committee, it was agreed to publicise the Suzie Duke Fine Art Fund to the College's undergraduate and graduate students studying Fine Art from next term.

227. Variation of Duties Consultation Document (AC 11)

On the recommendation of the Academic Committee, it was agreed to submit the following observations to the Variation of Duties Consultation Document on the College's behalf:

St Hugh's has a well-established tradition of considering requests for buy-outs by its Fellows in a flexible and co-operative fashion and seeks to maintain this. It therefore welcomes the further development and extension of such a policy across the Collegiate University. However, it is concerned that the proposed scheme may still promote a 'one size fits all' approach. More significantly, the College has serious concerns about the strong encouragement in points 5, 7, 13 and 17 of the proposal to use departmental or faculty-only staff and to avoid using Stipendiary Lecturers when replacing teaching by Tutorial Fellows. The College wishes to reaffirm that, in agreeing to a variation of duties

while fulfilling its own duty to provide for the academic welfare and pastoral care of its undergraduates, it must have full liberty to employ those individuals whom it feels can best provide this, even if this creates higher costs for the department or faculty concerned.

228. Teaching in English (AC 12)

On the recommendation of the Academic Committee, it was agreed to reappoint Dr Hugh Gazzard to a five-hour Stipendiary Lectureship in English for 2015-16 and to recruit a non-stipendiary Lecturer for Trinity Term 2016 to cover teaching for FHS paper 5.

229. Teaching in History (AC 13)

On the recommendation of the Academic Committee, it was agreed to appoint Dr Hugh Reid to a five-hour Stipendiary Lectureship in History for Trinity 2015, and the academic years 2015-16 and 2016-17.

230. Stipendiary Lectureship in Anthropology (AC 14)

On the recommendation of the Academic Committee, it was agreed to appoint Dr Patrick Alexander to a six-hour Stipendiary Lectureship in Anthropology for 2015-16.

231. Proposal for a Career Development Fellowship in Law (AC 15)

On the recommendation of the Academic Committee, it was agreed that funds be sought to fund a Career Development Fellowship in Chinese Law.

232. Leave (AC 17)

On the recommendation of the Academic Committee, it was agreed to grant unpaid leave to Professor Quah for the 2015-16 academic year.

233. Report and Recommendations from Nominations for Vacancies Committee

The Minutes of the Nominations for Vacancies Committee held on 17 February 2015 had been circulated and were received. The following nominations were agreed:

College Officers

	Vice	Nominated
Library Fellow	Professor Garnett	Professor Doyle
Dean	Reappoint Dr Perkins for a further 12 months	
Rep to AA	Dr Emerson	Ms Stott

College Committees

Permanent (By Rotation, Resignation or Leave of more than Two Terms)

	Vice	Nominated
Library		Professor Friedman

234. Fundraising Committee

The Principal advised that she would find it beneficial to re-institute the Fundraising Committee to help in the development of a fundraising strategy and asked Fellows to liaise with her with their comments on this proposal.

235. Book Prizes

On the recommendation of the Education Committee, it was agreed to award Book Prizes to Sophie Harkins and Hannah Eumann (both 1st year History) in recognition of outstanding Collection marks.

236. Avril Bruten Award

The Principal advised that the Avril Bruten Award was won by David Watson (MSc Social Science of the Internet) for his piece called 'Happy Hour'. The judges for this year's competition were alumni Claire Battershill (English 2007) and Rachel Piercey (English 2008).

237. Request for Nominations for Honorary Fellows

The Secretary reminded Fellows that if they wished to nominate somebody for an Honorary Fellowship of the College they should liaise with him in the first instance.

238. Business of the Library Fellow

The Principal thanked Professor Garnett for the additional work he undertook while he was Library Fellow and wished him well for his period as Senior Proctor.

239. Recruitment of a Replacement Senior Accountant

The Bursar advised that we had received 11 applications for the post of Senior Accountant; five people had now been shortlisted, with interviews due to take place on 19 March 2015.

240. New Building Update

The Bursar advised that she was still waiting to receive a draft letter to Galliford Try from the Project Manager.

241. USS Consultation

The Bursar advised that the USS consultation packs had been received and had been distributed. She encouraged Fellows to engage with the consultation process.

242. Report and Recommendations from Statutes and Bylaws Committee

The Minutes of the Statutes and Bylaws Committee held on 17 February 2015 had been circulated and were received.

243. Report and Recommendations from Equality Committee

The Minutes of the Equality Committee held on 23 February 2015 had been circulated and were received. It was agreed that all Committee agendas would have a standing item 'Equality and Diversity Issues'.

244. Equality Action Plan

The revised Equality Action Plan had been circulated and was received.

245. Report and Recommendations from Welfare Committee

The Minutes of the Welfare Committee held on 3 March had been circulated and were received.

246. Draft Harassment Policy

The slightly revised draft Harassment Policy had been circulated and was received. It was agreed that the Dean would investigate how other colleges are proposing to deal with an allegation of harassment made against the Principal and whether this should be dealt with by the Visitor, the Vice-Principal or some other route. Work would also need to be undertaken to make the Policy clearer for non-academic staff where the current Staff Handbook sets out the process of making and dealing with such allegations.

247. Sporting Endeavours

The Principal advised that there had been mixed results at Torpids over the weekend, with the women's crews being rather more successful than the newly formed men's crews. It was agreed to convey Governing Body's congratulations to the Boat club for these successes.

248. JCR Welfare and Diversity Committee

The JCR President advised that the JCR had created a Welfare and Diversity Committee.

This ended the business of the meeting.