

ST HUGH'S COLLEGE, OXFORD  
The Third Stated Meeting of the **GOVERNING BODY** in Trinity  
Term was held on Wednesday 13 June 2012

Present:	Principal	Dr Rood
	Dr Iles	Dr Perkins
	Professor Watts	Dr Emerson
	Dr Holland	Dr Capelli
	Professor Moore	Dr Perera
	Dr Kuhn	Professor Leach
	Dr Kathirithamby	Dr Loutzenhiser
	Professor Getzler	Dr Conway
	Dr Stellardi	Dr Blunsom
	Professor Mitchell	Dr Gazzard
	Professor McDonald	Dr Pattenden
	Professor Westbrook	Dr Mann
	Dr Grainger	Dr Sanders
	Dr Wilson	Ms Stott

Ms Randolph and Mr Liefelaender represented the MCR and Ms Polakova the JCR. They attended for Items 273, 279, 280, 282-86, 295, 296, 309, 311, 312, 314 and 315.

271. Apologies for Absence

Apologies were received from Professor Robertson, Professor Duncan, Dr Harnden, Mr Ovenden, Dr Tarres, Professor Marshall, Mr Marshall, Dr Friedman, Dr Baker and Professor Riddoch (Dr Garnett, Professor Chalker, Professor Plunkett, Dr Wong, Mrs Vainker, Dr Paseta, Dr Martin, Dr Lewis and Dr Hammond on leave).

272. The Minutes of the Second Stated Meeting in Trinity Term held on 16 May 2012 were approved and signed.

273. Admission of Fellow and Career Development Fellow

The following made their declarations and were admitted to their

- a. Fellowship  
Ms Vicki Stott (Bursar)
- b. Career Development Fellowship  
Dr Nadja Althaus (Winkler Career Development Fellow in Experimental Psychology)

274. Admissions Statistics (Circ Bus 18.05.12)

A breakdown of admissions statistics for the December 2011 Undergraduate admissions round had been circulated and was received.

275. Career Development Fellowship in Psychology: Dr Althaus (Circ Bus 28.05.12)

It was noted that on the recommendation of the Academic Committee, it had been agreed by circulation to change the start date for Dr Althaus' Career development Fellowship from 1 September to 1 June 2012 to coincide with the linked departmental appointment that Dr Althaus will hold.

276. Conference of Colleges (Circ Bus 11.06.2012)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 24 May 2012 had been circulated and were received.

277. Report from New Building Steering Group (Circ Bus 11.06.2012)

A report from the meeting of the New Building Steering Group held on 7 June 2012 had been circulated and was received.

278. Conflict of Interest

It was noted that all fellows had a potential conflict of interest in the discussion on the Remuneration Committee minutes and that Dr Capelli had a conflict in the recommendation from Academic Committee regarding a research grant.

279. Report and Recommendations from Finance Committee

The Minutes of the Finance Committee held on 6 June 2012 had been circulated and were received.

280. Report and Recommendations from Investment Committee (FC 4)

The Minutes of the Investment Committee held on 24 May 2012 had been circulated and were received.

281. Equity Housing Loans (IC 3)

On the recommendation of the Investment Committee, it was agreed that the limit for Equity Housing Loans should remain at £1.75mn, such limit to be reviewed in the near future.

282. Income Drawdown from Investment (IC 7)

On the recommendation of the Investment Committee, it was agreed that the 2012/13 drawdown should be £751.4k.

283. Report and Recommendations from Student Support Committee (FC 5)

The Minutes of the Student Support Committee held on 30 May had been circulated and were received.

284. Report and Recommendations from Estates Committee (FC 6)

The Minutes of the Estates Committee held on 30 May had been circulated and were received.

285. Management Accounts (FC 7)

The Management Accounts for period 5 show the year to date operating result is £32k ahead of budget, but that a full year profit estimate has indicated there is likely to be a deficit of circa £112k.

286. Rent Review (FC 9/10)

On the recommendation of the Finance Committee, it was agreed to increase student rents for 2013/14 by 3.5%.

287. Report and Recommendations from Remuneration Committee (FC 11)

The Minutes of the Remuneration Committee held on 28 May 2012 had been circulated and were received.

288. Fellows' Allowances (RC 5)

On the recommendation of the Remuneration Committee, the following allowances for Fellows were agreed:

- Entertainments Allowance of £16.15 per student should be increased from 1 August by the amount of the Consumer Price Index as recorded in July 2012.
- The Research, Computer Equipment or Housing Allowances to remain as last year.

289. Non Academic Staff Salary Scale

On the recommendation of the Finance Committee, it was agreed to implement a salary scale for non-academic staff.

290. Emeritus Fellowship: Dr Kathirithamby

The Principal advised that Dr Kathirithamby's Senior Research Fellowship was due to terminate at the end of September and it was therefore agreed unanimously to elect her to an Emeritus Fellowship.

291. Colin Matthew Fund

The Minutes of the Colin Matthew Fund Committee meeting held on 30 May had been circulated and were received.

292. Bank Signatories

It was agreed that the new Bursar, Vicki Stott, should be added with immediate effect and that the new Principal, Elish Angiolini should be added from 1 September 2012, as signatories on the College's Barclays Bank accounts and the National Westminster account.

293. Decanal Team

On the recommendation of the Dean, it was agreed that the current decanal team of Mr Alexander Rhodes, Assistant Dean and Ms Lisa Moevius, Mr Michael Mentink, Mr Solomon Pomerantz and Mr Jack Fuller, Junior Deans should continue in office for a further 12 months.

294. Dean's Business

The Dean thanked the Principal for his advice and support, and the Principals'/Bursar's Secretary for her assistance during his tenure as Dean. In turn, the Principal thanked the Dean for his hard work and commitment during some difficult times over the last five years.

295. Library Fellow's Business

The Library Fellow requested that members of Governing Body consider what materials and new books they might require for the next academic year and to place orders over the summer vacation via the Librarian.

296. Business of the Computing/IT Fellow

The Computing/IT Fellow advised that the University had recently launched a power saving scheme to enable remote access powering up/down of office-based PCs. The College had recently signed up to the scheme and members of Governing Body could request details of how to access the scheme if this was of interest from the Computing/IT Fellow.

297. Admissions Business

The Senior Tutor advised that the Admissions Officer, Libby Charlton, had resigned with effect from the end of this month. It was hoped a replacement would be recruited before the autumn but that in the meantime, the Open Days on 27 and 28 June and any admissions matters would be dealt with by the Academic Registrar.

298. SCR President's Business

The SCR President reminded members of Governing Body that there would be a dinner to mark the Principal's leaving, which will be held on the Monday of 9<sup>th</sup> week, together with a lunch on Thursday of 10<sup>th</sup> week to say farewell to Junior Research/Career Development Fellows and Lectures leaving at the end of this academic year.

299. Strategic Letter from the Chairman of Conference of Colleges

A Strategic Letter from the Chairman of the Conference of Colleges had been circulated and was received.

300. College Levies

It was agreed that the College should support the proposed increase in the levy paid by colleges to support the Counseling Service while a thorough review was undertaken but that any support for an increase in the Sports' levy should be dependent on any review of the service.

301. New Building

On the recommendation of the New Building Steering Group, it was agreed that College would

- a. work with Galliford Try to reduce the overall cost of the project to £22m or less;
- b. if the cost is brought below £22m, issue a letter of intent to Galliford Try, which would contain a break clause at the end of the pre-construction design phase; and
- c. borrow a maximum of £6.3m.

The Principal was hopeful that he and the Director of Development would be able to raise additional funds from both personal and corporate donations to name certain spaces within the building, including the library, lecture theatre, and the garden and roof terrace areas.

It was also agreed that the Bursar would look more closely at the business plan, particularly in relation to expenditure and income flows; would liaise with the Quantity Surveyor to ensure a contingency of £1m was sufficient for a project of this size and would investigate the implications, if any, to the College's insurance policy of housing the Bodleian's Chinese collection.

302. Report and Recommendations from Nominations for Vacancies Committee

The Minutes of the Nominations for Vacancies Committee held on 22 May 2012 had been circulated and were received. The following nominations were agreed:

College Officers

	Vice	Nominated
Vice Principal	Dr Iles	
Dean	Prof Mitchell	
Deans of Degrees	Dr Kathirithamby Dr Rood	Continue

College Committees

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

	Vice	Nominated
Academic	Prof Quah Dr Wilson	Dr Holland Dr Wong
Finance	Dr Loutzenhiser	Prof Powell
Investment	Prof Giles	Dr Martin
Library	Dr Pattenden	Dr Parkin
Noms for Vacs	Prof McDonald Dr Wong Dr Macnair	Dr Holland Prof Duncan Dr Perkins
Remuneration	Mr Ovenden Prof Marshall	Continue
Student Support	Prof Mitchell	Prof Chalker

303. Report and Recommendations from Academic Committee

The Minutes of the Academic Committee held on 30 May had been circulated and were received.

304. Determination of Appointments (AC 4)

On the recommendation of the Academic Committee, the following reappointments were agreed for the length of time shown in brackets:

Dr Iles	Tutorial Fellow in Zoology	(Until retirement)
Professor Robertson	Tutorial Fellow in Politics	(Until retirement)
Dr Holland	Tutorial Fellow in French	(Until retirement)
Professor Getzler	Tutorial Fellow in Law	(7 years)

Dr Grainger	Tutorial Fellow in Physics	(7 years)
Dr Stevens	Tutorial Fellow in Engineering	(7 years)
Dr Macnair	Tutorial Fellow in Law	(7 years)
Dr Lewis	Tutorial Fellow in English	(7 years)
Dr Perera	Additional Fellow in Medical Statistics	(7 years) (with effect from 1 July 2012)
Professor Banks	Non-Stipendiary Lecturer in Anthropology	(1 year)
Dr Stanley	Stipendiary Lecturer in Biochemistry	(1 year)
Dr Bird	Non-Stipendiary Lecturer in Biochemistry	(1 year)
Dr Laidlaw	Stipendiary Lecturer in Chemistry	(1 year)
Dr Stewart	Stipendiary Lecturer in Chemistry	(1 year)
Dr Harmer	Stipendiary Lecturer in Chemistry	(1 year)
Dr Ford	Stipendiary Lecturer in Chemistry	(1 year)
Dr Fowler	Non-Stipendiary Lecturer in Classics	(1 year)
Mr Fang	Stipendiary Lecturer in Economics	(1 year)
Mr Lad	Stipendiary Lecturer in Engineering	(1 year)
Dr Bayley	Stipendiary Lecturer in English	(1 year)
Dr Cotton-Barratt	Stipendiary Lecturer in Mathematics	(1 year)
Dr Fletcher	Stipendiary Lecturer in Mathematics	(1 year)
Dr Schofield	Stipendiary Lecturer in Mathematics	(1 year)
Dr Hale	Stipendiary Lecturer in Mathematics	(1 year)
Professor Morris	Stipendiary Lecturer in Medicine	(1 year)
Dr Jenkins	Stipendiary Lecturer in Medicine	(1 year)
Dr Soilleux	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Holdsworth	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Thompson	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Palmer	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr De Luca	Non-Stipendiary Lecturer in Medicine	(1 year)
Dr Morton	Non-Stipendiary Lecturer in Medicine	(1 year)
Mr Murphy	Non-Stipendiary Lecturer in Medicine	(1 year)
Mrs Adams	Non-Stipendiary Lecturer in French	(1 year)
Dr Kaiser	Non-Stipendiary Lecturer in German	(1 year)
Mr Treves	Lecteur	(1 year)
Dr Harper-Scott	Non-Stipendiary Lecturer in Music	(1 year)
Dr Schrag	Stipendiary Lecturer in Politics	(1 year)
Dr Came	Non-Stipendiary Lecturer in Philosophy	(1 year)
Dr Cohen Kadosh	Stipendiary Lecturer in Psychology	(1 year)

The following appointments terminate on 30 September 2011 and will not be renewed:

Mr Luk	2.5-hour Stipendiary Lecturer in Economics
Mr Lakner	1.5-hour Stipendiary Lecturer in Economics
Mr Sowerby	5-hour Stipendiary Lecturer in History
Ms Dyson	Non-Stipendiary Lecturer in Mathematics
Ms Esher	1-hour Stipendiary Lecturer in French Linguistics
Ms Steinhauser	Lektorin
Ms Moevius	3-hour Stipendiary Lecturer in Physics

305. Collections (AC 7)

On the recommendation of the Academic Committee, it was agreed that the Committee would review the proportion of collections returned by 4<sup>th</sup> Week during its second meeting each term.

306. Graduate Scholarships (AC 8.1)

On the recommendation of the Academic Committee, it was agreed to elect Justin Bewsher, Ellen Leitman, Hanwei Zhang and Katarzyna Szymanska to three-year Graduate Scholarships from Michaelmas Term 2012.

307. Dr Capelli: Application for Additional Research Funding (AC 10)

On the recommendation of the Academic Committee, it was agreed to grant an award of £1,050 to Dr Capelli from the Biological Sciences Fund to assist with preparations for a conference in Canada organised by the Society of Africanist Archaeologists.

308. Teaching in Psychology: Dr Cohen Kadosh

On the recommendation of the Academic Committee, it was agreed to extend Dr Cohen Kadosh's Stipendiary Lectureship for the academic year 2012-13 at the level of one, rather than two, hours.

309. Welfare Committee

The Minutes of the Welfare Committee held on 8 June 2012 had been tabled and were received. It was agreed that both the JCR and MCR Committees, rather than just the JCR Committee, would be consulted about the most appropriate forms of welfare training currently available in the University as a whole.

310. Book Prizes

On the recommendation of the Education Committee, it was agreed to award Book Prizes to

Rahul Kulka (2<sup>nd</sup> year History) who, with a mark of 86% in his Beginning Latin Collection, was top of his group by a wide margin;  
Ondrej Cerny (1st year Classics) who received 85% in his Latin Faculty collection (second in the whole year) and 92.7% in his Greek faculty collection;  
Samuel Power (2nd year Mathematics) who achieved a Collections mark of 98%;  
Bill O'Donovan (2nd year Mathematics) who achieved an average of 94%, with 100% in one paper; and  
Rebecca Abrey (1st year E&M) for achieving first class marks in all questions in her Management collection (in a performance which, her tutors note, was the strongest all round performance in a collection in this subject they have seen in College).

311. Interim MCR Committee

A note of the Interim MCR Committee from 18 June 2012 had been circulated and was received.

312. MCR Presidents

The Principal thanked the outgoing MCR President, Bridget Randolph for her hard work and commitment over the last six months and welcomed the interim President, Thomas Lieflander.

313. Non-Stipendiary Lectureship in German

On the recommendation of the Academic Committee, it was agreed to appoint Dr Helen Fronius to a non-stipendiary lectureship in German for Michaelmas Term 2012.

314. Rainbow Flag (GB 270)

The JCR President advised that there had been some controversy over the proposal relating to the rainbow flag. She therefore proposed to put this matter into abeyance until her successor takes over in Hilary Term 2013.

315. JCR Business

On behalf of the JCR, the JCR President thanked both the Dean for his work with the JCR over the last few years and the Principal for the amazing things he had done for College over the last 10 years.

316. Principal

On behalf of members of Governing Body, Dr Conway expressed the Fellows' immense gratitude to the Principal for his service and commitment over the last 10 years.

This ended the business of the meeting.