

ST HUGH'S COLLEGE, OXFORD
The First Stated Meeting of the **GOVERNING BODY** in Hilary
Term was held on Thursday 16 January 2014

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| Present: | Principal | Dr Perkins |
| | Professor Moore | Dr Martin |
| | Dr Garnett | Dr Emerson |
| | Dr Kuhn | Professor Marshall |
| | Professor Chalker | Professor Leach |
| | Professor Plunkett | Dr Loutzenhiser |
| | Professor Getzler | Dr Conway |
| | Dr Wong | Dr Blunsom |
| | Dr Stellardi | Dr Baker |
| | Professor McDonald | Dr Sanders |
| | Professor Duncan | Professor Kim |
| | Dr Paseta | Dr Parkin |
| | Dr Grainger | Dr Husband |
| | Dr Macnair | Dr Biro |
| | Dr Wilson | Dr Doyle |
| | Dr Rood | Professor Sullivan |
| | Dr Harnden | Ms Foley |
| | Mr Ovenden | |

Mr Hellings represented the MCR and Mr Kondragunta the JCR. They attended for Items 91, 101-103, and 105.

90. Apologies for Absence

Apologies were received from Mrs Vainker, Professor Westbrook, Professor Powell, Dr Capelli, Dr Lewis, Dr Perera, Mr Marshall, Dr Friedman, Dr Mann, Ms Stott and Professor Ballentine (Dr Holland, Professor Mitchell, Dr Tarres and Dr Hammond on leave).

91. Admission of Fellow

The following made her Declaration and was admitted to her Fellowship:

Kate Foley (Fellow by Resolution)

92. Nominations for Vacancies (Circ Bus 05.12.13)

It was noted it had been agreed by circulation, on the recommendation of the Nominations for Vacancies Committee, to elect Dr Biro to the Student Disciplinary Committee.

93. Loan Facility Agreement (Circ Bus 13.12.13)

It was noted it had been agreed by circulation to proceed with Barclays Bank PLC since the terms and conditions for taking out a loan with Santander were considered to be unfavourable for the College. [See also Minute 106 which reflects a further change.]

94. Conference of Colleges (Circ Bus 20.12.13)

Unconfirmed Minutes of the Meeting of Conference of Colleges held on 10 December 2013 had been circulated and were received.

95. The Minutes of the Third Stated Meeting in Michaelmas Term held on 4 December 2013 were approved and signed.
96. Conflict of Interest
- None was declared.
97. Honorary Fellowship
- It was agreed to formalise the election of an Honorary Fellow, which had not previously been recorded in Governing Body minutes.
98. CFF Review
- It was agreed that Finance Committee would consider the Review Group's proposals at its meeting in 2nd week and that their recommendation would be circulated to members of Governing Body for their approval before this is submitted by the deadline of the end of 2nd week.
99. Retirement of Professor Riddoch
- The Principal advised that Professor Riddoch was retiring at the end of January and thanked her for her contribution to College life over the last few years.
100. Director of Development
- The Principal advised that the Director of Development had resigned and would be leaving at the beginning of March.
101. Fundraising
- The Principal advised that she would be going to Hong Kong and Shanghai in March to meet with current and potential donors.
102. ADEX Working Group
- The Principal advised that she had been asked by the Admissions Executive to Chair a Working Group to look at ways of mentoring students who had been offered a place, to address the high attrition rate of those who do not take up a place thereafter.
103. New Building Update
- The Senior Tutor advised that Fellows should contact the Bursar direct for a detailed update on progress with the building works.
104. New Building End Date
- It was agreed that the College would not yet invoke the penalty clause associated with the delay to the project end date, but that the Bursar would make it clear to the contractors, Galliford Try, that the College would only grant one extension to the contract without invoking the penalty clauses.
105. Opening Ceremony for the China Centre
- The Senior Tutor advised it was almost certain the Opening Ceremony would now take

place on 3 and 4 September 2014. Having consulted amongst Governing Body members, China Centre academics, the University Development Team and other interested parties, an outline programme for the event had been agreed and a group would now be convened to help deliver that programme. Membership of this working group would be considered by members of the Governing Body at its meeting in 4th week. This will become a standing item on the agenda until the Opening Ceremony later in the year. The Principal emphasised that any member of Governing Body who wishes to be part of this group was welcome to do so.

106. Loan Agreement

The Principal advised that the College was proceeding with the Loan Agreement with Santander, following negotiations around some of the clauses in the original document.

107. Thames Water

The Principal advised that the Bursar was still liaising with Thames Water about the total liability and a possible repayment plan.

108. Update on Staff

The Senior Tutor advised that the advertisement for a replacement Head of Estates had been placed, the deadline for which was 24 January. She further advised that a proposal for a replacement Finance Bursar would be considered by members of Finance Committee at its meeting in 2nd week. It was agreed that the Principal would write to both the Financial Controller and the Maintenance Engineer to thank them for their assistance during the time they are acting up until the College has recruited replacements to head up their departments.

109. Communications and Marketing Update

A report by the Communications and Marketing Manager had been circulated and was received. It was agreed that the Communications and Marketing Manager would be asked to provide further details of her work to assist with the marketing of the Conference business, details of which were not included in the on-going projects and immediate priorities section of her report.

110. Report and Recommendations from Education Committee

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

111. Withdrawals

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

112. Suspensions

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

113. Returns

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

114. Change of Course

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

115. Hilary Haworth Prize

On the recommendation of the Education Committee, it was agreed to award the Hilary Haworth Prize to Jack Kemp (3rd year Physics) and William Summers (3rd year Engineering).

116. Hurry Prize

On the recommendation of the Hurry Prize Committee, it was agreed to award this year's Hurry Prize to Sophie Jamieson (English) 2012-13.

117. Any Other Business

Professor Kim advised he would be hosting a conference in College during 1st week with delegates from Korea, including the Minister of Trade, Industry and Energy, alongside faculty members.

This ended the business of the meeting.