

ST. JOHN'S COLLEGE

**MINUTES**

A meeting of **GOVERNING BODY** was held on Wednesday 28<sup>th</sup> May 2014 at 2.00 p.m. in the Senior Common Room.

Present: The President, Professor J.C.G. Pitcher, Professor K. P. Tod, Professor C. J. K. Batty, Professor I. J. Sobey, Professor S. J. Whittaker, Professor A. J. Parker, Professor S. J. Elston, Professor C. Whistler, Professor Z. Molnár, Professor M. Cannon, Professor W. Mattli, Professor J. Ouaknine, Professor L. M. McDowell, Professor P. K. Maini, Dr. C. A. Larrington, Professor A. Hills, Professor R.M. Harding, Professor N. P. Harberd, Professor J. Schnell, Professor T. Burt de Perera, Dr. J.G.C. Snicker, Ms. S. Layburn, Professor M-S. Omri, Professor H. Skoda, Professor N. Lübecker, Professor P. R. Hayes, Professor G. Gottlob, Professor R. Ekins, Professor J. Obloj, Dr. G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor J. Bray, Professor K. Southwood

Apologies: Professor R. G. Compton, Professor F.A. Armstrong, Professor P. P. Craig, The Revd. Professor W. Whyte, Professor H. Bouman, Professor A. Starinets, Professor C. Jeffrey, Professor A. Russell, Professor C. Newton, Professor J. J. Pandit

In attendance: Ms. D. Cripps

**ACTION**

**AGENDA 'B'**

1. Minutes

The minutes of the meeting of Governing Body held on 30th April 2014 were **approved** and signed with an amendment to the first sentence of Item 3, paragraph 2 to read, 'In discussion it was agreed that Governing Body should take a substantive decision on the project as a whole, subject to planning consent and sufficient funds being available for the building'. In matters arising, the President noted that there would be a presentation about the new Study Centre in the SCR on Friday 6<sup>th</sup> June and encouraged Fellows to attend. The substantive decision to proceed with the plans for the Library and Study Centre was **confirmed**, subject to planning consent and sufficient funds being available for the building.

2. Supernumerary Teaching Fellowship in Law

Mr. Luke Rostill was appointed to a five-year fixed-term Supernumerary Teaching Fellowship in Law from 1<sup>st</sup> October 2014.

3. Visiting Scholarships 2014

The Governing Body **agreed** that:

- i. Dr. Colin Adams, Professor Katharine Cockin, Dr. Michael Gower, Dr. Alex Murray, Dr. Katharine Olson and Professor Siobhan Wills should be offered Visiting Scholarships during the Long Vacation; and
- ii. Professor Pierre Frölich and Dr. James D. E. Grant should be offered Invited Visiting Scholarships.

4. Research Committee

The minutes of the meeting held on 30<sup>th</sup> April 2014 were received. The Fellow for Research noted that a flexible visiting scheme for Fellows' collaborators, replacing the Visiting Scholars Scheme and the Research Centre Visiting Associate Scheme, was being devised. It was noted that this could be open to supporting researchers, even if not direct collaborators of Fellows.

**FELLOW FOR RESEARCH**

5. Statutes Committee

The minutes of the meeting held on 7<sup>th</sup> May 2014 were received. The Governing Body **agreed** that the expenditure limits should be changed so that:

- i. in By-Law III.3, £5,000 was amended to £20,000; and
- ii. in By-Law XVIII.2, £15,000 was amended to £60,000.

The Statutes Officer briefed Governing Body on the suggested changes to the By-Laws. He encouraged Governing Body to contact him with any amendments or queries.

**STATUTES OFFICER**

The Governing Body **agreed** that the President and Bursar should, as part of the overall accounting project, consider the desirability of setting notional budgets for all committees.

**PRESIDENT & PRINCIPAL BURSAR**

6. Educational Policy Committee

The minutes of the meeting held on 7<sup>th</sup> May 2014 were received. The Governing Body **agreed** that the College would take part in the modified German Lektor/in scheme together with The Queen's College and St Catherine's College. It was also **agreed** that arrangements for the reimbursement of accommodation costs would be discussed with relevant Officers from those colleges.

**SENIOR TUTOR; PRINCIPAL BURSAR and FINANCE BURSAR**

Dr. C. A. Larrington was elected to an Official Fellowship from 1<sup>st</sup> October 2014.

**PRESIDENT**

The Governing Body **agreed** that:

- i. the College would submit a bid for association with the ULNTF in Byzantine Art and Archaeology at the level of a Supernumerary Fellowship without membership of Governing Body and without guarantee of a room;
- ii. Dr. S. Campbell's appointment as a Stipendiary Lecturer and her Supernumerary Fellowship would be extended for a further period of five years from 1<sup>st</sup> October 2014; this would include an entitlement to the equivalent of three terms of sabbatical leave;
- iii. the Junior Research Fellowships of Dr. N. Rose and Dr. H. Williams would be renewed for a further and final period of one year from 1<sup>st</sup> October 2014;
- iv. Dr. S. Simmons would be granted up to one year's leave of absence but that her Junior Research Fellowship would not be renewed in the event that she returned to a permanent position in the UK;
- v. Choral Scholarships would be awarded to Alma Brodersen and Bethany Nixon with effect from the beginning of Trinity Term 2014;

- vi. the College would agree to consider applications from candidates for the Master of Fine Art.

It was also **agreed** that the forthcoming vacant Supernumerary Teaching Fellowship in Geography should be refilled as soon as practicable and that Governing Body approval for an appointment could be sought by e-mail circulation during the Long Vacation. If it proved not possible to arrange an appointment in time for Michaelmas Term 2014, it was **agreed** that a Stipendiary Lecturer could be appointed for the 2014/14 academic year.

#### **SENIOR TUTOR**

The Governing Body congratulated Professor A. Hills, Professor A. Wright and Professor D. Martin on their recent awards.

#### 7 Music and Visual Arts Committee

The minutes of the meeting held on 7<sup>th</sup> May 2014 were received. The Governing Body **agreed** that [] per annum should be drawn from the Kendrew Fund for the Promotion of Music and Visual Arts to support a new Sound-Artist-in-Residence programme.

#### **MUSIC AND VISUAL ARTS OFFICER**

#### 8 Entertainments Committee

The minutes of the meeting held on 7<sup>th</sup> May 2014 were received. The Governing Body **agreed** that the tradition of sharing Loving Cups at College Feasts would cease.

#### 9 Domestic Committee

The minutes of the meeting held on 14<sup>th</sup> May 2014 were received. The Governing Body congratulated Mr. Tim Webber on his promotion to SCR Front-of-House Manager.

#### 10 General Purposes Committee

The minutes of the meeting held on 14<sup>th</sup> May 2014 were received.

The Governing Body **agreed** that:

- i. the Fellowship of Professor A. J. Parker would be renewed from 1<sup>st</sup> October 2014 for a period of seven years or until his retirement, whichever is sooner;
- ii. the Emeritus Research Fellowship of Professor G. W. J. Fleet would be renewed for a second period of three years;
- iii. the Emeritus Research Fellowship of Dr. M. C. Mango would be renewed for a third and final period of three years;
- iv. Professor R. Ekins would be appointed as Data Protection Officer.

#### **PRESIDENT**

The President briefed Governing Body on an external review of the College Office. After discussion, it was **agreed** that the Academic Administrator would take forward the issues raised relating to the day-to-day running of the College Office. The options for the management of academic policy within the College would be laid out in more detail and discussed further at the next meeting of General Purposes Committee.

#### **PRESIDENT and SENIOR TUTOR**

The Governing Body **noted** its appreciation of the work of the College Office and its staff.

The President updated Governing Body on the proposed merger of the Development and Alumni Relations offices and a revised organisation chart was tabled at the meeting for discussion. The

President briefed Governing Body on recent staff changes and highlighted benchmarking data which suggested that, whilst the College was achieving acceptable levels of income from its fundraising activity, it was not doing well in comparison with other colleges within the University and fell some way short of the highest performing colleges. The President suggested that an approach with a different emphasis and different targets was required.

A number of points were raised in discussion. It was **agreed** that the role of Vice-President (Foundation) would be referred back to General Purposes Committee for further consideration; with that proviso, the organisation structure was **agreed**. It was also **agreed** that the new post of Director of Development and Alumni Relations would be presented as an advertised post to which both internal and external applications would be welcome. The President and Principal Bursar would now complete the wording of the draft job description.

#### 11 Development and Alumni Relations Committee

The minutes of the meeting held on 21<sup>st</sup> May 2014 were received.

The Governing Body **agreed** that Sir Andrew Dilnot should be invited to deliver the Founder's Lecture in 2016.

The Governing Body **noted** its appreciation to Ms. S. Petersen for her many years' service and for her commitment to alumni relations on behalf of the College.

#### 12 Estates Committee

The minutes of the meeting held on 21<sup>st</sup> May 2014 were received.

The Governing Body **agreed** that Savills should be asked for a fee proposal to engage with the City and County with regard to plans for the Northern Gateway. The proposal would be circulated to Estates Committee and approved in accordance with College procedure: agreement of three and disagreement of none of President, Principal Bursar, Estates Bursar, and Finance Bursar.

It was **agreed** that Savills should explore an option agreement for a mineral lease on [].

It was also **agreed** that the College should seek advice on the [] early surrender of their lease.

It was also **noted** that the College would not increase its property investments in the USA until there was clarity over whether the College could achieve tax-exempt status for such investments in the USA.

**PRINCIPAL BURSAR**

#### 13 Finance Committee

The minutes of the meeting held on 21<sup>st</sup> May 2014 were received.

The Governing Body **agreed** that in the 5<sup>th</sup> Week meeting of the Conference of Colleges, the College would vote on the Collegiate Funding Formula in the first round in the order of preference for:

- i. a standard uplift;
- ii. model GL;
- iii. Gxi.

In the following Binding Vote the College would vote for the standard uplift or any of the models put forward.

**PRESIDENT**

It was **agreed** that retroactive reinstatement of tax-exempt status in the US should be sought but with the option to revert to prospective reinstatement from post-mark date should the advice change in the process.

#### **PRINCIPAL AND FINANCE BURSARS**

It was **agreed** to seek legal advice about planning applications with regard to the Northern Gateway project. A proposal will be circulated to Finance Committee and approved in accordance with College procedure: agreement of three and disagreement of none of President, Principal Bursar, Estates Bursar, and Finance Bursar.

#### **PRINCIPAL BURSAR**

It was **agreed** that a scheme of deposits for graduate accommodation would be introduced for the next academic year, with the option of the deposit being waived on production of evidence of satisfactory maintenance funding. It was also suggested that Education Policy Committee should consider issues relating to student debt.

#### **FINANCE BURSAR and SENIOR TUTOR**

It was **agreed** to adopt the University's pay settlement of 2% for all members of staff on University pay scales and for academics not on Governing Body.

#### **FINANCE BURSAR**

#### 14 Nominations for Honorary Fellowships

The President noted that Honorary Fellowships would be discussed at the meeting of General Purposes Committee in 8<sup>th</sup> Week. She asked that Fellows send nominations to her by Thursday 12<sup>th</sup> June.

#### **PRESIDENT**

#### 15 Conference of Colleges

The unconfirmed minutes of the meeting of the Conference of College on 13<sup>th</sup> May 2014 were received. The President noted two binding votes at the meeting of Conference in 5<sup>th</sup> Week, on the Collegiate Funding Formula and on relationship management protocols for fundraising in the Collegiate University.