

ST. JOHN'S COLLEGE

MINUTES

A meeting of **GOVERNING BODY** was held on Wednesday 17th February 2016 at 2.00 p.m. in the Senior Common Room.

Present: The President, Professor J. A. Kay, Professor J. C. G. Pitcher, Professor C. J. K. Batty, Professor I. J. Sobey, Professor S. J. Whittaker, Professor A. Grafen, Professor A. J. Parker, Professor S. Elston, Professor P. P. Craig, Professor M. Cannon, Professor K. Nation, Dr. C. A. Larrington, Professor H. Bouman, Professor N. P. Harberd, Professor S. Myers, Professor A. Wright, Professor A. Starinets, Professor J. Schnell, Ms. S. Layburn, Professor N. Lübecker, Professor P. R. Hayes, Professor C. Newton, Professor J. Stanyek, Professor J. Bray, Professor K. Southwood, Professor J. J. Pandit, Professor Z. Olszewska

Apologies: Professor A. R. Weidberg, Professor L. M. McDowell, Professor D. Martin, Professor M-S. Omri, Professor H. Skoda, Dr. K. Doornik, Professor G. Gottlob, Professor R. Ekins, Professor J. Obloj, Dr. G. Kantor, Professor B. Murnane

In attendance: Dr. E. Clewlow (Academic Dean), Ms. A. Bielby (Director of Development and Alumni Relations), Ms. D. Cripps

ACTION

AGENDA 'B'

1. Minutes and matters arising

The minutes of the meeting of Governing Body held on 20th January 2016 were **approved**.

2. Loan to the College

The Principal Bursar noted that at the end of 2015 Finance Committee had asked for the options for loans to the College to be investigated.

The Investment Officer presented the background to the College's endowment and its management, setting these in the context of the particularities of the current economic background. He highlighted the historically low UK official base rate, noting that such rates were unprecedented since the foundation of the Bank of England in 1694.

The Governing Body **agreed** that discussions should be progressed [] with a view to borrowing [] via a private placement, provided suitable terms could be negotiated, in order to fund investment [].

PRINCIPAL BURSAR

3. Northern Gateway

The Principal Bursar reported on the Northern Gateway project, noting the detailed investment report provided by Savills.

The Governing Body **agreed** that the Directors of Thomas White Oxford Ltd should:

- a) continue negotiations with Oxford City Council [];
- b) continue the process towards receiving outline planning consent for the site.

It was also **agreed** that the College should authorise a further investment [] into Thomas White Oxford Ltd to facilitate these activities.

PRINCIPAL BURSAR

4. Library and Study Centre

The Principal Bursar reported that tenders for the building of the Library and Study Centre had been received from three companies and noted that contracts would be issued for work to start in April.

The Governing Body **agreed** that the tender sum should not exceed [].

It was also **agreed** that work should proceed immediately on the necessary tree removals in the President's Garden and College garden.

The Principal Bursar would arrange a visit to see the new library at Magdalen College.

PRINCIPAL BURSAR

5. Global Philanthropic Positioning and Feasibility Study

The Founder's Fellow welcomed the Global Philanthropic report, noting that it was the first time the College had reliable data about the views of donors and alumni and that the report represented a major step forward. The Director of Development and Alumni Relations noted the report's suggestions for a number of campaigns and their associated timelines and asked for Governing Body's thoughts on the priorities for fundraising.

Copies of the full report were available for consultation in the Bursary and President's Office.

6. Auditorium report

The Acting Principal Bursar briefed Governing Body on the report on the refurbishment of the Auditorium and welcomed feedback on the options outlined. It was **agreed** to constitute an Auditorium Refurbishment Working Group which would report in to Domestic Committee.

ACTING PRINCIPAL BURSAR

7. Development and Alumni Relations Committee

The minutes of the meeting held on 20th January 2016 were received.

8. Educational Policy Committee

The minutes of the meeting held on 27th January 2016 were received.

The Senior Tutor briefed Governing Body on a Conference of Colleges consultation on the number and type of graduates the College was seeking to admit over the next five years. He also noted discussions with Christ Church and Merton College about a proposed change in the rule governing the eligibility of candidates for appointment to a Junior Research Fellowship and invited feedback.

The Governing Body congratulated Mr. Rostill on his appointment to a Fellowship at Trinity College and **agreed** that an appointment to a Supernumerary Teaching Fellowship in Law should be made from 1st October 2016.

The Governing Body also **agreed** that an appointment to a Stipendiary Lectureship in Philosophy should be made for one year from 1st October 2016.

Sabbatical leave was **agreed** for Professor Maini in Hilary Term 2017 and for Dr. Whistler in Hilary Term 2016.

SENIOR TUTOR

9. Domestic Committee

The minutes of the meeting held on 27th January 2016 were received.

The Governing Body **agreed** that twenty padded chairs and 120 non-padded chairs should be purchased [].

DOMESTIC BURSAR

10. Music & Visual Arts Committee

The minutes of the meeting held on 2nd February 2016 were received.

The Governing Body **agreed** that the frame of the Sir William Paddy portrait should be restored [] and that an infra-red reflectography and dendrochronology study of the portrait of a gentleman (previously identified as Sir William Cordell) by Cornelius de Zeeu should be undertaken []. It was noted that the work would be treated as a trial ahead of any other restoration work on the College's picture frames.

KEEPER OF THE PICTURES

11. General Purposes Committee

The minutes of the meeting held on 3rd February 2016 were received.

The Governing Body **agreed** that Professor McDowell should be elected to a three-year Emeritus Research Fellowship without membership of Governing Body from 1st October 2016.

It was also **agreed** that the 1st Week meeting of Governing Body in Trinity Term should be an informal meeting structured to allow discussion of the key issues raised by the Global Philanthropic Positioning and Feasibility Study.

The Acting Principal Bursar briefed Governing Body on the College's obligations for compliance with the 'Prevent' duty and it was **agreed** that:

- a) Dr Campbell and the Acting Principal Bursar, acting on behalf of the President, should meet the following College Officers and staff about the Prevent duty: Senior Tutor/Academic Dean, Domestic Bursar/Domestic and Conference Manager, Lodge Manager, IT Fellow, Chaplain, Senior Dean and Equality Officer;
- b) the College should continue to liaise with the Conference of Colleges on Prevent and participate in relevant training;
- c) the College recognised the tension between some of the duties, particularly between the need to have policies and procedures for approving external speakers and events and the need to protect academic freedom;
- d) mechanisms to resolve issues should be put in place by July 2016 to ensure the College was compliant by the end of August 2016.

The President reported that she had written to the Registrar and had received a reply that the decision [] remained confidential.

The Acting Principal Bursar briefed Governing Body on the review of the College's EJRA procedure. It was **agreed** that:

- a) *Timetable*
 - i. The broad constitution of an EJRA Review Panel together with specific names should be brought to the meeting of General Purposes Committee in 3rd Week in order to make a recommendation for membership of the Panel to Governing Body in 5th Week of Trinity Term 2016.
 - ii. The Review Panel should then convene and should make its own decision about the timetable for reporting, including consideration of the timetable of the University's review of its own EJRA policy.

b) *Process*

An EJRA Review Panel should be established, chaired by the President, with at least one external member (and one with expertise in University HR or administration, so as

to provide a broad coverage of issues such as equality, diversity and discrimination), and to include the Statutes Officer and two other Governing Body Fellows. This panel would receive specific legal advice in relation to employment from the team currently advising the Acting Principal Bursar.

c) *Remit of the EJRA Review Panel*

To review the EJRA policy in accordance with the By-law paying particular attention to the following:

- i. Are each of the reasons given in the By-law for having an EJRA policy still:
 - a. supported by evidence?
 - b. proportionate to the EJRA's aim?
 - c. a fair means of achieving the EJRA's aim?
- ii. What has been the impact of the EJRA policy and is there evidence as to whether the original aim of the EJRA policy is being achieved?
- iii. Should any reasons in the existing By-law be discounted in the light of evidence during the past five years?
- iv. Is there any evidence that there are new reasons for having an EJRA policy that might have emerged in the last five years?
- v. the need to co-ordinate with the University's review of its EJRA policy should be taken into account;
- vi. any other relevant considerations.

PRESIDENT and ACTING PRINCIPAL BURSAR

The Governing Body also **agreed** that Ms Sarah Jane Deaves (Geography, 1980) be appointed to Remuneration Committee with immediate effect.

PRESIDENT

In addition to the donations approved by the committee, a further donation [] to Salus Women to support the redevelopment of the Churchill Hospital's Surgical Unit was **agreed**.

12. Chapel and Patronage Committee

The minutes of the meeting held on 3rd February 2016 were received.

The Governing Body **agreed** to make a donation [] to St Michael's, Summertown, Oxford in support of the building of an extension.

FINANCE BURSAR

It was also **agreed** that the College did not wish to host one of the annual University sermons.

13. Remuneration Committee

The minutes of the meeting held on 8th February 2016 were received.

The Governing Body **agreed** to authorise the Finance Bursar to implement any national salary uplift negotiated during summer 2016 and apply the same uplift to allowances and other stipends in advance of a subsequent meeting of the committee.

FINANCE BURSAR

It was noted that proposals for the overall package for Junior Research Fellows and a recommendation regarding the stipend of the Music and Visual Arts Officer would be made to the Committee. It was noted that the latter stipend should be set without reference to any University stipend in receipt at the time or in the future.

PRESIDENT

14. Estates Committee

The minutes of the meeting held on 10th February 2016 were received.

The Governing Body **agreed** to transfer the remaining pieces of land at Pear Tree which were vested in the College to Thomas White Oxford Ltd.

The Acting Principal Bursar updated Governing Body on the outcome of the Upper Rowley hedge dispute. He agreed to prepare a briefing note.

He also briefed Governing Body on the Estates Budget for 2016/17. Governing Body **agreed** the budget and expressed its thanks to the College Accountant and Estates Manager for their detailed work.

ACTING PRINCIPAL BURSAR

15. Finance Committee

The minutes of the meeting held on 10th February 2016 were received.

The Finance Bursar reported on the consultation with members of the St John's College Staff Pension Fund which had taken place during December 2015 and January 2016. Active members had been sent four bulletins during the process, a set of worked examples and two sets of Questions and Answers. Two roadshows had also been held.

The Governing Body **agreed** the proposed changes to the Deed with effect from April 2016. It was also **agreed** that College should ask the Trustees to exercise their discretion to limit future increases to pension payments and deferment to CPI capped at five per cent. It was further **agreed** that the College would no longer permit employees to take benefits on a discretionary basis while remaining in full-time College employment and that this would be introduced on a phased basis.

ACTING PRINCIPAL BURSAR

16. Fellows Housing Committee

The minutes of the meeting held (by circulation of email) on 10th February 2016 were received.

The Governing Body **agreed** expenditure [] towards refurbishment [].

ACTING PRINCIPAL BURSAR

17. Conference of Colleges

The President noted that there would be a Binding Vote on the financial support arrangements for home and EU undergraduate students for 2017/18 at the meeting of the Conference of Colleges on 18th February 2016. It was **agreed** that the President would abstain.

PRESIDENT

18. Governing Body in 0th Week (Trinity Term)

It was **agreed** that the 0th Week meeting of Governing Body in Trinity Term would be held at 2.00 p.m.