

ST. JOHN'S COLLEGE

MINUTES

A Stated General Meeting of **GOVERNING BODY** was held on Wednesday 20th June 2017 at 2.00 p.m. in the Senior Common Room.

Present: The President, Professor S. J. Whittaker, Professor A. Grafen, Professor A. R. Weidberg, Professor A. J. Parker, Professor F. A. Armstrong, Professor S. Elston, Professor P. P. Craig, Professor M. Cannon, Professor W. Mattli, The Revd. Prof. W. Whyte, Professor R. M. Harding, Professor A. Wright, Professor A. Starinets, Professor J. Schnell, Professor T. Burt de Perera, Ms. S. Layburn, Professor M-S. Omri, Professor C. Newton, Professor R. Ekins, Dr. G. Kantor, Professor J. Bray, Professor K. Southwood, Professor Z. Olszewska, Professor C. Beem

Apologies: Professor C. J. K. Batty, Professor R. G. Compton, Dr. C Whistler, Professor P. P. Craig, Professor Z. Molnár, Professor K. Nation, Professor P. Maini, Professor H. Bouman, Professor N. P. Harberd, Professor H. Skoda, Professor P. R. Hayes, Professor A. Russell, Professor J. Obloj, Professor J. Stanyek, Professor Sir R. Collins, Dr. I. Klinke, Professor L. Pratt, Professor L. di Mare

In attendance: Dr. K. Doornik (Fellow for Equality), 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 24th May 2017 were **approved**.

2. Oxford North

The Principal Bursar briefed the Governing Body on the Thomas White Oxford Shareholders' Report on the Oxford North Project.

The planning strategy for the project was discussed and the Governing Body **agreed** in principle []. The Principal Bursar would report back to the 11th Week meeting of Governing Body.

PRINCIPAL BURSAR3. Study Centre

The Principal Bursar reported on progress with the building of the new Study Centre. It was now expected that the building would be ready to hand over on 5th March 2018 and that books would therefore need to be moved from the Library during the Easter Vacation. This would be planned so as to minimise disruption to students' revision plans.

It was noted that working hours would be extended from 10th July to 10th October to make most efficient use of the on-site crane. Concrete had been laid as a base for the crane and this would need to be broken up and removed from the site during the admissions period.

The Principal Bursar would provide a further update at the 11th Week meeting of Governing Body.

PRINCIPAL BURSAR4. Academic Services Committee

The minutes of the meeting held on 31st May 2017 were received.

The Governing Body **agreed** to purchase the Adlib database system and to employ temporary administrative support [] to catalogue the College's silver and painting collections to ensure that the College had complete and digitised records to support the insurer's requirements.

KEEPERS OF THE PICTURES and SILVER

The President noted that logistical support for concerts, exhibitions and the Artist-in-Residence would be considered further at the next Promotion of the Arts Committee, together with future plans for the Kendrew Concerts and Kendrew Music Assistant.

VICE-PRESIDENT

5. Research Committee

The minutes of the meeting held on 31st May 2017 were received.

The Fellow for Research noted that he welcomed ideas for improvements in how the College supported research and that the Committee had discussed a number of ideas.

The Governing Body **agreed** a 'Meeting of Minds' grant [] to Revd. Professor Whyte and Professor Nation for creating a Dyslexia Archive.

6. Remuneration Committee

The minutes of the meeting held on 6th June 2017 were received.

The Governing Body **agreed** that an increase in pay scales in line with the UCEA pay proposal of 1.7%, with slight enhancement at the lowest pay grades, or subsequent national agreement should be implemented by the College at the same time as the University decided to implement the increase. It was also **agreed** that the stipends of College Officers and the sums payable as College Allowances would be increased by the same percentage at that time.

FINANCE BURSAR

The Governing Body also **agreed** that the Acting President should receive a stipend [] for the period when the President was on sabbatical.

It was further **agreed** that the President's stipend should rise [] from 1st September 2017.

General Purposes Committee would be asked to consider whether further guidance might be offered to Remuneration Committee on the underlying principles for their recommendations. The Finance Bursar noted that a gender pay gap analysis was in progress and might also usefully be supplied to the relevant committees.

PRINCIPAL BURSAR and FINANCE BURSAR

7. Educational Policy Committee

The minutes of the meeting held on 7th June 2017 were received.

The Senior Tutor noted that a report on teaching arrangements for Medicine in the College from Professor Pandit would help inform size and shape discussions for the subject.

The Governing Body **agreed** to normalise the undergraduate medical intake to six students per year, noting that historically five or six students had been admitted per year.

It was also **agreed** that the College would offer a limited number of means-tested, competitive James bursaries with a similar application process to that for the Adams Bursary. The details of the scheme would be agreed in committee during Michaelmas Term and advertised to undergraduates in Hilary Term 2018.

It was **agreed** to elect Mr A. Halner to a Casberd Scholarship.

In addition sabbatical leave was **agreed** for Professor Stanyek in Hilary and Trinity Terms 2019.

SENIOR TUTOR and ACADEMIC DEAN

8. Fellows' Housing Committee

The minutes of the meeting held on 8th June 2017 were received.

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

PRINCIPAL BURSAR

9. Entertainments Committee

The minutes of the meeting held on 13th June 2017 were received.

The Governing Body **agreed** that the 2nd-year undergraduate dinner would be removed from the Calendar and all 2nd year undergraduates instead invited to the Sarah Holmes dinner in Hilary Term 2018, subject to consultation with Junior Members as early as possible in the next academic year. It was noted that some students who were on a year abroad during the second year may be offered the opportunity to attend the dinner the following year.

ACADEMIC DEAN and JCR PRESIDENT

The Senior Tutor reported that, after consultation with SCR staff, cruets would be removed after the main course and side plates would only be removed if bread rolls had been finished.

10. General Purposes Committee

The minutes of the meeting held on 14th June 2017 were received.

The Governing Body **elected** Rushanara Ali MP, Professor John Darwin, The Right Honorable Lord Justice Hamblen and The Right Honorable Lord Justice Lindblom to Honorary Fellowships from 20th June 2017.

PRESIDENT

The Vice-President encouraged Fellows to recommend possible candidates for Honorary Fellowship, particularly from under-represented groups, for the 'longlist'.

GOVERNING BODY

It was **agreed** that a Communications Working Group would be established to meet monthly to draw together staff working across departments, both to create a shared communications plan and to ensure that all communications reflected the College's priorities. The group would be chaired once a term by the Vice-President and would report to General Purposes Committee.

PRESIDENT'S EXECUTIVE OFFICER

The lists of College Officers and Committee members for 2017/18 were also **agreed**.

PRESIDENT

11. Michaelmas Term Calendar

Governing Body **approved** the Michaelmas Term Calendar.

12. Public Sector Equality Duty

The Governing Body noted that due regard had been taken during its discussions to equality considerations under the College's Public Sector Equality Duty.

13. Any other business

The President noted that she expected an appeal under the College's Fitness to Study procedure and asked for four volunteers for the panel.

GOVERNING BODY

The Governing Body congratulated Bernard Taylor DL, Honorary Fellow, on being appointed a CBE in the Queen's Birthday Honours List.

Congratulations were also offered to Christopher Wormald ((History, 1987) on the award of a knighthood and to Professor Katherine Blundell (OBE).

BELOW THE LINE ITEMS – TO NOTE

14. Conference of Colleges

The unconfirmed minutes of the meeting of the Conference of Colleges on 25th May 2017 were received.

The President drew Governing Body's attention to the update on actions taken on admissions after the recent ADEX report and to issues around information security.