

ST. JOHN'S COLLEGE

MINUTES

A meeting of **GOVERNING BODY** was held on Wednesday 23rd May 2018 at 2.00 p.m. in the Senior Common Room.

Present: The President, Professor A. Grafen, Professor A. R. Weidberg, Professor A. J. Parker, Professor F. A. Armstrong, Professor S. Elston, Professor C. Whistler, Professor P. P. Craig, Professor M. Cannon, Professor K. Nation, Professor P. Maini, Professor C. A. Larrington, The Revd. Professor W. Whyte, Professor A. Hills, Professor R. M. Harding, Professor H. Bouman, Professor N. P. Harberd, Professor J. Schnell, Professor T. Burt de Perera, Ms. S. Layburn, Professor M-S. Omri, Professor N. Lübecker, Professor C. Newton, Professor R. Ekins, Professor J. Obloj, Dr. G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor K. Southwood, Dr. I. Klinke, Professor L. Pratt, Professor L. di Mare, Professor G. Rose, Professor S. Kiefer, Professor N. Sugimura

Apologies: Professor S. J. Whittaker, Professor W. Mattli, Professor A. Starinets, Professor J. Bray, Professor C. Beem,

In attendance: Dr. K. Doornik, Dr. S. Campbell, Mr. R. Crow, Ms. D. Cripps

ACTION**AGENDA 'B'**1. Minutes and matters arising

The minutes of the meeting of Governing Body held on 25th April 2018 were **approved**.

2. Supernumerary Teaching Fellowship in French

The Governing Body **agreed** to appoint Dr. Gemma Tidman as Supernumerary Teaching Fellow in French from 1st October 2018.

SENIOR TUTOR3. Research Fellowships in the Sciences and Mathematics

The Senior Tutor reported that four Fellowships in the Sciences and Mathematics were available, with one post currently filled. Governing Body **agreed** to elect up to three more Fellowships during this year's election round.

SENIOR TUTOR4. Elections to North Senior and Beeston Scholarships

The Fellow for Graduates reported on the North Senior and Beeston Scholarships 2018.

The Governing Body **approved** the award of North Senior Scholarships to Emma Howard (DPhil Geography and the Environment) and Sebastian East (DPhil Engineering).

FELLOW FOR GRADUDATES5. General Purposes Committee

The minutes of the meeting held on 9th May 2018 were received.

The President summarised the Academic Structures Review report and its recommendations, explaining the clarifications made to the Vice-Presidential structure following discussions at Governing Body and subsequently at General Purposes Committee.

The Governing Body **agreed**, after a vote with 25 in support, 4 against and 6 abstentions, to appoint a full-time Senior Tutor to take forward a revised academic structure and a Vice-President (Domus) and Vice-President (Academic). The role description for the Senior Tutor

would be discussed further at the next meeting of the General Purposes Committee, taking into account the points raised during the meeting.

PRESIDENT

The Governing Body **agreed** to renew the Fellowships of Professor C. J. K. Batty, Professor R. G. Compton, Professor S. J. Whittaker, Professor A. E. Hills and Professor R. M. Harding from 1st October 2018 for a period of seven years or until retirement, whichever was sooner. It was also **agreed** to renew the Emeritus Research Fellowship of Professor M. Freedland from 1st October 2018 for a third and final period of three years.

It was also **agreed** to support half the cost of a football tour to Florence [] without requiring the members to participate in an outreach talk as part of the tour.

SPORTS FELLOW

The Principal Bursar briefed Governing Body on the need to start work on the refurbishment of St Giles House immediately, after the failure of the building's central heating pipework. He explained the scale of the works and noted that the advice of a heritage consultant had been taken. The refurbishment was **agreed** []. The Principal Bursar would liaise with the Ashmolean Museum on the storage of the picture collection in St Giles House. He noted that the cellars might also need to be cleared.

PRINCIPAL BURSAR

6. Educational Policy Committee

The minutes of the meeting held on 2nd May 2018 were received.

The Governing Body **agreed** the following changes to the arrangements for the award of the James Scholarships, after two years of the scheme's operation:

- (i) Candidates (who should have been eligible for, applied to and rejected from Reach) would in future be asked to apply directly to the College rather than via the Reach Scholarship application process, although the arrangements in place would not permit the College to offer a James scholarship to a candidate still under consideration for a Reach Scholarship.
- (ii) Depending on the quality and financial situation of candidates, the College would be permitted to use the funding more flexibly so as to make one or more full or partial awards.
- (iii) Priority would be given to Mathematics except that if no suitable candidates applied then applicants in other STEM subjects would be considered.

The Senior Tutor highlighted the Fereday Fellowships and invited Governing Body's ideas for using the funds most appropriately, consistent with the terms of the existing statute.

He also noted a change to the terms of the Pisa exchange scheme and reported that he was in further discussions with the Scuola Normale.

7. Promotion of the Arts Committee

The minutes of the meeting held on 9th May 2018 were received.

The Governing Body **agreed** to the purchase of a digital stage piano for use in the Barn [].

MUSIC & VISUAL ARTS OFFICER

It was also **agreed** to ask Domestic Committee to approve the purchase of 60 new chairs for the Barn, subject to the approval of the Bursar.

The College's desire to use its facilities to the full and to have a significant arts presence was noted, whilst also giving priority to College events for the use of the Auditorium during term time. Domestic Committee would discuss the issue further in Michaelmas Term.

DOMESTIC & ESTABLISHMENT BURSAR

The Governing Body also **agreed** to support the World's Music at St John's series [] and the Alternative Orchestra at St John's [] in 2018/19.

MUSIC & VISUAL ARTS OFFICER

It was noted that Colin Carr's final concert would be held on Sunday 25th November.

8. Finance Committee

The minutes of the meeting held on 16th May 2018 were received.

The Principal Bursar updated Governing Body on the range of options available for Oxford North and Thomas White Oxford. He noted the opportunity to explore the possibilities through some informal presentation sessions. There would be further reports at the 9th Week meeting of Governing Body. It was **agreed** to allocate further funds [] to the project and to continue work [].

Governing Body also **agreed** to commit [] to CAPE IV and to maintain its existing stake as lead investor in Optellum [].

PRINCIPAL BURSAR

The Finance Bursar presented an update and information pack on developments regarding the future of the USS pension scheme to provide Governing Body with background information to inform their role as Charity Trustees. General Purposes Committee would further consider the issues in 8th Week.

PRESIDENT

The Finance Bursar highlighted the College's Gender Pay Gap report. It was **agreed** to put additional narrative on the website to accompany the data.

The Governing Body **agreed** the 2018/19 budgets.

FINANCE BURSAR

The Principal Bursar noted the fees [] the College would incur in relation to the ongoing EJRA case.

9. Estates Committee

The minutes of the meeting held on 16th May 2018 were received.

The Principal Bursar noted the withdrawal of a College house from the Fellows' Housing scheme and its possible future use.

The Keeper of Bagley Wood updated Governing Body on plans to open up the wood to permissive access at the end of October 2018.

10. General Data Protection Regulation (GDPR)

The Data Protection Officer reported on preparations for the GDPR which would come into force on 25th May.

He noted that all members of Governing Body were required to complete the University's online information security course. He also highlighted the need to report any data protection issues immediately, given the shorter deadlines for response.

Governing Body **agreed** the following documents: Data Protection Policy; Data Protection Breach Policy; the classification and handling rules for the three types of information (highly

protected, protected and public); the Privacy Notice and Record of Processing Activity (ROPA) for each of the main types of information held by College (archives, alumni, conferences and events, finance, commercial and related administration, IT, security, staff, staff applicants, students, student applicants/prospective students and website); a Data Sharing Table relating to these Privacy Notices; and a revised CCTV Policy.

The information would be available on the College's website at:

<https://www.sjc.ox.ac.uk/discover/about-college/legal/college-policies/gdpr-framework>.

The policies would be reviewed annually, beginning in Hilary Term 2019.

Governing Body also **agreed** that the Archivist, working with College Officers, would review and update data retention schedules over the Long Vacation for consideration in Michaelmas Term 2018.

It was **agreed** to withdraw the Data Protection and Cookies Policy and to link the Data Sharing – *Prevent* Policy to the new Data Protection Policy.

DATA PROTECTION OFFICER

The Governing Body thanked Professor Ekins for all his work on GDPR.

11. College Vision 2018–2022

The President introduced a draft College Vision for the next four years. She had received input from Fellows, some staff and some key alumni and asked for any comments to be sent to the President's Office. A revised version would be prepared and key objectives identified for implementation from Michaelmas Term.

GOVERNING BODY

12. Any other business

The Governing Body congratulated Professor Kwiatkowski on his election as Fellow of the Royal Society and Professor Compton on being awarded the Royal Society of Chemistry's Robert Boyle Prize for Analytical Science.

The President thanked Professor Murnane, Dr Campbell and all previous Tutors for Access and Admissions on the College's encouraging data in the University's first Annual Admissions Statistical Report, noting that there was still much more to do. She also thanked the communications team for informing donors and alumni ahead of the report's launch.

BELOW THE LINE ITEMS – TO NOTE

13. Development and Alumni Relations Committee

The minutes of the meeting held on 25th April 2018 were received.

14. Domestic Committee

The minutes of the meeting held on 2nd May 2018 were received.