

## ST. JOHN'S COLLEGE

**MINUTES**

A Stated General Meeting of **GOVERNING BODY** was held on Tuesday 25<sup>th</sup> June 2019 at 2.00 p.m. in the Senior Common Room.

**Present:** The President, Professor C. J. K. Batty, Professor S. J. Whittaker, Professor A. Grafen, Professor A. R. Weidberg, Professor A. J. Parker, Professor F. A. Armstrong, Professor S. Elston, Professor L. Tarassenko, Professor Z. Molnár, Professor K. Nation, Professor W. Mattli, Professor P. Maini, Professor A. Hills, Professor R. M. Harding, Professor N. P. Harberd, Ms. S. Layburn, Professor M-S. Omri, Professor H. Skoda, Professor N. Lübecker, Professor P. R. Hayes, Professor J. Obloj, Dr. G. Kantor, Professor K. Southwood, Dr. I. Klinke, Professor C. Beem, Professor S. Kiefer, Professor N. Sugimura, Professor R. Slater, Mr R. Crow

**Apologies:** Professor R. G. Compton, Professor P. P. Craig, Professor C. A. Larrington, Professor H. Bouman, Professor A. Wright, Professor C. Newton, Professor G. Gottlob, Professor B. Murnane, Professor J. Bray, Professor J. J. Pandit, Professor Z. Olszewska, Professor Sir R. Collins, Professor L. Pratt, Professor G. Rose, Professor S. Toussaert, Professor A. Srinivasan

**In attendance:** Dr. S. Campbell, Dr M. Nicholls, Ms. D. Cripps

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

The minutes of the meeting of Governing Body held on 29<sup>th</sup> May 2019 were **approved**.

2. Academic Services Committee

The minutes of the meeting held on 5<sup>th</sup> June 2019 were received.

The Governing Body **agreed** that a team, consisting of the IT Fellow and the Senior IT Officer, would agree a priority list of IT projects in College.

**IT FELLOW**

It was noted that a priority list for booking rooms such as the Study Centre Seminar Room would also be helpful.

**PRESIDENT, FELLOW LIBRARIAN**3. Research Committee

The minutes of the meeting held on 5<sup>th</sup> June 2019 were received.

The Governing Body **agreed** to award Professor Southwood a grant [ ] for an interdisciplinary project, 'Death imagined: the afterlives of ancient underworlds'.

The following grants were also **agreed**:

- a) a Medium-Size grant [ ] to Professor Pandit to contribute to travel and accommodation costs of collaborators in the development of a Masters programme in Safety and Quality in Healthcare which would be accessible to UK medical graduates;
- b) a Visiting Researcher grant [ ] to Dr. Kantor to cover accommodation and dining rights for Professor Balmaceda, Professor of Ancient History, Pontificia Universidad Catolica de Chile, during Michaelmas Term 2019.

In addition, it was **agreed** to increase the upper limit of Large and Meeting of Minds grants [ ].

**FELLOW FOR RESEARCH**

4. Health and Safety Committee

The minutes of the meeting held on 5<sup>th</sup> June 2019 were received.

The Governing Body **agreed** that meetings of the Health and Safety Committee should be biannual, taking place each Michaelmas and Trinity Terms.

**SAFETY OFFICER**

5. Remuneration Committee

The minutes of the meeting held on 11<sup>th</sup> June 2019 were received.

The Governing Body **agreed** that Professor Sobey should receive a stipend [] for covering the Pinkernes' duties during 2019/20.

It was **agreed** that, during the Principal Bursar's sabbatical leave in Michaelmas Term 2019, the stipend would be split 50:50 between Professor Parker and Professor Elston, Acting Principal Bursar.

It was also **agreed** that, in the absence of a Home Bursar, the roles of Domestic and Establishment Bursar should be filled [].

In recognition of the significant responsibilities of the post of Fellow for Access, it was **agreed** that the stipend should be increased [] and that the stipend for the role of Fellow for Admissions should be decreased [], leaving the overall stipend at the same level but in recognition of the differing workloads.

The role of Keeper of the Pictures, Silver and Vestments would be combined and would be shared between two Fellows in 2019/20 [].

The role of Prevent Co-ordinator would receive a stipend [].

It was **agreed** that an increase in pay scales in line with a UCEA pay proposal 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**

6. Entertainments Committee

The minutes of the meeting held on 12<sup>th</sup> June 2019 were received.

The President reported that the College calendar of events for 2019/20 had been discussed with regard to date clashes with religious festivals. The committee had agreed, in consultation with Equality Committee, the following statement:

‘As an inclusive college community, we support and encourage the integration of students and staff from all backgrounds. We endeavour to accommodate special needs, including religious observances, to the best of our ability, respecting all.’

The President noted that Fellows' attendance at College events had declined. It was suggested that a survey of views about dining and College events more generally might be useful, with input also from Junior Members.

**PRESIDENT, SENIOR TUTOR**

The Governing Body **agreed** that Junior Members should be consulted about the continuation of the Second-Year Dinner and the Scholars' Dinner via Domestic Committee in Michaelmas Term.

**ACTING PRINCIPAL BURSAR**

## 7. Educational Policy Committee

The minutes of the meeting held on 12<sup>th</sup> June 2019 were received.

The Governing Body **agreed** that the current arrangements for teaching in medicine be continued and that an appointment be made to the post of Clinical Teaching Associate, who should be offered an entertainment allowance as a benefit of the post.

It was also **agreed** that the College should bid for association with an Associate Professorship in Psychology.

### **SENIOR TUTOR**

The aims of the University's new access initiatives were welcomed, whilst noting that there were significant procedural issues still to be resolved and some concerns to be addressed about the need for the College to be in a position to maintain its academic standards. It was **agreed** that the College would support the initiative by taking part in the first year of the Bridging Programme. It was also agreed that an aspirational target rather than a quota should be set.

### **FELLOW FOR ACCESS and OUTREACH**

It was **agreed** that the value of the North and Beeston Scholarships would be increased with immediate effect to £1,000 per annum, for both new and existing scholars.

### **SENIOR TUTOR**

It was **agreed** that the existing process for non-JRF Early Career Fellowships, whereby appointments were made from a gathered field of Early Career Fellows in the Humanities, should continue.

### **VICE-PRESIDENT (ACADEMIC), SENIOR TUTOR**

It was **agreed** that a grant [] should be offered to the Group for European Geopolitical Studies, to enable continuation of the project through a series of activities due to take place during 2019/20.

It was also **agreed** that Research Committee would consider whether a scheme might be established to enable graduate students of the College to apply for funding towards the cost of similar schemes.

### **FELLOW FOR RESEARCH**

The Senior Tutor reported that the Size and Shape exercise had restarted with a view to completing the remaining subject meetings during 2019/20.

## 8. General Purposes Committee

The minutes of the meeting held on 19<sup>th</sup> June 2019 were received.

The Governing Body **elected** Professor M. Davies to an Emeritus Research Fellowship from 1<sup>st</sup> October 2019 for an initial period of three years.

It was **agreed** that the Fellowships of Professor Molnár, Professor Wright and Professor Southwood should be renewed from 1<sup>st</sup> October 2019 for a period of seven years or until retirement, whichever was sooner.

The Finance Bursar summarised her paper on the range of issues facing USS and reminded members of Governing Body that, as they were all members of USS, they were potentially conflicted in taking decisions about the scheme and that, when considering any matter as the Governing Body of the College, members were acting as charity trustees and had a legal duty to act only in the best interests of the charity.

It was **agreed** that the College would:

- a) approach other colleges to obtain advice on the legality of any rule changes and how they might be restrictive, and on the form of question to ask;
- b) following that advice, write to the Trustee and/or UUK to request details about any proposed changes to the withdrawal rules.

#### **PRINCIPAL BURSAR/FINANCE BURSAR**

The Committee had discussed a paper on an ethical investment policy and the President noted the revised version of the proposal.

The Governing Body **agreed** that:

- a) a Working Group should be set up over Michaelmas Term 2019 and Hilary Term 2020 to consider the ethical issues facing the College, specifically on investments but also on wider issues, taking account of the College's legal obligations;
- b) this would be chaired by the President and would include at least four further members of Governing Body and the Finance Bursar (ex officio); the group would also consider whether to include an Honorary Fellow in its membership;
- c) the group would present its terms of reference and membership for approval by Governing Body during Michaelmas Term 2019 and report at the beginning of Trinity Term 2020.

The President asked for interested Fellows to write to her about being on the Working Group.

#### **PRESIDENT**

It was also **agreed** to make one-off payments to a number of staff in recognition of their additional responsibilities within the Bursary's operations [].

#### **PRINCIPAL BURSAR**

The Director of Development and Alumni Relations had revised the plan for donor recognition in the new Library and Study Centre. It was **agreed** that:

- a) all £100k+ major donors to the Library & Study Centre and the Tutor Rooms would be listed in the portico by date of donation;
- b) £1k+ donors to the Library and Study Centre would be listed in a separate space within the building (probably to the left of the entrance in the portico) with all donors to the Tutor Rooms listed in those rooms.
- c) The President's Circle would be created, with life membership for donors at various levels of giving. The benefits would be worked out in more detail.

#### **DIRECTOR OF DEVELOPMENT & ALUMNI RELATIONS**

The President noted the difficulties of filling all College Officerships for the next academic year and highlighted a range of ideas for ameliorating the situation in a joint paper she had written with the Principal Bursar: a number of roles would be shared and, over time, the College's professional staff would be further empowered, whilst maintaining academic oversight. The President encouraged Fellows to engage more fully with all aspects of college life including both social and formal duties, such as attendance at Governing Body and committees. She also noted that Remunerations Committee had asked for a paper on workloads and welfare.

The finalised lists of College Officers and of Committee members for 2019/20 were **agreed**.

The President noted the EJRA Annual Report.

It was **agreed** that a contribution to the course fees [], would be made from the Higby Trust.

**SENIOR TUTOR**

9. Oxford North

The Principal Bursar updated the Governing Body on further discussions with the City Council on the number of housing units for the Oxford North site.

**PRINCIPAL BURSAR**

10. College Contribution Scheme

The President updated Governing Body on the final proposal for a successor scheme to the current College Contribution Scheme. There was some concern that the new scheme might still be rather fluid, with reference to the need for a further enquiry.

With the proviso that there should not be immediate recourse back to the funding colleges for another scheme, it was **agreed** to support the proposal.

**PRESIDENT**

The Governing Body thanked the President for her work on the College's behalf in this matter.

11. EJRA

The President reported that an appeal against the decision of the recent employment tribunal had not yet been made but that the deadline for doing so was 26<sup>th</sup> June. She would make a final report at the next meeting of Governing Body.

She also reported the University's decision [] in a case that had also been considered by the College EJRA Panel. [] could, if he wished, make a further request to College by 30<sup>th</sup> September 2019.

**PRESIDENT**

12. Michaelmas Term Calendar

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

13. Any other business

The Keeper of Bagley Wood reported on an award for forestry that would become public in mid July. Governing Body offered its congratulations to all the team at Bagley Wood.

**KEEPER OF BAGLEY WOOD**

The Governing Body also offered its congratulations to Honorary Fellow Nigel Carrington on the award of a knighthood for services to Higher Education and the Creative Industries in the Queen's Birthday Honours List 2019.

**BELOW THE LINE ITEMS – TO NOTE**

14. College Strategic Plan 2019–2022

The President thanked all contributors to the final version of the *College Strategic Plan, 2019–2022*. The plan, without the specific objectives, would be posted on the College website and would be reviewed in Trinity Term 2020.

**PRESIDENT, HEAD OF COMMUNICATIONS**

15. Conference of Colleges

The unconfirmed minutes of the meeting of the Conference of Colleges on 30<sup>th</sup> May 2019 were received.