

## ST. JOHN'S COLLEGE

## MINUTES

A Stated General Meeting of **GOVERNING BODY** was held on Wednesday 17<sup>th</sup> February 2021 at 2.00 p.m. remotely via Microsoft Teams.

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 C. Whistler, Professor Z. Molnár, Professor M. Cannon, Professor K. Nation, Professor P. Maini, Professor C. A. Larrington, The Revd. Prof. W. Whyte, Professor D. Martin, Professor A. Hills, Professor R. M. Harding, Professor H. Bouman, Professor N. P. Harberd, Professor A. Wright, Professor A. Starinets, Professor J. Schnell, Professor T. Burt de Perera, Ms. S. Layburn, Professor M. Omri, Professor N. Lübecker, Professor P. R. Hayes, Professor C. Newton, Professor J. Obloj, Dr. G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor J. Bray, Professor K. Southwood, Professor C. Beem, Professor L. di Mare, Professor G. Rose, Professor S. Kiefer, Professor N. Sugimura, Professor S. Toussaert, Professor R. Slater, Mr R. Crow, Professor S. White, Professor E. Greensmith, Professor B. McFarlane, Dr. M. Nicholls, Professor N. Jones

Apologies: Professor R. G. Compton, Professor A. Russell, Professor H. Skoda, Professor G. Gottlob, Professor Sir. R. Collins, Professor E. Wonnacott,

In attendance: Dr. S. Campbell, Dr. K. Doornik, Mrs E. Marston, Ms. D. Cripps

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

The minutes of the meeting of Governing Body held on 2<sup>nd</sup> December 2020 were **approved** with one amendment.

In matters arising, it was agreed that the President's Office would keep a record of Fellows who had recorded their conflict of interest with regard to Fellows' housing. Conflicted Fellows would remove themselves for any discussion or recommendations related to housing at this and future meetings. It was **agreed** that for the discussions at this meeting the conflict of interest for item 5 affected both currently housed Fellows and those eligible for the benefit.

**GOVERNING BODY/PRESIDENT'S EXEC. OFFICER**2. President's Update

The President reported on the background to an incident that had been reported in the press.

She also updated Governing Body on a matter relating to a student. It was noted that the College had no jurisdiction over behaviour in properties that it did not own, despite any external pressure that might be applied.

3. Supernumerary Teaching Fellowship in Law

Mr Jordan English was elected to a Supernumerary Teaching Fellowship in Law with effect from 1<sup>st</sup> October 2021.

4. Supernumerary Teaching Fellowship in Mathematics

Ms. Jane Coons was elected to a Supernumerary Teaching Fellowship in Mathematics with effect from 1<sup>st</sup> October 2021.

## 5. Remuneration Committee

The minutes of the meeting held on 19<sup>th</sup> January 2021 were received.

The President and Finance Bursar updated Governing Body on legal advice received to date relating to both the Hart-Synnot scheme and the part-purchase scheme. Whilst it might not be possible to share the full advice, summaries would be provided. The Finance Bursar also noted that advice on housing-related issues for Heads of House had now been received.

Conflicted Fellows withdrew from the meeting.

The Governing Body **agreed** that there should be full mitigation of tax charges in 2021/22 to Fellows affected by the change in HMRC's rules, if possible by a PAYE settlement agreement (PSA) []. In addition, it was **agreed** that notice periods to vacate a College property under the Hart-Synnot scheme would be relaxed in the tax years 2021/22 and 2022/23 by giving notice on 31<sup>st</sup> March 2021 or 31<sup>st</sup> March 2022 and specifying a vacation date within that tax year, subject to final legal advice.

### **FINANCE BURSAR**

The President noted Remuneration Committee's wished to be as fully informed as possible of Fellows' views. It was therefore **agreed** to undertake an anonymised survey of Fellows to understand the range of opinions. The President also invited Fellows to write directly to her if they preferred.

### **PRESIDENT'S EXEC. OFFICER**

It was **agreed** to award an additional duties allowance [] to the Welfare Dean in recognition of her extra work on student welfare during the pandemic.

### **FINANCE BURSAR**

It was also **agreed** to set a salary range [] for the next President.

It was noted that members of Remuneration Committee, who were all external to the College, were covered by the College's officers and trustees' liability insurance.

## 6. Educational Policy Committee

The minutes of the meeting held on 27<sup>th</sup> January 2021 were received.

The Governing Body **agreed** to establish a Working Group on ECRs, whose membership would include representation from both JRFs and STFs, to undertake further work and consultation on the 'Size and shape' report concerning ECRs. It was **agreed** to have a separate meeting of Governing Body to discuss the report in detail.

It was **agreed** to enter into an agreement with a number of other colleges by taking a three-hour share of a Stipendiary Lectureship in Russian for two years in the first instance with effect from 1<sup>st</sup> October 2021.

It was **agreed** that the salaries of the lecteur/lectrice and lector should be increased [].

It was **agreed** to grant Professor Nation one year's teaching remission with effect from 1<sup>st</sup> October 2021.

Sabbatical leave was **agreed** for Professor Compton (for Trinity Term 2021 and Hilary Term 2023).

It was also **agreed** that students gaining First Class results in University examinations ordinarily sat during Trinity Term but postponed until Michaelmas Term 2020 on account of the pandemic should be awarded a scholarship with effect from Michaelmas Term 2020 (i.e. as would have been the case during an ordinary year).

## 7. General Purposes Committee

The minutes of the meeting held on 3<sup>rd</sup> February 2021 were received.

The Governing Body **agreed** to renew the Fellowships of Professor M. Cannon, Professor C. Larrington, Professor T. Burt de Perera and Professor C. Beem from 1<sup>st</sup> October 2021 for a period of seven years or until retirement, whichever was sooner.

The Governing Body **elected** Professor C. Batty to an Emeritus Research Fellowship for three years from 1<sup>st</sup> April 2021.

Revd. Dr. E. Carmichael was also **elected** to an Emeritus Research Fellowship for a fourth three-year period from 1<sup>st</sup> October 2020.

The President thanked Fellows for their nominations for Honorary Fellowship. It was **agreed** that four candidates would be invited to accept an Honorary Fellowship from the College. A watch list to monitor potential candidates for Honorary Fellowship at earlier stages in their careers would be created.

It was **agreed** that a counsellor should be engaged for one session per week, with time allotted to staff welfare but with the potential for ‘unfilled’ slots to be available to Junior Members.

It was **agreed** to purchase a collection of Robert Graves’ papers [] to add to the College’s existing substantial collection, subject to clarification of any outstanding issues of ownership and of the legal status of the Robert Graves Trust.

### **PRESIDENT/DEPUTY BURSAR**

It was **agreed** to ask a group of Fellows, including the Fellow for Equality, to consider whether the College should offer either a loan or one-off payment to cover the NHS fee for Junior Research Fellow and Supernumerary Teaching Fellow appointments of over two years.

The President commended the Equality Report for 2019/20.

## 8. Finance and Estates Committee

The minutes of the meeting held on 10<sup>th</sup> February 2021 were received.

The Deputy Bursar updated the Governing Body on a number of estates-related matters.

The Governing Body **agreed** the purchase of an electric vehicle at Bagley Wood [].

The Strategic Projects Officer reported that some of the surveys for the Library phase 3 project could be brought forward and would improve the price of the next stage of the project. A budget adjustment to the first stage tender [] was **agreed**.

### **STRATEGIC PROJECTS OFFICER**

The President updated Governing Body on progress in the review of the College’s investments from an environmental, social and governance perspective. A further update, on tobacco specifically, would be provided to the next meeting of the Governing Body.

### **PRESIDENT**

The Strategic Projects Officer updated the Governing Body on the latest developments in the Oxford North project. An additional meeting of Governing Body would be scheduled for the start of Trinity Term to allow discussion of all issues related to the project with a particular focus on environment, social and governance considerations.

The Governing Body **agreed** an English Limited Partnership as the most likely investment arrangement for the project, subject to further legal advice.

### **STRATEGIC PROJECTS OFFICER**

The Governing Body reviewed the governance structure of TWO and the College's mechanism of control as the sole shareholder. The Strategic Projects Officer detailed the proposal to change the membership of the board with an expansion to include representatives of the College. He explained the skills required for both the executive and non-executive director roles, noting that the President would bring forward a proposal for the College's representation on the board of TWO.

**PRESIDENT**

The Finance Bursar noted the update on USS matters and the need to keep developments under close review, especially noting that the University's funds were now designated as restricted and were not part of the covenant.

**FINANCE BURSAR**

9. Research Committee

The minutes of the meeting held by email circulation were received.

The Governing Body agreed to extend the St John's and the Colonial Past project until 31<sup>st</sup> August 2022 [].

**FELLOW FOR RESEARCH**

10. Casberd Scholarship

The Governing Body **agreed** to elect Georgina Cockburn to a Casberd Scholarship.

**SENIOR TUTOR**

11. Any other business

The Governing Body expressed its thanks to Professor Elston for his role as Deputy Bursar over the past year.

**BELOW THE LINE ITEMS – TO NOTE**

12. Investment Advisory Group

The minutes of the meeting held on 18<sup>th</sup> January 2021 were received.

13. Conference of Colleges

The unconfirmed minutes of the meeting of the Conference of Colleges on 8<sup>th</sup> December 2020 were received.