

ST. JOHN'S COLLEGE

**MINUTES**

A Stated General Meeting of **GOVERNING BODY** was held on Wednesday 9<sup>th</sup> March 2022 at 2.00 p.m remotely via Microsoft Teams.

Present: The President, Professor S. J. Whittaker, Professor M. Cannon, Professor K. Nation, Professor C. A. Larrington, The Revd. Professor W. Whyte, Professor A. Hills, Professor R. M. Harding, Professor N. P. Harberd, Professor S. R. Myers, Professor A. Wright, Professor J. Schnell, Professor T. Burt de Perera, Professor M-S. Omri, Professor C. Newton, Professor R. Ekins, Professor J. Obloj, Dr G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor J. Bray, Professor K. Southwood, Professor Z. Olszewska, Professor I. Klinke, Professor L. Pratt, 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 E. Wonnacott, Dr M. Nicholls, Professor N. K. Jones, Ms Z. Hancock, Dr. S. Campbell, Dr. K. Doornik, Professor B. Stevenson

Apologies: Professor R. G. Compton, Professor C. Whistler, Professor Z. Molnár, Professor P. K. Maini, Professor H. Bouman, Professor A. Starinets, Professor H. Skoda, Professor A. Russell, Professor G. Gottlob, Professor J.J. Pandit, Professor Sir R. Collins

In attendance: Ms. D. Cripps

**AGENDA 'B'**

**ACTION**

1. Minutes and matters arising

The minutes of the meeting of Governing Body held on 16<sup>th</sup> February 2022 were **approved**.

The President drew Governing Body's attention to the issues currently being discussed by the Conference of Colleges, including colleges' duty of care and fitness to study policy.

The Principal Bursar notified Governing Body that the joint venture agreement with Cadillac Fairview and Stanhope had been signed on 8<sup>th</sup> March. [ ] She also noted some further issues arising from the recent review of financial processes in the Bursary.

2. Election to Official Fellowship in Psychology

Professor Laurence Hunt was elected as Official Fellow and Tutor in Psychology, with membership of Governing Body, with effect from 1<sup>st</sup> October 2022.

**PRESIDENT**

3. Elections to Honorary Fellowships

The Governing Body elected Professor Sarah-Jayne Blakemore, Professor Elleke Boehmer, Dr David Flood, Sir Michael Jacobs, Sir John Kingman and Professor Pratap Bhanu Mehta to Honorary Fellowships.

**PRESIDENT**

4. Development and Alumni Relations Committee

The minutes of the meeting held on 15<sup>th</sup> February 2022 were received.

The Governing Body **agreed** that a donation of unlisted shares to support the Global Jet Watch programme led by Professor Katherine Blundell should be accepted. It was noted that the risk in doing so was low and that the funding would be used for a core academic purpose. Detailed annual reports would be provided, covering academic and outreach activities alongside expenditure.

#### **PRINCIPAL BURSAR and DEVELOPMENT DIRECTOR**

##### 5. Academic Services Committee

The minutes of the meeting held on 23<sup>rd</sup> February 2022 were received.

The Governing Body **agreed** that:

- a) the academic files of former students should be retained by the College Office and stored in 15 St Giles for six years after completion of course, this being the period in which a student could bring a claim against the College, and being in line with the general approach to retention adopted by the University; after six years, the files should be weeded according to recommendation b) below and custody assigned to the College Archivist;
- b) the College Archivist and Academic Administrator should explore a range of options for the future storage of student files, to include obtaining an estimate of the costs of digitizing historical files, with a view to providing a summary of findings and further recommendations at the meeting in Trinity Term;
- c) information to be retained on a permanent basis should consist of:
  - personal information and information on course details;
  - records of academic disciplinary processes (to be anonymised);
  - Student Study Support plans (to be anonymised).

#### **ACADEMIC ADMINISTRATOR and ARCHIVIST**

It was also **agreed** to extend the Resource Description Librarian's contract until October 2023.

##### 6. Domestic and Establishment Committee

The minutes of the meeting held on 23<sup>rd</sup> February 2022 were received.

The Principal Bursar reported that there was now a full staff complement at the Bainton Road Nursery, a waiting list for children wishing to join, and that a parents' group had been established. The Governing Body thanked the Domestic Bursar for his work with the nursery.

The Governing Body **approved** the Smoking Policy, Nursing Mothers' Breastfeeding Policy and Room Booking Policy. It was noted that booking contracts for conferences and external events would be treated as a procedure and would therefore no longer be treated as a policy. There would now also be an Annual Security Review, presented to the Committee in Trinity Term.

It was **agreed** to establish College closure dates in line with the published University closure dates.

**PRINCIPAL BURSAR**

7. Educational Policy Committee

The minutes of the meeting held on 2<sup>nd</sup> March 2022 were received.

The Governing Body **agreed** that a permanent twelve-hour Stipendiary Lectureship in Classical Languages should be created, to be shared with Somerville College (which would be recharged for five hours) and that the post would be offered to Dr M. Hosty with effect from 1<sup>st</sup> October 2022.

It was **agreed** that the Junior Research Fellowship of Dr Marco Cappelletti should be extended for a fourth and final period of one year, from 1<sup>st</sup> October 2022.

It was also **agreed** that, subject to the satisfactory completion of negotiations with the Collegio Borromeo, the Pavia Exchange Scheme would be established from the 2022/23 academic year.

**SENIOR TUTOR**

Sabbatical leave for Professor Greensmith was **agreed** (Trinity Term 2023).

8. Research Committee

The minutes of the meeting held on 2<sup>nd</sup> March 2022 were received.

The Governing Body **agreed** two changes to the Visiting Researcher grant scheme (to increase the dining provision for visiting researchers and to remove the stated maximum for reimbursement of external accommodation costs). It was noted that accommodation for families of short-term visiting researchers was difficult to find and that the Domestic Bursar would look into the issue.

**PRINCIPAL BURSAR, FELLOW FOR RESEARCH**

9. Trinity Term 2022 Calendar

The Calendar was **approved**.

10. Any other business

The Governing Body noted their deep concern for fellow academics in Ukraine and Russia and for members of College affected by the current conflict.

The President reported that Governing Body meetings would return to being in person from the start of Trinity Term. Professor Dame Sue Black would attend the 0<sup>th</sup> Week meeting.

**BELOW THE LINE ITEMS – TO NOTE**

11. Promotion of the Arts Committee

The minutes of the meeting held on 2<sup>nd</sup> March 2022 by email circulation were received.

12. Development Board

The minutes of the meeting held on 23<sup>rd</sup> November 2021 were received.

13. Conference of Colleges

The unconfirmed minutes of the meeting of the Conference of Colleges on 17<sup>th</sup> February 2022 were received.