

ST. JOHN'S COLLEGE

**MINUTES**

A meeting of **GOVERNING BODY** was held on Wednesday 3<sup>rd</sup> December 2014 at 2.00 p.m. in the Senior Common Room.

Present: The President, Professor J.C.G. Pitcher, Professor K. P. Tod, Professor C. J. K. Batty, Professor R. G. Compton, Professor I. J. Sobey, Professor S. J. Whittaker, Professor A. Grafen, Professor A. R. Weidberg, Professor A. J. Parker, Professor F.A. Armstrong, Professor S. Elston, Dr. C. Whistler, Professor P. P. Craig, Professor K. Nation, Professor W. Mattli, Professor J. Ouaknine, Professor L. M. McDowell, Professor P. K. Maini, Dr. C. A. Larrington, The Revd. Professor W. Whyte, Professor R.M. Harding, Professor A. Wright, Professor A. Starinets, Professor T. Burt de Perera, Ms. S. Layburn, Professor M-S. Omri, Professor H. Skoda, Professor N. Lübecker, Professor P. R. Hayes, Dr. K. Doornik, Professor G. Gottlob, Professor R. Ekins, Professor J. Obloj, Dr. G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor J. Bray, Professor J. J. Pandit

Apologies: Professor L. Tarassenko, Professor H. Bouman, Professor J. Schnell, Professor C. Jeffrey, Professor A. Russell

In attendance: Ms. D. Cripps

**ACTION**

**AGENDA 'B'**

1. Minutes and matters arising

The minutes of the meeting of Governing Body held on 12<sup>th</sup> November 2014 were **approved**.

The Finance Bursar reported progress on the College's US tax exempt status.

2. By-Law XXVI: Leave from duties of Official Fellows

Governing Body **agreed** the proposed new version of By-Law XXVI. It was also **agreed** to ask Educational Policy Committee to consider the duration of any Special Leave or Reduced Teaching granted in accordance with XXVI.5.

**STATUTES OFFICER and SENIOR TUTOR**

3. Academic Dean

The Vice-President briefed Governing Body on the meetings of the Academic Dean Working Party. The group's remit had been to discuss the role of the Academic Dean to clarify both its scope and the main issues on which agreement had not yet been reached by Governing Body, specifically whether it should be a full- or part-time role, whether it should be held by a 'professional' or an academic Fellow and whether the post required a candidate with a doctorate.

The Working Party had made significant progress and had reached agreement, but had also identified that the role of the Academic Administrator, particularly with respect to matters of management, needed further discussion. The President and Senior Tutor would meet the Academic Administrator to take this forward and the Working Party would bring its recommendations to the meeting of Governing Body in 0<sup>th</sup> Week of Hilary Term.

**PRESIDENT and SENIOR TUTOR**

**VICE-PRESIDENT**

4. Fellow for Graduates

The President briefed Governing Body that, since the Academic Dean Working Party had not yet made its recommendations, the current Tutor for Graduates would continue in post. She thanked Professor Elston for his willingness to continue. She also noted that a new Fellow for Graduates role had been proposed to mentor and support the College's graduate community and that Professor McDowell had undertaken a number of activities in relation to this, particularly with regard to 2000 Women. Professor McDowell would continue to oversee the Early Career Researchers and a role profile for the Fellow for Graduates role would be presented to Governing Body in 0<sup>th</sup> Week of Hilary Term.

**PRESIDENT**

5. Library and Study Centre

The Principal Bursar briefed Governing Body on the Library works, noting that the project had now achieved planning permission and listed building consent. A notable condition of the planning permission was that work must begin within three years. Provisional costs for both elements of the project, both the new build and the refurbishment, were provided [].

The Library Consultation Group had discussed the structuring of the North Entrance to the Study Centre and the cylindrical curved segment, which would accommodate the main library desk. The architects had been present at the meeting and had discussed the options, noting that the environmental limitations of a westward-facing building precluded the inclusion of more glazing in the design. Further discussion of the options would take place early in the New Year. It was **agreed** that the presence of the architects at such a meeting would be useful.

Fundraising for the project was also discussed and the Founder's Fellow briefed Governing Body on meetings with potential donors to date and plans for a Library dinner in the first half of 2015.

It was now necessary to move to Stage E of the project which would require the architects and their advisory teams to develop more detailed proposals and drawings for all areas of the project over the next 4–6 months. Governing Body **agreed** expenditure on architects' and consultants' fees [].

The Principal Bursar noted that the next decision point for Governing Body would be in March 2015 ahead of a formal tendering process which would begin in October 2015 and be completed by the end of November 2015.

**PRINCIPAL BURSAR**

6. College Nursery

The minutes of the College Nursery Working Group on 25<sup>th</sup> November were received. The Principal Bursar noted that the assessments of the proposed site for a College Nursery were favourable and that the College intended to proceed to a planning application. It was suggested that the Estates Manager should be invited to join the Working Group at the appropriate time to input into decisions about the management and maintenance of the nursery.

**PRINCIPAL BURSAR**

7. Lamb and Flag Directors' meeting

The minutes of the Lamb and Flag (Oxford) Ltd.'s meeting of Directors on 26<sup>th</sup> November 2014 were received.

Governing Body **agreed**, after a vote with 28 in support and one abstention, that a General Meeting of the Company should be called at the next Directors' Meeting []. The Principal Bursar would represent the College as shareholder at the General Meeting.

#### **PRINCIPAL BURSAR**

It was also **agreed** that General Purposes Committee should consider the issue of whether Directors of College companies should always be members of Governing Body and should have a fixed period of office.

#### **PRESIDENT**

##### 8. Chapel and Patronage Committee

The minutes of the meeting held on 19<sup>th</sup> November 2014 were received.

Governing Body **agreed** a donation [] towards significant building work being undertaken at Bainton.

A donation [] per annum for three years was also **agreed** to sponsor a choral scholarship at St. Sepulchre, Holborn.

#### **FINANCE BURSAR**

##### 9. Educational Policy Committee

The minutes of the meeting held on 26<sup>th</sup> November 2014 were received.

Governing Body **agreed** to seek to appoint a Supernumerary Teaching Fellowship in English for a period of five years from 1<sup>st</sup> October 2015.

It was **agreed** that an interim one-year fixed-term appointment to the post of Schools Liaison Officer should be made as soon as possible.

It was **agreed** that Dr. Simeon Zahl's Junior Research Fellowship should be renewed for a further and final period of one year from 31<sup>st</sup> May 2015.

The following sabbatical leave was also **agreed**:

- a) Professor Tod Hilary Term 2016 – Trinity Term 2016;
- b) Dr. Campbell Michaelmas Term 2015 – Trinity Term 2016;
- c) Professor Parker Michaelmas Term 2015 – Trinity Term 2016.

Governing Body in addition received Professor Davies' report on the activities he had undertaken during his period of research leave.

#### **SENIOR TUTOR**

##### 10. Conference of Colleges

The unconfirmed minutes of the meeting held on 13<sup>th</sup> November 2014 were received.

The President noted that the consultation on the Variation of Academic Duties would be discussed again at the 9<sup>th</sup> Week meeting of Conference. Following discussion at Education Policy Committee the Senior Tutor had responded to the consultation.

Conference had also agreed that the Conference of Colleges Appeals Tribunal (CCAT) would continue indefinitely with a periodic review every five years. The President asked for volunteers to serve on CCAT.

Conference had discussed, and substantially agreed, the Student Support package for 2016/17. A proposal to include provision for internships had not been agreed but would be discussed further during 2015.

The President highlighted a discussion of the Living Wage, noting that it had been agreed that this was an issue for colleges to consider and that the University was signing up to the Living Wage Campaign in January. The Principal Bursar updated Governing Body on the College's position. It was **agreed** to bring a paper back to a future meeting for further discussion.

**PRESIDENT and PRINCIPAL BURSAR**

**BELOW THE LINE ITEMS – TO NOTE**

11. Membership of Committees and Panels

An updated list (including two additional members of General Purposes Committee and one replacement and one Junior Research Fellow for Research Committee) was received.

12. Academic Services Committee

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