

## ST. JOHN'S COLLEGE

## MINUTES

A meeting of **GOVERNING BODY** was held on Wednesday 18<sup>th</sup> June 2024 at 2.00 p.m. in the Senior Common Room.

Present: The President, Professor A. R. Weidberg, Professor S. Elston, Professor M. Cannon, Professor K. Nation, Professor A. Hills, Professor R. M. Harding, Professor A. Wright, Professor A. Starinets, Professor M. Omri, Professor N. Lübecker, Professor P. R. Hayes, Professor R. Ekins, Professor J. Obloj, Professor K. Southwood, Professor J. J. Pandit, Professor Z. Olszewska, Professor L. Pratt, Professor C. Beem, Professor G. Rose, Professor S. Kiefer, Professor N. Sugimura, Professor S. Toussaert, Professor R. Slater, Mr R. Crow, Professor E. Greensmith, Dr. M. Nicholls, Professor E. Wonnacott, Professor N. Jones, Ms. Z. Hancock, Dr S. Campbell, Dr. K. Doornik, Professor L. Hunt, Professor A. Lak

Apologies: Professor Z. Molnár, Professor P. Maini, Revd. Professor W. Whyte, Professor D. Martin, Professor H. Bouman, Professor S. Myers, Professor J. Schnell, Professor T. Burt de Perera, Professor H. Skoda, Professor A. Russell, Professor C. Newton, Dr. G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor I. Klinke, Professor L. di Mare, Professor S. White, Professor B. McFarlane, Professor B. Stevenson, Professor R. Hoye, Professor R. Lall, Professor K. J. Patel, Professor T. Qutbuddin

In attendance: Ms. J. Bumfrey (Head of HR; item 4); Ms. D. Cripps

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

The minutes of the meeting of Governing Body held on 22<sup>nd</sup> May 2024 were **approved**.

In matters arising the Principal Bursar briefed Governing Body on a bid to purchase []. The Governing Body **agreed** the purchase [].

**PRINCIPAL BURSAR**2. Governance Working Party report

The President reported back from the most recent meeting of the Conference of Colleges Governance Forum.

She noted the Governance Working Party's report and thanked all members for the focused scrutiny and open-mindedness that they had brought to the review of the College's governance. The Working Party's report was presented for agreement in principle at this stage: further detail would come back to Governing Body for approval in due course.

The Governing Body **agreed** in principle that the College should move to having as Visitor a person who held or had held high judicial office in the United Kingdom and who was appointed by Governing Body.

The outline of the revised model of Governing Body was also **agreed** in principle with further detail, on training and induction for example, to follow for final approval.

There was further discussion of the proposals for expanded terms of reference for existing committees and of a suggested new committee. It was **agreed** to review these in light of the points raised and to bring a revised proposal to the final Governing Body of the academic year.

**PRESIDENT**

### 3. General Purposes Committee

The minutes of the meeting held on 12<sup>th</sup> June 2024 were received.

The Head of HR joined the meeting to brief the Governing Body on the outcome of the survey and focus groups undertaken by Investors in People with professional staff. She noted that the response rate had not been very high and that the College had not at this point received accreditation. She outlined the steps being taken to improve a number of areas, including the establishment of a Staff Liaison Group that had now met twice and that was working on an action plan. Progress on this would be reported through the Domestic & Establishment Committee and General Purposes Committee.

#### **PRINCIPAL BURSAR/HEAD OF HR**

The Governing Body **agreed** that the Supernumerary Fellowship of Dr Campbell should be renewed (from 1<sup>st</sup> September 2023).

#### **PRESIDENT**

The President thanked the EJRA Review Panel for their work, and Mrs Marston, Professor White and Professor Nation in particular. The Governing Body **agreed** the report's recommendations as follows:

- a) That the College's EJRA be retained with an EJRA of 30<sup>th</sup> September 'preceding an individual's 70<sup>th</sup> birthday' in alignment with the University EJRA as agreed by Governing Body on 6<sup>th</sup> March 2024, but that By-law XLI be amended as follows:
  - a. A new preamble to the aims of the EJRA be included, referencing the College's structure and associated limited opportunity for growth and confirmation.
  - b. To remove 'the safeguarding of the high standards of the college in teaching and research' as an aim of the College EJRA.
  - c. To remove 'minimize the impact on staff morale by using a predictable retirement date to manage the need to make efficiencies by retiring staff at the EJRA'.
  - d. That the remaining aims of the EJRA should be amended to the following:
    - i. Promote inter- and intra-generational fairness by creating new opportunities for academic appointments;
    - ii. Provide opportunities to refresh the College's academic and research activities;
    - iii. Facilitate succession planning by maintaining predictable retirement dates especially in relation to the collegiate University's joint appointment system;
    - iv. Support equality and diversity noting that new appointments are likely to contribute to the diversity of the college workforce.
  - e. That item 7.7 of By-Law XLI be amended as described in paragraph 22.
- b) The EJRA should continue to apply to the following classes of Fellows:
  - a. Official Fellows;
  - b. Supernumerary Fellows who are employed by the College to carry out teaching and research and whose appointment does not have a fixed term.

- c) That the next review of the College EJRA should take place in five years' time, unless an earlier review is triggered as a result of a significant change to the University's position.
- d) That with immediate effect, the administration of the College's EJRA arrangements should be the responsibility of the HR Office.
- e) That the College should seek to hold exit interviews with all staff and should improve the quality of the College's data concerning academic retirements and appointments.

The Provost for Academic Affairs would work with the Head of HR to ensure that procedures for EJRA were in place, including timely notification of upcoming retirements and the collection and recording of statistical data.

#### **PROVOST FOR ACADEMIC AFFAIRS, HEAD OF HR, STATUTES OFFICER**

The Governing Body **agreed** in principle that Supernumerary Fellows (in the category of Fellows who were not employed by the College but with whom association was considered beneficial) should be retitled (for future elections) as Associate Fellows. The relevant By-Law would be revised for consideration by Statutes Committee.

#### **STATUTES OFFICER**

The nomination process for this category of Fellow was also **agreed** as follows:

- College Associations Committee would consider nominations for Associate Fellows at its Michaelmas and Trinity Term meetings and make recommendations to General Purposes Committee;
- a call for nominations would be circulated to members of Governing Body, Emeritus Research Fellows and Emeritus Fellows in week 7 of Hilary Term (for consideration at the Trinity meeting) and in Week 7 of Trinity Term (for the Michaelmas meeting); a reminder would be sent out in Week -1 of Michaelmas and Trinity Terms;
- nominations would be submitted via an online form;
- nominators would provide a CV for the nominee and indicate what the nominee would be willing to contribute to the work and life of the College;
- nominators would bear in mind the College's expectation that normally no more than two Associate Fellows would be elected each year;
- if elected, the new Associate Fellow would be invited to meet with a Senior Member of the College to discuss the privileges and responsibilities associated with the position.

#### **VICE-PRESIDENT**

The Senior Tutor briefed the Governing Body on the draft template documents from the Conference of Colleges for the Code of Practice and Complaints Procedure that the College was required to have in place by 1<sup>st</sup> August 2024 to comply with the Higher Education Freedom of Speech Act (2023). The updated drafts would be considered at the next meeting of Governing Body. It was also **agreed** to join the proposed central University Complaints Procedure, a panel of decision-makers to hear Freedom of Speech complaints that could not be resolved informally within colleges.

The Development Director reported on a proposed gift to support Professor Blundell's research and the discussions with the donor to date. It was noted that the Audit & Risk Committee had also considered and reported on the proposal. A number of points were raised in discussion and it was **agreed** in principle to continue discussions with the donor that might lead to an agreement, subject to confirmation of the details and final approval of the Governing Body.

#### **PRINCIPAL BURSAR, DEVELOPMENT DIRECTOR**

The revised Gift Acceptance Policy was **agreed**.

#### **DEVELOPMENT DIRECTOR**

The President noted some further changes to the lists of College Officers and of Committee members for 2024/25; these were **agreed**.

The Vice-President reported that he, together with the Provost for Academic Affairs, had solicited feedback for the President's annual review from members of Governing Body, from the JCR, MCR, Early Career Fellows and Lecturers via their representatives and from professional staff via the Senior Managers' meeting and the Staff Liaison Group.

The President's objectives for 2024/25 and support in principle for the expansion of the President's support team where necessary were also **agreed**.

#### **VICE-PRESIDENT**

##### 4. Audit & Risk Committee

The minutes of the meeting held on 4<sup>th</sup> June 2024 were received.

#### **BELOW THE LINE ITEMS – TO NOTE**

##### 5. Fellows' Housing Report 2023/24

The Fellows' Housing Report for 2023/24 was received.

##### 6. Conference of Colleges

The unconfirmed minutes (reserved business) of the meeting of the Conference of Colleges held on 23<sup>rd</sup> May 2024 were received.