

ST. JOHN'S COLLEGE

MINUTES

An Adjourned Stated General meeting of **GOVERNING BODY** was held on Wednesday 11th October 2017 at 2.00 p.m. in the Senior Common Room.

Present: The Acting President (The Revd. Prof. W. Whyte), Professor C. J. K. Batty, Professor A. Grafen, Professor A. J. Parker, Professor Z. Molnár, Professor M. Cannon, Professor K. Nation, Professor W. Mattli, Professor P. Maini, Professor C. A. Larrington, 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-S. Omri, Professor N. Lübecker, Professor A. Russell, Professor J. Obloj, Dr. G. Kantor, Professor B. Murnane, Professor J. Stanyek, Professor J. Bray, Professor K. Southwood, Professor J. J. Pandit, Professor Z. Olszewska, Dr. I. Klinke, Professor L. di Mare, Professor S. Kiefer, Professor N. Sugimura

Apologies: Professor R. G. Compton, Professor S. J. Whittaker, Professor F. A. Armstrong, Professor S. Elston, Professor C. Newton, Professor R. Ekins, Professor Sir R. Collins, Professor L. Pratt, Professor C. Beem, Professor G. Rose

In attendance: (for Item 2) Ms. I. Bishop (Verity & Beverley), Mr. J. Peart (Savvy Construction), Mr. N. Rees (Savills)

Dr. K. Doornik (Fellow for Equality), Dr. E. Clewlow (Academic Dean), Ms. A. Bielby (Director of Development and Alumni Relations), Ms. D. Cripps

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

The minutes of the meeting of Governing Body held on 4th October 2017 were **approved**.

2. Belsyre Court

The Estates Bursar briefed the Governing Body on the major refurbishment works at Belsyre Court, detailing the tendering process for both the architects and the construction company. On-site work had started at the end of March 2017 and would complete in late 2018.

Ms. Bishop (Verity & Beverley, principal designer and contract administrator), Mr. Peart (Savvy Construction) and Mr. Rees (Savills) reported on the works in detail, highlighting the complexity of refurbishing a listed building whilst residents were in situ and with significant work required on below-ground drainage, site-wide service renewals, lift replacement, re-roofing, asbestos removal, façade-cleaning, stone repairs and brickwork repointing.

The Estates Bursar reported on liaison with residents during the works and the systems used for keeping them informed. He tabled a recent survey of residents that indicated some areas where further communication would be welcomed. He also noted that the Bursars had regular monthly meetings on the project and would continue to do so.

ESTATES BURSAR3. College's EJRA Review Panel

The Statutes Officer briefed Governing Body on the final report of the College's EJRA Review Panel.

He detailed the University's and the College's policies since the 2011 changes to the law that allowed the creation of an employer-justified retirement age. The University made some

changes to its procedures in 2015 and its main review of its EJRA policy was accepted after a series of votes in Congregation in 2016/17. He noted the most significant changes in the University's EJRA: the criteria were now stricter with regard to approving applications for extension; the EJRA had been increased to age 68 and would be reviewed again in 2021/22; and, in those rare cases where an extension was allowed, the individual would be moved to a new post, with a fixed term, and the previous post would be released to be refilled.

The Statutes Officer highlighted the Conference of Colleges' advice to colleges and the findings of the College EJRA survey.

The Governing Body **approved** the Panel's recommendations for changes to the College's EJRA procedures after votes on each as follows:

- i) The College should continue to apply an EJRA, with the next review to take place in 2021/22. (33 votes in support, 1 vote against and no abstentions)
- ii) The retirement date should be changed to the 30th September preceding the 69th birthday (an increase of one year), with immediate effect. (33 votes in support, 1 vote against and no abstentions)
- iii) The aims of the EJRA should be amended to:
 - a. safeguarding the high standards of the College in teaching and research;
 - b. promoting inter-generational fairness and maintaining opportunities for career progression for those at particular stages of a career, given the importance of having available opportunities for progression across the generations;
 - c. refreshing the academic and research workforce within the College to enable them to maintain the collegiate University's position on the international stage;
 - d. facilitating succession planning by maintaining predictable retirement dates, especially in relation to the collegiate University's joint appointment system;
 - e. promoting equality and diversity, noting that recent recruits are more diverse than the composition of the existing workforce, especially amongst the older age groups of the existing workforce; and
 - f. minimising the impact on staff morale by using a predictable retirement date.
(33 votes in support, 1 vote against and no abstentions)
- iv) The EJRA should apply to the following classes of Fellows:
 - a. Official Fellows
 - b. Supernumerary Fellows who are employed by the College to carry out teaching or research and whose appointment does not have a fixed term.
(33 votes in support, 1 vote against and no abstentions)
- v) In all but very rare cases where an exception is granted to allow an Official Fellow to continue in employment, the applicant will be elected to a different class of Fellowship, for a fixed term.
(33 votes in support, 1 vote against and no abstentions)

It was **agreed** that a draft template of a new version of By-law XLI would be considered by General Purposes Committee before presentation to Governing Body for its final approval.

The Governing Body **approved** the transitional arrangements that had been implemented for Fellows who were subject to the existing College By-law and would be retiring under the University's revised procedure.

ACTING PRESIDENT and STATUTES OFFICER

4. Bursary updates

The Principal Bursar updated Governing Body on a number of projects.

i) Oxford North

The planning strategy for the project was under review [] with further discussions now taking place with Oxford City Council. Thomas White Oxford would report further on progress in early 2018.

ii) Kingston Bagpuize and Fyfield development

The Principal Bursar reported on the proposed development of land at Kingston Bagpuize, near Fyfield for housing since entry into the formal agreement with Lioncourt in 2015. The Principal Bursar reminded members of GB that individual representations against the development had been received during the summer by members of Governing Body from residents of Fyfield but not from Kingston Bagpuize. The Governing Body confirmed that it now regarded the matter to be in the hands of the planning authority, Vale of White Horse District Council.

iii) Library and Study Centre

Work on the new Study Centre continued with the installation of Susanna Heron's carved stone relief panels. The Principal Bursar noted that costs had risen [], mostly due to the decision to include fully automated disability access doors. He invited Governing Body's comments on the mock-up of the new reading bays and furniture on display in the Library and future Library Office.

GOVERNING BODY and PRINCIPAL BURSAR

The Principal Bursar also reported that a pay settlement of 2.8% had been agreed for all staff on College-specific salary scales, backdated to 1st August. He noted that the pay for the lowest paid College staff would meet the expectations of the living wage as set by the Living Wage Foundation (which seeks the commitment of employers to pay staff at a rate above the national minimum wage calculated on the basis of the cost of living).

PRINCIPAL BURSAR

5. Academic Structures Review

The Acting President reported that reviews of both the Bursary and Academic Structures were due during 2017/18. It was **agreed** that the Academic Structures Review would take place in Hilary Term and the Bursary Review in Trinity Term.

ACTING PRESIDENT

6. Any other business

The Senior Tutor reported that, during Michaelmas Term, Dr. Campbell would be Fellow for Admissions and that Professor Lübecker, as Fellow for Graduates, would oversee graduate admissions []. Remuneration Committee would be asked to consider appropriate stipends.

The Senior Tutor would approve research expenses and would cover any undergraduate-related issues.

SENIOR TUTOR and ACTING PRESIDENT