

## ST. JOHN'S COLLEGE

**MINUTES**

A meeting of **GOVERNING BODY** was held on Wednesday 29<sup>th</sup> May 2019 at 2.00 p.m. in the Senior Common Room.

**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 P. P. Craig, Professor M. Cannon, Professor P. Maini, Professor C. A. Larrington, Professor D. Martin, Professor R. M. Harding, Professor N. P. Harberd, Professor S. Myers, Ms. S. Layburn, Professor M. Omri, Professor H. Skoda, Professor N. Lübecker, Professor P. R. Hayes, Professor C. Newton, Professor G. Gottlob, Professor J. Obloj, Professor B. Murnane, Professor J. Bray, Professor K. Southwood, Professor I. Klinke, Professor S. Kiefer, Professor N. Sugimura, Professor S. Toussaert, Professor A. Srinivasan, Professor R. Slater, Mr R. Crow

**Apologies:** Professor R. G. Compton, Professor K. Nation, Professor W. Mattli, Professor H. Bouman, Professor A. Wright, Dr. G. Kantor, Professor J. J. Pandit, Professor Z. Olszewska, Professor Sir R. Collins, Professor C. Beem, Professor G. Rose

In attendance: Dr. S. Campbell, Dr. M. Nicholls, Ms. D. Cripps

**ACTION****AGENDA 'B'**

1. Mr R. Crow, Director of Development & Alumni Relations, was admitted to Governing Body.

2. Minutes and matters arising

The minutes of the meeting of Governing Body held on 1<sup>st</sup> May 2019 were **approved**.

3. Outcome of EJRA employment tribunal

The Principal Bursar reported that Professor Pitcher's complaints of age discrimination and unfair dismissal against both the College and the University had been dismissed in their entirety. Professor Pitcher now had six weeks from the date of the judgment in which to lodge an appeal.

**PRESIDENT, PRINCIPAL BURSAR**

4. Annual Report of the Development & Alumni Relations

The Director of Development & Alumni Relations presented his first annual report to Governing Body. He noted the College's donor participation rates and fundraising performance compared to other colleges of similar standing and highlighted the potential to increase significantly the College's philanthropic income through sustained engagement and a more comprehensive 'Case for Support'. He also reported on the College's stewardship of major donors, events for alumni and the operations of the office. He thanked Governing Body for their welcome and the Fellow for Access and Admissions, the Editor of *TW* and the Head of Communications for their assistance.

The annual fundraising figures would be reported to Governing Body after year end (July 2019).

**DEVELOPMENT DIRECTOR**

5. Educational Policy Committee

The minutes of the meeting held on 8<sup>th</sup> May 2019 were received.

The Governing body **agreed** to appoint a six-hour stipendiary lecturer in Engineering Science for the 2019/20 academic year.

It was **agreed** to support the CARA Research Incubation Visits scheme by offering placements of up to six weeks during the 2019 Long Vacation.

**SENIOR TUTOR**

It was further **agreed** to make changes to the delivery of the College's hardship provision in line with the Senior Dean's proposals. These would be further developed to provide clear notes of guidance for the Hardship Committee in order to establish a record of the College's policy.

**SENIOR DEAN**

The Governing Body noted the changes to the University's regulations covering the granting of sabbatical leave. Sabbatical leave was **agreed** for Professor Pandit (Trinity Term 2020 to Hilary Term 2021).

6. Promotion of the Arts Committee

The minutes of the meeting held on 15<sup>th</sup> May 2019 were received.

The Governing Body **agreed** to purchase a new video projector for the Auditorium [].

**VICE-PRESIDENT (DOMUS)**

7. General Purposes Committee

The minutes of the meeting held on 15<sup>th</sup> May 2019 were received.

The Governing Body **elected** Professor Craig to an Emeritus Research Fellowship from 1<sup>st</sup> October 2019.

It was **agreed** that recognition of donors within the spaces offered by the Library, Study Centre and Tutor Rooms should only be for donors to the project and that the list of major donors would be ordered by date of donation. In addition, all £1k+ donors to the project would be listed in a separate space within the building, with donors to the Tutor Rooms acknowledged in those rooms.

It was **agreed** to name a study room after Felicia Taylerson, an inspirational economics teacher of three PPE alumni.

It was also **agreed** to allocate another location where significant donors to other activities of the College as a whole could be recognised.

**DIRECTOR OF DEVELOPMENT & ALUMNI RELATIONS**

A budget [] was **agreed** for print materials for the opening of the Study Centre on 12<sup>th</sup> October.

**HEAD OF COMMUNICATIONS**

It was **agreed** to co-host, with the Department of Social Policy & Intervention, the Sidney Ball Lecture Series from 2019–21, with College providing the Auditorium and reception for each lecture (three lectures over the three academic years) and the Department sharing the costs of a dinner after each event for the speaker and invitees.

**PRESIDENT**

It was **agreed** that access to the College intranet would enable members of Governing Body to view all committees and documents. A senior administrative staff group would also be set up for this purpose. A solution for papers that were confidential to members of a particular committee would be investigated.

**IT FELLOW**

The Governing Body **agreed** to support a proposal from St John's students to supply microscopes to schools in a rural area of Thailand and then to train the schools in their best use [], on the basis that any safeguarding issues had been addressed.

**PRESIDENT**

The President updated Governing Body on discussions about the College's investments. She was canvassing input from interested alumni on the creation of an Investment Advisory Group. She also encouraged members of Governing Body to form a Working Group to give further consideration to how best to engage Trustees and Junior Members in discussions on investment strategy within the College's procedures, to ensure that the strategy was sustainable, transparent and clearly communicated.

**PRESIDENT, GOVERNING BODY**

8. Chapel and Patronage Committee

The minutes of the meeting held on 22<sup>nd</sup> May 2019 were received.

9. Finance Committee

The minutes of the meeting held on 22<sup>nd</sup> May 2019 were received.

The Principal Bursar updated Governing Body on a delay in the planning process for the Oxford North project. He presented a summary of the draw-down and on-costs to date. It was **agreed** to allocate further funds [] until the end of September subject to a staged draw-down of the funds and reassurance on the timing for determination of the planning decision.

The Principal Bursar reported on recent developments regarding USS, including the decision of Trinity College, Cambridge to withdraw from the scheme as of 31<sup>st</sup> May 2019. He welcomed Governing Body's thoughts, noting that Fellows' input on this issue was as Trustees of the College, not as individual members of the scheme.

He also updated Governing Body on the letter received from HMRC with regard to employer-provided housing and the advice received to date.

**PRINCIPAL BURSAR**

The Governing Body **agreed** the 2019/20 budgets. It was also **agreed** to make an in-year revision of College pay scales following announcement of the Living Wage each November.

**FINANCE BURSAR**

10. Estates Committee

The minutes of the meeting held on 22<sup>nd</sup> May 2019 were received.

The Governing Body **agreed** that a planning application should be submitted for graduate accommodation in the previous College store on Pusey Lane [].

Following the presentation to Governing Body, the plans for the Lodge refurbishment had been revised. It was **agreed** to accept the revised plans and to submit an application for listed building consent.

The Principal Bursar updated Governing Body on the campaign by local residents in Barford against the inclusion of Wasperton Estate land in Warwickshire County Council's local mineral plan.

**PRINCIPAL BURSAR**

11. Fellows' Housing Committee

The minutes of the meeting held on 23<sup>rd</sup> May 2019 were received.

The Governing Body **agreed** that two Tutorial Fellows [] be required, for the better performance of their duties, to live in a designated College property [], under the terms and conditions of the Hart-Synnot scheme.

It was also **agreed** to improve the steps and upgrade the porch area [].

**PRINCIPAL BURSAR**

12. Developing Hardship Provision

The Senior Dean presented a report on the College's hardship provision. This made a number of recommendations to ensure adequate support to undergraduate students with low parental income and to bring St John's into line with other colleges' provision and the University's Access to Learning Fund. The policy would be reviewed again in 2021.

**SENIOR DEAN**

13. Year Zero Proposal/Bridging Programme Proposal

The President presented the two proposals (the Year Zero – 'Foundation Oxford', and the Bridging Programme – 'Opportunity Oxford') that had been developed to broaden access to Oxford for students from disadvantaged backgrounds and to address the targets set for the University by the Office for Students.

The proposals would be discussed in detail at Educational Policy Committee in 7<sup>th</sup> Week and again by Governing Body in 9<sup>th</sup> Week.

14. Any other business

The President noted that there would be a photo of Governing Body at 11.30 a.m. on Wednesday 19<sup>th</sup> June.

***BELOW THE LINE ITEMS – TO NOTE***

15. Development and Alumni Relations Committee

The minutes of the meeting held on 1<sup>st</sup> May 2019 were received.

16. Domestic Committee

The minutes of the meeting held on 8<sup>th</sup> May 2019 were received.