

COUNCIL

Minutes of the meeting held on Monday 22 June 2020

Present: Vice-Chancellor, Warden of New College, Principal of Somerville, Ms Boyt¹, Professor Sir Rory Collins, Professor Coulson, Sir Chris Deverell, Fra' John Eidinow, Professor Essler, Professor Hamerow, Mr Harman, Professor Hobbs, Professor Johnson, Mr Kroll, Professor Lahiri², Professor Nobre, Mr Ovenden, Professor Trefethen, Head of the Humanities Division (Professor O'Brien), Head of the Medical Sciences Division (Professor Screaton), Head of the MPLS Division (Professor Howison), Head of the Social Sciences Division (Professor Dame Sarah Whatmore), Senior Proctor (Professor Horobin), Junior Proctor (Professor Johnston), Assessor (Dr Swift).

Student Member Representatives and representative of the Early Career Research Staff: Anisha Faruk (President of Oxford SU), Neil Misra (Oxford SU VP Graduates) and Ray Williams (Oxford SU VP Access and Academic Affairs); Dr Gwilym Rowlands (Chair, Oxford Research Staff Society).

Incoming student member representatives: Sing Ma (President elect), and Lauren Bolz (VP Graduates elect).

Apologies: Harry Drew (VP Access and Academic Affairs elect).

Officers in attendance: the Registrar, Pro-Vice-Chancellor (Development and External Affairs), Pro-Vice-Chancellor (Education)³, Pro-Vice-Chancellor (Planning and Resources), Pro-Vice-Chancellor (Research), Pro-Vice-Chancellor (Innovation), the Director of Finance, the Director of Legal Services and General Counsel, the Director of Public Affairs, the Executive Officer (Policy and Governance) in the Vice-Chancellor's Office, the Director of Planning and Council Secretariat, the Senior Assistant Registrar (Governance), the Assistant Registrar (Governance).

In attendance: Julian Duxfield, Director of Human Resources, and Sarah Kilgour Head of Reward (for items 4(c) and 9); Sir Paul Ruddock, Chair of the Investment Committee and Sandra Robertson, CIO of OUem (for item 5); and the Chief Executive of the Press and Secretary to the Delegates, Nigel Portwood; the Chairman of the Finance Committee of the Press, Professor Ewan McKendrick; and the Group Finance Director, Giles Spackman (for items 6 and 7).

Order of business: items 5, 6 and 7 were taken after item 4(c).

Declarations of interest: Council members were reminded to declare any interest that could give rise to a conflict in relation to any item on the agenda.

Introductory matters: the Vice-Chancellor thanked the outgoing student member representatives for their participation in Council's business over the past year and welcomed, as observers to this meeting, the incoming student member representatives.

I. ORDINARY BUSINESS

(A) Unreserved

1. **Unreserved minutes of the meeting held on 1 June 2020 (C(20)lix-lxviii)**

The minutes were approved.

2. **Unreserved matters arising from the minutes of the meeting held on 1 June 2020 not otherwise on the agenda**

¹ For items 1-18.

² For items 1-18.

³ For items 1-18.

* The confidential or restricted designation is removed from this version of the minutes.

**A brief note of the action taken by Council is included instead of a version of the minutes.

There were none.

3. **The Vice-Chancellor's unreserved business (above the line)***

The Vice-Chancellor reported on the following national developments and their impact on the University.

- Meetings of the taskforce set up by the Government to work with universities on the impact of Covid-19 on HEIs;
- The merger of DfID into the FCO and possible implications for research funding streams..
- The revised timetable for the REF.
- The financial position of USS.
- Issues surrounding the future participation in the Erasmus and the Horizon 2020 programmes.

The Vice-Chancellor also reported on the following internal matters.

- No notices of objection or amendment had been received by the deadline of noon today to the proposal to rename Parks College as Reuben College so the change of name would take effect on 30 June 2020. The first tranche of the benefaction had been received.
- BluePrint continued to be an effective means of communication with members of staff; 14,000 people had opened the last issue.
- There was good attendance at open fora. The Registrar's, for administrative staff, had attracted 750 participants and the Vice-Chancellor's for all staff some 1,600.

4. **Covid-19****

CONFIDENTIAL

(a) *Update*

- The Vice-Chancellor reported on a number of matters.

CONFIDENTIAL

(b) *Budget 2020/21: oral update from the Director of Finance ***

Council **noted** the report.

CONFIDENTIAL

(c) *Report from Personnel Committee (C(20)77)***

Council **took the actions** set out in the report.

CONFIDENTIAL

(d) *MCG update (C(20)78)*

Council **noted** the progress of the Michaelmas Coordination Group.

CONFIDENTIAL

5. **Annual Report of the Investment Committee (C(20)79)****

Council **noted**:

- (i) the reports set out in sections (c) (d) and (e) of the report;
- (ii) Appendix I: Report from OUem to Council on performance, asset allocation and activity of the Capital Account as at 30 April 2020, Appendix II performance, asset allocation and activity of the Oxford Endowment Fund and Appendix III the Oxford Endowment Fund Report 2019;
- (iii) Appendix IV: Investment Committee's Annual Report on compliance with the University's Socially Responsible Investment Policy; and
- (iv) Appendix V: OUem's Report on ESG Risk Management 2019 to its investors, shared by the Investment Committee.

CONFIDENTIAL

6. **Report from the Chief Executive of the Press and the Chair of the Finance Committee of the Press (C(20)80)****

Council **considered** the report.

* The confidential or restricted designation is removed from this version of the minutes.

**A brief note of the action taken by Council is included instead of a version of the minutes.

CONFIDENTIAL 7. **Report of the University's Finance Committee: review of the financial statements of Oxford University Press for the year ending 31 March 2020 (C(20)81)****

Council **noted** the financial statements of the Press for the year ending 31 March 2020 together with the report from the University's Finance Committee.

8. **Report of the meeting of the Finance Committee held on 10 June 2020**

CONFIDENTIAL (a) *Life and Mind Building (C(20)82)*^{4**}

Council **took the actions** set out in the report.

CONFIDENTIAL (b) *Swindon Storage Facility (C(20)83)*^{5**}

Council **took the actions** set out in the report.

(c) *Humanities ROQ Project (C(20)84)*^{6*}

The Pro-Vice-Chancellor (Planning and Resources) briefly explained the proposal. A decision on the release of funding was required in order to progress the project. If the funding was not approved, the project would need to be paused.

Council **approved** the release of funding to progress the project until the end of December 2020, to allow time for a Council decision to proceed through Gateway 1.

9. **Report from the meeting of Personnel Committee, 7 May 2020 (C(20)85)**

CONFIDENTIAL (a) *Pay and benefits benchmarking*^{**}

Council **noted** the benchmarking and further actions agreed by Personnel Committee and **requested** a further review of the data in the report.

10. **Annual report to Council of the Pro-Vice-Chancellor with responsibility for GLAM**

The Pro-Vice-Chancellor (People and GLAM) provided an oral report (including a video presentation which showcased the technological possibilities of the University's new online teaching offer) covering the following:

- Since 17 March, the museums and gardens had been closed and just over half the staff had been furloughed;
- During lockdown, the GLAM institutions had been working to develop their digital provision, and the benefits of cultural institutions to well-being and mental health were being increasingly seen as important.
- In the museums, digital provision included the Ashmolean from Home, Learning Zones and virtual tours of the museums. The 'dolls house' versions of the tours were proving particularly helpful in planning for re-opening;
- 1-7 June had been volunteer week and a number of celebrations had taken place, mostly on Zoom/Teams;
- A number of exhibitions were available online, including Young Rembrandt and First Animals, and both those are to be extended when the museums reopen;
- The Museums' public lecture series had moved online, and audiences had grown from 100-200 to almost 800, with attendees from 33 countries. It was hoped that this would continue once lockdown restrictions were lifted;
- Digital services provided by the Bodleian Libraries were also proving very successful – there had been 4.3m searches of SOLO between 16 March-17 June 2020 and 2m journal articles downloaded. It was hoped to re-introduce the scan and deliver services before the libraries re-opened;

⁴ Professor Coulson and Professor Nobre declared a conflict of interests in this item.

⁵ Mr Ovenden and Professor Trefethen declared a conflict of interests in this item.

⁶ Mr Ovenden declared a conflict of interest in this item.

* The confidential or restricted designation is removed from this version of the minutes.

**A brief note of the action taken by Council is included instead of a version of the minutes.

- The number of reading lists published in Oxford Reading Lists Online had been hugely accelerated and the Live Chat function had been extended to be available seven days per week;
- Digital.Bodleian continued to operate smoothly with staff working from home. Sounds of the Bodleian was proving very popular and had been downloaded over 53k times in April and May;
- Thanks to the efforts of Bodley's Librarian and his staff, the various library-related building projects were also still moving forward: Reuben College/RSL/CTRC; Book Storage Facility extension; Humanities Library in Schwarzman Centre;
- Public engagement activities were also continuing, including involvement in a Black Lives Matter demonstration at the Pitt Rivers Museum, the online swifts diary and the Museums unlocked project;
- The Collections in the Botanic Gardens and Harcourt Arboretum had been enjoyed by thousands online. The Garden had re-opened this morning and the Arboretum had received 1,000 visitors over the weekend.

Council **noted** the report, thanking the Pro-Vice-Chancellor (GLAM), the directors of the GLAM institutions and all their staff for their extraordinary and impressive work, and the Pro-Vice-Chancellor for a most stimulating electronic presentation

Items for approval or report without discussion ('below the line').

11. Matter arising from the minutes of the meeting held on 2 December 2019

(a) *Minute 8: Prevent duty: accountability and data return to the Office for Students*

Without discussion, Council **noted** the report.

12. Decision by circulation**

Council **noted** the report.

13. The Vice-Chancellor's unreserved business (below the line) (C(20)86)

Without discussion, Council **noted** the OfS publications.

14. University IT Strategic Plan (C(20)87)

Without discussion, Council **noted**:

- (i) recent activity arising from CoVid19 pandemic;
- (ii) overall progress with delivery of the IT Strategic Plan; and
- (iii) the impact the response to the CoVid19 pandemic has had on the IT Strategic Plan.

15. Report of the meeting of the Finance Committee held on 10 June 2020 (C(20)88)

Without discussion, Council **noted** the conclusions of the self-review.

16. Report of the General Purposes Committee held on 1 June 2020 (C(20)89)

(a) *Report on the outcomes of the 2019-20 review of the Oxford SU Articles of Association*

Without discussion, Council:

- (i) **approved** the report on the outcomes of the 2019-20 Review of the Oxford SU Articles of Association (Annex A);
- (ii) **agreed** to delegate authority to the Pro-Vice-Chancellor (Education) (as Chair of Education Committee and the Joint Sub-Committee (of Education Committee) with Student Members) to approve the final version of the revised Oxford SU Articles of Association (Annex B) on behalf of the University; and

* The confidential or restricted designation is removed from this version of the minutes.

**A brief note of the action taken by Council is included instead of a version of the minutes.

(iii) **agreed** that the University representative at the Oxford SU general meeting (which will give final approval to the revised Articles) should be required to attend that general meeting and vote in favour of acceptance of the revised Articles, provided that the Pro-Vice-Chancellor (Education) has already given approval on behalf of the University.

(b) *Report from Graduate Admissions Committee - Proposal to Change the Regulations for Procedures Concerning Fitness to Teach During the Course of the PGCE Programme*

Without discussion, Council **approved** the revised Fitness to Teach regulations, as set out in Annex C in the report.

17. **Report of the meeting of the Planning and Resource Allocation Committee, 26 May 2020 (C(20)90)***

(a) *Space allocation - St Cross Building*

Without discussion, Council **agreed to make the following resolution**, for onward referral to Congregation:

“That approximately 1,845 sqm net usable area (NUA) within the St Cross Building (building number 228) be allocated to the Faculty of Law for a further period of approximately five years from 15 September 2020 until 14 September 2025.”

18. **Any other unreserved business**

There was none.

NPB/SC

G:\GOVERNANCE\Council\Meetings\2019-20\TT 2020\22 June 2020\minutes\22.06.2020 Council web minutes.docx

* The confidential or restricted designation is removed from this version of the minutes.

**A brief note of the action taken by Council is included instead of a version of the minutes.