

Report as at 7 June 2023

Contact: Bursar

Purpose and summary

To note the membership of College Committees for the academic year 2023 - 24 following the Governing Body meeting of 7 June 2023.

Contact Details

Bursar

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A STATUTORY COMMITTEES

- A.1 Council (see separate paper)
- A.2 Finance Committee

B COMMITTEES ESTABLISHED UNDER ORDINANCES

- B.1 Official Fellowship Committee
- B.2 Fellowship Committee
- B.3 Tanner and Ashby Lectureship Committee

C COMMITTEES REPORTING TO THE GOVERNING BODY DIRECT

- C.1 College Student Complaints Committee

D COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

- D.1 Archive Advisory Group
- D.2 Art Committee
- D.3 Development Committee
- D.4 Environment Committee
- D.5 Gardens Advisory Group
- D.6 Health & Safety Committee
- D.7 Music Committee
- D.8 Social Events Committee
- D.9 Stewardship Committee
- D.10 Communications Committee
- D.11 Information Technology Committee
- D.12 Prevent Committee

E OTHER COMMITTEES

- E.1 Buildings and Estates (via Finance Committee)
- E.2 Panel for Disciplinary Committee under statute XXVI,III,6

A.2 STATUTORY COMMITTEE [Statute XIII]

Finance Committee

The President (ex-officio, as Chair), the Vice-President (ex-officio), the Bursar (ex-officio) and 4 other members of the Governing Body, including the Senior Tutor or a Tutor. Posts are for 4 years, renewable. GSB President and Treasurer in attendance. This Committee meets twice a term during term times.

Chairman	Secretary	Membership	Status
President	Bursar	Vice-President	Ex-officio
		Senior Tutor	
		Professor F Bilbiie	To Sep 2026
		Dr Harris	To Sep 2026
		Dr R Sippy	To Mar 2027
		GSB President (in attendance)	▲
		GSB Treasurer (in attendance)	

B.1 COMMITTEE ESTABLISHED UNDER ORDINANCES [V.C.]

Official Fellowship Committee

The President (ex-officio, as Chair), the Vice-President (ex-officio), the Senior Tutor (ex-officio) and 7 Official/Professorial/Supernumerary Fellows (appointed by the President on 2-year rotation. 2 Research Fellows (voted by the Governing Body for 2 years). This Committee meets when required in order to recommend candidates to the Governing Body for election to Official or Professorial Fellowships, but as a minimum once a year.

Chairman	Secretary	Membership	Status
President	Bursar	Vice-President	Ex-officio
		Senior Tutor	Ex-officio
		Dr K Fagan-Robinson (RF)	To Sep 2024
		Dr H Gaffney (RF)	To Sep 2024
		Professor A Blake	To Oct 2024
		Dr A Street	To Oct 2024
		Professor I Farnan	To Oct 2024
		Dr E Rowe	To Oct 2024
		Professor S Kar-Narayan	To Oct 2025
		Dr W Y Feng	To Oct 2025
		Dr H Chang	To Oct 2025

B.2 COMMITTEE ESTABLISHED UNDER ORDINANCES

Fellowship Committee

Visiting, Supernumerary and Research Fellows and Associates are elected by the Governing Body on the advice of the Fellowship Committee. One member of the Committee is elected to be Chair and Convenor annually. The Committee meets once a month during term time.

Chairman	Secretary	Membership
Professor E Artacho	College Registrar	President
		Senior Tutor
		Dr K Ersche (Chair Sciences Sub-Committee)
		Dr L Castelli
		Professor K Soufani
		Dr J Rodriguez-Molina
		Professor G van Kooten (Chair Arts & Humanities Sub-Committee)
		Professor P Lio

B.3 COMMITTEE ESTABLISHED UNDER ORDINANCES

Tanner & Ashby Lectureship Committee

Elected by the Governing Body from time to time from among its members. President, Vice-President and Bursar ex-officio. Members normally elected for 2 years and eligible for re-election. This Committee meets to plan the Tanner and Ashby Lecture series, meeting when needed.

Chairman	Secretary	Membership	Status
President	College Registrar	Vice-President	Ex-officio
		Bursar	Ex-officio
		Senior Tutor	To May 2024
		Professor H Chang	To May 2024
		Dr A Motrescu-Mayes	To May 2024
		Dr F Spalding	To May 2024
		Professor G van Kooten	To May 2024
		Dr J Sung Park	To May 2024
		Dr L Castelli	To May 2025
		Dr D Duncan	To May 2025
		Dr J Gardebo	To May 2025
		GSB Representative(s) (in attendance)	

The Committee will also act as the Working Group; GSB representatives are being sought, who will attend all meetings of the Committee. Other non-Governing Body members may be invited to attend as required.

C.1 COMMITTEES REPORTING TO THE GOVERNING BODY DIRECT

College Student Complaints Committee

This Committee meets in the event of a formal student complaint.

Chairman	Secretary	Membership
President	Bursar	Vice-President
		Senior Tutor
		GSB Representative

D.1 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Archive Advisory Group

This Committee works with the College Archivist on maintaining the integrity of the College Archives, being the historical records of the College maintained for posterity. The Committee meets once a term during term time.

Chair	Secretary	Membership
President	Dr J Sung Park	Bursar
		Senior Tutor
		College Archivist
		College Registrar
		College Librarian
		Professor E Artacho

D.2 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Art Committee

This Committee organises the Art Exhibitions in Clare Hall, inviting artists to show their work for a period of approximately six weeks. The Committee meets at least once a term during term time. The Committee to co-opt as it thinks fit.

Chair	Secretary	Membership
Professor F Spalding	Dr F Blake	Professor P Wadhams
		Professor E Hermens
		Dr A Kennedy-Smith
		M Jones
		Dr W Y Feng
		Ms H Blumenfeld
		Dr A Motrescu-Mayes
		GSB Representative
		Communications and Marketing Manager

D.3 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Development Committee

This Committee discusses College Development, alumni and donor communications and other related areas of fundraising. The Committee meets once a term during term time.

Chair	Secretary	Membership
President (ex-officio)	Deputy Development Director	Vice-President (ex-officio)
		Bursar (ex-officio)
		Senior Tutor
		Professor A Blake
		Professor S Suárez
		Dr A Harris
		Professor E Nye
		Professor J Lipner
		Dr R Anderson
		Dr K Soufani
		Dr L Castelli
		Lady P Mirrlees

D.4 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Environment Committee

This Committee implements the Environment Policy of the College, covering areas such as recycling, reducing energy consumption and related sustainability issues.

The Committee meets at least once a term during term time.

Chair	Secretary	Membership
Bursar	Domestic Bursar	Professor I Farnan: Tutor Representative
		Dr J Zhao
		Accommodation and Facilities Manager
		Maintenance Manager
		Head Gardener
		Catering Manager
		GSB Green Officer
		Communications and Marketing Manager

D.5 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Gardens Advisory Group

The Group is responsible for the assessment of current plantings and the design and implementation of major planting schemes on all College sites. The Committee meets once a term during term time.

Chair	Secretary	Membership
The President	Domestic Bursar	Ms S Campbell
		Dr A Motrescu-Mayes
		Dr D Duncan
		Head Gardener
		Senior Tutor
		Dr F Blake
		GSB Allotment Representative
		Communications and Marketing Manager

D.6 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Health & Safety Committee

This Committee oversees and implements all policies relating to the Health and Safety of the College, its people and buildings. The Committee meets at least once a term during term time.

Chair	Secretary	Membership
Bursar	Domestic Bursar	Professor I Farnan: Tutor Representative
		Housekeeping Manager
		Maintenance Manager
		Head Gardener
		Head Porter
		Catering Manager
		HR Manager
		GSB Representative(s)

D.7 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Music Committee

The Music Committee is responsible for the creation and implementation of the annual musical events programme in the College. The Committee meets at least once a term during term time. The Committee to co-opt as it thinks fit.

Chair	Treasurer	Secretary	Membership
Dr R Anderson	Mrs J Womack	R Pakbaz	P Hemmerlé
			President
			Dr J Thurlow
			GSB Representative(s)
			Choir Director
			C Humphrey
			Communications and Marketing Manager

D.8 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Social Events Committee

This Committee is responsible for organising social events for the families of College members. Visiting Fellows to be invited to join this Committee when they join College (ideally for a year and with families) from October each year. The Committee meets once a term during term times.

Chair	Secretary	Membership
Dr C Nath	College Registrar	Dr L Passmore: Tutor Representative
		Post Doc Representative(s)
		GSB Representative(s)
		Dr M Merchant
		Domestic Bursar

D.9 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Stewardship Committee

This Committee meets to discuss all issues relating to Catering, Formal Hall, Wine Stewardship. The Committee meets at least once during term times.

Chair	Secretary	Membership
Professor R McMahon	Domestic Bursar	Bursar (ex-officio)
		Vice President (ex-officio)
		Senior Tutor
		Dr M Stewart
		Dr J Rodriguez-Molina
		College Registrar (ex-officio)
		Catering Manager (ex-officio)
		GSB Representative
		Dr E Rowe

D.10 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Communications Committee

This Committee is responsible for the implementation of the policy on all aspects of the College's external and internal communications strategy. This Committee meets at least once during term times.

Chair	Secretary	Membership
President	Deputy Development Director	Vice President
		Bursar
		Senior Tutor
		Dr L Tantardini: Fellow Web Editor
		Communications and Marketing Manager
		GSB representative
		Dr T Tate: <i>Review</i> Editor
		Dr H Scott-Fordsmand
		Dr T Baldauf

D.11 COMMITTEE REPORTING TO THE GOVERNING BODY VIA COUNCIL

Information Technology Committee

This Committee replaces the Computer Committee, and will advise on IT matters.

Chair	Secretary	Membership
Dr A Harris	Bursar	Head of Finance
		Communications and Marketing Manager
		UIS Representative

D.12 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL

Prevent Committee

The Prevent Committee is responsible for the implementation of the Prevent policy. Prevent is “a national safeguarding programme that supports people who are at risk of becoming involved with terrorism through radicalisation.” This Committee meets at least once a term during term time.

Chair	Secretary	Membership
Head Porter	College Registrar	President
		Bursar
		Domestic Bursar
		Senior Tutor
		Housekeeping Manager
		Deputy Development Director
		Maintenance Manager
		Events Co-ordinator
		GSB Representatives

E.1 OTHER COMMITTEES

Buildings and Estates Committee

This Committee is responsible for the College Estate, including its maintenance and future building and estates development planning. A Sub-Committee of the Finance Committee. The Committee meets at least once during term times.

Chair	Secretary	Membership
President	Domestic Bursar	Bursar (ex-officio)
		Senior Tutor (ex-officio)
		Vice President (ex-officio)
		Maintenance Manager
		GSB Representative
		Professor S Dalziel
		Professor A Blake
		Dr A Harris

E.2 OTHER COMMITTEES

Panel for Disciplinary Committee under Statute XXVI,III,16

A Disciplinary Committee shall consist of three persons selected by the Governing Body from a panel of seven persons appointed annually by the Governing Body. The members of the panel shall be fellows of the College or other persons, being members of the Regent House of the University. Meetings are triggered per the conditions stated under Statute XXVI, III of Clare Hall's Statutes, relating to members of the College's academic staff.

Chair	Secretary	Membership
n/a	n/a	Professor C Barnard
		Professor C Smith
		Dr I Farnan
		Dr E Rowe
		Dr A Motrescu-Mayes
		Dr W Y Feng
		Dr A Gualandi