

## **Purpose and summary**

To note the membership of College Committees following the Governing Body Meeting of 30 October 2024.

## **Contact Details**

Bursar : [bursar@clarehall.cam.ac.uk](mailto:bursar@clarehall.cam.ac.uk)

## **A STATUTORY COMMITTEES**

- A.1 Council
- A.2 Finance Committee

## **B COMMITTEES ESTABLISHED UNDER ORDINANCES**

- B.1 Official Fellowship Committee
- B.2 Fellowship Committee
- B.3 Remuneration Committee
- B.4 Tanner and Ashby Lectureship Committee
- B.5 The Bell Collection at Clare Hall Management Board

## **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
- E.2 Panel for Disciplinary Committee under Statute XXVI.III.16

## **A.1 STATUTORY COMMITTEE [STATUTE XII]**

### **Council**

The President (ex-officio, as Chair), the Vice-President (ex-officio), the Bursar (ex-officio), the Senior Tutor (ex-officio), 6 other Fellows from the Governing Body (2 of whom Research Fellows - RFs) and 2 Members of GSB. Posts are for 3 years, renewable after three years absence (by Statute XII.2. this is one year; however at its meetings of 13 March 2024 and 08 May 2024 Governing Body agreed that they would not elect any member within 3 years of last having served on Council). College Registrar, Domestic Bursar and Director of Alumni and Donor Relations in attendance, and others by invitation for specific items. Council meets at least twice a term during term time, and as required out of term time. Council are the Trustees of the College.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>	<b>Status</b>
President	Bursar	Vice-President	Ex-officio
		Senior Tutor	Ex-officio
		Professor C Smith	To Jul 2027
		Professor E Artacho	To Sep 2027
		Professor M G Spillantini	To Sep 2027
		Professor M Bance	To Sep 2027
		Dr H Scott-Fordsmand (RF)	To Mar 2025
		Dr R Sippy (RF)	To Sep 2025
		GSB President	
		GSB Vice-President	

## **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, together with Head of Finance and College Registrar. This Committee meets at least once a term during term time.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>	<b>Status</b>
President	Bursar	Vice-President	Ex-officio
		Senior Tutor	Ex-officio
		Dr L Tantardini	To Feb 2028
		Dr Harris	To Sep 2026
		Dr C Jenkins	To Oct 2028
		GSB President (in attendance)	
		GSB Treasurer (in attendance)	

## **B.1 COMMITTEE ESTABLISHED UNDER ORDINANCES [V.D.]**

### **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 as required in order to recommend candidates to the Governing Body for election to Official, Professorial or Honorary Fellowships, but as a minimum once a year.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>	<b>Status</b>
President	Bursar	Vice-President	Ex-officio
		Senior Tutor	Ex-officio
		Dr K Fagan-Robinson (RF)	To Sep 2026
		Dr D Duncan (RF)	To Feb 2026
		Dr L Passmore	To Sep 2026
		Dr A Motrescu-Mayes	To Sep 2026
		Professor G van Kooten	To Sep 2026
		Professor S Dalziel	To Sep 2026
		Professor S Kar-Narayan	To Sep 2025
		Dr W Y Feng	To Sep 2025
		Professor H Chang	To Sep 2025

## **B.2 COMMITTEE ESTABLISHED UNDER ORDINANCES [V.E.]**

### **Fellowship Committee**

Visiting and Research Fellows, Fellow Commoners and Associates are elected by Governing Body on the advice of this Committee. One Committee member is elected as Chair and Convenor annually. The Committee reports to Governing Body and meets twice a term during term time.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Professor E Artacho	College Registrar	President
		Senior Tutor
		Dr K Ersche (Chair Sciences Sub-Committee)
		Dr L Castelli
		Professor K Soufani
		Dr J Cama
		Professor G van Kooten (Chair Arts & Humanities Sub-Committee) Vacancy from Oct 2024 to Sep 2025 filled by Dr W Y Feng
		Professor P Lio

### **B.3 COMMITTEES ESTABLISHED UNDER ORDINANCES [V.C.]**

#### **Remuneration Committee**

The Remuneration Committee reports to the Trustees and is responsible determining the pay and related conditions of staff and remunerated Fellows. This Committee meets at least once a year during term time prior to the approval of the budget, and as required.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
J Phillips, Selwyn College	Bursar	Vice-President
		Professor R McMahon
		C Lawrence, Newnham College
		J Newby, Hughes Hall

### **B.4 COMMITTEE ESTABLISHED UNDER ORDINANCES [V.F.]**

#### **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 plans the Tanner and Ashby Lecture series, meeting when needed.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>	<b>Status</b>
President	College Registrar	Vice-President	Ex-officio
		Bursar	Ex-officio
		Senior Tutor	To May 2026
		Professor H Chang	To May 2026
		Dr A Motrescu-Mayes	To May 2026
		Dr F Spalding	To May 2026
		Professor G van Kooten	To May 2026
		Dr J Sung Park	To May 2026
		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. Other non-Governing Body members may be invited to attend as required.

## **B.5 COMMITTEES ESTABLISHED UNDER ORDINANCES [V.G.]**

### **The Bell Collection at Clare Hall Management Board**

The Board manages the Bell Collection at Clare Hall on behalf of the Governing Body, to which it reports, curating the Collection and managing annual displays. The Board consists of the President, Vice-President, Bursar, a Fellow (preferably an historian of art who is a current or former University Teaching Officer in the Department of History of Art), the College Communications Manager, the responsible Officer for Ceramics at the Fitzwilliam Museum, the Director of the Hamilton Kerr Institute (current and/or former) and occasionally other authorities in the field who may be temporarily members of the College and/or the University at the discretion of the Board. The Board meets as necessary.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
President	College Registrar	Vice-President
		Bursar
		Professor F Spalding
		Professor E Hermens
		F Davies
		H Ritchie
		Professor P Joannides
		Dr R Anderson

**C.1 COMMITTEES REPORTING TO THE GOVERNING BODY DIRECT**  
**College Student Complaints Committee**

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

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
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.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
President	Dr C Jenkins	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 may co-opt additional members as it thinks fit.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Professor F Spalding	Dr F Blake	Professor P Wadhams
		Professor E Hermens
		Dr A Kennedy-Smith
		M Jones
		Dr W Y Feng
		Professor H Markus
		Dr A Motrescu-Mayes
		Dr L Tantardini
		Dr C Köser
		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.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
President	Director of Alumni and Donor Relations	Vice-President
		Bursar
		Senior Tutor
		Dr A Harris
		Professor E Nye
		Professor J Lipner
		Dr R Anderson
		Professor 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.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Bursar	Domestic Bursar	Professor I Farnan
		Dr J Zhao
		Dr D Duncan
		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**

This Group is responsible for the assessment of current plantings and the design and implementation of major planting schemes. The Group meets once a term during term time.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
President	Domestic Bursar	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.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Bursar	Domestic Bursar	Professor I Farnan
		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 may co-opt additional members as it thinks fit.

<b>Chair</b>	<b>Treasurer</b>	<b>Secretary</b>	<b>Membership</b>
Dr R Anderson	J Womack	Dr R Pakbaz	P Hemmerlé
			President
			Professor A Blake
			Dr J Thurlow
			GSB Representative(s)
			Choir Director
			Professor E Nye
			Professor C Humphrey
			D Gryzbon
			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 time.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Dr C Nath	College Registrar	Dr L Passmore: Tutor Representative
		Post Doc Representative(s)
		GSB Representative(s)
		Vacancy – Volunteer Requested
		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 a term during term time. The Wine Steward and Head of Finance attend as required.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Professor R McMahon	Domestic Bursar	Bursar
		Vice-President
		Senior Tutor
		Dr M Stewart
		Professor H Markus
		College Registrar
		Catering Manager
		GSB Representative(s)
		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. The Committee meets at least once a term during term time.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
President	Director of Alumni and Donor Relations	Vice-President
		Bursar
		Senior Tutor
		Communications and Marketing Manager
		GSB Representative
		Dr T Tate
		Dr H Scott-Fordsmand
		Dr S Niblett

#### **D.11 COMMITTEE REPORTING TO THE GOVERNING BODY VIA COUNCIL**

##### **Information Technology Committee**

This Committee advises on IT matters. The Committee meets at least once a term during term time. The Senior Tutor attends as required.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Dr A Harris	Bursar	Head of Finance
		Domestic Bursar
		Communications and Marketing Manager
		UIS Representative

#### **D.12 COMMITTEES REPORTING TO THE GOVERNING BODY VIA COUNCIL**

##### **Prevent Committee**

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

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
Head Porter	College Registrar	President
		Bursar
		Domestic Bursar
		Senior Tutor
		Housekeeping Manager
		Director of Alumni and Donor Relations
		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. The Committee meets at least once during term time.

<b>Chair</b>	<b>Secretary</b>	<b>Membership</b>
President	Domestic Bursar	Bursar
		Senior Tutor
		Vice-President
		Maintenance Manager
		GSB Representative
		Professor S Dalziel
		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. The Committee meets as required.

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