



HUGHES
HALL

UNIVERSITY OF CAMBRIDGE

GOVERNING BODY

Confirmed minutes

Seventy-fourth meeting of Governing Body 10 February 2021

Video conference at 5.30pm

{} indicates that this item will be removed prior to publication on the College website.

Present: Dr Anthony Freeling (President, Chair), Prof John Doorbar (Vice-President), Prof Jonathan Powell (Pro-Vice-President), Mrs Heidi Allen, Mr Mark Anderson, Dr Stephen Axford, Dr Paula Banca, Prof Michael Barrett (to item 74.17), Dr Heather Blackmore, Dr Jimmy Chan, Mr William Charnley, Dr Othman Cole, Dr Bart de Nijs, Prof Gishan Dissanaïke, Dr Claire Donnelly (to item 74.4), Dr Peter Dudley, Mrs Victoria Espley (Bursar), Prof Tamsin Ford (to item 74.8), Dr Markus Gehring, Prof Emanuele Giovannetti (from item 74.4), Dr Sara Hennessy, Dr Sarah Hoare, Dr Sonia Ilie, Prof Bill Irish, Dr Agnieszka Iwasiewicz-Wabnig, Dr Philip Johnston (Senior Tutor), Dr Tobias Kohn, Dr Yury Korolev, Dr Alastair Lockhart, Dr Andrew Mackintosh, Dr Timea Nochtá, Prof William Nuttall (from item 74.3), Dr Ajith Parlikad (to item 74.9), Mrs Laurel Powers-Freeling, Dr Aisling Redmond, Dr Corinne Roughley, Prof Ricardo Sabates, Dr Carole Sargent, Dr Kishore Sengupta, Prof Nidhi Singal, Dr Jeffrey Skopek, Dr Jacob Stegenga, Prof Andreas Stylianides, Dr Livia Tomova, Dr Caroline Trotter (to item 74.9), Dr Suzanne Turner, Dr Lars Vinx, Prof Rupert Wegerif, Dr Clive Wells, Dr Jessica White, Dr Nigel Yandell.

In Attendance: Mr Bill Conner (Director of Institutional Advancement, to item 74.10), Prof Neil Mercer (Senior Independent Fellow, to item 74.10), Mrs Wendy Solomou (College Secretary and Fellowships Manager, Secretary).

Apologies: Prof Ming-Qing Du.

On leave: Dr Riikka Hofmann, Dr Eugene Shwageraus, Prof Paul Tracey.

Absent: Dr Martin Steinfeld.

OPEN BUSINESS

In memoriam

Mr Nick Gray, MA
Quondam Fellow, died January 2021, aged 56 years.

74.1. Introduction

74.1.1. Welcome

The President welcomed Dr Chan to his first meeting of Governing Body.

74.1.2. Declarations of interests (Open Business)

Prof Rupert Wegerif declared an interest in item 74.8 but was not required to withdraw when the item was discussed.

74.2. Minutes and Matters arising from the Open Business of Governing Body, of 2 December 2020

74.2.1. Approval of minutes (GB74 01)

Governing Body approved the minutes as an accurate record.

74.2.2. Governing Body action list: Open Business

There were no items on the action list.

74.2.3. Matters arising not otherwise on the agenda

There were no other matters arising.

74.3. President's report

The President reminded Governing Body of the College's mission and of the agenda that had been approved to further that mission in the current academic year. However, he warned that in the wake of the global pandemic the College's finances were severely compromised and much of the agenda could not be delivered in the intended timeframe (as noted in item 74.5). The College had suffered significant losses of income in the areas of accommodation, conferences, and catering, which were only salvaged by the government furlough scheme and the allocation from the Colleges' Fund. Progress with the estates' strategy was delayed and the future looked uncertain with the possibility of further waves of the pandemic. However, on the positive side the Bridge had made good progress and students were coping well although additional resources were needed to support them.

The President made a personal statement. He noted that he had considered delaying his retirement for one to two years in response to requests from individual Fellows in view of the challenges faced by the College. In light of the recent decision of Governing Body not to amend College Ordinances to allow his re-election as President for a second term, he confirmed his intention to retire on or before the end of July 2022. He further noted that in such uncertain times Governing Body would be advised to consider who could be ready to take on the role of Acting President should the need arise.

74.4. Update on dealing with COVID19

The Bursar and Dr Roughley jointly gave an update covering the following:

- **Structure of meetings** – the Gold Team, led by President, were meeting weekly to agree strategy. The fact that the President chaired the Colleges Committee and was a member of the University Gold Team had provided a helpful insight into the University's approach. The Silver Team was meeting weekly to establish the detailed operational approach. In addition, there

were weekly briefing meetings with line managers and the MCR President, and the virtual staff coffee mornings provided a forum for two-way communication with staff.

- **Risk assessments** were under continual review. Access to the College site was restricted to those involved in delivering on-site services to support students, with others working remotely from home.
- **Government's furlough scheme** – around one-third of staff were on some form of furlough.
- **Staff testing** – The College was participating in the University's pilot asymptomatic testing programme for staff. Around 25 members of staff were taking a lateral flow test twice per week before coming into College. Anyone with a positive test was to isolate and follow up with a PCR test. Early feedback from staff had been very positive.
- **Students in Cambridge** - approximately 500 students were resident in Cambridge (230 in College accommodation).
- **Student testing** – There had been a small number of positive tests during the vacation and on return to Cambridge and a small number of students self-isolating as contacts. However, all tests in the most recent week had been negative.
- **Support for students** was much appreciated and included:
 - Catering at every lunchtime, including hot meals and cold takeaway food for later.
 - Food was being delivered to students who were isolating or in quarantine.
 - A system of welfare checks was in place to provide additional support for students isolating for whatever reason.
 - The Nurse and College Counsellor were very busy and available to students wherever they were located, with no significant waiting list.
 - The household system was continuing to work well and was supported by tutors and others from the welfare team.
 - Study spaces remained available for students wishing to work away from their rooms and for attending or giving supervisions.
 - Hardship requests were being processed weekly by the Student Welfare and Finance meeting, chaired by the Senior Tutor.
 - The Tutorial Office continued to provide support to students with examinations and assessments in Lent Term, and preparations were underway to facilitate arrangements for examinations in the Easter Term.
- The response from undergraduate offer-holders in meetings with Admissions Tutors had been positive.

74.5. College Agenda revisions (GB74 02)

The Bursar reported that the necessary and significant level of resources diverted to dealing with the second wave of the pandemic was severely hampering progress in some key areas of the College Agenda. There were potential delays across all areas, although, as highlighted in the paper, the majority fell within the Bursarial area and related to improving provision of services and the ability to generate non-core income. It was also the case that plans for estates development were becoming delayed because other parties were focusing attention on dealing with the pandemic.

In response to a question the Bursar said that reducing carbon emissions remained a priority, but that certain aspects would be hampered by cost, for example, installing heating pumps in the external houses. However, monitoring and reporting energy use was not on hold and a full report would be brought to Governing Body in the Easter Term.

74.6. Estates' update (GB74 03)

74.6.1. Covent Garden Drama Studio

The Bursar reported that 24 February had been set as a provisional date for the exchange of contracts and completion.

{74.6.2. [REDACTED]}

74.7. MCR President's annual report (GB74 04)

Governing Body received the MCR President's report.

The President expressed his gratitude to the MCR Committee and wider community observing how well they had dealt with difficult circumstances. He said that throughout the year the MCR Committee had given enormously helpful feedback to Fellows and staff and had shown true understanding of what the College could and could not do in its responses to the pandemic.

Dr Ilie, the Honorary Senior MCR Treasurer, reported that she had not yet reviewed the accounts in detail, but that expenditure was lower than in previous years. She said that as Returning Officer for the MCR elections she was pleased to see that committee posts were contested, which reflected a good level of engagement on the part of the student body. She gave a special vote of thanks to Nicola Gorringe (MCR President) and Anie Vasileva (MCR Secretary) for stepping up to their respective posts partway through the year and doing so admirably.

The President thanked Dr Ilie, who was coming to the end of her term as Senior MCR Treasurer and encouraged Fellows to consider volunteering for the Post. Dr Ilie said that she and Dr Roughley would be meeting with the MCR Committee to discuss what more they might need by way of support from the Senior MCR Treasurer with a view to providing a comprehensive role description.

Governing Body gave a vote of thanks to the MCR Committee and a special vote of thanks to the MCR President, who, as noted by the Senior Tutor, bore a significant amount of responsibility.

74.8. Acceptance of funding for Digital Education Futures Initiative (DEFI) (GB74 05)

{[REDACTED]}

74.9. Management accounts update (GB74 06)

The Bursar presented the management accounts to 31 December 2020. {She reported that all income and expenditure lines had been reviewed following the imposition of another lockdown and that a deficit of £413,207 was forecast against £217,700 in the restated budget. The Bursar's commentary to the accounts highlighted key areas where the year-end forecast income and expenditure differed from that of the restated budget. She mentioned two areas of note: a reduction of rental income of approximately £400k and a revised forecast of income from academic fees (based on actual student numbers) of approximately £200k. She confirmed that the payment from the Colleges Fund had been

brought forward from July 2021 and that the Colleges Fund Committee had given permission for the grant to be used for operational costs (not shown in the forecast outturn as it did not form part of the operational budget) which meant that it was unlikely that the College would breach its covenants.

In response to a question the Bursar said that the forecast did not factor in any costs of redundancies and that the assumption for 2020-21 was that all staff would remain in post and that income from the Government Furlough Scheme would end after April. She also confirmed that the College had not received any pressure from students to reduce fees.}

74.10. Any other Open Business

There was no other Open Business.

End of Open Business WS