



HUGHES
HALL

UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

Confirmed minutes

Ninety-eighth meeting of College Council 17 November 2020

Via video conference at 4.30pm

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

Present: Dr Anthony Freeling (Chair, President), Prof John Doorbar (Vice-President), Prof Jonathan Powell (Pro-Vice-President), Mrs Victoria Espley (Bursar), Ms Nicola Gorringer (MCR President, to item 98.14), Prof Bill Irish, Dr Philip Johnston (Senior Tutor), Dr Tobias Kohn, Dr Corinne Roughley, Prof Ricardo Sabates, Prof Nidhi Singal, Miss Anie Vasileva (MCR Secretary, to item 98.14), Dr Lars Vinx.

In Attendance: Dr Stephen Axford (Director of Strategy and the Bridge), Mr William Conner (Director of Institutional Advancement), Mrs Wendy Solomou (Secretary).

OPEN BUSINESS

98.1. Introduction

98.1.1. Declarations of interests

There were no declarations of interests.

98.2. Minutes and Matters arising from the Open Business of College Council, of 6 October 2020

98.2.1. Approval of minutes (CC98 01)

The minutes were approved as an accurate record.

98.2.2. College Council action list: Open Business (CC98 02)

[97.7] Equality and diversity – publication of survey results

- Some final edits were required, and the results were to be published this term. Ongoing.

98.2.3. Matters arising not otherwise on the agenda

There were no other matters arising.

98.3. President's report

The President reported that the College community has been coping extraordinarily well in dealing with the COVID pandemic. The Gold Team had been re-instated since the recent imposition of lockdown, and

staff had been busy prioritizing tasks and coping with a heavier workload. A survey of students' intentions for the Christmas break had indicated that around one-third of students aimed to stay in College and plans were in place to ensure that staff would be available to support students who needed to self-isolate. The usual end of term festivities would be adapted so that events could take place in a safe environment.

The President thanked everyone in College for pulling their weight.

98.4. MCR business

The MCR President gave feedback on the Freshers' week events. The MCR Committee had run virtual and in-person events, all of which had been very well received by both new and continuing students. The in-person events had proved to be oversubscribed and so had been brought forward into term. The demand for in-person interaction had been overwhelming and over time participation in virtual events had dropped off. Other events, such as those organized for Black History Month had gone well. The MCR Welfare Team were currently thinking about what they could do to complement the College's plans for events over the Christmas period and were drafting a survey to get the views of students as to how Michaelmas term had gone and how they might be best supported by the MCR over the Christmas break and into the New Year.

In response to a question the MCR President said that the virtual drop-in sessions organized by the College for students in quarantine had been welcomed, nevertheless students would grasp the opportunity for any in-person contact wherever possible.

The President gave a formal vote of thanks to the MCR President, Secretary, and Committee.

98.5. COVID-19 update

The Bursar and Dr Roughley provided an update on COVID-related activity.

1. *Current student situation*

- Very few positive cases (1 currently).
- Good uptake of asymptomatic testing, with over 100 submitting swabs each week on behalf of 55-60 households.
- Small numbers were currently isolating as contacts.
- There was a robust system in place for checking welfare, the latter not yet fully utilised due to the low numbers of students isolating.
- The Head Porter had noted an improvement in compliance with social distancing rules.
- There had been a high take up of services offered by the College Nurse and Student Counsellor.

2. *End of Term planning*

- Dr Axford had been involved in coordinating plans for students leaving at the end of term.
- Survey responses over the weekend had indicated that 310 students were planning to leave; 145 to stay; and 80 were undecided.
- Tests would be pooled where possible in the week commencing 30 November and individual tests would be given in the week commencing 7 December. Testing would be available to all students. Communications would be going out to students imminently to start the process of collecting data to organise the pooling of tests.

3. Plans for the vacation

- The Bursar was overseeing plans for the vacation.
- Key managers had provided input to the response-levels framework.
- Resources that would be needed during the holiday period (e.g., porters, catering) had been identified with an emphasis on flexibility (noted in the Bursar's report, item 98.11.1).

4. Plans for Lent term

- The College was still awaiting clear advice from HMG on quarantine rules and testing.
- It was not certain how many students would return and whether there might be more applications for studying remotely, particularly from PhD students in the arts and humanities.

98.6. Draft RCCA trustees' report (CC98 03)

The Bursar informed Council that Audit Committee had scrutinized the College's audited accounts for 2019-20 and reviewed the report of the trustees, a formal record of the academic and financial year. The RCCA accounts would be presented to Governing Body for approval at the Audit meeting of 2 December. She welcomed feedback from Council on the report of the trustees before it was submitted to Governing Body.

In response to a question about including information about the recent Equality and Diversity initiatives the Bursar said that they would be included as a key part of the report for 2020-21.

98.7. Annual report of Investments Committee (CC98 04)

The Bursar presented the annual report for the financial year to 31 July 2020, which had been approved by Investments Committee. She highlighted the following points from the report:

- During the 2019-20 financial year Governing Body had approved Investment Committee's recommendations for a revision of the College's Investment Policy Statement, and a move to a total return approach.
- The total funds held on 31 July 2020 were £30.85m (£29.16m on 31 July 2021), with a shift in the structure of the portfolio towards a greater cash holding (in line with the College's estates strategy).
- {REDACTED}

There were no comments or questions.

98.8. Equality and diversity

Dr Roughley reported the following:

- Black History Month. Dr Roughley thanked the MCR for the events they had arranged. The Development Office had also run a BHM heroes social media initiative which had gone well.
- Transgender-awareness week. The flag was flying and the MCR had an event lined up for the 18 November.
- Statement of Behaviour. This was next on the E & D Working Group's agenda and would be informed by comparison with examples from other colleges and institutions.

- Recruitment targets for Senior Members. The E & D Working Group had advised that rather than going straight to appointments targets, to first consider targets for diverse applicant pools, then work through appointment panels, and then appointments targets.
- The College had commissioned the services of a Student Counsellor, Isha Mehta, who was British Asian, thus adding diversity to the welfare team. Feedback from students had been extremely positive, especially from BAME students.
- Postgraduate admissions data. Following a presentation at the Graduate Tutors' Committee, the Admissions Tutors were considering what could be learned from the University's work on widening participation.

98.9. Possible revisions to the College Agenda 2020-21

The Bursar reported that the aim of recovering conference profitability would be difficult to achieve, given the likelihood that it would not be possible to book conferences in the coming months.

98. 10. Senior Tutor's report (CC98 05)

The Senior Tutor reported that a substantial amount of tutorial work had been devoted to tackling the implications of COVID. Despite this, all regular activities had continued as noted in his report.

Prof Sabates proposed a vote of thanks to the Senior Tutor and Deputy Senior Tutors, which was agreed enthusiastically.

98.11. Bursarial:

98.11.1. Bursar's report (CC98 06)

The Bursar reported that no staff were currently on furlough and gave an account of how staff were being supported in the current challenging environment. She said that the staff Christmas party had been cancelled and that to compensate all staff would receive a hamper. In addition, College would close on 23 December and staff would be given the 24th as an extra day of leave; those who had to work on Christmas Eve would be able to take the leave at a different time.

The Bursar outlined the plans for supporting students who were isolating over the Christmas break, which included keeping the kitchens open until 2pm on Christmas Day, if necessary, and keeping the Porters' Lodge open from 9am to 2pm on the three bank holidays. There would also be extensive welfare support in place coordinated by the Deputy Senior Tutor (Welfare).

{REDACTED}

98.11.2. Management accounts update (CC98 07)

The Bursar presented the management accounts to 31 October 2020. There were no comments or questions.

98. 12. Director of Institutional Advancement's report (CC98 08)

The Director of Institutional Advancement highlighted the following:

- The year-end campaign, a joint project with Cambridge in America, had recently been launched.
- There had been a good response to the photography competition and the Development Office was looking for two volunteers to help with the judging.
- {REDACTED}
- A joint meeting of the Development Strategy Group and the International Group for Development had taken place on 14 October and had focused on Bridge-related fundraising and an update on estates planning.

98.13. *Minutes of Committees**

Council received the minutes of the following committees without discussion:

98.13.1. Unconfirmed minutes Estates Committee, of 30 September 2020 **(CC98 09)**

98.13.2. Unconfirmed minutes Finance Committee, of 12 October 2020 **(CC98 10)**

98.13.3. Unconfirmed minutes House Committee, of 21 October 2020 **(CC98 11)**

98.13.4. Unconfirmed minutes Development Strategy Group/International Group for Development, of 14 October 2020 **(CC98 12)**

98.14. Any other Open Business

There was no other Open Business.

End of Open Business WS