



HUGHES
HALL

UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

Confirmed minutes

One-hundred-and-fourth meeting of College Council 25 May 2021

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), Mr Jordan Corbett (MCR President, to item 4.15), Mrs Victoria Espley (Bursar), Dr Sonia Ilie, Prof Bill Irish (from item 4.2.2), Dr Philip Johnston (Senior Tutor), Dr Tobias Kohn, Dr Corinne Roughley, Prof Ricardo Sabates, Dr Lars Vinx, Mr Yuchen Zhu (MCR Secretary, to item 4.15).

In Attendance: Dr Stephen Axford (Director of Strategy and the Bridge), Mr William Conner (Director of Institutional Advancement), Mr Andrew Grieve (Assistant Bursar, for item 4.5), Mrs Wendy Solomou (Secretary).

Apologies: Prof Jonathan Powell (Pro-Vice-President).

On Leave: Prof Nidhi Singal.

OPEN BUSINESS

4.1. Introduction

4.1.1. Welcome

The President welcomed Mr Corbett, the incoming MCR President, to his first meeting of Council, and informed Council that Mr Andrew Greive (Assistant Bursar) would be joining the meeting to speak to item 4.5.

4.1.2. Declarations of interests

There were no declarations of interests.

4.2. Minutes and Matters arising from the Open Business of College Council, of 27 April 2021

4.2.1. Approval of minutes (CC4 01)

The minutes were approved as an accurate record.

4.2.2. College Council action list: Open Business (CC4 02)

[3.6] College's Carbon Reduction Policy.

The Bursar to circulate a paper giving further information about the definition of Science Based Targets.

- Completed. See item 4.2.3.1.

[3.7] Tutors and Associate Tutors – proposed changes.

The Senior Tutor to submit the proposal to Governance Committee.

- Completed. Governance Committee recommended the proposed amendments to Governing Body for approval at its meeting of 16 June 2021.

[3.9] Annual reports from Honorary Post-holders.

The President to write on behalf of Council to each of the Honorary Post-holders to thank them for their contribution over the previous year.

- Completed.

4.2.3. Matters arising not otherwise on the agenda

4.2.3.1. *[3.6] College SBT tool guidance (CC4 03)**

Council received the briefing paper, 'A Science Based Target Tool for the Cambridge Colleges', without discussion.

4.3. President's report

The President reported that an agreement which would provide substantial funding for DEFI had been signed.

He announced that, following the easing of COVID lockdown restrictions, the College was beginning to open up: the one-way system for movement around the College was no longer in operation; in-person events were being planned for students; and he hoped that it would soon be possible to welcome Senior Members back into College.

4.4. MCR business

The MCR President reported that following a second round of elections most of the positions on the MCR Committee were now filled. The new committee's immediate aim was to make lives as enjoyable as possible in the post-examination period, with a garden party planned for 23 June assuming a further lifting of lockdown restrictions. Its longer-term focus would be on rebuilding the student community over the coming academic year.

The MCR President asked if it might be possible to increase student representation on College Committees given that there were now two MCR Vice-Presidents. In response the President said that it would be possible for additional MCR representatives to attend some committees, but not as voting members. He agreed to discuss the matter further in a one-to-one meeting with the MCR President.

4.5. Budget for 2021-22 (CC4 04)

The Assistant Bursar presented the proposed forecast income and expenditure budget for 2021-22. He confirmed that the budget had been discussed with Salaried College Officers and had been reviewed by Finance Committee. He noted that the additional requests totaling £47K, detailed in the spreadsheet on p.12, were not included in the budget, but if agreed would reduce the net surplus given in the summary on the first page.

In response to a question the Bursar said that the forecast for student numbers, a key factor affecting the budget, had been based on admissions data together with a conversion rate of past acceptances to offers. As in previous years the budget would be restated in Michaelmas Term if actual numbers of students registering differed significantly from the forecast. She added that the risk of international students failing to travel to the UK had been considered, and that the budget was based on conservative assumptions.

Council approved recommending the budget to Governing Body.

4.6. Use of the College signature in communications: (CC4 05a)

Council considered a proposed policy for advising Senior Members on the use of the College signature and College/University email account in communications.

It was agreed that the advice should not cover the use of email accounts and that the policy should be redrafted.

ACTION: The Secretary to redraft the paper, which should focus only on the use and format of the College signature.

4.7.{{REDACTED}}

4.8. Annual report from Bridge Committee (CC4 06)

The Director of Strategy and the Bridge spoke to the report, which provided a comprehensive review of the activities of The Bridge since February 2020. He reported that despite the conditions imposed by COVID there had been a huge amount of development and progress.

He asked for Council's feedback on the future direction of The Bridge and the following points were discussed:

- Integration: it was agreed that there was still room to further integrate The Bridge into College life and to improve engagement within the College.
- Students: In response to a question as to the goals for student engagement, for example, what was the ambition for the percentage of students to be engaged in Bridge activities, Dr Axford responded that the aim was for all students to know about The Bridge and for it to be possible for any with an interest to become involved. It was agreed that opportunities for student involvement needed to be increased, for example, by offering short-term internships.
- Post-doctoral and doctoral community: The Impact Leadership Programme had been very well received and the challenge now was how it could be scaled up. It was acknowledged that a significant number of postgraduate applicants cited The Bridge as a motivating factor in their decision to choose Hughes and that it was important to be able to meet expectations.

- Alumni: The Director of Institutional Advancement noted the contribution of The Bridge as a key unique selling point for the College and said that alumni had re-engaged as result of The Bridge.
- It was acknowledged that managing the evolving organisational complexity of the Bridge Centres and achieving the right balance between focusing on current activities and diversifying into new areas remained an ongoing challenge. The President expressed the view that The Bridge was still at the stage of development where there needed to be some freedom to expand into new areas, and that it would probably take a further two to three years before it was clear how The Bridge was impacting the student body and the outside world.

The President thanked Dr Axford and asked him to convey Council's gratitude to Bridge Committee and to the various teams.

4.8. Annual reports from Honorary Post-holders

4.8.1. Curator of Valuables (CC4 07a)

Council received the report of the Curator of Valuables, Ms Morag Walsh Barnes.

4.8.2. Research Convenor (CC4 07b)

Council received the report of the Research Convenor, Dr Claire Donnelly, in which she acknowledged the contribution of the Hughes Hall Postdoctoral Group (current members: Alma Piermattei, Tobias Kohn, Sarah Hoare, Amita Ummadisingu, Dave Hall, Ellen Higginson, Nicola Moloney and Chantal Babb de Villiers).

Council noted that it was pleasing to see such a high level of activity in the face of the pandemic. Dr Kohn expressed the view that Dr Donnelly had done an outstanding job as Research Convenor, going beyond what was required, and as a result Hughes' post-doctoral community was one of the most active and attractive within the colleges.

4.8.3. MCR Senior Treasurer (CC4 07c)

Dr Ilie, the outgoing MCR Senior Treasurer, gave a vote of thanks to the outgoing MCR Committee. She reported that she had not yet reviewed the full-year financial accounts, but that she would inform Council should any issues arise, although none were anticipated.

ACTION: The President to write on behalf of Council to each of the Honorary Post-holders to thank them for their contribution over the previous year.

4.9. COVID update

Dr Roughley reported the following:

- No significant problems had arisen following the recent change to visitors' policies and the operation of the marquee as a bar: students had been considerate and had behaved responsibly.
- The main examination period would continue to 21 June. Many students were taking examinations in their rooms, and the need for a quiet environment had been communicated to all in College. The library's hours had been extended to provide an additional area for quiet study. The College Counsellor had sufficient capacity to offer appointments to those that needed to see her.

- COVID testing was ongoing, but the uptake of asymptomatic testing remained relatively low despite efforts to encourage higher participation rates.

4.10. Equality and diversity

Prof Sabates reported that the University Black Advisory Hub, established to help build a diverse and inclusive community for all students and staff members within the collegiate University, had recently been launched. Dr Roughley said that several offer-holders had commented favorably on the initiative and the launch of its website.

4.11. Bursarial

4.11.1. Bursar's report (CC4 08)

The Bursar highlighted the following:

- Efforts were being made to make dining spaces inviting as the Covid restrictions eased. Formal Halls had re-started, the bar was open from Thursday to Saturday evening, and there was a planned programme of end-of-year celebratory events for students, Fellows, and staff.
- **{[REDACTED]}**
- Universities UK (UUK), the representative body for employers participating in the Universities Superannuation Scheme (USS), was currently consulting on a covenant package and revised benefits structure. Members of the Pensions Group (comprising Fellows who are not members of USS) were currently considering a response on behalf of the College.
- **{[REDACTED]}**

It was agreed that the role of Designated Premises Supervisor (the person who has legal responsibility for the supply of alcohol on site) should be transferred from the Bursar to Kathryn Smart, Head of Domestic Operations.

4.11.2. Management accounts update (CC4 09)

The Bursar presented the management accounts to 30 April 2021 and highlighted key areas that had changed since the period to 31 March 2021. She reported that there had been an improvement in the forecast deficit owing to a further increase in rental income as more students returned to the College. There had also been a decrease in capital expenditure because some projects were to be staggered over two financial years (accounted for in the 2021-22 budget). She noted that there remained the provision of £160k in the COVID contingency fund, much of which she hoped might remain unspent at the year end.

4.12. Director of Institutional Advancement's report (CC4 10)

The Director of Institutional Advancement highlighted the following from his report:

- The Dipont Education signing ceremony had taken place via video conference earlier that day.
- The campaign to raise funds for the Philip Johnson Prize had raised over £5k, mainly from Senior Members.

The President thanked Mr Conner for his work in securing the funding agreement with Dipont Education.

4.13. Senior Tutor's report (CC4 11)

The Senior Tutor highlighted the following from his report:

- A significant number of students had returned to college accommodation and college rooms were about three-quarters occupied.
- Postgraduate scholarships were being considered and awarded. For the third year the Doris Zimmern Trust would be sponsoring a PhD student.
- A '2020' matriculation photograph had been produced with around 250+ individual shots artfully combined into a traditional-looking photograph.

4.14. *Minutes of Committees**

Council received the minutes of the following committees without discussion:

4.14.1. Unconfirmed minutes Staff Strategy Committee, of 25 February 2021 (CC4 12a)

4.14.2. Unconfirmed minutes DEFI Oversight Committee, of 22 April 2021 (CC4 12b)

4.14.3. Unconfirmed minutes Investments Committee, of 8 March 2021 (CC4 12c)

4.15. Any other Open Business

Council approved a proposal that the President should give a brief overview of Reserved Business items for the benefit of the student representatives before they left the meeting at the conclusion of Open Business.

End of Open Business WS