



HUGHES
HALL

UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

Confirmed minutes

Ninety-seventh meeting of College Council 6 October 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 Gorringe (MCR President, to item 97.12), 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 97.12), 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

97.1. Introduction

97.1.1. Declarations of interests

There were no declarations of interests.

97.2. Minutes and Matters arising from the Open Business of College Council, of 7 September 2020

97.2.1. Approval of minutes (CC97 01)

The minutes were approved as an accurate record.

97.2.2. College Council action list: Open Business (CC97 02)

[96.7] Welfare resourcing.

The Bursar to re-circulate the corrected paper (CC96 04) to Council via the Secretary.

- Completed.

[96.10] Support for study framework

The Senior Tutor to make final edits to the document and publish to the College website.

- Completed.

97.2.3. Matters arising not otherwise on the agenda

There were no other matters arising.

97.3. President's report

The President reported the following:

- **Council's representative on Bridge Committee.** The President recommended that Council delay nominating a representative for the vacancy on Bridge Committee until after Governance Committee had met on 19 October. Given the significant increases in funding directed to the Bridge centres and in their levels of activity, Governance Committee would be reviewing the constitution and remit of Bridge Committee and in particular the arrangements for governance and oversight of the Bridge centres.
- **Vacancy on Council.** The President suggested that in the interests of achieving a more diverse representation on Council more time was needed to encourage Fellows to stand for election.
- **Dean and discipline.** The colleges were consulting each other on how to approach any blatant breaking of social distancing and self-isolation rules by students, so that there would be a consistent and appropriate response across the collegiate University.
- **Return of students.** Most students had come into residence and some face-to-face events had taken place. The President commented that it was nice to see the students back in College.

97.4. MCR business

The MCR President reported that the fresher events were continuing and that she would be giving feedback about how they had been received and any student concerns at the next meeting. However, in general the welcome events appeared to be going well with good engagement with both virtual and socially distanced events.

The President thanked the MCR President for the effort the MCR Committee had made in organizing the College events for students.

97.5. Review of Council's terms of reference (CC97 03)

Council agreed that there was no need for any amendments to the terms of reference of Council.

97.6. Track and trace process (CC97 04)

The Bursar spoke to the paper acknowledging the input of the Senior Tutor and Dr Roughley. The paper outlined the processes the College had implemented to identify and support individuals who could be COVID positive and to track and trace those who had been in close contact with someone who had tested positive. The processes had been developed in consultation with the wider collegiate University and were to be reviewed on a frequent basis at the inter-collegiate meetings of Bursars, Senior Tutors and Heads of Houses.

The Bursar explained how the College would:

- Participate in symptomatic testing programme for students, University and College staff
- Participate in asymptomatic testing programme for students in College accommodation
- Capture contact and details of staff, Senior Members, non-Hughes students/supervisors and other external visitors at key points around College.

The asymptomatic testing programme had initially been piloted in two colleges, before being extended to two students per household in all colleges (in the current week), and would be rolled out as soon as possible to include all students living in College accommodation. Participation in the programme was voluntary, although everyone would be strongly encouraged to take part.

97.7. Equality and diversity (CC97 05)

Dr Roughley reported that events in College were planned to mark Black History Month and that students would be facilitated in running their own events.

Dr Roughley presented a summary of the data collected from the survey of Senior Members and staff, together with data for Hughes Hall students taken from CamSIS (the student record system) and some comparative data published by the University. She acknowledged Dr Carole Sargent's help in obtaining the student data. She explained that there were more detailed data available than the summaries presented in the paper and asked that Council determine how the data should be disseminated.

Council agreed that the report should be published as openly and as soon as possible, but that it should be accompanied by a preface to explain the motivation for collecting the data and to emphasize that the data collected to date were regarded as a reference point for taking positive actions.

ACTION: Dr Roughley, The President and Prof Singal to write the preface to accompany the report to be published to the College website.

97.8. Possible revisions to the College Agenda 2020-21

It was noted that the Impact Leadership Programme delivered by the Bridge would be continuing and should be included in the College Agenda when the next revision was made.

97. 9. Director of Institutional Advancement's report (CC97 06)

Mr Conner highlighted the success in recent fundraising initiatives and in particular the matching funding received from the Harding Collegiate Cambridge Challenge Fund – of all the colleges Hughes was second in the amount of money raised and seventh in the number of new donors acquired. This had been helped by a £4.5 million gift from the Conduit Trust in support of Hughes Hall Centre for Climate Change Engagement.

Mr Conner reported that preparations were underway for the next issue of Hughes magazine and encouraged Fellows to come forward with any ideas or news items.

97. 10. Senior Tutor's report (CC97 07)

The Senior Tutor reported that there were over 900 continuing students and applicants with a confirmed offer, although not all the latter had yet registered for their course; it was likely that final numbers would be on par with last year at around 850-60 students, including part-time students and those writing up their PhD but no longer paying fees. A small number of undergraduates had been granted permission to study remotely. It was harder to establish how many postgraduates had applied to study remotely owing to the pandemic because this was only one of several reasons for which permission to work away could be sought.

The Hughesians Together initiative had been launched and 110 new students had been linked with Senior Members: feedback so far had been positive. The MCR President said that some continuing

students had expressed interest in joining the initiative. The Senior Tutor said that there was still capacity for another 40-50 students to take part and that continuing students could be accommodated on a first-come-first-served basis.

97.11. Bursarial

97.11.1. Bursar's report (CC97 08)

The Bursar highlighted the following from her report:

Annual audit. The Finance Office team were involved in the final stages of the audit. It was the first year with the new auditors who were unfamiliar with the College's systems and staff, many of whom were working remotely. Nevertheless, the onsite work had proceeded relatively smoothly, and the closing meeting would be held on 9 October.

2020-21 budget. It was expected that there would be more students than had initially been anticipated thus increasing forecast income by approximately £673k and reducing the forecast deficit in the budget.

Staffing. There were no staff remaining on the furlough scheme; any members of staff who were underutilized had been redeployed. Staff have been buoyed by the arrival of the students.

Catering. The new coffee shop situated in the marquee had been opened in time for the start of the major student registration days. A series of welcome events were planned over the coming months to which both new and continuing students would be invited.

{[REDACTED]}

Committee membership. A list of the Bursar's roles on the Bursars' Committees and her membership of a University Committee was given in the paper.

97.11.1. Management accounts update (CC97 09)

The Bursar presented the management accounts for the year ended 31 July 2020. She noted that other than academic fees the coronavirus pandemic had impacted all areas of income. The income normally generated over the summer had been lost owing to the pandemic, although some costs had been recovered via the furlough scheme payments and grants. However, all covenants had been met. There would be some further adjustments to the management accounts following the audit, which would be presented at the next meeting of Governing Body.

97.12. Any other Open Business

There was no other Open Business.

End of Open Business WS