



HUGHES
HALL

UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

Confirmed minutes

One hundred-and-eleventh meeting of College Council 26 April 2022

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), Miss Kudzai Chivenga (MCR President, to item 11.14), Dr Sonia Ilie, Prof Bill Irish (absent for items 11.12 to 11.16), Dr Yury Korolev, Dr Tori McKee (Senior Tutor), Mr Jonathan Newby (Bursar), Prof Ricardo Sabates, Dr Carole Sargent, Mr Stevie Vass (Vice-President (Internal), to item 11.14), Dr Lars Vinx.

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

Apologies: Prof Nidhi Singal (Vice-President), Mr William Conner (Director of Institutional Advancement).

OPEN BUSINESS

11.1. Introduction

11.1.1. Welcome

The President welcomed Miss Chivenga and Mr Vass to the meeting.

11.1.2. Declarations of interests

There were no declarations of interests.

11.2. Minutes and Matters arising from the Open Business of College Council, of 22 March 2022

11.2.1. Approval of minutes (CC11 01)

The minutes were approved as an accurate record.

11.2.2. College Council action list: Open Business (CC11 02)

[9.8] Charges and fees for Hong Kong University Visiting Fellows for 2022-3.

The Bursar to revise and resubmit the proposal to provide more information about the rationale for determining the fee component.

- Completed. See item 11.7.

11.2.3. Matters arising not otherwise on the agenda

There were no other matters arising.

11.3. President's report

The President said that he had no items to report but observed that the Easter term, which was his last as President, was unusually short and therefore very busy.

11.4. MCR business

The MCR President reported that there would be further elections for the two posts on the MCR Committee that had not been filled.

Membership of the new MCR Committee:

- President: Kudzai Chivenga
- Vice President (Internal): Stevie Vass
- Vice President (External): Ijeoma Ogbuju
- Secretary: [No candidate]
- Treasurer: Christopher Ong
- Academic Affairs Officer: Veronica Hera
- Social Officers (2 positions): Dara Odunubi and Lorelei Booth
- Male & Non-binary Welfare Officer: Frank Denyer
- Female & Non-binary Welfare Officer: Olivia O'Dea
- Equality and BAME Officer: Nirmani Rathnayake
- Equality and LGBT+ Officer: Ariel Heah
- House Officer: Jia-Ming Lee
- Sports and Societies Officer: Seb Topan
- IT and Infrastructure Officer: Michael Tang
- Ethical and Environmental Officer: Nina Forsythe
- Communications Officer: Kali Gladdish
- One-Year Officer: [No candidate]

11.5. Development of EDI strategy (CC11 03)

The Senior Tutor spoke to the paper, which laid out the guiding principles and road map for progressing one of the main strategies of the College Agenda, 'Accelerating the programme of action to enhance equality and diversity across the College' [CC7.5]. The paper, an initial draft produced by the EDI Strategy Group (the Vice-President, Bursar, Senior Tutor, Prof Kishore Sengupta, and Prof Suzanne Turner), was presented to Council for feedback.

The paper proposed that responsibility for driving forward the EDI strategy should be taken by an EDI committee, which Prof Sengupta and Prof Turner had agreed to co-Chair, and which would report to Council and the Fellowship. However, prior to establishing a committee, the EDI Strategy Group's first task would be to develop a clear, shared vision via consultative meetings with staff, Fellows, and students over the Easter term. The vision would be translated into a small number of clearly defined and achievable goals, which would be adjusted and refined via an iterative process of further consultations with a wider set of stakeholders in the College community. The consultations would also serve to identify the constituent members of the EDI Committee.

By the end of Michaelmas term 2022 the EDI Committee would translate the goals into a plan of action, to be approved by Council and communicated to the Hughes community with the aim of executing the plan in Lent term 2023. An assessment of progress would be made by the EDI Committee in Michaelmas term 2023, and thereafter on an annual basis, and would feed into further development and adaptation of vision, goals, and actions for the coming year.

In response to questions the Senior Tutor confirmed that tackling the attainment gap experienced by some groups of students would be on the agenda; and that the EDI Strategy Group would seek to learn from the experience of external organisations as well as sharing good practice with other colleges.

Council approved the approach, noting that it would be important to have broad representation on the EDI committee, including people who would challenge existing mindsets and practices.

11.6. [CONFIDENTIAL ITEM] Report on cyber security (CC11 04)

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Council approved the implementation of the recommendations.

11.7. Charges and fees for Hong Kong University Visiting Fellows for 2022-23 (CC11 05)

The Bursar spoke to the paper, which had been resubmitted to give further details of the fee component.

Council approved a College fee of £4,606.00 (the equivalent of the forecast 2022-23 postgraduate College fee) and an accommodation charge of £48.18 per day for 2022-23. It was noted that fees and accommodation charges had not been invoiced for over two years because the programme had been suspended during the COVID pandemic and had not yet been resumed.

11.8 Annual reports from Honorary Post-holders

11.8.1. Archivist and Co-Archivist (CC11 06)

Council received the report of the Archivist, Dr Jean Lambert, and the Co-archivist, Dr Alastair Lockhart. Council noted that Dr Lambert wished to step down as Honorary Archivist at the end of the academic year and acknowledged her dedicated contribution to the role over many years.

There was a short discussion about the unsuitability of the current storage facility for the archives, which did not allow work to be carried out on the collection. It was agreed that there was no available space in College to make alternative arrangements, but in the longer term it should be possible to

include some low-cost passive controls for the environment in future estate developments, so that the archives could be better accommodated.

11.8.2. Director of Music (CC11 07)

Council received the report of the Director of Music, Dr Nigel Yandell, noting his acknowledgement of the support from the Music Committee and Alison Nicholson. Many events planned for 2021 had had to be postponed owing to the pandemic, although a fuller programme was planned for the remainder of the year and into 2022-23. The report highlighted the limited availability of practice facilities in College for students and noted that it had not been possible to reinstate the arrangement to access facilities at Anglian Ruskin University.

11.8.3. Research Convenor (CC11 08)

Council received the report of the acting Research Convenor, Dr Markus Höpfler, and the Research Convenor, Dr Alma Piermattei (currently on leave), noting their acknowledgement of the support from other College members including Nidhi Singal, Suzanne Draper, Stephen Axford, Alison Nicholson, Estefania Sangrador, Carole Sargent, Tori McKee, Ai Tiang Ng, and Elle Ryan.

Council was pleased to note that, as in the previous year and despite the pandemic, the post-doctoral community continued to be very active. It was agreed that the President should write to the Honorary Post-holders to express Council's appreciation and gratitude for their work.

11.9 Bursarial

11.9.1. Bursar's report (CC11 09)

The Bursar's report was received without discussion. His report covered the following:

- Post-Covid working patterns. Following the lifting of restrictions staff had been informed that they were expected, where practical, to work in College for at least four days a week (or equivalent for those who work part-time) and to be in College on Mondays, Wednesdays, and Thursdays where possible.
- The successful resumption of Student bops.
- An update on staff vacancies and recruitment across departments. The Housekeeping Team and Conference and Catering Team continued to be short-staffed, and it was proving difficult to recruit permanent staff or engage agency staff. Some existing staff were working additional hours to compensate. However, recruitment had been successful in some areas.
- IT resourcing. The Computer Officer role had been made redundant and the current post-holder would be leaving at the end of April. Recruitment was underway for a Senior and a Junior IT Technician, and a part-time interim IT Director.
- Catering. From 25th April prices in the Cafeteria would rise by 10%, due to rising food costs.

In response to a question concerning staff working patterns, the Bursar stressed that there was flexibility to meet individual circumstances and that staff were encouraged to make a case if they needed to work more flexibly.

In response to the MCR President's question about magnitude of the price rise in the Cafeteria, which at 10% was higher than the RPI rate, the Bursar said that the increase was necessary because inflation of food prices as well as energy costs were significantly higher than RPI.

11.9.2. Management accounts update (CC11 10)

The Bursar presented the management accounts to 31 March 2022, noting that there had been an improvement in the forecast surplus owing to the actual graduate fee per capita (recently confirmed by the Office for Intercollegiate Services) being at a higher level than had been forecast in the budget. He reported that the revised forecast year-end outturn had been reviewed in detail by Finance Committee at its meeting of 29 March.

11.10. Senior Tutor's report

The Senior Tutor gave a verbal report:

- The second round of undergraduate admissions had been completed and the postgraduate admissions round was at its peak.
- A second workshop on exam preparation had been organised for students on undergraduate and postgraduate-taught courses.
- A student survey would be administered at the end of the current term.
- Recruitment would shortly be underway for a Head of Welfare and Wellbeing.
- The MCR handover lunch for the outgoing and incoming committees and college operational staff had gone well with a chance for a Q and A session.

11.11. Director of Institutional Advancement's report (CC11 11)

Council received the Director of Institutional Advancement's report, which included details of fundraising campaigns for the Easter term, upcoming alumni events, and the College Celebration to be held on 25 June 2022. No questions were raised.

11.12. Director of Strategy and the Bridge's report (CC11 12)

Council received the Director of Strategy and the Bridge's report. Dr Axford informed Council that members of Bridge Committee and Fellowships Committee were jointly involved in the Research Fellowship and Research Associate competitions, which were currently open to applications, and were also jointly planning a competition to recruit a new cohort of Bridge Fellows.

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11.13. *Minutes of committees**

Council received the minutes of the following committees without discussion:

11.13.1. Unconfirmed minutes Bridge Committee, of 23 February 2022 (CC11 13a)

11.13.2. Unconfirmed minutes Admissions Committee, of 8 March 2022 (CC11 13b)

11.13.3. Unconfirmed minutes DEFI Oversight Committee, of 9 March 2022 (CC11 13c)

11.13.4. Unconfirmed minutes CCE Oversight Committee, of 18 March 2022 (CC11 13d)

11.13.5. Unconfirmed minutes House Committee, of 9 March 2022 (CC11 13e)

11.14. Any other Open Business

There was no other Open Business.

End of Open Business WS