



HUGHES HALL
UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

Confirmed Minutes

One hundred-and-twenty-eighth meeting of College Council 30 April 2024

Council Room at 16.30

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Present: Sir Laurie Bristow (Chair, President), Dr Tori McKee (Senior Tutor), Mrs Kerry Wilson (Development Director), Mrs Emily Farnworth, Dr Lars Vinx, Prof Bill Irish, Dr Bart de Nijs, Mr Jonathan Newby (Bursar), Prof John Doorbar, Dr Carole Sargent, Diana Bridgman (MCR President), Nowsha Farha (MCR Vice President)

In Attendance: Mrs Julia Watkinson (Secretary), Patrick Dunne (Assistant Bursar, to item 28.12), Sarah Langford (Communications Manager, to item 28.12), Ellie Greer (Pathways Programme Manager, for item 28.10.1)

Apologies: Prof Nidhi Singal (Vice-President), Mahnaz Malik

OPEN BUSINESS

28.1. Introduction

28.1.1. Welcome

The President welcomed Professor Doorbar as a new member of Council and informed Council that Ellie Greer would join the meeting to speak to item 28.10.1.

28.1.2. Declarations of interests

There were no declarations of interest.

28.2. Minutes and Matters arising from Open Business of College Council, 19 March 2024

28.2.1. Approval of minutes (CC28 01)

The minutes were approved as an accurate record.

28.2.2. College Council action list: Open Business (CC28 02)

[CC27.5] HKU Visiting Fellows programme

Council received confirmation the HKU Visiting Fellows programme will finish in July 2026, as will the scholarships programme also funded by the Doris Zimmern Charitable Foundation.

[CC27.10] MCR May Ball 2024

The President confirmed that the MCR Committee are aware of sensitivities and have planned a smaller scale event.

28.2.3. Matters arising not otherwise on the agenda

There were no matters arising.

28.3. President's Report

The President reported:

- The new role of Impact Director has been successfully recruited: this key appointment for delivery of the 2030 Vision will commence in June 2024, following their election as a GB fellow at Governing Body on 8 May 2024. Once in role, the Impact Director will have an early focus on Bridge strategy: identifying the next generation of Bridge fellows and engaging with students, researchers and postdocs.
- Work on the Chapter Zero / Climate Governance Initiative transfer is progressing, and there is a significant amount of work involved before any transfer can commence.
- Fellowships Committee will receive a proposal at its next meeting on clearer criteria and expectations for By Fellows and a more rational election process.
- The Statutes and Ordinances Review is ongoing, with a focus on resolving the large trustee body issue, addressing areas where best practice can be introduced (disciplinary process) and clarifying the voting rights of Fellows to make statute change decision.
- A new MCR has been elected and two new representatives welcomed to Council.

28.4. Communications Annual Report & Social Media Summary (CC28 03)

The Communications Manager provided their annual update, highlighting the meaningful impact that the new video content has had across social media channels, receiving positive recognition from both offer-holders and applicants. The Communications Manager noted the significant role comms has in underpinning the 2030 Vision and that the appointment of the new Communications Assistant will provide additional resource.

Council discussed outreach initiatives, including the third cycle of 21+, which encourage applicants to think about mature age colleges as a positive pro-active choice. The Senior Tutor noted that Widening Participation is a key aspect of the new Deputy Senior Tutor (WP and Outreach) role, including market research to understand how applicants research their college choice.

28.5. MCR Business

The President welcomed the incoming MCR President and MCR Vice President to Council.

The MCR President reported that the new MCR Constitution was voted through, and the majority of MCR Committee roles filled except for the MCR Comms Secretary. The MCR Bar Manager is stepping down and a replacement is being sought. The termly general meeting has been held and Welfare Sunday informal meetings continue but MCR activity will reduce during the exam period. May Ball ticket sales are slow, and the event has been opened up to other colleges to increase sales.

28.6. Report of Honorary Post-holder - Director of Music (CC28 04)

Council received the Director of Music's report.

Dr Yandell reported that the music programme is now at full strength with a range of interesting and well-supported events and concerts across the academic year. The report noted that Hughes Hall musical programme has a positive reach and is helpful in terms of the college's external profile.

Dr Yandell thanked Corinne Roughley, Aga Iwasiewicz-Wabnig, Amy Klohr and Naoki Toyomura for their contribution to the music programme, and Alison Nicholson for her effective administration.

The Council discussed the 76% attendance of non-College members to the music events, and the intention to extend the events beyond students, staff and seniors, and into the wider Cambridge community. The provision of free events was discussed and the modest sum within the Senior Tutor's budget seen as appropriate to enable the delivery of an inclusive music programme.

The President gave a vote of thanks to Dr Yandell.

28.7. Report of Honorary Post-holder - Director of Research

Council received the Director of Research's verbal report, delivered by the President in the Director of Research's absence.

Professor Singal reported the College's hosting of a vibrant seniors research symposium on the 22 April 2024, featuring twelve presentations and three posters. Additional focus will be directed towards encouraging higher participation of senior UTOs at next year's symposium.

The report noted the forty-four applications received for the Research By Fellow competition, with ten candidates invited for further discussions; and the nineteen applications received for the Research Fellow competition, with five candidates invited for interviews. There is a current community of thirty Research By Fellows and six Research Fellows, who sit on Governing Body.

Council noted that the College currently provides unfunded Research Fellowships, the majority of which are physical and biological sciences, and to increase the number of arts, humanities and social science fellowships would require the offer of fully funded research fellowships.

Professor Singal thanked Roman Vaters, Suzanne Draper and Sarah Langford for their support on the symposium, and Tori McKee, Caroline Trotter and Ajith Parlikad for their work on the panel for the Research Fellow and By Fellow Competitions.

28.8. CCE Funding Update (CC28 05)

The CCE Director informed Council that the grant agreement with Generation Funding has been signed, with funding over two years starting 2 April 2024 for a project to establish a capacity building programme within the Climate Governance Initiative (CGI) network.

Standing items

28.9. Bursarial:

28.9.1. Bursar's Report (CC28 06)

The Bursar reported that recruitment remains stable; the new HR system, Iris Cascade, is active, with the recruitment module coming online in May 2024. The IT Portal replacement project is ongoing

and a test model will be available in approximately three weeks, with a targeted go live date of September 2024.

28.9.2. Management Accounts to 31 March 2024 (CC28 07)

Council received the management accounts, which show that catering income is 30% higher compared to the same period last year. In response to a query, the Bursar explained that a surcharge had been introduced for non-College members, to match the VAT amount charged on non-College member dining.

28.9.3. CCTV and Monitoring Policy (CC28 08)

The Compliance Manager talked to the annual review of the CCTV Policy, which has been revised to include the use of portable welfare monitoring cameras required by the Alcohol and Drug Policy (item 28.10.2).

Council reviewed the CCTV Policy, and requested more detail on the following:

- Legal compliance of CCTV cameras capturing images of minors (summer school attendees) and confirmation of the communication of this data processing
- Circumstances when Covert Surveillance could be used, its legal basis and the written authorisation process (Clause 3.2.7)
- Liabilities of accepting an incapacitated student if they are refused care at hospital, and the College's Duty of Care towards its student cohort

Council did not approve the revisions to the CCTV and Monitoring Policy, regarding the use of a portable camera in addition to the fixed camera CCTV system.

ACTION: Bursar to review the CCTV Policy in terms of legal compliance and the queries raised by Council, and confirm how the policy is communicated to staff and students.

28.10. Tutorial and Admissions

28.10.1. Pathways Update (CC28 09)

The Senior Tutor summarised the successful funding from the Isaac Newton Trust (INT) and College Wellbeing Stimulus Fund (CWSF) and Ellie Greer, Pathways Programme Manager, joined the meeting.

The Programme Manager outlined that Pathways 1.0 builds on the pilot and will run from 1 April 2024 to 31 December 2025. The key topics follow the pilot, with pathways to learning, living and leading, but with the introduction of a 'transition to university' topic, which is the primary focus of the INT funding. The Department of Education's research on the efficacy of the Pathways pilot is ongoing and due to be presented at the June 2024 Governing Body.

Council noted the budget for Pathways 1.0 which allocates the INT and CWST funding, and has been developed in conjunction with the Finance team. The MCR President suggested Pathways be promoted via the MCR Handbook, which the Programme Manager noted.

28.10.2. Student Alcohol and Drug Policy (CC28 10)

This item was taken out of sequence, following the CCTV and Monitoring Policy (item 28.9.3).

The Senior Tutor provided context for the policy, which has been drafted to provide support to students and communicate the College's policy on substance abuse in a welfare context.

Council did not approve the policy, due to concerns over the College's duty of care and operational queries on the portable welfare monitoring camera and requested the policy be reviewed following medical and legal advice.

ACTION: Senior Tutor to review the Alcohol and Drug Policy and receive medical and legal advice on the use of the portable welfare monitoring camera.

28.10.3. Displays in Student Accommodation Policy (CC28 11)

The Senior Tutor talked to policy, which clarifies the items which may be displayed in windows of student accommodation and provides guidance for students and staff whilst upholding students rights to Freedom of Speech in academic environments.

Council approved the policy.

28.11. * Minutes of committees**

Council received the minutes of the following committees without discussion:

28.11.1. Unconfirmed minutes CCE Oversight Committee, 11 March 2024 (CC28 12)

28.12. Any other Open Business

Council received notice that the Honorary Curator of Valuables is standing down and requested Governance Committee make nominations to Governing Body for a new Honorary Curator in Easter term 2024.

Council confirmed that it wished the Honorary Archivist position to remain vacant until the completion of the review of archives project in January 2026.

Council noted that the Data Protection and Digital Information Bill, if passed into law, requires the appointment of a Senior Responsible Individual (SRI) from senior management and proposes that the Bursar, the current College Data Protection Lead, fulfils this role.

End of Open Business JW