

Confirmed

**Clare College  
Cambridge**

Monday 9 November 2020

A virtual meeting of the Governing Body was held this day on Zoom.

Present:	Lord Grabiner, Professor Allmendinger, Professor Andrews, Dr Bristowe, Dr Budvytis, Dr Burrows, Professor Byrne, Dr Cacho, Dr Carter, Dr Chesters, Professor Clarke, Dr Dunajski, Dr Follini, Dr Foyster, Professor Franklin, Professor Frolova Walker, Professor Gibson, Professor Goodman, Professor Greenham, Dr Guy, Professor Hedley, Professor Hodell, Professor Howarth, Dr Hughes, Dr Jacobs, Mr Johnson, Dr Krupic, Professor Lahr, Dr Laman, Dr Lawson, Dr Lazar, Dr Lestas, Professor Lewens, Dr Maniscalco, Dr Moore, Dr O'Donoghue, Mr O'Hearn, Professor Ogilvie, Dr Parker, Professor Paulson, Professor Phillips, Professor Philpott, Mr Ross, Dr Smith, Professor Sprik, Professor Sterckx, Dr Tasioulas, Professor Thompson, Dr Turner, Dr van Veen, Mr Warren, Dr Watson, Dr Wilkes, Dr Wolf, Professor Woodhouse, Ms Wyburd, Dr Zhang
Student Reps:	Ms Nevill (UCS), Ms Moseley-Roberts (UCS), Mr Wood (MCR), Ms Hodder (MCR)
Apologies:	Dr Harris, Professor Sanson, Dr Friend, Dr Stillman, Dr Chambers, Professor Rowitch, Dr Stranks, Dr Shorttle, Dr Serrenho, Professor Clayton, Professor Griffiths, Dr Riley
On Leave:	Professor Preston, Professor Thomason, Dr Faulkner, Dr Hughes
In Attendance:	Ms Hoy (Buildings Manager); Mr Godden (Old Court Project Manager)

## **MINUTES**

### **UNRESERVED BUSINESS**

1. ***Declarations of Interest***

There were no declarations of interest.

2. ***Unreserved Minutes***

Minutes of a meeting held on 8 June 2020 were approved.

3. ***Matters Arising from the Minutes of 8 June 2020***

There were no matters arising.

4. ***Plate Inspection***

Professor Hedley reported that the College Plate Inspection had not yet taken place owing to the building works in Old Court. However, it was scheduled to take place shortly.

5. ***Old Court Update***

Professor Allmendinger reported on the status of the Old Court works. Phase 1A has been completed on time and under budget by £70k. This money has been re-allocated to the contingency fund for Phase 1B which has now commenced. The Bursar explained that contingency is still the biggest risk to the Old Court project and the Clare figure represents only 2.5% of the total cost, when 5% contingency is the recommended figure. There is a danger that professional fees might cause the costs to spiral out of control and these need to be watched very carefully.

The minutes of a meeting of the Old Court Implementation Group held on 14 October 2020 were presented to the Governing Body. The Bursar reminded the meeting that this group had been established to sit alongside the Old Court Working Party to help manage the financial risks of the Old Court project. Professor Allmendinger thanked the members of both these bodies for the amount of time they had spent looking at all the issues around the project, and asked the Governing Body to approve the OCIG recommendations for the following final design elements:

- The removal of the Master's garden wall door to create a light well for the new café, and a separate access point from the café to the Master's garden, with the proviso that the incoming Master would be consulted about the garden wall door and the impact on the privacy of the Master's garden and study.
- A new disabled lift outside the bottom of H staircase, with the proviso that the City Council's Access Officer approves it as a safe mechanism.

After a lengthy discussion which included concerns over privacy for the Master's Lodge, and the viability of the lift mechanism, the Governing Body agreed to the OCIG's recommendations.

Ms Hoy agreed to provide the Governing Body with a tracking diagram which precisely maps the route which wheelchair users would take when entering and leaving the lift.

6. ***PREVENT***

The Governing Body approved the Senior Tutor's recommendation that it delegates to Council the authority to sign off the annual PREVENT submission which is due by 1 December 2020.

7. ***Admissions Report and Discussion Document***

Dr Chesters presented the annual Admissions Report and drew the Governing Body's attention to the following items:

The size of the 2020 cohort – 150 students matriculated this October. This is because a very high proportion of Clare's conditional offer-holders made their offers, even before the climbdown over the Ofqual algorithm.

The College failed to meet the OfS targets for POLAR4 by a considerable margin – 7.3% against a target of 14.3%. It is likely that this is because of a combination of low application numbers from this demographic, and the exceptionally high number of offer holders making their grades, which gave the College less scope to make targeted reprieves.

A large number of offer-holders declined their offer or withdrew. Four of these were from the POLAR demographic. It was suggested that the College needs to provide more encouragement to these students after the offer has gone out beyond the standard letter, perhaps informing them about the 'relaxation of offer' methodology. Dr Chesters said that the involvement of DOSs was vital at an early stage after offers have gone out, and it might be possible to provide some sort of additional support, perhaps in the form of shadowing days on Zoom.

Dr Turner reported that a great deal of work had gone into increasing admissions material online, and schools felt that the College was doing a good job with this. The College did get more applications from our target areas than previously, but we were not making more offers. He said that the schools value personal contact, and recommended that the College tries to build more such relationships.

The UCS President asked whether it would be possible to increase the amount of support available to teachers at schools which do not have a record of sending students to Cambridge. Dr Chesters said that in addition to the existing teacher days, it might be possible to run a student ambassador scheme for such schools.

Looking at admissions for 2020-21, Dr Chesters reported that application numbers are up 25% on the previous year which might be partly attributable to the new admissions webpages. The predicted number of A and A\* grades seems to be vastly inflated, and it was likely that the College would have to look more closely at applicants' GCSE results.

COVID has severely disrupted this admissions round, and it is unclear what will happen with exams next year. The aim is to make 150 offers for 125 places, and there will be fewer offers in individual subjects so DOSs will have to be prepared to de-select more rigorously. Interviews may take longer than usual, with the possibility that technical issues may cause difficulties. Training will be available for existing and new interviewers to help them cope with doing interviews online.

In-College schools liaison activities are currently suspended, but work in this area continues online. It was suggested that the College look more closely at its website as students have raised this as a significant access issue. While the admission pages have been updated successfully, the overall appearance of the College website is very outdated and is off-putting to potential applicants.

## 8. ***Development Update***

The Development Director reported that £6.6m had been received by the end of the financial year 2019/20. Things have started more slowly in the new financial year, but a telethon is planned for December to raise money for unrestricted funds. He requested that Fellows continue to provide interesting stories about research, links to lectures and publication information so that these can be shared with alumni.

9. ***Any Other Unreserved Business.***

There was no other unreserved business.