

MEETING OF THE COUNCIL

MINUTES (UNRESERVED)

2.00pm on Monday, 24 January 2022

Elton and Bowring Room

Present (Reserved): Ms Loretta Minghella (Chair); Mr David Ball; Professor Maciej Dunajski; Professor Jonathan Goodman; Professor Howard Griffiths; Professor Sian Lazar; Professor Fred Parker; The Rev'd Dr Mark Smith; and Professor Jacqueline Tasioulas (Senior Tutor).

Present (Unreserved): Ms Samantha Mason (MCR President); and Ms Lily Rafalin (UCS President).

In Attendance: Miss Emma Easterbrook (Secretary); and Dr Charlie Weiss (Chair of Computer Committee) (up to and including Item 3(iii); for Item 3(iii)).

1. **Apologies**

Professor Jason Carroll; Dr Andrew Carter; and Professor Oliver Shorttle.

2. **Declarations of Interest**

None.

3. **UNRESERVED**

(i) **Minutes of 15 November and 22 November 2021**

Approved.

(ii) **Matters Arising**

a. *Item 3(ii), b., Matters Arising, Item 3(viii), College website:* Council had agreed the following by e-mail circulation by a majority:

- The College works with Network Design to develop the new website.
- One member of staff from each department is nominated to be responsible for updating their section of the website.
- The current website must have up-to-date content to ensure the new website can be populated in a timely manner.

Network Design will provide a final pitch before the signing of the contract. Current staff already have responsibility for keeping their areas of the website up-to-date. The Website Administrator, Ms Annie Muston, will ensure that the current website is up-to-date in preparation. It is anticipated that the new system will allow for that current work to be more user friendly although some training

will be required. Communications, which is currently the responsibility of the Development Office, will be reviewed. The navigation, branding, style and feel of the site will need to be balanced but at present the design is flexible in order to develop those areas and in order to attract the best students, Fellows, and staff as well as to provide information for others both inside and outside of the College.

(iii) **Annual Report of the Computing Committee**

The Chair of the Computing Committee, Dr Charlie Weiss, circulated the Annual Report of the Computing Committee. The Chair of the Computing Committee formally thanked the IT Department for their hard work and in particular Ms Allison Lewis, Deputy IT Manager, who will be retiring on 1 April 2022 after 25 years of service. She will be replaced by Mr Phil Ward who was a Computing Officer at Queens' College.

The Chair of the Computing Committee highlighted that Google intends to replace G Suite for Education licence that the University has been using for the past 12 years with Google Workspace Education Fundamentals. This will give users 20GB personal file storage, instead of unlimited storage, and will also allow users to use some Google Workspace tools that are currently not available. This will be investigated further by the Computing Committee and Council will be updated.

[The Chair of the Computing Committee left.]

(iv) **Admissions Report**

Professor Griffiths, Admissions Tutor for Sciences, circulated the Admissions Report and the Admissions data cumulative overview 2012 – 21 to the Council. There were 893 applications and 239 of those were deselected before interview. This was slightly higher than the suggested average of 25% given by the Cambridge Admissions Office. There were 156 offers made for entry in October 2021 including 7 deferrals. The College was exceptionally well placed to meet the University-wide OfS access agreement for the proportional representation for state sector offers, as well as for POLAR4 quintile 1 and 2, and IMD offers. Concern was expressed that only a minority of subjects had used the Winter Pool. The Council discussed ways of ensuring that all subjects use the Winter Pool to ensure fairness and so that the best candidates are selected. The Council expects all subjects to use the Winter pool. Feedback will be obtained regarding virtual interviews, which will be discussed at the Admissions Forum. The Admissions Tutors formally thanked the Senior Tutor, the Subject Coordinators, interviewers, and the Tutorial/Admissions Office for their hard work during the admissions process. Council reiterated those formal thanks and thanked the Admissions Tutors.

(v) **Student suicide prevention and response strategy**

The Senior Tutor circulated 'The University of Cambridge and its Colleges Student suicide prevention and response strategy' to Council, which built on the previous

strategy and had been informed by the 2018 UUK and Papyrus guidance, ‘Suicide-Safer Universities’ and the Office for Students’ Suicide Prevention briefing. It was a live document and therefore will be amended as required. The articulation of responsibilities should align with the normal expectation of institutions. The College was already working at or beyond the level required and had appropriate training in place for Fellows and Staff. The colleges will continue to work closely with the University particularly regarding the procedures for information sharing. The UCS and MCR will continue to liaise with the Senior Tutor and the Head of the Health and Wellbeing Centre regarding support for all students and communication of that support and this document. The Senior Tutor will update the Council at its next meeting.

- (vi) **Minutes of College Committees:** for note only.
- a. OCIG: 29 November 2021 and 6 December 2021.
 - b. Computer Committee: 11 October 2021.
 - c. Library Committee: 25 May 2021

- (vii) **Any Other Business**
None.

4. **RESERVED**

5. **Date of Next Meeting**

2.00pm on Monday, 28 February 2022

Elton & Bowring Room

Distribution (Reserved): Ms Loretta Minghella (Chair); Mr David Ball; Professor Jason Carroll; Dr Andrew Carter; Professor Maciej Dunajski; Professor Jonathan Goodman; Professor Howard Griffiths; Professor Sian Lazar; Professor Fred Parker; Professor Oliver Shorttle; The Rev’d Dr Mark Smith; Professor Jacqueline Tasioulas (Senior Tutor); and the Governing Body.

Distribution (Unreserved): Ms Samantha Mason (MCR President); and Ms Lily Rafalin (UCS President).

In Attendance: Miss Emma Easterbrook (Secretary); and Dr Charlie Weiss (Chair of Computer Committee).

Emma Easterbrook

25 January 2022