

MEETING OF THE COUNCIL

MINUTES (UNRESERVED)

2.00pm on Tuesday, 3 May 2022

Elton and Bowring Room, Old Court

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

Present (Unreserved): Ms Samantha Mason (MCR President); and Mr Vithusan Kuganathan (UCS President).

In Attendance: Miss Emma Easterbrook (Secretary); Ms Lily Isaacs (Clare Actors) (for Item 3(iv)); Ms Elena Pare (Clare Actors) (for Item 3(iv)); and Dr Toby Wilkinson (Fellow for Development) (for Item 4(iii)).

1. **Apologies**

Professor Jason Carroll; and Professor Fred Parker.

2. **Declarations of Interest**

(i) **Item 3(vi), Admissions Interviews:** Professor Maciej Dunajski is an interviewer for Mathematics.

3. **UNRESERVED**

(i) **Minutes of 28 February 2022**

Approved.

(ii) **Matters Arising**

- a. **Item 3(i), Clare Garden Party:** Clare Garden Party Limited was in the process of de-registering after reviewing the legal and financial implications of being a limited company. The Assistant Bursar, Miss Emma Easterbrook, will continue to check all contracts before signing as an authorised signatory for the College. Clare Garden Party now had full access to their bank account and the Deputy Financial Bursar, Mrs Rebecca Willatt, will become a signatory of that account to ensure continuity for future years.
- b. **Item 3(iv), Living Wage Accreditation:** At the last meeting of Council on 28 February 2022 Council agreed to recommend to the Finance Committee that the Living Wage be paid to all staff. Council also recommended that Finance Committee consider the implications for the College of becoming an accredited UK Living Wage employer. Meanwhile, the UCS President would review the funding issue with current students

with regard to increases in bar prices and the effect on student provision before the matter is considered by Finance Committee. The UCS President had consulted the Bar Committee and it had been agreed that they would be prepared to increase bar prices to cover the cost of paying the Living Wage to student workers. The Bursar agreed to investigate the cost of implementing the Living Wage for casuals and student workers including any indirect costs. Finance Committee agreed to review whether or not to apply for accreditation following that investigation. Council will review this item again at its next meeting on 15 June.

(iii) **Welcome to the UCS representative**

Council formally welcomed the new UCS President, Mr Vithusan Kuganathan.

(iv) **Clare Actors**

Ms Lily Isaacs and Ms Elena Pare formally asked for permission to hold the May Week Play. The proposal was for Albion to be performed at 5.30pm on Thursday, 16 June; Friday, 17 June; and Friday, 18 June 2022 in the Scholars' Garden. Council formally gave its permission to hold the May Week Play. Ms Isaacs and Ms Pare agreed to continue liaising with the Head Gardener, Ms Kate Hargreaves. The Risk Assessment will be updated as appropriate.

(v) **Data Protection: FOI Publication Scheme.**

The College Data Protection Lead (CDPL), Miss Easterbrook, had updated the FOI Publication Scheme. Council formally approved the updated FOI Publication Scheme.

(vi) **Admissions Interviews**

The Admissions Tutors, Professor Howard Griffiths and Professor Tim Chesters, circulated a consultation surrounding access and agreed to hold further discussions regarding future years. After a discussion by the Admissions Forum regarding the format for admissions interviews both for the academic year 2022-23 and for future years, the colleges were asked to take part in a consultation on remote interviews. At Clare, this was distributed to Directors of Studies and some other interviewers, and the Clare results were presented to Council. At the last Admissions Forum all colleges agreed to hold the admissions interviews for the academic year 2022-23 on-line, except Trinity which will have in-person interviews. One other college is undecided. It was reported that schools see advantages and disadvantages in on-line interviews. It was reported that the University-wide results of the consultation showed mathematics and music stood out as wanting in-person interviews. Professor Dunajski requested that admissions interviews for the academic year 2022-23 for mathematics in the College be held in-person. Council decided that admissions interviews for all subjects will be held on-line for the academic year 2022-23, in line with nearly all other colleges. However, it agreed to hold further discussions regarding future years.

(vii) **Minutes of College Committees**

- a. **OCIG: 21 March 2022 (DRAFT); and 21 February 2022:** The OCIG request is for five new members as soon as possible so that there is overlap with the current committee

(viii) **Council 2022-23 meetings are at 2.00pm on:**

Monday, 10 October 2022

Monday, 27 February 2023

Monday, 14 November 2022

Tuesday, 2 May 2023

Monday, 23 January 2023

Wednesday, 14 June 2023

Thursday, 6 July 2023 (Master's Lodge)

All meetings take place at 2.00pm in the Elton & Bowring Room unless otherwise stated.

(ix) **Any Other Business**

- a. **MCR President:** The MCR President formally thanked Council for their work over the last year as this was her last meeting. Council also responded formally to thank the MCR President for all her hard work and contributions over the last year.

4. **RESERVED**

5. **Date of Next Meeting**

2.00pm on Wednesday, 15 June 2022

Elton and 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 Mr Vithusan Kuganathan (UCS President).

In Attendance: Miss Emma Easterbrook (Secretary); Ms Lily Isaacs (Clare Actors); Ms Elena Pare (Clare Actors); and Dr Toby Wilkinson (Fellow for Development).

Emma Easterbrook

4 May 2022