



Selwyn College Cambridge

MINUTES OF A MEETING OF THE SELWYN STAFF COMMITTEE HELD IN THE WALTERS ROOM ON WEDNESDAY 9 FEBRUARY 2022.

Present: Bursar
Finance Manager
HR Manager
Head of Catering
Shona Winnard, representative for the administrative staff (SW)
Ray de Allende, representative for the Porters (RdA)

1. Statement of Conflict of Interest

No conflicts of interest were declared.

2. Apologies for Absence

Michael Wilson and Domus Manager.

3. Minutes of the meeting held on 24 November 2021

The minutes of the meeting held on 24 November 2021 were approved as an accurate record.

4. Matters Arising

Advertising for new staff representatives – The Bursar stated that he would add the advert to the staff newsletter and include a Terms of Reference or note on the purpose of the committee.

Snowball – RdA asked if the Snowball was taking place as there have been enquiries at the Lodge. The Bursar stated that the junior members have said they are looking to hold one and they have identified a couple of people who might be presidents. The College is open to it and just waiting to hear back from them.

May Ball – SC asked if indeed May Balls have been cancelled at the College. The Bursar responded that this was not the case, despite student media reports. The Bursar stated that the College has told students that the College is open to hosting May Balls in the future but had reminded them that it is a student organised event which requires significant planning, and also a Senior Treasurer who would need to be identified.

5. COVID-19 Update

The Bursar reported that about 10% of students in residence have tested positive in total during the Lent term to date and there are currently just over 60 students in isolation. He noted however that very few members of staff have been absent with Covid during this time, which has been welcome. In comparison to other Colleges, Selwyn is lower than average. It is accepted by the University and the Colleges that the increased transmissibility of the Omicron variant is largely responsible. The Bursar stated that contingency planning has been undertaken to identify what the College would do in the case that numbers of positive students or staff increased substantially.

The Bursar reported that the College has some LFTs available for staff. In cases of emergencies, staff can pick up one LFT (not a box) for use from the Porters' Lodge.. Staff are encouraged to request free boxes of LFTs from the NHS website as usual. This will be communicated in this week's newsletter.

6. Update on Building Plans 2021-22 and beyond

The Bursar reported that the old library is scheduled for completion on 25 February 2022. The rare books and archives would be moved at the end of March and the Development office are scheduled to move in during early April. The Head of Catering suggested that the Development office can request crockery from Catering to furnish the new space.

SW asked if the old library car park will become available when the work in the old library is completed and the Bursar confirmed that this is expected with effect from 28 February. RdA asked if disabled car park spaces will be provided in the car park and the Bursar responded that the gravel car park is ultimately designed as the principal location for accessible car parking, but that the old library and Fellows' car parks may also be used when mobility issues require it.

The Bursar reported that the work on the three graduate hostels has been much more challenging as structural faults were found. The College is now looking into the option of setting up three different ground source heat pumps for the different properties as opposed to the initial plan of one for all three buildings. Barnes has reported that they are currently eight weeks behind schedule on the building works, which would take the completion up to the middle of September, and therefore probably too late for postgraduates to move in when they arrive. Barnes are currently in the process of replanning the remaining project schedule.

SW asked what impact this would have on postgraduate numbers. Would the College have to take less students? The Bursar reported that there are a few options the College could take – one is to admit fewer postgraduate students in 2022 (particularly one-year postgraduates), another is to lease the 16 rooms in Wolfson Court for an additional year. The Bursar also reported that work scheduled to commence on 23 West Road will be delayed until the 2023-24 academic year, so as not to reduce the accommodation stock further in 2022-23.

The Bursar reported that the new auditorium continues to be popular with the University. The University is now in conversations on hiring the auditorium for up to 5 days a week throughout the 2022-23 academic year, which would bring in income of about £60,000 per annum.

7. Any Other Business

The Bursar stated that a staff survey is being planned for before the Easter and this proposal is going to the HR Committee, and then Council, for approval. SW asked if this would be anonymised and the Bursar stated that it will be.

RdA reported that the bike cull has now been completed and there are about 40 bikes. He stated that between now and 21 February, people can go have a look to see if there any bikes of interest, otherwise, the bikes will be offered to charity. SW asked if the bikes were roadworthy and RdA stated that some may be while others may need some work. RdA also committed to take back to the Porters team the request to publicise the availability of these bikes more widely.

8. Dates of future meetings

- 11 May 2022