



**MINUTES**  
*of a meeting of the College Council in the New SCR*  
*at 1:10 pm on Tuesday 11 June 2019*

There were present: The Master, the Vice-Master, the Bursar, the Senior Tutor, Dr Beauregard, Professor Ellis, Ms MacDonald, Mr Matheson, Mr Nicholson, Dr Rana, and the Revd Canon Shilson-Thomas. The JCR President and the MCR President were present for the Unreserved Business, for which the MCR Treasurer was also in attendance. Dr Smith was in attendance as Secretary.

**UNRESERVED BUSINESS**

*cc2019.134 Starred Items*

It was agreed that starred items should not be discussed.

*cc2019.135 \* Statement of Conflicts of Interest*

There were no conflicts of interest arising from the Unreserved Agenda concerning any of those persons present.

*cc2019.136 Apologies for Absence*

Apologies were received from Professor Cant and the JCR Treasurer.

*cc2019.137 Minutes of the Unreserved Council Meeting held on 21 May 2019*

The Minutes were agreed and signed.

*cc2019.138 Matters arising*

There were no matters arising.

*cc2019.139 Bursar recruitment process*

Council noted that eight applications had been received so far, and that the deadline was 19 June. Council agreed that first interviews would be held on 27 June, with final interviews on 9 July. On 27 June, candidates would meet with a Fellows' panel, a Finance panel, a Heads of Department panel, and a students' panel. External representation would be provided by Mr Tim Harvey-Samuel, the Bursar of Corpus Christi College. On 9 July, the senior members of Council would conduct the final interviews, with Mr Paul Warren, Chair of the Bursars' Committee, as the external representative. The Master agreed to circulate to Council a proposal for the detailed mechanics of the selection process.

- cc2019.140 *Phase III and Old Library*  
The Bursar reported that construction on the site would resume within the next week or ten days.
- cc2019.141 *Risk Register*  
Council noted that there had been no changes to the headline risks in CP2019/35, and that the position in relation to Brexit and its implications would continue to be carefully monitored.
- cc2019.142 *Student numbers*  
The Master introduced **CP2019/55**. Council noted the University's desire for expansion and the need to discuss the implications of this for the College. The issue was linked to Phase 4 of the development, and also raised questions about the balances between undergraduates and postgraduates, between taught and research postgraduates, and between different subjects. Council agreed to establish a working group to explore these questions in broad terms and to report to the November meeting of the Governing Body.
- cc2019.143 *Steward's Committee*  
Council received and noted the minutes of a meeting of the Steward's Committee held on 14 May 2019 (**CP2019/56**). Council agreed that College tableware should continue to bear the College crest.
- cc2019.144 *Development Committee*  
Council received and noted the minutes of a meeting of the Development Committee held on 17 May 2019 (**CP2019/57**).
- cc2019.145 *Health and Safety Working Group*  
Council received and noted the minutes of a meeting of the Health and Safety Working Group held on 20 May 2019 (**CP2019/58**). Council noted that the number of reported accidents over the past year was again low.
- cc2019.146 *Buildings and Estates Committee*  
Council received and noted the minutes of a meeting of the Buildings and Estates Committee held on 24 May 2019 (**CP2019/59**). Council noted that assurances had been received that work in the Chapel would be completed by 28 September 2019.
- cc2019.147 *Access Committee*  
Council received and noted the minutes of a meeting of the Access Committee held on 28 May 2019 (**CP2019/60**). The Senior Tutor underlined the importance of informing the Master (as Communications Officer) about any activities and events that were undertaken in relation to outreach and widening participation.
- cc2019.148 *Paintings Committee*  
Council received and noted the minutes of a meeting of the Paintings Committee held on 5 June 2019 (**CP2019/61**). Council noted that an



estimate had been approved for refurbishing the Arthur Lyttelton portrait in the New SCR, and that it would shortly be sent for conservation.

- cc2019.149      *College Budget 2019-20*  
The Bursar introduced **CP2019/62**. Council noted that the forecast was currently slightly better than expected. The wage bill had increased by 3.3% (one of the lower increases of recent years), but cash generation remained strong. In particular, there were encouraging signs of improvement in both Catering and the Bar as a result of their recent refurbishment, and it was hoped that this trend could be maintained, especially by improving the marketing of these two areas.
- cc2019.150      *Fees and Charges 2019-20*  
Council approved the fees and charges for 2019-20 set out in **CP2019/63**.
- cc2019.151      *Staff Long Service and Retirement Awards Policy*  
The Bursar introduced **CP2019/64**. Council agreed that the steps towards long service awards should be changed from eight and fifteen years to ten and twenty years respectively; that the number of years that defined eligibility did not need to be served continuously; and that if the Staff Coffee Morning ceased to exist, long service awards would be presented once a year at a similar event.
- cc2019.152      \* *Timetable of meetings 2019-20*  
Council noted the amended timetable of College Council and Governing Body meetings and the College Meeting for 2019-20 (**CP2019/65**).
- cc2019.153      *Committee on Committees 2019-20*  
Council approved the proposed membership of Council Committees and other appointments for 2019-20 set out in **CP2019/66**, with the amendment that Professor Holton would replace Dr O'Sullivan as an editor of the *Calendar*. Council noted that Fellows on leave were permitted to remain members of committees, or to serve in specific roles, if they wished. Records would likewise be kept to note the Fellows returning from leave who might be available to resume committee membership or other roles.
- cc2019.154      *Permission*  
Council gave permission for a harp to be played during a buffet event being held by two alumni, Pamela and Geoffrey Benson (Selwyn 1974-1977), on the evening of 16 August 2019 in the New SCR.
- cc2019.155      *Any Other Unreserved Business*  
  
*i. Green Officers*  
Council recorded its congratulations to the College Green Officers on Selwyn's receiving a gold award from the 2019 Cambridge Student Switch-Off Campaign.



*ii. Transition Year*

The Senior Tutor reported that he and the Admissions Tutors felt that the University's proposals for a Transition Year, to be piloted in 2021 for admission in 2022, suffered from a lack of clarity. In particular, the proposals remained vague in relation to key issues of qualifications, selection, costings, and how the plans might impact on the principle of College-based undergraduate admissions. Council supported the University exploring the Transition Year idea, but did not itself want to get involved in indicative discussions or to make any firm commitments at this stage. Council also expressed concern that this project afforded further evidence of the University's current tendency to disregard inter-collegiate mechanisms and to pursue initiatives without sufficiently consulting the Colleges.

