

**CONFIDENTIAL**

**GENERAL COLLEGE MEETING**  
**Friday 16 March 2018 at 9.15 a.m. in the Munro Room**  
**MINUTES**

**OBSERVERS:** Dr Walker and Dr Patterson

**JUNIOR MEMBERS:** Miss Whitehead, Mr Wakelam, Mr Stallard and Mr Mayer

**IN ATTENDANCE:** Mrs S Pope (note-taker)

**UNRESERVED BUSINESS**

I UNRESERVED MINUTES of the College Meeting on 14 February 2018

The Unreserved Minutes of the College meeting held on 14 February 2018 were approved.

II MATTERS ARISING

There were no matters arising.

III COLLEGE OFFICERS AND FELLOWS' BUSINESS

1. Senior Tutor

(a) The Senior Tutor gave an overview about the establishment of the Office for Students.

(b) The Examination Period- It was agreed that all members of College are required to observe the College Examination Period (23 April to 15 June 2018). While normal College life will continue throughout this period, it is expected that noise in College will be minimized to allow effective examination preparation to take place.

2. The Dean of College reported on the recent issues and subsequent consequences surrounding the student room ballot. He noted that the disciplinary matters have been dealt with, adding that the welfare issues placed a considerable strain on the welfare team. As a result, the Senior Bursar has made it clear to all undergraduates that the current system will not be in operation next year.

3. Estates Bursar – Dr Walker gave an update on the building works in Old Court, which are proceeding ahead of schedule. Upon completion, the gardeners will undertake restoration of the lawns, which will be carried out

during the Easter vacation. Old Court should be restored to its former glory by next term, assuming everything goes according to plan.

Dr Walker gave notice of the next round of major works on College buildings, which are expected to commence in August:

Scaffolding will be erected in Old Court to enable the lead roof underneath the flag pole to be replaced. These works are likely to run over into Michaelmas Term.

The gutters to the Long Gallery are leaking and will be replaced in August.

Chimneys in the Old Hall and Old Kitchen are leaning and will be repaired.

There is a possibility that we will need to repaint the timber window frames of Essex Building during the summer, which have not been painted for 30 years. This will involve scaffolding along the River and on Silver Street.

Repairs to the exposed reinforced concrete on the roof of Erasmus Building may also be necessary.

The President updated the Governing Body on the Mille Lane project. A public exhibition is about to be held in the Graduate Centre outlining the master plan for the Mill Lane Site. This is a public exhibition for public consultation. The exhibition will refer to the site being developed by the University, Pembroke, Queens' and Darwin.

The President reassured the Governing Body that Queens' is not committed to going ahead with the project at this stage, and that this is simply the master planning stage, with get out points running up to the award of planning permission. It is possible, although not certain, that our crucial get out point will arrive in early June. We will then be taking a vote which will commit us to the next stage sometime in early June.

4. Director of Development - Mr Kitt informed the Governing Body that he recently hosted Robert Cripps in College, who accepted the honour of Fellow Benefactor with positive emotion. He will be giving us a portrait of his late brother, a former Fellow Benefactor, thus maintaining the link with the Cripps family. This year is the 50<sup>th</sup> anniversary of the famous conversation between Sir Arthur Armitage and Humphrey Cripps, which will be celebrated at the Cripps Feast.

Mr Kitt informed the Governing Body that an ad-hoc meeting will follow the Governing Body meeting to discuss any ideas for the presidential retirement fundraising campaign. He welcomed any input from the Fellowship.

The Governing Body approved the recommendations of the Appeals and Donations Committee contained in CM3743.

V UNRESERVED MINUTES OF THE TUTORIAL COMMITTEE MEETING HELD ON 21 FEBRUARY 2018

The Unreserved Minutes of the Tutorial Committee meeting held on 21 February 2018 were noted. The Senior Tutor drew attention to two items:

- (1) The JCR will be submitting their proposals for Wooden Bridge in due course;
- (2) Regarding the matter concerning the plight of disabled students and eligibility for funding whilst intermitting, Queens' will look to support students until such time they can access universal credit.

VI MINUTES OF THE TEACHING & LEARNING COMMITTEE MEETING HELD ON 22 FEBRUARY 2018

The Minutes of the Teaching & Learning Committee meeting held on 22 February 2018 were noted. The Senior Tutor drew attention to two items:

- (1) We considered student teaching experience, for which the JCR President gave a magnificent talk;
- (2) Dr Gee had raised compelling reasons why we should consider abandoning interviewing certain students.

VII MINUTES OF THE PREVENT COMMITTEE MEETING HELD ON 26 FEBRUARY 2018

The Minutes of the Prevent Committee Meeting held on 26 February 2018 were noted.

VIII ADMISSION STATISTICS: JANUARY 2018 (CM3744)

Dr Stone spoke to CM3744 , drawing particular attention to the following points for reflection:

The first section provides the total number of applications received by the College in each subject – there were 903 direct application to Queens', and 167 deselections which occurred in a small number of subjects. Queens' were well within the University guidelines of interviewing at least 80% of applicants.

The total number of offers made reflects the high quality of Queens' applications. The College may wish to note that 4 "Open Offers" were made this year. This scheme is administered by the central admissions office and provides a mechanism for supporting offers to students from particularly disadvantaged backgrounds as part of the University's widening participation activities.

The third section in the table provides a breakdown by gender of the applications and offers made in each subject and as with previous years, gender representation in each subject remains uneven.

The fourth section provides an overview of application and offer numbers by school type – approximately 25% came from independent schools which is similar to last year.

Finally, Dr Stone added that 150 freshers are expected this year.

The President recorded the Governing Body's thanks to Dr Stone and Dr Butterfield as Acting Admissions Tutors.

#### IX MILLS & REEVE ADVICE ON INTERMITTING STUDENTS

The information contained within the Mills & Reeve advice on intermitting students was noted.

#### X DRC BRIEFING PAPER

The information and statistics contained within the DRC Briefing Paper were noted.

#### XI TIMETABLE AND ADVERTISEMENT FOR THE PDRA & QPDRA INTERVIEWS

The timetable and advertisement for the PDRA and QPDRA Interviews were noted.

The President reminded the Governing Body that the selection process for PDRA and QPDRA's cannot be regarded as a detailed academic exercise. The scheme has proved to be very successful so far. If Fellows know of any suitable candidates who have either been a member of Queens' or have no college affiliation whatsoever, they should encourage them to apply and inform the Senior Tutor so that this information can be taken into consideration.

#### XII MINUTES OF THE QUEENS' COLLEGE LIBRARY & ARCHIVE COMMITTEE MEETING HELD ON FRIDAY 2 FEBRUARY

The Minutes of the Queens' College Library & Archive Committee meeting held on Friday 2 February 2018 were noted. Dr Patterson drew attention to the Library & Management system initiative which is still proving slightly difficult. We have not yet managed to integrate our system properly with it. He hopes this will be resolved very soon. He reported on a very successful exhibition held in the Old Library, adding that there will be one more exhibition this year to mark the end of the Heritage Lottery fund funded Tudor cataloguing procedures. An exhibition of what that catalogue has achieved will be open towards the end of Easter Term.

The President congratulated the Library on the excellent exhibitions.

*Dr Zurcher left the meeting*