

## KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Provost's Lodge  
On Tuesday, 19th February 2019 at 2 pm

<i>Present:</i> Provost	<i>In</i>	Vice-Provost
Dr Adams	<i>Attendance:</i>	Senior Tutor
Dr Adhikari		
Dr Ainslie		*Ms Bevilacqua
Dr Barber		*Ms Joynt
Dr Candea		* <i>Open business only</i>
Dr Davies		
Ms Headen	<i>By invitation:</i>	<i>Professor Burgwinkle,</i>
Professor Humphrey		<i>Dr Grosse Ruse-Khan</i>
		<i>Ms James</i>
*Ms Georgescu		<i>to take minutes</i>

### **Apologies for Absence**

Apologies were received from Professor Efstathiou, Dr Moody, the First Bursar, the Domus Bursar and Ms Rude.

### **OPEN BUSINESS**

#### **52. Declarations of Interest**

There were no declarations of interest.

#### **53. Minutes of Open Matters of 5th February 2019**

The minutes of the Open Business of Council on 5th February 2019 were approved.

#### **54. Matters Arising**

There were no matters arising.

#### **55. Oral reports**

There were no oral reports.

### **Principal Items of Business**

#### **56. Admissions Report**

*The Admissions Tutor presented a report on undergraduate admissions.*

The only substantial changes to the Admissions procedure this year involved the three Admissions Tutors taking responsibility for slightly different subjects to distribute the work more equitably. The guiding principle was to balance rigorous selection standards with a desire to foster and mentor applications from candidates from deprived areas, with low income, etc., all the while maintaining the College's commitment to equal access to education.

College continues to attract large numbers of applicants. Donations have helped to expand efforts to attract and support those from minorities or challenging backgrounds and Council welcomed the various access initiatives.

The disparity in female (45.21%) and male (54.78%) applicants was noted and the Admissions team will be attempting to address this imbalance in the current round of outreach and access travel and presentations.

Council thanked the Admissions Tutor, the Assistant Admissions Tutors and the Admissions staff for all their hard work.

## **57. Student Discipline Consultation**

*The Senior Tutor presented a paper from the Senior Pro-Vice-Chancellor for Education who has written to all Colleges inviting them to respond to the Collegiate University consultation on revisions to the Student Disciplinary Policy and Procedure.*

The KCGS President commented that the KCGS and KCSU are fully in support of the proposed changes, particularly the new standard of proof which states that any disciplinary proceedings must be considered on the balance of probability. She has reached out to the student body to give them the opportunity to express their views on the consultation.

Several questions were raised:

- Council would like clarification of the word 'relevant' in both 4.8 (Rules of behaviour for Registered students and Formerly Registered Students): 'relevant unspent criminal conviction' and 6.1 (Student disciplinary policy and procedure): 'it is a Registered Student's responsibility to inform the University about any relevant criminal conviction received whilst a Registered Student'.
- Can 'Formerly Registered Student' be clarified? E.g. the Provost is a Formerly Registered Student. Is he subject to the same disciplinary procedure as students?
- What is the procedure if a student has a complaint about someone who is not a student?
- 4.5 (Investigating a concern): 'The Investigating Officer may also require the Respondent to engage in expert assessment to assess the level of risk the Respondent presents to themselves and members of the Collegiate University Community'. What is meant by 'expert'?

Some members of Council expressed the view that criminal offences for students should have the same burden of proof as in the legal system i.e. beyond reasonable doubt.

The Provost will send this feedback to the Senior Pro-Vice-Chancellor for Education, as requested.

## **58. Green paper**

*The KCGS President presented a paper asking Council for permission to appoint a Green Fellow and establish a Sustainability Committee.*

The King's College Graduate Society and the King's College Student Union would like to build on the College's existing environmental policy (requiring appointment of a 'Green' Fellow), with a view to supporting King's in becoming increasingly sustainable and exemplary in its practices and policies.

The Green Fellow will:

- a. Provide oversight, with the support of the proposed Sustainability Committee, on environmental issues and the implementation of the College's environmental policy;
- b. Report annually to the Council and Governing Body on College performance;
- c. Liaise with the First Bursar on environmental sustainability, and;
- d. Generally liaise between College and the proposed Sustainability Committee.

The paper suggested a number of possible members for the Sustainability Committee and Council advised the KCGS President and Green Fellow to organise a meeting to discuss the proposed membership of the Sustainability Committee and how it should proceed. This new Committee, as presently constituted, is not formally a Council or Governing Body Committee, although the Committee may wish in due course to propose it becomes a formal Committee with elected members and Terms of Reference.

### **Agreed:**

To appoint Dr David Al-Attar as Green Fellow of King's, from 1 March 2019 for one year in the first instance, with a view to convening the first meeting of the Sustainability Committee in Easter Term 2019.

## **59. Quiet Period**

*The Lay Dean presented a paper inviting Council to consider revising the current arrangements for the Quiet Period.*

For many years the College has operated a Quiet Period from Sunday of Week 4 to Friday of the final week of Full Term, however many exams take place outside of this period (more than 138 in Easter 2019). Extending the Quiet Period so that it lasts for the whole of Easter term would benefit all students taking exams.

The Student Representatives expressed their support for this extension, which was echoed by Council.

The use of musical instruments in student rooms was discussed. The current rule is that they may be played between 1.30pm and 5pm, but as most students will be dining between 5.30pm and 7pm Council agreed that students may play musical instruments in their room between 1.30pm and 7pm.

There was discussion of the measures that are currently taken to ensure that noise and disturbance are minimised. It was agreed that being excluded from the King's Affair could be a sanction in the event of a breach of the Quiet Period.

Agreed:

To approve the revisions to the policy, and for the Quiet Period to commence on the first day of Easter term 2019 and to last for the whole term, subject to review.

## **Other Items for Discussion**

### **60. Council timetable**

*The Provost presented the revised Council timetable.*

Council approved the revised timetable. The Provost's PA will remind Council members of the deadlines for their papers before the start of each term.

It was agreed to continue to include the Action List of open and reserved matters carried forward.

Agreed:

To adopt this timetable for the future regular business of Council, to start in Easter term.

### **61. Photocopiers and printers**

*The Provost presented a paper on behalf of the First Bursar advising Council on the provision and management of photocopiers and printers across the College.*

Council asked for clarification on Fellows' private printers and the printer in the basement of Gibbs, and for a more detailed plan to be presented to Council.

Agreed:

To approve the plan to introduce managed printing across the College, subject to further details.

## **Business for Report**

### **62. Privately Funded College Fees 2020 – 21**

*The First Bursar presented a paper asking Council to agree the level of fees for privately funded undergraduate students from October 2020.*

It was agreed to increase privately funded College fees by 10%, and if there is not a devaluation of sterling, to use the difference between our fee increase and the average across Colleges to provide bursaries for those students whose privately funded College fees are met by their families, which would be paid through the Supplementary Exhibition Fund.

Agreed:

To set the College privately funded undergraduate fees the academic year 2020-21 at:

- (i) £7,617 for students whose course begins in 2016-17;
- (ii) £7,998 for students whose course begins in 2017-18;
- (iii) £8,718 for students whose course begins in 2018-19;
- (iv) £9,153 for students whose course begins in 2019-20; and
- (v) £10,068 for students whose course begins in 2020-21.

### **63. Minutes of Buildings & Safety Committee of 29th January 2019**

Council accepted the Minutes of the Buildings & Safety Committee of 29th January 2019.

### **64. Concerts Committee Terms of Reference**

*A paper was presented inviting Council to approve the Concerts Committee Terms of Reference.*

Agreed:

To approve the Concerts Committee Terms of Reference.

### **65. Minutes of Computing & Website Committee of 4th February 2019**

Council accepted the Minutes of the Computing & Website Committee of 4th February 2019.

### **66. Computing & Website Terms of Reference**

*A paper was presented inviting Council to approve amendments to the Computing & Website Committee Terms of Reference.*

Agreed:

To approve the following amendments to the Terms of Reference:

- The Computing Officer will no longer be a member of the Committee, and the Senior Tutor's Assistant will be replaced by the Schools Liaison Officer.

**67. Minutes of Finance Committee of 21st January 2019**

Council accepted the Minutes of the Finance Committee of 21st January 2019.

**68. Finance Committee Terms of Reference**

*A paper was presented inviting Council to approve amendments to the Finance Committee Terms of Reference.*

Agreed:

To approve the following amendments to the Terms of Reference:

- Meeting generally twice a Term except Easter Term when additional meetings will be required.
- The first meeting in Michaelmas Term should review Budget outcome of the previous year and Inspectors of Account will be invited to attend.
- The second meeting in Lent Term should review the comparisons of expenditure by all Colleges and the Inspectors of Account will be invited to attend.
- At the meeting in Easter Term, Inspectors of Account will be invited to attend in order to discuss the proposed annual budget.

**69. Minutes of Visitors Committee of 4th February 2019**

Council accepted the Minutes of the Visitors Committee of 4th February 2019.

**70. Visitors Committee Terms of Reference**

*A paper was presented inviting Council to approve the Visitors Committee Terms of Reference.*

Agreed:

To approve the Visitors Committee Terms of Reference.

**71. Choir Strategy Terms of Reference**

*A paper was presented inviting Council to approve the Choir Strategy Committee Terms of Reference.*

Agreed:

To approve the Choir Strategy Committee Terms of Reference.

**72. Women's and Non-Binary Dinner in Hall on 2nd March 2019**

*The Senior Tutor presented a paper on behalf of the KCSU/KCGS Women's and Non-Binary representatives asking Council for permission to hold a dinner commencing at 7.30 pm in Hall on Saturday 2nd March 2019.*

Agreed:

To allow Hall to be used for the Women's and Non-Binary Dinner commencing at 7.30 pm on Saturday 2nd March 2019, and to give permission for a drinks reception in the SCR hosted by one female Fellow, with after dinner entertainment in the JCR/Chetwynd room, finishing at midnight.

Alternative arrangements have been made for those who wish to dine in College.

**73. Any Other Business**

**73a. Tabled: Proposal to fly the Trans flag**

*The KCSU Vice-President presented a paper asking Council to permit the Trans flag to be flown on the 28th February 2019 to mark the end of LGBT History Month and to show solidarity with transgender people.*

Council affirmed its very strong support of King's Trans and other non-binary students and staff. However there were concerns about the proliferation of flags at King's and that the Trans flag had several different designs rather than one overall recognised Trans flag.

Council was informed of the offensive behaviour of an anti-Trans protester on King's Parade and fully supported the efforts of the Senior Tutor to prevent further examples of this behaviour.

The Council felt that the best way of showing support would be to authorise the LGBT+ flag to be flown again on 28 February. The LGBT+ flag was chosen as it is widely recognised and accepted, and shows respect and support for Trans members among other minorities.

The Provost also agreed to send a statement of support to the Student Representatives to share with the student body.

Agreed:

To fly the LGBT+ Flag from King's Flagpole on 28th February.

The Provost informed Council that Ms James would be moving to the Tutorial Office as Tutorial Office Manager in July. There was warm appreciation for her service to the Council and regret at her leaving.

The meeting closed at 4.10 pm.

The next meeting of Council will be held on Tuesday, 5th March 2019 at 2pm in the Provost's Lodge.