

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Provost's Dining Room
On Tuesday, 18th February 2020 at 2 pm

<i>Present:</i>	Acting Provost	<i>In</i>	Acting Vice-Provost
	Dr Adams	<i>Attendance:</i>	Senior Tutor
	Dr Adhikari		
	Dr Bozic		
	Dr Davies		
	Professor Efstathiou		
	Ms Headen		<i>* Open business only</i>
	Professor Humphrey		
	Dr Moody		<i>*Mr E Everett</i>
	<i>*Mr J Heath</i>		<i>*Ms E Adeoyo</i>
	<i>*Mr S Crayton</i>		
		<i>By invitation</i>	Jenny Malpass - Minutes <i>Professor Bullock for item 81</i>
		<i>On Leave</i>	<i>The Provost is on leave for Lent Term 2020</i>

Apologies for Absence

Apologies were received from Dr Candea, Dr Ainslie, the First Bursar and the Domus Bursar.

OPEN BUSINESS

74. Declarations of Interest

The Junior members declared an interest in item 80.

75. Minutes of Open Matters of 4th February 2020

The minutes of the Open Business of Council on 4th February 2020 were approved.

76. Matters Arising

There were no matters arising.

77. Council timetable & action list

Council noted the timetable and action list.

78. Oral reports

Proposal for an Open Iftar at King's

The Senior Tutor raised a request from Dr Ruse Khan to hold an open Iftar in the Fellows' Garden on 2nd May 2020.

Council was happy to invite Dr Grosse Ruse Khan to submit a paper for the next Council Meeting and asked that it address the conditions imposed by the policy made for holding events during the Quiet Period.

Principal Items of Business

79. Quiet Period – Room Booking Policy

The Lay Dean proposed to Council a policy to cover room bookings during the Quiet Period.

Council agreed the policy as follows:

Quiet Period: Room Booking Policy

The Quiet period operates from the beginning of Easter full term to the end of the exam period. Each year, the Lay Dean will identify a 'core' exam period during which period a much more cautious and restrictive approach will be taken to the approval of room-bookings so as to keep the risk of disturbance to an absolute minimum. This will correspond with the weeks during which the majority of students are engaged in some form of examination.

The Lay Dean will be responsible for approving bookings of the main College function rooms during the quiet period. This approval will be at the Lay Dean's discretion. The principle guiding this will be that no events will be approved that would cause significant disturbance to those preparing for examinations. This includes parties, meetings, and other noise-generating events in any College function rooms, common rooms or student accommodation. That will mean that the use of College function rooms will be highly restricted during the Quiet Period.

This policy applies to all members of King's residing on or visiting King's grounds. It also applies to Non-King's members when they are present on King's ground. As such, no distinction will be made in the approval of room-bookings based on the nature or status of the person booking the room (student, fellow, etc.).

In deciding whether to approve a room booking, the Lay Dean will assess each booking on its own merits.

Events that would have been approved outside of the quiet period, will be assessed for approval based on the perceived likelihood, and degree, of disturbance, and the possibility of mitigating that disturbance through various measures and conditions.

Having assessed the likelihood, and degree, of disturbance, the Lay Dean will (a) approve the booking, (b) decline the booking, or (c) approve the booking subject to one or more of the following conditions:

1. That the organiser must inform all guests of the Quiet Period and ask them to minimise disturbance, both in advance of the event, and during the event itself.
2. That the organiser must impose limits on the numbers of attendees
3. That the organiser must implement a ticketing system such as Event-Bright to monitor the number of attendees
4. That the event be held in a particular room, or at a particular time (eg. before 8.30pm) if this would be feasible given the event's constraints
5. That the organiser consider whether further steps can be taken to reduce unnecessary noise:
 - a. Can the event be carried out without music or film?
 - b. Can the volume of any multimedia be reduced/minimised?
 - c. Can access to the event avoid guests traipsing through corridors?
 - d. Can the event be held outside?

All those given permission to organise events during the Quiet Period are expected to take all reasonable steps to minimise disruption.

The Lay Dean's decision in relation to a room booking is final. Failure to agree to any of the conditions imposed by the Lay Dean will result in the booking being declined, and any failure to implement any agreed conditions will be a disciplinary matter.

To increase the likelihood of an event being approved, students and fellows should provide as much information as possible about risks of disturbance, and identify the steps they intend to put in place to mitigate those risks.

80. Student Accommodation Charges 2020 - 21

The Junior members were reminded of their declared conflict of interest in this item, which prevented them from voting.

The Acting Provost presented the student accommodation charges for 2020-2021 on behalf of the Bursar.

Council agreed to increase the accommodation charges for students from 1st October 2020 by the following percentages:

Room rents by 1.469%

Kitchen Fixed Charge by 1.75%

Insurance by 1.4%

81. Annual Report on the PKP Programme

Professor Bullock joined the meeting to present the annual report on the PKP programme.

Council agreed to approve the continued operation of the Pembroke King's Programme and to authorise the co-ordinator to agree with College Officers and departments on the rooms and facilities required for PKP in the coming year.

Council asked that future reports should give a fuller account of the programme of studies and the teaching staff involved, as well as evidence of student feedback and other measures by which the success of the programme could be objectively assessed. Additionally, if possible, the annual report from Pembroke on the programme should be made available to Council.

Council further agreed that King's should explore greater involvement in the academic content of the programme and asked that Dr Geeta Kasanga, the director of the PKP Programme, be invited to the first meeting of Council in Easter Term to discuss this.

82. Report of Charitable Funds – Tranche 2

The Development Director presented a second paper asking Council to review the restrictions placed on certain named charitable funds held by the College.

Council agreed to approve the reform of each of the funds as follows:

The Douton Scholarship

Agreed: To revise the Douton Scholarship to support MPhil students in Classics.

The S B Cohen Fund

Agreed: To modify the regulations of the Stephen Behrens Cohen Fund to allow qualification from overseas nations, with a preference for those from current or former Commonwealth countries.

The Shove Fund

Agreed: To modify the regulations of the Shove Fund to support MPhil students from non-traditional backgrounds (eg. mature students, returning students, students with disabilities, first generation students and students from BAME or SED backgrounds) with a preference for women among mature and returning students.

The Ashington Fund

Agreed: To repeal the previous decision of the College to restrict the application of the Ashington Fund to Law and History, and allow it to be applied to any graduate student in need of support.

The Augustus Austen Leigh Fund

Agreed: To include within the scope of the Leigh studentship support for MPhil students in the School of Arts and Humanities.

The Harold Fry Fund

Agreed: To allow the Harold Fry Fund to benefit graduate studentships without restriction of subject.

Council wished to thank Adam Middleton and his team for all their hard work in identifying and reviewing these funds.

Business for Report

83. Minutes of the Finance Committee Meeting held on 29th January 2020

Council accepted the Minutes of the Finance Committee Meeting held on 29th January 2020.

84. Bridge the Gap Charity Walk on 13th September 2020

The Domus Bursar presented a request to Council to approve a proposal from the organisers of the 2020 Bridge the Gap Charity Walk.

Council agreed that the organisers of the annual Bridge the Gap Charity Walk be allowed to make arrangements to proceed through King's College on Sunday, 13th September 2020, subject to detailed agreement with the Domus Bursar, Head of Visitor Services, Head Porter and the Head Gardener.

85. Alzheimer's Research UK – Hiking in Cambridge 2020

The Domus Bursar presented a request to Council to approve a proposal from Alzheimer's Research UK.

Council agreed that Alzheimer's Research UK be allowed to make arrangements for a charity walk through King's College on Sunday, 3rd May 2020, subject to detailed agreement with the Domus Bursar, Head of Visitor Services, Head Porter and the Head Gardener.

86. Minutes of the Computing & Website Committee Meeting of 3rd February 2020

Council accepted the Minutes of the Computing & Website Committee Meeting held on 3rd February 2020.

87. Any Other Business

The Acting Provost presented a paper on behalf of the Assistant Director of Music asking Council to approve a proposed King's Voices tour to Portugal in March 2020.

Council agreed that permission should be given.

The meeting closed at 3.30pm.

The next meeting of Council will be held on Tuesday, 3rd March at 2pm in the Provost's Dining Room.