

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Wine Room
On Tuesday, 24th November 2015 at 4.30pm

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| <i>Present:</i> | Provost | <i>In</i> | First Bursar |
| | Professor Dunn | <i>Attendance:</i> | Vice Provost |
| | Professor Keverne | | Domus Bursar <i>to item 327</i> |
| | Professor Marston | | *Mr Mervin |
| | Professor Moffett | | *Ms Courea |
| | Dr Braybrook <i>to item 327</i> | | Mrs Bressor <i>for items 326 and 331</i> |
| | Dr Browne | | |
| | The Revd Dr Cherry | | <i>Mrs Wilson to take Minutes</i> |
| | Dr Flack | | |
| | *Mr Munro | | |
| | *Mr Fleming | | |

** Open business only*

OPEN BUSINESS

Apologies for Absence

Apologies were received from Dr Candea.

Declarations of Interest

There were no declarations of interest.

315. Minutes of Open Matters of 10 November 2015

The minutes of the Open Business of the meeting held on 10 November 2015 were approved and signed.

316. Matters Arising

There were no matters arising.

317. Action List

Council noted the Action List.

318. Minutes of Council Committees:

- a. Council accepted the Buildings and Safety Committee Minutes of 3 November 2015.
- b. Council accepted the Catering Committee Minutes of 17 November 2015.

319. Loan of Manuscript

The Provost submitted a paper on behalf of the Fellow Librarian regarding a request from the Segretariato Regionale per il Veneto of the Ministero dei beni e delle attività culturali e del turismo, who had requested the loan of King's MS 34, written and illuminated by the humanist scribe Bartolomeo Sanvito for the Venetian intellectual and diplomat Bernardo Bembo, c.1485-92. The organisers wished to display it in their forthcoming exhibition 'Manutius, the arts and publishing. The Venetian Renaissance' which will run from 19 March 2016 to 19 June 2016 at the Gallerie dell'Accademia in Venice. The Fellow Librarian supports this loan request from Venice and recommends that it be approved by Council.

Agreed: to loan King's College MS 34 to the Segretariato Regionale per il Veneto of the Ministero dei beni e delle attività culturali e del turismo for the exhibition 'Manutius, the arts and publishing. The Venetian Renaissance' at the Gallerie dell'Accademia, Venice, from 19 March 2016 to 19 June 2016, all details to be approved by the Fellow Librarian.

320. Annual Salary Increase

The First Bursar presented a paper proposing that salary levels for all College employees be increased by 1%. This increase would be paid with November salaries but backdated to 1st August 2015. Cambridge University, in common with the University and College Employers Association, had agreed a pay rise for the 2015-16 year. For several years, King's had followed the University in agreeing a salary increase for our staff. The salaries for academic staff were directly linked to that at the University and, usually, the increase for non-academic staff was linked to that for academics. The First Bursar had consulted members of the Personnel Committee by email, and the Personnel Committee recommended this to Council. Specific requests for increases come all together in April, as agreed by the Personnel Committee and Council. The Living Wage Foundation announced an increase to £8.25 per hour on 2nd November, 2015. The Personnel Committee would consider this higher rate of £8.25 per hour when reviewing salaries and would report to Council accordingly.

Agreed: that general salaries for College employees should be increased by 1% from 1st August, 2015.

321. Loans of College Artwork

The Provost presented a paper on behalf of the Adornment Committee, who, at their meeting on 10th June, 2015, had asked the Provost to request that Council further amend the new regulation so that the Keeper of the College Collection should also be consulted before any request to loan College works of art can be approved. The new regulation would then read:

Requests to loan College works of art, including paintings, sculptures, silver, books and manuscripts, may be approved by the First Bursar or Librarian, who will take advice as necessary. The Keeper of the College Collection should be consulted before any request to loan

College works of art (not including silver, books and manuscripts) is granted. It will be a condition of all such loans that the works of art are insured and appropriately conserved. Such loans should be reported to Council in each case.

Agreed: to amend the Council Regulation on loans of art works so that the Keeper of the College Collection is consulted before a request is granted, the Regulation to read as given above.

322. Loan of Organ

The Dean submitted a paper asking the Council consider the offer of the loan of a temporary organ for use in Chapel while the chapel organ was being restored. The College had been asked to cover the cost of transportation to and from Huddersfield.

Agreed: to accept the loan of a temporary organ to replace the Chapel organ during its restoration, with overall costs of transportation not to exceed £4,000.

323. Cheaper Servery Meals

The Vice Provost presented a paper summarising the use of the cafeteria for two fortnightly periods in the Michaelmas Term 2015 and inviting Council to consider what advice it might choose to offer the Finance and Catering Committees. This followed the Council meeting on 28 April 2015, when Council discussed the provision of cheaper meals in the College servery and agreed to introduce a new price structure on a trial basis. This was reviewed at the Council meeting on 7 July and Minute 212a recorded that Council had agreed to continue with the price changes introduced in the Easter term 2015 for meals in the servery until the end of the next financial year in June 2016.

The meeting discussed the results to date, which did not show the hoped for increase in students taking meals in College. Sometimes the cheaper meals had run out before students arrived. It was agreed that a fair comparison could not be made until the data was available for the Lent Term for comparison with the previous year.

The review was postponed to the end of the Lent Term 2016. A report should be presented to the Catering Committee and then come to Council. Council thanked the Vice Provost for producing this interim Report.

324. Proposal for changes to the College Bar

The KCSU President submitted a paper outlining some of the current issues facing the college bar and suggested some recommendations on a range of areas including prices and decor. The bar was seen by the students as the Junior Common Room. The KCSU envisaged that many of the problems identified and suggested solutions would be applicable to the whole college community whom the bar served. This paper did not include suggestions for changes to King's coffee shop or the Bunker, although these should also be discussed in the near future.

Some members of Council felt that reducing the price of drinks in the Bar was in direct opposition to the move to reduce the increasing problem of over-consumption of alcohol among the student population. However, others felt that it was better that students be encouraged to drink in the College bar as part of a social activity, where there were experienced bar staff who could prevent any serious problems; over-pricing in the bar would leave to students buying cheaper drinks from the supermarkets to consume in their rooms. The price of soft drinks should also be considered. Council was encouraging about the possibility of themed meal events (eg. Friday as Curry nights with beer on sale, Italian nights with wine). Council also agreed that any student requests for events in the Bar (televised or otherwise) would need to be discussed and approved by the Assistant Tutor, DPS and Domus Bursar in the usual manner.

The meeting approved of the bar being redecorated, and this would be added to the timetable for College works. It was agreed that pictures could be hung in the near future, and that students might discuss the provision of new speakers for the Bar with the First Bursar, the final cost to be agreed by Council.

The students were requested to agree revised bar prices with the First Bursar in consultation with the Tutors and the Designated Premises Supervisor. The general principle to be followed in agreeing prices was that bar prices should be the average across College bars for the same drink, and not lower. It was further agreed that the price of a spirit and mixer combination should be the full price for the pair, regardless of whether the mixer was served. Council encouraged KCSU to look into the price of soft-drinks too so that this could be addressed in tandem with any reduction in the prices of alcoholic drinks served in the College.

The students were requested to discuss the hanging of the pictures and bar redecoration with the Domus Bursar.

There should be a report to the first meeting of the Easter Term to assess the impact of lower bar prices on student well-being and the budget.

325. Student Unions and Accounting

The KCSU and KCGS Presidents presented a paper following discussions between the KCSU, the KCGS and the Bursary about how to organise the

accounts for the student unions, and for the various subsidiary societies and clubs. The paper sought Council approval for regulations governing the operation of College societies and clubs.

The First Bursar said that the Student Unions would monitor student societies and funding given from general funds of the two student unions. The Development Office had secured endowment funds for some societies, which would be used to support their activities. There should be an annual report to Council giving details of the student societies and the funding position. The first report would be next term with a full report expected in the Lent Term of 2017.

The First Bursar thanked both Student Executive Committees for their hard work on this. The Provost would write to Mr Allen (former KCGS representative) to thank him for his work.

Agreed:

- a. To approve the proposals for the organisation and registration of College Societies and Clubs as set out in the paper.
- b. To approve the Regulations below:

G.2 Student Societies

1. The members of the College *in statu pupillari* may belong to a students' union. Undergraduates belong to the King's College Student Union and graduates to the King's College Graduate Society. The constitutions of these Unions require approval by Council. These Unions elect officers including members of the Council and Governing Body as determined by Statute and Ordinance.
2. Any student society that is registered as a University society needs to comply with the University's rules on student societies. Any other society or organisation that uses the College name, or uses College equipment, facilities or funds for the benefit of students is a College Society and must comply with the rules given below.
3. Funding from the College will be for the Unions and College Societies jointly. King's College Student Union and King's College Graduate Society will agree between themselves how the funds will be divided between themselves and College Societies. Only if there is a dispute will the Senior Treasurer of the Student Unions be asked to arbitrate.
4. Any College Society must be affiliated with the Unions: King's College Student Union or King's College Graduate Society or both. The Unions will establish a Societies Funding Committee to oversee College Societies open to both undergraduates and graduates. These Unions may also establish subsidiary Societies specifically for undergraduates or graduates only, which will report to them directly. All other College Societies must be open to both undergraduates and graduates, and operate under the oversight of the joint Society Funding Committee.
5. Each College Society, except for subsidiary Societies of the Unions, must register with the Societies Funding Committee. Each Society must

have and follow a constitution approved by the Societies Funding Committee or the appropriate Union. Each Society must also appoint a Fellow of the College as Senior Treasurer; and must maintain a list of officers of the Society, including, at least, a President, a Secretary and a Junior Treasurer, all of whom must be resident members of King's College.

6. Each year, at the start of the Lent Term, the Officers of every Society must submit to the Societies Funding Committee or the appropriate Union accounts and a full list of Society Officers. When a Society has its own endowment, it must also submit the terms of that endowment and details of how any income from the endowment has been spent.
7. Each year the Senior Treasurer of the Unions will submit to Council a report including:

Accounts for the Unions and all subsidiary Societies;

A list of the principal officers of the Unions;

A list of all College Societies registered with the Societies Funding Committee, noting if any have failed to supply the information required in 4 and 5 above.

326. Development Report

The Development Director presented her Termly Report, giving a general description of Development events, activities and fundraising since the Development Director's last termly report, 9 June 2015. Giving to the College was at an all time high. She reported that King's was 5th from the top in the list of funding received by all Colleges and ranked 6th in the list of income received. It was hoped to reach a total of £4 million of donations for this year. More gifts at a higher level were needed. It was hoped to replace each legacy pledge realised with a new pledge. King's had one of the largest number of non-alumni donors among the Colleges. The Telephone Fund Raising Campaign was discussed. Fewer people were now taking the calls, so it was important to concentrate on building relationships between the student callers and the NRMs. She reported briefly on the University Campaign Launch in October, part of which had been held in King's.

She presented a list of gifts to the College for Council's approval.

Agreed: to approve a paper listing new gifts and pledges of £10,000 and above received between 1 July 2015 and 15 November 2015.

The Provost asked that thanks be minuted to the Development Director, who was leaving the College to take up a position in the US.

327. Any Other Business

a. Easter Festival: the Dean gave Council an update of the Easter at King's Festival in recent years and requested the meeting's agreement to the proposals for the 2016 Festival.

Agreed: that the College should host and promote the Easter at Kings Festival in 2016 and that the BBC be permitted to record and broadcast the concerts on Friday and Saturday.

b. The Provost thanked Mr Mervin and Mr Munro, who would be retiring from Council at the end of the year, for their hard work and contributions.