Liaison Committee Meeting Minutes
Wednesday 4th March 2015, Old College Office

Apologies from: Paul Dominiak, Rory Landman

1. Matters arising from last meeting’s minutes
   - no matters arising

2. Matters arising from College Council
   - no matters arising

3. Matters arising from the Junior Bursar

   a. Update on New Court
      - original program envisaged that New Court would be in full use by next academic year, but this is no longer the case
      - 50 student rooms on the Garret Hostel Lane side, and some accessible suites and fellows’ rooms, will be ready by Michaelmas Term
      - other rooms will not be ready until the end of the calendar year
      - student ballot for rooms will not be completed before the end of Lent Term
      - pricing of rooms: the proposed points system, that had been discussed with the previous TCSU Committee, produced a huge range of prices (most expensive and cheapest rooms within College in New Court)
      - the point system has been found to be too crude, needs refining
      - purpose of refurbishment is to provide good quality and affordable student accommodation near the centre of the College
      - how big a spread of prices would student body be comfortable with?
      - action point: TCSU to discuss this

   b. Room charges for vacation storage
      - College does not want it to be cheaper for someone to remain an occupant in their room than to use it for storage
      - too late to implement changes for Easter vacation
      - we need to continue thinking about it (Cornelius)
      - should we incorporate storage units/options into future refurbishments? (i.e. Whewell’s Cellars)

   c. Update on electricity
      - moving from Wolfson to other areas of College can increase electricity charges
      - why? – there are areas of the College where only sockets are included in the charge, whereas in others the whole room system is included (i.e. ceiling lights)
      - this is supposedly factored into the room charge rate
      - people should be aware of this

      - would the TCSU prefer to see a system of a standard charge for electricity?
      - this disadvantages the frugal, though
-metering should be maintained in order to provide incentives for saving electricity
-perhaps the different levels need to be revisited
-New Court will be metered on sockets, not room lighting

d. Graduate hostels kitchen equipment
-BA President
-kitchens are not in a good state
-would people prefer to bring their own equipment or use College supplies?
-people seem to be unaware of College provided equipment

4. Matters arising from the Dean
-no matters arising

5. Matters arising from the Senior Tutor

a. Halal food
-proving more complicated than anticipated
-certification that halal meat is coming from a pre-stunned source is difficult to obtain, and so College is unable to go ahead with halal food on a trial basis yet
-unless the certification is sorted, College is not comfortable with offering halal food
-suppliers are reluctant to talk about their processes
-not all meat would be halal; the intention is to trial one night a week for one term for halal food (Monday?)
-separate dish
-halal food would cost the same
-why can't all meat be halal? (Kshitij)
-C. Barnard: many people object to halal preparation methods if it does not involve pre-stunning of the animals

b. College bar
-at College council, the general consensus was that people were keen to take action
-Ian Reinhardt: taking TCSU officials on a bar tour around Cambridge to explore aesthetic options
-main constraint is that it must remain in the current location of the bar
-bar in Whewell's cellars could affect storage possibilities, but this is a consideration a long way in the future (Junior Bursar)
-designer will be commissioned to explore options, and options will then be costed
-proper coffee machine with trained staff for daytime use
-this refurbishment should be done over the Summer so the bar could be re-launched in Freshers' Week 2015
-this still needs to go through College council, and the Master will need to be on board, but the aim is to have this done over Summer
-Master's concern: we should not invest money in something that will not in fact generate greater use
-should the money come from TCSU reserves?
-Treasurer of Field Club may object to this, as TCSU reserves should be spent on sports facilities, equipment etc.
-Junior Bursar: potential redevelopment of the Brewhouse is being considered
-if we are to provide some kind of social facility, what should it be?
-Brewhouse would not be solely for students
-action point: survey of the student body to explore this question

c. Screen in the Porters’ Lodge
-TCSU is able to put information up on the screen in the Porters’ Lodge
-College information on the screen is good, but more information could be provided
-could other societies in College advertise events etc. on the screen?
-Head Porter makes decision on this
-the blackboard in Hall is proving useful

d. Table football in Burrell’s Field Common Room
-raised at council that table football has to be paid for?
-Kshitij: this is not the case, Burrell’s table football is free
-pool in the bar costs 50p
-what is the advantage of the bar pool table being operated by an external company?

6. Matters arising from the Steward
-no matters arising

7. Matters arising from TCSU

a. Counselling service
-pastoral care committee meeting to discuss mental health care in College
-the waiting time for seeing a counsellor in College is not too long (immediate-3 weeks), but counselling services are not advertised well
-there could be more demand if it was advertised better
-can we increase the number of hours available for counselling services?
-this could prevent students from intermitting or leaving College in some cases
-TCSU should formally write to C. Barnard to take to College Council

b. Room Booking Form
-complicated procedure for societies to book rooms in College
-online form to save time for both students and staff
-Junior Bursar: the current form has unified what used to be to a very separated process
-Junior Bursar is happy to help societies and people with such forms
-it is often useful to physically meet with people planning events; clarifications can be made more easily and rapidly
-preference of Junior Bursar is to maintain the current system
-but it is frustrating for students to take the form to 5 different people/departments in order to book events
-each department needs to be consulted at some point because they look at different aspects of the event
-Junior Bursar: a web-based system may actually be less efficient
-could students receive an automatic email to come meet with people if their form needed clarification?
-Junior Bursar: some people do not fill out the forms properly
-options to deal with incoming online forms: approve, don’t approve, physical visit needed
-would people make more effort if they could avoid seeing so many people?
-Junior Bursar: will discuss further with the Dean

c. Student Representation in Planning Decisions
-students don’t receive much information about renovations around College, i.e. New Court
-Junior Bursar: when planning for current on-going renovations started, student body was not the same as now
-when New Court renovation was initially planned in 2010-11, there was a great deal of student consultation: options for en-suite, layout of different rooms
-Wessex Place renovation: Trinity bought this because it had a great deal of en-suite rooms, and BA society was consulted on how to make the most of the space
-rent/use of the Union Society site has raised concerns, but it is a sensitive issue within the City, especially before Planning Application is made
-Union Society made a public announcement because they feared that the information would otherwise be leaked
-the preliminary Trinity idea is for the site to be used as graduate accommodation; BA society will be consulted
-it is not possible for a student representative on the Buildings Committee; a lot of the discussions are not about student accommodations, and formally it is a committee of the College Council
-TCSU committee can see a mock-up of a New Court room, which was used for earlier consultations with TCSU and others

-what is the best way for students to raise concerns about their rooms?
-i.e. if their desk lamps are not bright enough
-existing provision within College should be bought to the Junior Bursar
-new provisions within College are being carefully planned so they are suitable

-at other colleges, there is student representation on college council
-Junior Bursar believes there is a more productive relationship between senior members of College and students from open discussions in the liaison committee than would be possible in the College Council; in such cases, agendas tend to have a restricted session without student representatives

d. Alcohol Policy
-£50-£100 fine raised by the Dean
-after pastoral care discussions, it is likely that this policy will not be pursued
-Junior Bursar: Durham police have decided to treat public student drunkenness as a crime rather than a social problem, because of the scale of the behaviour
-there are clearly problems with excessive drinking, and a very small minority of people will drink excessively and remain in denial about it
-monetary fine is not a solution: students should instead be made to see Tutor (students and Liaison Committee agree here)

8. Matters arising from the BA society
-no matters arising