

Date: 10/10/2018

Chair: Catherine Barnard (Senior Tutor)

Minutes: Rebecca Shepherdson (TCSU VP)

Freshers' Week Reports (Dean)

TCSU reflect that this year's Freshers' Week has been a success from the student perspective. The garden party and the mocktails provided for the event were a big success, as were punting and speed friending. Some logistical issues remain with some events, including the disposal of waste food. TCSU ask whether leftovers from events might be organized as a donation to a local charity; the Acting Junior Bursar mentioned that there are often foreseeable legal & health issues concerning donating cooked food.

TCSU highlight the changes they would like to see implemented next year; most importantly the order of the welcome talks. TCSU would like to start with Welfare staff and TCSU presentations, followed by the Matriculation photograph and finishing with College regulation and discipline notices. This follows feedback from students and the committee.

- The Dean expresses that she is happy to change the order. She notes that timing is constrained by the Police Liaison Officer's availability and that this may cause some minor issues for TCSU.

The Senior Tutor notes her thanks to both committees for their work preparing and executing Freshers' Week, especially the welcoming of new students to the college on the first day.

Proposal: Burrell's Lighting (Acting Junior Bursar and TCSU)

The Junior Bursar informs Liaison of the proposed establishment of a working group to examine the question of lighting on the Avenue and through the Fellows' Garden. This will be comprised of the President of the TCSU, plus another TCSU Representative, two Representatives nominated by the BA Society; Dean of College; A Tutor (Dr Serjeantson has agreed to serve); Head Porter; Head Gardener; Acting Clerk of Works and the Acting Junior Bursar.

The Junior Bursar impresses the importance and complexity of this longstanding issue and the excellent opportunity at this period of handover to complete a full assessment of the situation. He notes that the substantive work will take place under the new Junior Bursar.

Proposal: Reflection Room (TCSU)

TCSU formally propose the establishment of a non-denominative Reflection Room in college to meet growing demand from students. This would bring the college into line with many department sites.

The Junior Bursar asks for clarification on the exact requirements of the room, which TCSU inform are the following: that it be a room for any faith or none, with a sink for ablution. The Junior Bursar proposes B3b Whewell's Court would be suitable. TCSU thank the Junior Bursar and College, and will accept the room gratefully.

Unpleasant mess invoices (Dean)

The Dean informs Liaison that the Housekeeping Department have kept a log of vomit and excrement that members of staff have had to clean in communal areas, which are therefore unidentifiable to one member of college. 30 such incidents have been charged at £20 each to TCSU, out of 38. She emphasises that this is nothing compared to real cost and it is a symbolic charge. She also notes that for no incident did housekeeping receive a letter of apology. She asks that TCSU send a message to its members impressing the importance and significance of this issue in relation to college life. It is agreed that TCSU can make public the information they hold, within the GDPR guidelines.

Washing Machines (Senior Tutor)

The Senior Tutor reminds the committee that these facilities are now free. Having conducted a trial period, during which Porters have kept a log of all those claiming free laundry cards, the Senior Tutor has been assured by the Head Porter that he has not seen any evidence of abuse of the system. As such, registration will now be scrapped, although laundry cards will still need to be collected from the Porters' Lodge.

Welfare Room (Senior Tutor)

The Senior Tutor and Junior Bursar express their thanks to TCSU for giving up Welfare Room in New Court, which has eased pressure on the Mental Health & Wellbeing Advisor. The Junior Bursar comments on ongoing efforts to find a new room, suggesting D5 Angel Court, which is not adjacent to student rooms and will shortly be vacated. TCSU will need to discuss with Laura Cook for adaptation of the room, but he hopes this will be suitable. TCSU express their thanks for his efforts and will visit the room as soon as it is unoccupied to assess its suitability.

Screens (Senior Tutor)

The Senior Tutor reminds TCSU and BA society that these are a resource not only for the Senior Tutor to more regularly communicate with the student body, but for the Unions to use to advertise events. She reminds them to email Bryony and Fiona Holland, in order to do this. The Junior Bursar reminds the Unions that information on the screens is publicly available, and therefore subject to GDPR laws of defamation and Freedom of Information.

Appointment of representative fellows (Senior Tutor)

The Senior Tutor informs the committee of the appointment of a Fellow for LGBT+ members of College (Arthur Asseraf) and a Fellow for BME Members of College (Glen Rangwala). She asks that they are put in touch with relevant BA and TCSU officers.

Regarding LGBT+ month celebrations, the Senior Tutor informs the committee that the planting of the flag of bulbs has been agreed and has started being implemented on Brewhouse lawn.

Benches (Senior Tutor)

The Senior Tutor reminds the committee of the success of the new benches in New Court and encourages their continued use.

Fire safety in gyp rooms (Dean)

The Dean informs the committee of a recent fire Whewell's court in a gyp due to an overused socket with extension cables. From initial surveys, it seems to be caused by presence of additional electrical equipment. The Junior Bursar elaborates that this is an issue not for college supplied equipment, but with additional equipment used through extension leads. A thorough survey of gyp equipment is being carried out.

Lights in hall (TCSU)

TCSU remind the committee that this refers to normal hall dinners and ask for feedback from the Buildings Committee. The Junior Bursar informs the committee that this item was not on the buildings agenda, but it will be discussed at the next meeting. TCSU remind the committee that this does not have to be a permanent installation, which would cause problems due to the listed nature of the building, but instead suggest more up lighting.

Gym facilities (TCSU)

TCSU note ongoing problems with WiFi and air conditioning in the gym. The Junior Bursar notes the problems with air conditioning have been referred to the Works department. The IT department have stated that WiFi will require additional cabling, which they hope to achieve at the same time as the planned installation of CCTV cabling.

The Senior Tutor notes reports of the poor quality of the gym, remarks which are seconded by the Chaplain and TCSU. The Junior Bursar noted that there was no obvious alternative location available in College. He asked whether students would be willing to pay more than the current minimal subscription, which was far below that charged elsewhere, for improved facilities. TCSU will investigate the opinion of the student body and report to the Committee.

Storage (TCSU)

This issue has been brought to TCSU from Head Porter regarding the misuse of college storage facilities by international students who are repeatedly using Trinity storage for students at other colleges. The Head Porter notes this is hard to regulate, and requests help from the committee.

- It is decided that TCSU will send a reminder of the impact of misusing storage on other students and that the Junior Bursar and Senior Tutor will consider sanctions on those caught abusing the system.

Separately, the Head Porter reports that uptake of LoveSpace for storage has been very low (14 students in Michaelmas, one in Easter and none over the Long Vacation) and it causes considerable disruption to the Porters. TCSU note that this is due to the service not matching the needs of students, and so the committee decide to discontinue the scheme and continue to look for other solutions.

Salto locks on accommodation doors (TCSU):

TCSU reiterate the dangers of the current lack of Salto locks on doors in Whewell's Court and Angel Court. TCSU have had multiple reports of members of the public and homeless individuals being found in staircases, presenting a danger to members of college.

The Junior Bursar notes that whilst this is a matter of urgency, there are practical issues to consider, including how to hardwire Salto locks into existing doors, in particular given the severe restrictions by the relevant authorities on any interventions in the historic fabric of Listed Buildings. This will be taken by the Junior Bursar to the relevant committees.

Green Issues around composting (BA Society)

The BA Society enquire as to the presence of composting and recycling in college. The Junior Bursar reminds the committee that a report from December 2016 shows that the college does its own composting of some food waste from hall. Dry waste is collected under contract, as the college operates as a commercial property and so is collected under the jurisdiction of the city council. The Junior Bursar wishes to reassure students that although dry waste is not asked to be sorted by individuals, it is eventually sorted by professional companies.

Non-silent study space (TCSU)

TCSU note that Trinity currently lacks a non-silent study place which causes issues for academic work, especially in the Easter term. Non-silent study spaces are a very common study method for students and ad hoc rooms (such as the bar and TCSU Room) are currently heavily in demand in Easter term, in an unsustainable and inequitable manner. Although the Burrell's Field Common Room has previously been used for this purpose, it is too far from the academic and residential centre of college and is not suitable. It is requested that the Junior Parlour be booked in the Easter term to enable students to access more work space. This would bring the college into line with not only other universities around the country, but most other colleges, in terms of the academic resources and spaces provided for students.

Discussion is had regarding other uses of the Junior Parlour and its significance as a space to for college functions more generally, questioning the suitability of a block booking. The Junior Bursar notes his sympathy for the scheme, and he believes it is a matter of priorities for the college, which should be for the academic well-being of its students. He will discuss this matter at the relevant committees.

Showers in Whewell's Court (Junior Bursar)

The Junior Bursar informs the committee that there will be a trail in December, installing new showers in K staircase in Whewell's Court to meet the demand identified in the previous Liaison meeting. TCSU thank the Junior Bursar and also ask if a review of shower heads would be possible in the Court, which would be easier to achieve but would make a great difference to the quality of facilities offered.

The Senior Tutor thanks the committee for attending.

The next meeting will be held in New Court M4, 2:15, 21/11/2018