

Liaison Committee Minutes

Wednesday 13th October, 2pm, Old College Office

Attendance:

Professor Worster, Senior Tutor
Mr Landman, Senior Bursar
Dr Pullen, Junior Bursar
Professor Hilton, Steward
Professor Windle, Dean
Beci Dobbin
Stuart Haigh, TCSU Senior Treasurer
Revd Alice Goodman, Chaplain
BA Society President
BA Society Secretary
TCSU President
TCSU Secretary

Apologies:

Dr Fitzgerald
TCSU Vice-President
BA Society Liaison Officer

1. Matters arising from last meeting's minutes

Minutes of last meeting accepted.

5.1 Supervision Reports

The procedure for releasing supervision reports is to change so that students receive their reports at the end of each term rather than the start of the next.

2. Matters arising from College Council

2.1. College Counsellor

The new counsellor, Helen Acton, has started work from her office in D7 Angel Court. She will contact the Welfare Officers to arrange meetings.

3. Matters arising from the Junior Bursar

3.1. Emergency Contact

Students have been expecting the works department to be on duty out of hours. An email has gone out directing them to the Porters' Lodge instead.

3.2. CUSU Handbook

CUSU's list of 'Things to bring to University' contains items already provided by college. TCSU has told the freshers this in the TCSU Handbook, and provided their own 'What to bring/What not to bring' list instead.

3.3. Theft in College

Trinity has dropped from 1st to 3rd place for total thefts, but it is still impossible to control the whole perimeter of college. Students are to be reminded to lock their doors.

More Salto locks will be installed, but may cause difficulties for students from other colleges visiting Trinity.

3.4. Great Court Run

The Dean is going to start the race and provide the prizes for fastest runner and best costume. Fancy dress will be judged by the Chaplain.

3.5. Sewage in Blue Boar

Nine students from staircases C and D had to be moved to temporary accommodation while repairs and cleaning took place. They should be moving back in next week and will be offered a rent reduction and rebate.

3.6. Fixed Wire Testing

College has a legal requirement to test all the electrical wiring. This will start during the Christmas holidays and continue through the Lent term and Easter holidays. No testing will be done during the Easter term, but will restart during the Long Vacation. There will be some disruption to individual rooms, but the occupants will be notified nearer the time.

3.7. Hostel deposits

Students moving into graduate hostels are currently not warned in advance of the deposit they are required to pay. They will be warned in future.

3.8. Bikes

The police will be checking cycle lights and the direction people cycle on Trinity Street, with a £30 fine for cycling without lights.

Action: TCSU to email students warning them

4. Steward's Business

4.1. Catering Proposal

Proposed changes include:

- A more flexible Served with a wider choice, to stay open all day selling drinks and snacks from a manned till, which needs to be discussed with the Head Porter.
- Students were surveyed by TCSU and are almost all in agreement that they are happy for Formal prices to increase in order to see an improvement in the food. The reduction in frequency was also accepted, although it has been suggested that on Wednesdays and Sundays Hall stays open later so students can eat in gowns at 'unticketed formals'. There might be an issue with High Table as there will be more coming and going in the rest of Hall. TCSU also supports the Catering Manager in his efforts to ensure that people wear gowns or smart dress to Formal.
- Hall to be opened throughout the day with newspapers available. Possible issues with between-meal cleaning.

4.2. The Bar

Once kitchen works are completed, the Bar Committee is to reopen discussions about improving the layout and seating in the Bar.

Students are extremely happy with both the food offered in the Bar, and with the location of the Buttery. They would rather it remained in the Bar, not move to a Great Court office.

Action: Bar Committee to arrange a meeting

5. Matters arising from TCSU

5.1. Freshers' Week

TCSU would like to thank both the BA society and the College Council for all their help in providing a smoothly run Freshers' Week. A few minor issues have been noted and will be fixed for next year.

The Chaplains were also pleased with the range and quality of the non-alcoholic events offered.

Alex Sault has enquired whether it would be possible to have a High Table formal funded for the committee, which will be discussed at a later date.

5.2. College Catering

Covered under 4.1 above.

5.3. Post Office

Students have been asking what the plans are for the former Post Office building. College is considering an offer from a clothing shop.

6. Matters arising from the BA society

6.1. Freshers' Week

The BA society has had very good feedback on its Freshers' Week and would like to thank the Council for its support.

6.2. Wifi in Portugal Street

The BA society has asked College to consider having wifi in the Portugal Street lounges as there are no internet connections so the rooms are underused.

Action: The question to be raised at the Computing Committee

6.3. Guest Rooms

The BA society wished to know when exactly students should expect to start paying alumnus prices rather than student ones. The Junior Bursar confirmed that they count as students until after they have had their Graduation ceremony.

6.4. 4th year Ph.D accommodation

The BA society has requested that College allow Ph.D students to use their 3 years of accommodation at any point during their course, as many would rather live out during their 2nd or 3rd year and live in for their 4th year, as short term private leases are harder to get.

Action: The Junior Bursar and Senior Tutor to discuss the possibility

6.5. Bidwells

The BA society noted that those residents of non-Portugal Street Bidwells-managed accommodation did not benefit from the Portugal Street Residents Association, and as such have been experiencing problems with their accommodation that cannot easily be

communicated to Bidwells. It was suggested that the BA society consider extending the Portugal Street Residents' Association to non-Portugal Street residents. As a short-term solution, the JB suggested that the BA society compose a list of concerns that can be passed on to Bidwells.

Action: The BA society to compose a list of concerns to be passed on to Bidwells and send it to Celia Sharpe, Assistant to the Junior Bursar, who is the link between College and Bidwells

6.6. College Insurance Policy

The JB confirmed that all College-owned flats are excluded from the College Possessions Insurance Policy. This means that any couples in marriage accommodation – even if both are Trinity members – are not covered by the policy.

6.7. BA Rooms

It was confirmed that the BA Society have complete control over the booking system for the BA Rooms, and may control bookings at their discretion.

6.8. Standing Orders for BA Society

The BA Society should approach the Senior Treasurer of the BA Society for all queries regarding the payment of standing orders.

7. AOB

No other business

Victoria Spence, 15th October 2010