

Liaison Committee Meeting Minutes
Wednesday 26th November, Old College Office

Attendance

Prof Catherine Barnard – *Senior Tutor (Chair)*
Prof Kevin Gray – *Dean of College*
Dr Rod Pullen – *Junior Bursar*
Dr Michael Tehranchi – *TCSU Senior Treasurer*
Revd Paul Dominiak - *Chaplain*
Matthew Griffiths – *BA Society President*
Thomas Hughes-Mclure – *TCSU President*
Corenlius Roemer – *TCSU Vice-President*
Leo Sands – *TCSU Secretary*

Apologies

Prof Stephen Elliott - *Steward*
Dr George Corbett – *Fellow*
Mr Rory Landman – *Senior Bursar*
Prof Rebecca Fitzgerald – *Advisor to Women Students*

1. Matters arising from last meeting's minutes

- a. The planned visit to the Whewell's Court cellars has not yet taken place. It is hoped to arrange it during the Vacation. The Catering Manager will also attend.

2. Matters arising from College Council

- a. There were no matters arising from the College Council.

3. Matters arising from the Junior Bursar

- a. EOT Security
 - i. The Committee was informed that the Junior Bursar will remind students in an email that the final weekend of term is a period of particularly high risk for petty crime and thievery. The TCSU will also send an email to ensure that students are sufficiently warned.
- b. E-cigarettes/fire risk
 - i. Due to national concern over the electrical dangers posed by e-cigarette charging equipment, students are to be reminded that all chargers for e-cigarettes should be from a reputable producer and fulfil all relevant electrical regulations.
- c. Guests in rooms during vacation
 - i. The Junior Bursar noted an increasing number of requests from students for guests during the vacation, often including family members under the age of 18. The Junior Bursar reminded the Committee that the college does not provide a hotel service, and that due to child protection legislation there are restrictions in place for accommodating minors. For this reason, he is inclined not to accept such requests, unless there are genuinely exceptional reasons.

- d. UK Power Networks – Works in Grange Road from 1st December until April 2015: Impact on Burrell’s Field
 - i. This announcement is more relevant to staff and fellows than for students as it will principally affect traffic. As a major new power cable is being laid on Grange Road from December until March, it is likely that there will be disruption to vehicle but not to pedestrian traffic. This may affect the entrances to the Burrell’s Field and Old Fields site.

4. Matters arising from the Dean

- a. There were no matters arising from the Dean.

5. Matters arising from the Senior Tutor

- a. Halal food
 - i. Both the Senior Tutor and the Steward are keen to offer pre-stunned Halal meat in hall, provided that it is economical.
 - ii. The Senior Tutor noted that this has proved to be an extremely vexed issue, because the college is having problems confirming a genuine source of pre-stunned Halal meat. The college’s food suppliers have not, as of yet, been able to confirm whether or not they meet halal standards.
 - iii. It was noted that chickens bought in supermarkets and served in hall are not Halal.
 - iv. It was noted that those who for religious or health reasons have been given permission by their tutor to not pay the KFC will pay the higher graduate price if they do purchase food in hall.
 - v. The Vice-President asked about the possibility of a Kosher provision, however it was confirmed that this was practically and financially unworkable. It was agreed that a food survey might be considered of TCSU members.
 - vi. It was agreed that the opinions of students are important on this matter, the TCSU President will distribute the findings of the TCSU Annual Survey on this.
- b. Sports gear
 - i. It was confirmed that the TCSU President has spoken to the Field Club captain, and in principle he was happy to talk captains about providing an alternative, longer sports kit.
 - ii. The Senior Tutor added that this should be offered as standard, and there should be no need to specifically request one. The TCSU President suggested that a standard kit meeting religious requirements be offered across all sports.
- c. Better use of the college bar
 - i. There is grave concern about the bar’s economic losses, which stand at around £50,000 a year currently.
 - ii. The TCSU President outlined some of the findings of the TCSU’s Annual Survey, noting some of students’ specific complaints about the bar.
 - iii. The Junior Bursar noted that this has been a continual problem throughout the last eight years.

1. One problem is that bars and clubs now stay upon later, and so the late opening hours of college bars is no longer a competitive advantage.
 2. The Junior Bursar said that if the TCSU and BA Society drew into their reserves, the college would be able to offer some money alongside that to invest into the bar's refurbishment.
 3. On the question of hiring a consultant or design, the Junior Bursar believes that there is enough expertise in the College to do this internally.
 4. The TCSU President agreed to produce a handover document to provide the next committee, summarising the results of the TCSU Survey and ensuring a level of continuity between successive TCSU Committees on the issue of the bar.
- d. The college website
- i. On the question of the college's new external and internal websites, the representatives of the TCSU reported a generally positive reaction from the student body. However it was noted that there remains some functionality issues.
 - ii. It was also agreed that it would be desirable to include more personal images on the website, which include more students instead of shots of landscapes and buildings.

6. Matters arising from TCSU

- a. Welfare constitution changes
 - i. It was confirmed that the TCSU is planning on changing its constitution regarding welfare, the TCSU President will distribute an informative letter to Fellows confirming the nature of the proposed changes.
 - ii. The proposal is to ensure that the funding structure of the TCSU and the Welfare Committee reflect to a greater extent the fact that *Trinity Men and Trinity Women* is now run through the Welfare Committee out of the TCSU. Instead of being given a series of different grants throughout the year, the TCSU will request a single grant that it can distribute to the Welfare Committee.
 - iii. The Senior Tutor expressed her general support, but is referring to advice from two previous Heads of the Amalgamated Clubs Committee before expressing formal support.
 - iv. It was also noted that, pending an internal referendum, the TCSU hopes to reform its welfare subcommittee.
- b. University gym membership
 - i. It was established that the offer of free membership for College members has been discontinued by the University Gym as Trinity was the only College which agreed to pay the levy based on total student numbers.
 - ii. It was noted that Joan Lasenby, Secretary of the Sports' Facilities Committee, would welcome students' thoughts on these changes in writing or via email.
- c. Vacation storage charges

- i. On the question of reducing the costs of renting out a student room for storage over the vacation at a lower rate than the rate of normal occupancy during term time, (the two rates are currently the same), it was confirmed that the Accommodation Office is in agreement on the need to reform this.
 - ii. It was agreed that change was in the interests of both students and college but could not be implemented for the coming Christmas Vacation.
 - iii. The Junior Bursar emphasized that there are problems posed by storage rental over the Long Vacation, noting in particular that Annual Gatherings and regular redecoration may require the vacation of rooms.
 - iv. It was also noted that the wording in the Accommodation Handbook is ambiguous, stating the vacation rate for rental of a room for storage is '1/70th of the termly charge per night' which could have several meanings.
 - d. New water dispenser and furniture for hall
 - i. The Vice President raised the issue that Ian Reinhardt might like to redesign the cutlery supply and water supply in hall to allow greater ease of use, and the Junior Bursar noted that he should put forward any proposals to the High Table Committee.
 - e. Online room booking system
 - i. The TCSU suggested that the new MyTrin website would be an opportunity to make the system more efficient, and possibly online.
 - ii. It was noted that the IT department is under a huge workload at the moment, so it may take time to address this proposal.
 - iii. The Senior Tutor noted, however, that the reason why Tutors need to sign off on room bookings is to provide an opportunity to improve the rapport between students and their tutors.
 - iv. However, it was agreed that students who need to book rooms regularly in their capacity as a member of a society's executive committee should have access to a streamlined, less bureaucratic system, perhaps block bookings for a number of events.
 - f. Senior treasurers of societies to scrutinise society budgets.
 - i. It was agreed that Senior Treasurers of college societies ought to be given greater guidance on their responsibility to scrutinise the budgets submitted to them before approving them.

7. Matters arising from the BA society

- a. Assessment of state of associate members of the BA Society.
 - i. The BA Society President noted that there was a question within the society over the status of 'Associates' (Part III students).
 - ii. The Committee agreed that this status was a matter for the BA Society itself, and not for this committee.
 - iii. The TCSU President noted that Associates were already members of the TCSU.
- b. Online room booking system.

- i.** The BA President noted that this term the BA Society has been running subject specific seminars in the Junior Parlour.
- ii.** The BA President noted that he would like Fellows to be able to use their entertainment allowance to provide alcohol and refreshments for these events.
- iii.** The Junior Bursar agreed with the BA President that a multiple application for a series of meetings would be welcome, at the start of each term, to avoid the need of the BA President to go through the room booking process before each event.

8. AOB

- a. There was no other business recorded.