

Full Trustee Board Meeting 2020.12.05

In attendance for full meeting:

Sean Barrett (SB) (Chair of Board of Trustees), Sarah Panek (SP) (Vice-Chair), Serge Chapman (SC) (Trustee), Jeremy Dodd (JD) (Trustee), (Trustee), Jack Pearce (JP) (Student Trustee) (Late), Kirstin McCann (KM) (Student Trustee), Saskia Wootton-Cane (SWC) (JCR President), Maddy Wilson (MW) (FCO), Michael Power (MP) (Vice-President)

In attendance partly: Prof Elizabeth Archibald (EA) (Principal)

Apologies: Tom Fletcher-Manuel (TFM), Glenn Holmwood (GH), Chiedza Mhondoro (CM)

Agenda Point	Discussion	Action Points
<p>Preliminary Session:</p> <ol style="list-style-type: none"> 1. Welcome 2. Update from Principal - Prof. Elizabeth Archibald 3. Approval of minutes of last meeting September 2020 4. President's Update 	<p>EA's Briefing:</p> <ul style="list-style-type: none"> ● Term has been dominated by COVID. ● Concerns about Freshers and Wider Student Experience ● JCR and college have done as much as possible. ● Great deal of breaking the rules. Many Misconduct meetings. ● Repeat offenders may face a ban from living in college. ● Lateral flow testing will be key to our plans next term. Could allow for significant opening up. ● House keeping and operations have been recognised for their efforts. ● JCR has taken positive strides with the Anti-Racism society ● Those staying in Durham over christmas should be able to receive support. ● Process of finding a new Principal is underway. ● "Households" unlikely to significantly change in the short term <p>Minutes</p> <ul style="list-style-type: none"> ● Minutes pass ● SC did not fully complete his actions from last meeting <p>SWC's Update</p> <ul style="list-style-type: none"> ● Freshers' Week went as well as we could have hoped. A logistical nightmare and cut a bit short – nonetheless tried to be open and honest. ● Rocky term for Sports & Socs due to COVID. Different societies have had 	<p>AP: SC to complete his action points from last meeting</p>

	<p>differing success. Many new ones set up</p> <ul style="list-style-type: none"> • Easier term for committees. Need to adapt, but generally are doing so. Communities Officer has been replaced by Communities Chair. • Bar Staff have been employed to perform various tasks from the Central COVID fund. • Tried to unify housing demands across the university. • Advocated for president's first-aid training • Focus on Drug use. 	
<p>Finance Session:</p> <ol style="list-style-type: none"> 1. FCO quarterly update 2. Management accounts 	<p>MW's Update</p> <ul style="list-style-type: none"> • Subs postponed due to lockdown. Spending down from last year. • Levy intake very strong – nearly £40,000, similar to last year. Almost all done on the website. • Worked with SB on auditors, very few issues • A few extra costs for the bar (paid for as they aren't earning anything) • Paid some invoiced from last year. • University have paid for marquee extension. • Potential to spend a lot on Cuth's Day and Sports & Socs subs 	
<p>Nominations Session:</p> <ol style="list-style-type: none"> 1. Nominations Update 2. Update on trustee advertisement 3. New Trustee on-boarding 	<p>KM Interviews for new Trustee have been conducted. SR should be appointed – experience in education sector. Both candidates were strong</p> <p>*Approved by board*</p> <p>*JD confirms he will step down*</p> <p>*KM to complete the on-boarding process*</p> <p>Unsuccessful candidate has given permission to share details with other colleges.</p>	<p>AP: KM to complete the on-boarding process</p>

<p>Governance Session:</p> <ol style="list-style-type: none"> 1. Governance Update 2. Membership Update 3. Year End report for Charity Commission 	<p>SB No major changes required to the report. Finances shared in higher detail than necessary. Once it is fully signed it will be uploaded to th charity commission. *Formally approved*</p>	
<p>Strategy Session:</p> <ol style="list-style-type: none"> 1. BCP Strategy 	<p>*No concerns*</p>	
<p>Review Session:</p> <ol style="list-style-type: none"> 1. Policy Review <ol style="list-style-type: none"> a. GDPR Policies b. Safeguarding Adults at Risk Policy 2. Harm reduction 3. "Catch up" for next year 	<p>Policy review SC This policy relies on the University's staff and procedures. This is reasonable. *No concerns*</p> <p>SC to continue to work on this with KM and make sure it works with other policies *Formally approved*</p> <p>Harm reduction SWC</p> <ul style="list-style-type: none"> • Convinced of practical benefits • Zero tolerance policy rarely enforced, potentially will be changed • Student Bodies do not have to match their University's policies • Testing kits are an insignificant expenditure • This will not be implemented in this meeting as document was submitted relatively late. <p>SC Practical concerns. JCR could be compelled to help an official investigation. SWC Similar schemes are run by Charity Status Student Unions. SB Voices his disagreement with further exploration of this. *Board authorises further exploration of this policy*</p> <p>SWC Requests ability to conduct a survey of student drug use in Cuth's</p>	<p>AP: SC to continue to work on this with KM and make sure it works with other policies AP: SWC to further explore practicalities of Drug Testing Policy, with the assistance of college</p>

	<p>SP Must explain very explicitly how the survey will be used. SC College must be made aware. JD College could guide phraseology. *Board approves*</p> <p>Catch Up SB We need to reestablish Cuth's as a community to make up for this year. This will depend on restrictions JD A lot of uncertainty in the world. Hard to predict what will happen in the future.</p>	
<p>Any Other Business 1. AOB 2. Next meeting - 13/3/2021</p>	<p>No other business.</p>	