

Minutes of the St Anne's College MCR Committee Meeting of the 6th February 2013, held at 6:30 in the Eleanor Plumer House Common Room

Present: Laura Ludtke, James Searle, Kevin Busch, Christine Okoth, Rhyannon Bartlett-Imadegawa, Jennifer Lim, Alexander Lewis, Rebecca McKavanagh, Samantha Seiter, Ziyaad Bhorat, Eamonn Maguire, Hafsa Zayyan

Partially Present: Octavia Cox (left after Item 8)

Apologies: Julia Tanner, Jack Prescott, Eva-Maria Risse, Dominic Davies

1) Consideration of Agenda and Approval of Minutes of Last Meeting

- The Secretary noted that in the interests of transparency the minutes should be spread more widely. The Computer Representative will now be sure to upload the minutes onto the website after they are sent to the committee by the Secretary.
- The Secretary also noted that though there was not room in the agenda for a full recapitulation, the work of the International Representative and Social Secretaries should be praised, especially regarding the success of the sake tasting and first EPH party of term.
- The minutes from the last meeting and agenda for this one were approved unanimously by the group.

2) Matters Arising from Previous Meeting

- **A) Bank Handover Process**
 - The President related that NatWest seem to have lost all paperwork regarding the transfer and moreover had not responded to the Treasurer's enquiries. The Secretary and President will visit the bank to check on the progress of the transfer and act accordingly.
 - Mr Bhorat and the Treasurer noted that on a similar issue many people had been transferring money to the account without emailing to confirm, and without the bank transfer complete the Treasurer was unable to look at bank statements to see who had and hadn't paid. The Secretary advised that it was the duty of those paying by transfer to email, and that accordingly the most reasonable course of action was for the Treasurer to treat non-emailers as non-payers until proven otherwise.
 - The President also noted that Founders Dinner will be charged to batels. It was noted that this means that, following last-minute cancellations for this term's wine-tasting, deadlines for cancelling placements should be made clear to all those who sign up.
- **B) Computerised Dinner Booking System Progress**

- The Computer Representative that the site was live and nearly ready to go. He suggested using a system like google checkout for handling payments, which would incur a charge in the region of 3.4% on payments but would also make recording and enforcing payments easier. The Treasurer and Ms Okoth will research the issue of this tradeoff, reporting back in the next meeting.
- **C) Lockers Research Update**
 - This item was removed from the agenda given the absence of the Environment Officer.
- **D) Magazine Subscription Reconsideration**
 - The Treasurer related that as we only get billed for a few items explicitly, working out exactly how much we spend on various titles was more challenging than expected. The President noted that she had received requests for the New Scientist and Private Eye. No decisions were made given the current uncertainty.
- **E) V-Day Events**
 - On behalf of the absent Women's Officer, the Secretary revealed that collection buckets had been obtained for OUSU for the party, and that she was hoping that around 4 volunteers on the night could solicit donations from attendees. Plans for vagina cupcakes had been abandoned, primarily due to the difficulty of mass production, but sweets will be provided and the President suggested that cookies, possibly to be decorated, might be welcome at both the party and on the V-day welfare tea.

3) Graduate Feedback Questionnaire Subcommittee Report

- The President stated that the group had met and successfully devised a set of questions, which had been shown to Anne Mullen and Martin Jackson to the approval of the latter. However, on the day of the meeting Anne Mullen emailed Laura to suggest that the questionnaire be held back until Trinity term in order to properly review outcomes from the last questionnaire before beginning the next cycle. Moreover, in Estates Committee when the Vice-President referred to the planned distribution of the Questionnaire this term Martin Jackson stated that she had been misinformed and that the Questionnaire had been moved back to Trinity.
- Committee opinions were in favour of the Questionnaire still being distributed this term, even if it was delayed. The Secretary noted that although we should try our best to meet Anne Mullen's concerns, this could probably be done effectively without having to move the Questionnaire back more than a few weeks. He added that although college concerns should always be taken into account, the Questionnaire was an MCR endeavour and that the Committee should have discretion over how and when it is brought into action each year. Further, the

Equality Officer suggested that it would be useful for students to have an outlet for any concerns they do have and that this might reduce any misdirected ire towards college. The President noted that doing the Questionnaire in Hilary meant that respondents would have an opportunity to see changes be enacted in Trinity, so that even finalists' would have a reason to take part and a reward for doing so.

- The Committee decided that although the concerns of the college staff should be addressed insofar as is possible, and that therefore the Questionnaire should be moved back to late 6th or early 7th week, it should still take place in Hilary. The President, who praised the Academic Affairs Officer for his role in putting the Questionnaire together, will email Anne Mullen to attempt to arrange a meeting alongside the Academic Affairs Officer to let her know the Committee's stance before the Committee buffet on Wednesday, though the matter can be discussed then if arranging a meeting beforehand isn't possible.

4) EPH/RSH Action Plans

- EPH Short Term:
 - The shower should be fixed, especially given student disquiet following an email from Martin Jackson regarding shower usage in the building. The Vice-President raised this matter at Estate's Committee to what she related as mass indifference.
 - Toilet paper and soap levels should be checked more regularly and bins emptied more frequently. The Vice-President stated that she had raised this issue in Estate's Committee and had been told that it would be dealt with, but that she would check that it was on the scouts' schedule of business to ensure progress on this issue.
 - Biscuits should be provided and milk/tea levels better monitored in the kitchen. The Secretary volunteered to be responsible for maintaining kitchen stocks, and Mr Lewis suggested that 6-pinters of milk should be bought at welfare teas to reduce the need for mid-week stockups.
 - The President suggested that there should be a filing cabinet in the common room for keeping track of meeting papers etc. The Committee was divided, with some (notably the Computer Officer, Equality Officer and International Representative) suggesting that there was little point to keeping physical copies given that it was unlikely that future committees would want to trawl through them. Nonetheless the President suggested that the option be researched by her. The Computer Officer will look into online storage.
 - Christmas decorations should be taken down. Mr Lewis will take the lead on this, with the Secretary, International Representative and Vice-President to assist.
- EPH Medium Term:

- The speakers and TV facilities should be repaired where needed and excess equipment should be removed. The Computer Representative will head up this task, and will also research the possibility of purchasing an Xbox. The Secretary suggested that if a games console is bought a key to access the games should be kept with the porters if possible to discourage theft.
- EPH Long Term
 - The President suggested that we should find art for the room either by looking in archives or by having a competition. She also suggested a portrait wall and bookshelves for departing students to donate textbooks etc. to. The President will investigate all these possibilities.
- RSH Short Term
 - The mattresses and fridges in the courtyard should be cleared. The International Representative stated that the Environment Officer was heading up efforts to get this done.
 - It was noted that some students often seemed to be woken up impractically early by scouts, and that maybe their schedule could be changed so that this reasonable burden was spread more fairly among residents. The Academic Affairs Officer is already beginning to deal with this problem, but Ms Okoth offered to assist him. All committee members will investigate the scale of the problem to see if it requires more serious attention.
 - Central heating issues should be resolved as soon as possible. The President suggested that Mr Borat should email Martin Jackson as a first step in confronting the problem.
 - The broken computer and chairs in the computer room should be fixed.
- RSH Medium Term
 - A toilet and sink should be installed in the common room.
 - Reasons leading to poor turnout for RSH welfare teas should be investigated and attended to.
- RSH Long Term
 - The 2013-4 RSH Committee should begin assembling in October to get an earlier start. The President will ensure this.
 - A full complaint/grievance procedure should be established and made clear to residents. The Equality Officer suggested that looking for an equivalent procedure in the JCR would be a good start.

- The President suggested that a Moving-In committee could be started in order to foster community spirit in the building insofar as is possible from the start of each academic year.
- The President will type up the action plans and email them to committee members.

5) Detailed Budget Plans

- The Treasurer wants to compose a list of planned expenditures, both one-off and regular, for a meeting with Christopher Wigg on Tuesday. Committee members will email Jen by Sunday latest with their planned expenditures, even if these are unchanged from the estimates in the budget passed in the last meeting.

6) Report on RSH Issues

- Following the loss of hot water in some flats in RSH, the Academic Affairs Officer will be meeting with Martin Jackson tomorrow with the aim of securing a 50% rent reduction for the relevant period for those affected, whilst still maintaining Committee/college relations.
- The President noted that dealing with the hot water issue had taken time away from organising the first meeting of the RSH Committee. She will send an email late next week to co-ordinate a meeting time.

7) Getting Committee Members Mailing List Privileges

- The President stated that new committee members finally had the ability to email the MCR list.

8) Associate Membership Pricing etc.

- Following interest from an MCR member, research has been done into associate membership. The President stated that associate membership costs and privileges varied from college to college. She also emphasised the importance of setting an easy-to-follow precedent with this case whilst still making sure that decisions are made in line with the constitution.
- The President has emailed Martin Jackson to seek out college's position on the issue. Discussion will be picked up again in Trinity. The Secretary will keep those affected in the MCR updated on the issue.

9) Any Other Business

- Following the success of the sake tasting, an MCR member suggested a Polish vodka tasting, which the International Representative is now planning for next term. The Academic Affairs Officer suggested a cheese tasting, which will be looked into.

- The Secretary suggested that cheese could be served alongside port after exchange dinners. The Social Secretaries suggested that this would not be worth the effort given the expense and issues of storage and set-up.
- The Secretary noted that the American visiting students had asked for a karaoke night, and might be willing to help purchase a machine. The Secretary will lead enquiries, keeping Ms Zayyan informed.
- The President requested reimbursement for the twice-termly PresCom dinners, which are frequently expensive but which are also an invaluable source of information and advice. The MCR approved reimbursements of any dinner costs over £10, following the suggestion of the Secretary.
- The Vice-President suggested that MCR members were frequently confused as to who to email if they had problems. The President noted that this concern had been covered briefly in the Action Plan discussion, but that she would take the lead in making it a higher priority.