



St Anne's College
Extraordinary MCR Committee Meeting
LV2020, Friday 7 July 2020

Venue: Online - Microsoft Teams

Agenda

1. Welcome
2. Important updates on Freshers Week and MT2020
3. Freshers Week
 1. Schedule
 2. Handbook
 3. Mentorship
 4. Website
 5. BAME Representative
 6. Consent and Implicit Bias Workshops
4. MT2020 Planning
 1. Emergency Food and Prescriptions Deliveries
 2. Use of College Facilities

Send any additional agenda items by Thursday 6 July 2020

MT2020 and Freshers Week Planning

Briefing Note

BACKGROUND

1. University Policy

The University has announced it will be 'open for business' in MT2020 (see the most recent update: <https://www.ox.ac.uk/coronavirus/students>).

Colleges are required to follow the 'household framework', which means they have to group students into households of 6-8. The household group* doesn't need to maintain social distance between themselves but will need to with everyone else when they are on college grounds.

The University will set in place a central COVID19 testing service. If a student presents symptoms, their household will need to self-isolate until they receive their results (within 24 hours) or for 14 days (if tested positive).

At present, Colleges will also have to comply to the government's social distancing guidelines (distance of 2 metres and face coverings).

2. College Response

College accommodation

- EPH will be divided into 2 households. One flat will use the bathroom and kitchen located on the ground floor. They will access EPH through separate staircases.
- For that reason, College is keen to close the MCR and give the study room and common room to these two households (TBC)
- Each flat in RSH will form a household. RSH common room might become a bookable space, but for one household at a time.
- Additional rooms are available in the city centre, and students living in RSH might be asked if they want to volunteer to move to these rooms.

Dining

- The dining hall will be open but will accommodate around 60 people (versus 300 normally). Students will need to sit with their household or social bubble, as per government guidelines.
- There will be a takeaway service with a one-way entrance through the Lower Common Room (LCR)
- Formal dinners won't take place in MT2020

Socialising

- The Seminar Rooms will be available through a booking system, with priority to teaching activities during the day. They can be booked for social events in the evenings but their capacity will be very limited.
- The bar will be open following social distancing rules. There will be a takeaway system. It is likely that students will need to book a table in advance.
- College has hired extra marquees to provide additional spaces for socialising.

Libraries

- The libraries will be open but will close for a couple of hours per day for cleaning.

Use of the MCR

- No final decision has been taken regarding the use of the MCR, but College is keen to keep it closed because of concerns for the safety of the two EPH households and the cleaning staff.
- It is possible that we will be able to open the MCR if we can find a way to ensure that social distancing is respected, but it is unclear whether it is at all possible

ISSUES

- It is likely that many students living off-site will need to self-isolate (e.g. new international students who need to self-isolate upon arrival) and College does not have the capacity to cater for them on their own;
- It is unlikely that we will be able to organize events on-site during Fresher's Week, except maybe using the marquees or the College bar;
- It is likely that the libraries will be crowded and it will make it difficult for postgrads to access them, especially if they don't live outside;
- We won't be able to organize our Annual General Meeting and the hustings in person;
- The closure of the MCR has a number of negative implications that we'll need to mitigate, including: loss of socializing space and welfare support, no access to lockers for students with disabilities, loss of study spaces for postgraduate students via the computer room

RECOMMENDATIONS

Freshers Week

- Including a COVID19 fact sheet in the Handbook to highlight all existing support and current regulations, and encourage compliance with the Student Social Charter;
- Moving most of our Freshers Week events to outings or outdoor activities with a booking system;
- Asking College if we can use the marquee or the College bar for one or more of our Freshers Week event;
- Negotiating with College in order to make the EPH Common Room a bookable space (overall capacity: 8-10), and if possible, open the study room;
- Organizing online events when appropriate (e.g. Consent workshops);
- Relying more on informal socialization by encouraging people to socialize outside of MCR-sponsored events;
- We might want to increase the frequency of our socials past Freshers Week and for at least half of MT2020, to ensure that students have the opportunity to mix up and keep socializing and organizing events on their own

MT2020 Planning

- Setting up an emergency food and prescriptions delivery service. We might want to use an online booking system (centralised by College or managed directly by the MCR), find some volunteers to perform the deliveries, and spread them by delivery area;
- Organizing regular brunches, lunches and dinners outside of College to make up for the limited capacity of the dining hall;
- In organizing social events, choosing venues and places that can become regular in order to create a new routine and to encourage people to hang out in specific places (e.g. University Parks);

- We might want to look for 1-2 additional welfare reps who could take care of the COVID19-related support when needed;
- We might want to look at renting or booking alternative social spaces on a regular basis;
- Reallocating the budget that won't be in use due to the closure of the MCR (e.g. subscriptions, coffee machine);
- (Convening an Equalities and Welfare meeting to assess how best we can help our students with special needs);
- Asking College whether we could set in place a priority scheme for postgrads on research degrees in terms of access to the library

* A household group is defined by the use of shared facilities (kitchen, bathroom)

MCR meeting minute
Friday 7th August 16:00 via Microsoft Teams

Attendees: Lise Cazzoli (LC), Cindy Asokan (CA), Lukas Beck (LB), Hannah Zillessen (HZ), Lena Barsky (LB), Yin-Cong Zhi (YCZ), Daniel Hortelano Roig (DHR), Zhen Shao (ZS), Elena Porter (EP), Esteban Gomezllata (EG), James Timmins (JT), Meredith Ellis (ME), Abbey Moran-Palmer (AMP), Theresa Rule (TR), Virginia Casablanclas Antras (VCA) & Vassilios Copetinas (VC).

Covid 19 updates

1. College will be adopting the household framework with 6-8 people maximum per household. Students shouldn't mix with those outside of their 'household' while on college grounds.
2. Graduate accommodation in RSH will be split according to this model. Flats are already self-contained, so this is quite easy. In EPH Flats will be separated into two 'households'; 1 'household' will use the kitchen and bathroom upstairs, the other will use downstairs facilities. Separate staircase and entrance use will also be encouraged.
3. Bursary not keen on use of MCR as a common space. LC & VC discussed this further with bursar, wanted to push for MCR & study space use. Discussed making it a bookable space with those making the booking responsible for supervising how many people are inside.
4. Dining hall will be open; usual capacity of 300 reduced to 60. Must only sit with those in your social bubble. Takeaway service will be available to everyone.
5. Formals unlikely to go ahead in Michaelmas & Hilary. Want to make sure college staff are protected too so kitchen staff split into two groups so cannot reach pre-corona capacity for event catering.
6. Library will be open as usual but might be closed for cleaning for a few hours a day, probably early morning.
7. College Bar will be open, attendees must follow social distancing rules. Currently talking about pre-booking tables to prevent crowding.
8. College will hire marquees (outdoor) to use as a social spaces. Seminar rooms can be used for socialising & will be available as bookable spaces in the evening. During day, priority will be given to seminar groups etc.
9. Students will be required to socially distance and wear masks during tutorials. Specific details being ironed out at university level.
10. Lots of international students arriving back in Oxford with different quarantine periods. Expecting some levels of non-compliance among all students. Some students may need to self-isolate if one member shows symptoms. There will be a central testing facility in the university. If one member tests positive the whole house must self-isolate for 14 days. College has asked MCR assistance to start up a food and medication delivery system for those in that situation. Some volunteers signed up to help with this already.

Freshers' Week

1. Monday 5th October- start of Freshers, college doesn't have timetable for departmental inductions yet & those have priority. Matriculation is cancelled but matriculation photograph will go ahead.
2. Unlikely that MCR can organise events on college grounds. It may be possible to use marquee and seminar rooms as social spaces but still unsure of the details of this. Outside events seem more sensible for freshers'- parks/restaurants/pubs etc.

3. Election hustings will take place in November (towards end of Michaelmas); will definitely not be in person due to capacity of available rooms etc. Need to think about online election logistics.
4. Library might be crowded, need to think about priority access system for postgrad research students as they may not have access to other workspaces etc. Flagged that one-year Masters' students would be left out since can't use MCR & maybe not dining room- no sense of community & real risk of social isolation. **ACTION: Lena Barsky to email librarians to see if specific study spaces in Library can be made available to MCR members.**
5. Consent workshops need organising. Some discussion took place on format, participation levels and concerns around lack of engagement. Agreed to hold two sets of workshops- one online at the start of term and one later in the term when social distancing is relaxed. **ACTION: Lena Barsky to organise consent training. Lise to put Lena in touch with relevant SU reps.**
6. Racial unconscious bias training also needs organising & interim BAME rep has been chosen. Committee agreed on the need to formally add BAME rep to exec committee. This needs to be approved by governing body. BAME rep needs to get in touch with other MCRs who have already delivered this training. TR hosted a BAME network meeting a few weeks ago. **ACTION: Theresa Rule to contact BAME rep & make them aware of this.**
7. Committee agreed on the need to have outdoor socials. Lena raised the issue of specialised events- e.g. for LGBT community, BAME welfare picnic etc? Might be a good way to limit group gathering size too. Committee agreed to this. **ACTION: Lena Barsky to think about LGBT community event(s) for Freshers' week.**
ACTION: Theresa Rule & new BAME rep to think about BAME network event for Freshers' week.
8. Lukas flagged that the freshers' handbook needs updating & info about social distancing rules added. College is producing a factsheet too. The draft has been put into Dropbox. Editor needs access to iBooks on a Mac device to be able to edit. Sections need to be added on coronavirus & what MCR is doing to keep students safe (esp. vulnerable students) & ensuring events are inclusive. **ACTION: Lise Cazzoli to find volunteer to update the handbook. Virginia & Esteban volunteered to assist with drafting.** Committee flagged the benefit of adding an equalities section/general support statement to the start of the handbook. Agreed that handbook might be better to distribute in PDF.
9. Lukas flagged that the mentorship scheme needs to be organised. This is usually VC's task & Lukas has done it for past few years. **ACTION: Lukas Beck to discuss & organise with Vasilios Copetinas.**
10. A Dropbox folder has been created to collate ideas for Freshers' week. **ACTION: All committee members to add proposals/ideas to the folder before the next meeting.** Members asked to keep in mind distancing rules & capacity. Detailed plan to be discussed at the next committee meeting.
11. There was further discussion on potential outdoor spaces which can be used for freshers'- bar booking, gazebo rental, RSH courtyard. Difficult to make detailed plans as unsure of how distancing measures might be eased. **ACTION: Lise Cazzoli to ask Bursar if gazebo can be put up and used as an outdoor social space & liaise with JCR president to find out more about JCR freshers' plans.**
12. Discussed online events and concern that those who only engage online would be further isolated. Idea of pairing people up and getting them to chat virtually suggested. Perhaps matching people up based on interests, departments, region of the world. Discussed idea of repurposing mentorship network/mutual aid network as a social network for those who want social contact. Need to pin down details on this.
13. EG & LC are working on updating the MCR website. EG requested committee members to submit photos/information that they want included on the site.