A meeting of The County College Syndicate took place on **21 February 2017** at which the following persons were present:

**Senior Members**
Jacqui Brian, Julia Devaux, Mathew Gillings, Karen Grant (Chair), Ashley Jones, Chris MacLeod, Ali Moorhouse (Sec), Gruff Morris

**Junior Members**
Jade Atkinson, James Chamberlain, Eliot Gallienne, Jack McNamara

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**Minutes**
Document: County-Syndicate-24022016-Minutes
Agreed as an accurate record

**Matters Arising**
All actions complete

**Staff Changes**
The Principal updated members on the following staff changes within the College:

- Dr Karen Grant, Principal
- Dr Steve Dempster, Vice Principal
- Stuart Powers, Dean
- Abi Harrison-Henshall, Assistant Dean
- Tom Meaney, CWO (covering Thursdays)
- Robert Pedder, County Porter
- Ian Cross, County Porter

**College Advisory Team (CAT)**

*See Appendix 1, slides 3-7*

In the absence of Ruth Paterson, Senior Advisor, the Principal presented a brief one year review of the College Advisory System. She highlighted that although we've made a good start with the new CAT model, we will be looking to make a few changes next year by assigning the delivery aspect of the role (food, leaflets etc) over to the College Reps allowing more time for proactive engagement with students (e.g. following up attendance concerns with a room check). She added that going forward, College Reps would be allocated a CAT member as a named point of contact for any freshers they are concerned about.

**Financial Report 14/15**

*See Appendix 1, slide 8*

The Principal presented College income and expenditure from the 15/16 financial year and asked the JCR Exec present to think about how they would
like this information disseminated to the wider student population and to feedback at the next College Executive meeting.

ACTION: JCR Exec to consider how best to disseminate College financial report 15/16 to County students and to feed back at next College Executive Meeting.

COA/2017/06 County Bar Refurbishment
See Appendix 1, slides 10-11

The Principal presented the designs that were proposed in a recent bar refurbishment survey distributed to County students and senior members and revealed the overall favourite and subsequent rankings. She added that a meeting with Facilities has been arranged to discuss next steps.

COA/2017/07 International Students
See Appendix 1, slide 12

The Principal reported on some of the events and opportunities the College has put in place to engage its international students, focusing on the Intercambio ‘buddy’ scheme and an international buffet held this month.

COA/2017/08 Student Experience
See Appendix 1, slide 13

The Principal reported on the inter-college challenges that have taken/are taking place this academic year. James Chamberlain, JCR Education and Opportunities Officer, provided further detail with regard the Sustainability and Charity Challenges taking place this term. The Principal also informed the meeting about a Careers evening planned for 14th March targeted towards students studying a degree in the arts and social sciences. She added that the college is currently considering an Athena Swan careers event next year.

COA/2017/09 Planned and Proposed Activities for Senior Members
See Appendix 1, slide 14

The Principal reiterated the regular activities in place for Senior Members and future engagement ideas.

COA/2017/10 AOB

The College Manager asked Syndicate if they were happy with the decision to have one meeting per year or whether they would like an extra meeting in either Michaelmas or Summer term. All agreed to continue with one formal Syndicate per year with the option to have an extraordinary meeting to pass any constitutional changes.

COA/2017/11 Date of Next Meeting

Lent Term, 2018 (date to be confirmed)