A meeting of The County College Syndicate took place on 26 February 2020 at which the following persons were present:

**Senior Members**
Suzie Buckmaster, Julia Deveaux, Lauren Emery, Rachel Fligelstone, Karen Grant (Principal, Chair), Scott Lowther, Ali Moorhouse (Sec), Stu Powers, Elle Zientek

**Junior Members**
Henry Blackburn, Sonja Dembo, India Ellis (JCR Pres), Catrin Harrison, Elisha Moreton, Elizabeth Skelton, Callum Slater, George Woodbridge, Josh Wynn,

**COA/2020/01** Minutes
Document: County-Syndicate-27022019-Minutes

**COA/2020/02** Matters Arising
All actions complete

**COA/2020/03** Revisions to College Constitution
The Principal outlined the amendments to the College Constitution that had been made at University level to reflect changes in job titles and operational services. It was noted that the College Dean role specification was out of date. The Principal responded that only the base constitution had been changed and that further work was to be undertaken to the college specific sections.

**COA/2020/04** Staff Changes
The Principal updated members on the following staff changes within the College:

- Rebecca Terry, College Administrative Assistant
- Tania Hughes, International Activities Coordinator
- Scott Lowther, Assistant Dean
- Harriet Phipps, Assistant Dean
- Stu Powers, County Dean – further term of 3 years ratified via email

Ali Moorhouse, College Manager has reduced her hours and is now four days a week, Mon-Thurs. Rebecca Terry covers the College Office on a Friday

**COA/2020/05** A Year in the County College

5.1 – Events, Opportunities and Initiatives
The Principal reported on a number of events, opportunities and initiatives that were introduced in 18/19 to enhance the student experience:

- Cooking demonstrations with local caterer Cate Gardner
• Stress-relieving massage sessions
• International Buddies peer to peer support initiative
• Intercambio scheme for cultural exchange
• International food events
• Curate a Space student art exhibition in County Bar
• Take Care Tuesday, JCR welfare initiative
• Charity sporting events

5.2 - College Advisory Team (CAT)
Lauren Emery, Senior Advisor, presented a brief one year review of the College Advisory System. She highlighted how the team operates on a daily basis, some of the typical issues that are emailed to the shared mailbox, the new support available centrally e.g. The Wednesday Thing and the new CAT online training package.

She introduced the following new members of the CAT:

- Alice Monaghan
- Catherine Winterburn
- Laura Shergold

She added that this year, the CAT have continued to be involved with a number of JCR and SCR events to raise awareness of the Team and provide support in more informal settings. She also informed members that Rob Pedder (CAT) and Rebecca Terry (College Assistant) had successfully delivered Look After Your Mate training to the current JCR Exec.

5.3 - 50th Anniversary Celebration
The College Manager reported on the success of the 50th Anniversary Celebration that took place on 5th and 6th July 2019. She added that the oldest surviving Principal, Dr Brian Duke and County’s very first JCR President, David O’Dell were among the 120 alumni who returned to campus to mark the occasion.

Financial Report 18-19
See Appendix 1 – College Budget EOY 18/19

The Principal presented College income and expenditure from the 18/19 financial year and highlighted how the College is continuing to focus on running events throughout the academic year to support student transition beyond Welcome Week.

She updated members on the College 1000 fundraising campaign run by the Alumni Office, and announced that the College had spent part of its donations on:

- a £100 student prize awarded to Erin Watters in recognition of outstanding contribution to the work of the college in her role as JCR VP Academic and Welfare
- three awards of £50 from the Engagement and Opportunities Fund to enable students to engage in extra-curricular activities
Re-imagining the Colleges

The Principal reported on the plans to update and improve the social facilities provided by each undergraduate college. She informed members of each stage of the process so far including a mapping exercise of current space, a draft plan for reconfiguration, and a survey to all County students asking for feedback on their current use of County space. Following consultation with staff and students, the Principal was pleased to report unanimous opinion in response to the following questions:

What makes County special?
*Lively social college with a diverse, friendly community. Location near green spaces; the tree; the ducks*

What will our USP be?
*Proud to be the largest, liveliest college with a warm, welcoming and diverse community.*

JCR Exec Update

Catrin Harrison, JCR Socials and Events Officer, provided an update on current and planned JCR activity and events. She highlighted that student wellbeing is high on the agenda this year and that the student executive committee would be continuing with some of its more successful initiatives e.g. Take Care Tuesday, put in place by previous JCR Exec members.

Senior Member Engagement – Wellbeing Focus

Rebecca Terry, College Assistant, outlined plans to re-launch the senior member events calendar with the overall theme of wellbeing. She explained the hope to address a couple of potential issues that seem to be barriers to engagement/attendance around the purpose and value of college events. She added that if future events were to offer practical wellbeing activities and support it might be easier for staff to allocate the time and to gain manager’s support (if needed) to attend. Suggested topics for a twice termly event of 45mins (including lunch) are:

- Nutrition - healthy eating over dieting (Rebecca Terry)
- Exercise - different types of exercise, what works, how to stay fit (Michelle Swainson)
- Basic Yoga stretches to do at your desk (Ali Moorhouse)
- Sleep - good sleep habits, the importance of sleep (Judith Lunn)
- Organisation - getting your emails under control, workload management (TBC)
- Mindfulness - introduction to mindfulness and 30 minute session (Kara Cooper)
- Social Media - managing social media presence on a personal level (ISS contact via Rachel)
RT added that due to the lack of attendance at the weekly County Coffee Hour on a Friday, the College would reduce this event to a monthly basis and would regularly review.

**Date of Next Meeting**

Thursday 25th February, 12.30-1.30pm, Teams

[Meeting Link]

**Appendices**

1. College Budget EOY 18/19
2. Presentation slides