

## Minutes of meeting of Grizedale Syndicate on 28<sup>th</sup> Jan 2014

Those present: Mrs. B. Glass,(Administrator), Ms. C. Hayes (Senior Advisor), Ms. T. Hargreaves (CRO), Ms. S. Holt (Dean), Mr P Montague, (Principal), Andy Harrod Ass Sen Advisor and 30 students.

Apologies: Rev. J.H.E. Wood.

### **2014.1 Minutes of last meeting**

The minutes of the last meeting were confirmed as a correct representation.

### **2014.2 Matter arising.**

### **2014.3 Reports from College Officers**

Attached.

### **2014.4 Ratification of new College Officers**

The following positions were approved.

Andrew Harrod	Assistant Senior Advisor (position renewed annually)
Lauren Godfrey	Assistant Dean (position renewed annually)
John Shaw	Assistant Dean (position renewed annually)
Xavier Montel	Assistant Dean (position renewed annually)

### **2014.5 Signage in College**

PM informed the Syndicate that delays in purchasing new signage for the college were down to delays in the agreement on suppliers – it was confirmed that agreement has now been reached and that project requests are now being taken by Facilities - Westmorland Signs International have the contract.

### **2014.6 Pool Table Takings.**

It was noted from the JCR accounts that they are receiving 20% less money than they are granted by the SCR. PM will investigate the reason for this. If the practise is to continue, the SCR will simply take over purchasing items at the request of the JCR up to the amount budgeted at the start of the term and discontinue the donation to LUSU.

### **2014.7 Abrogation of powers of Syndicate to College Management**

Syndicate agreed unanimously to abrogate its powers to the management team

### **2014.8 Xmas Ball**

Will be held at the Dunkenhall Hotel and Spa in Blackburn on 27<sup>th</sup> November.

### **2014.9 The date of the next meeting will be week 3 of Summer term 2015**

## **Principal's Report for College Syndicate academic year 2014-15**

As the 3<sup>rd</sup> and final year of my 1<sup>st</sup> term as Principal draws to a close I would like to take this opportunity to reflect back on the 3 years in the College.

A shock to the system, but a good shock, a great experience that I have thoroughly enjoyed.

2014 -15 has brought a lot of change to the University, celebrating our 50<sup>th</sup> anniversary and saying goodbye to our 2<sup>nd</sup> Chancellor but more importantly we had our 2<sup>nd</sup> College review, the 1<sup>st</sup> in 1994. The current review will go before University Council on Friday 30<sup>th</sup> January. We have asked that the papers be shown to the Colleges prior to being presented at Senate.

In this last year we also said goodbye to Lou Davies and Louis Pierce but welcome Katy Gribbins and Dave Orr in their place. Also I would like to say a huge thank you to last years' JCR and welcome in our new one.

We had the pleasure of the VC at one of our Principals meeting since our last Syndicate and have at last managed to get the Colleges listed as one of the five great reasons to study at Lancaster University.

Thank You to all who were involved in another very successful IntroWeek, to the SCR, JCR and all the Freshers' and Kitchen reps who made the job look so easy. Also to our College Advisors for an excellent Week 3 Social and two very superb Christmas balls with the planning underway for the next.

Over the year we have had some fantastic events including It's a knockout where a mighty Grizedale team took second place. The College has also decided this year to sponsor our college teams kits.

In the coming year I hope to

1. get some official signage for the college, which we are badly lacking
2. install some public printers in the college
3. have some colourful planting around the college
4. Improve and add to our bar games.

**Patrick Montague (Principal)**

## **Grizedale College – Senior Advisor Report**

Fourteen new advisors were recruited to increase the support offered by Grizedale College. This meant that each advisor had a more manageable number of students and could spend more time getting to know them on an individual basis. A total of 37 advisors from across the university are working with Grizedale College to support the arrival of new students into the college. The following activity has taken place so far in academic year 2014-15:

- Initial meetings between students and advisors took place in the kitchen in week 1. Each advisor was provided with a box of chocolates to pass on to their students
- The week 3 social was kept on campus to ensure a good turnout and enable advisors to have more meaningful interactions with the students. Food was available from outside the bar and inflatable games were organised in the space adjacent to the bar. This meant that advisors and students could compete against one another in an informal and fun environment. A prize was given for each activity (basketball, bungee run and human table football).
- Advisors have continued to keep in touch with students and individual welfare cases have been taken up by the Senior Advisor and Assistant Senior Advisor when necessary.

The week 3 social costs were as follows:

Food £1,530

Inflatable games £1,608

Band £25

Total = £3,163

Other costs:

Tins of chocolates for initial kitchen meeting £336

Advisor meeting up 26/09/14 ~£200

January 15 new arrivals food £241.65

Grand Total = £3940.65

During lent term 2014 a small event for advisors and students was arranged but later cancelled due to poor take up. This indicates that interest in a social around this time of year is not very popular.

On-going fortnightly drop-in sessions continue to be held by the Senior Advisor and Assistant Senior Advisor. These sessions have proven useful to several students and also enable the advisor team to have a stronger presence within the college on a regular basis. Students have also been in contact via email as a result of the drop-in sessions advertisements.

The same number of advisors needs to be maintained in order to keep the allocation of students to advisors at a reasonable level.

**Carolyn Hayes, Senior Advisor**

**Andy Harrod, Assistant Senior Advisor**

## College Residence Officer Report 14/15

### 1. Improvement Requests in Accommodation

- Noticeboards in entrances areas in superior en-suite accommodation
- Plastic deskchairs being gradually replaced with plastic padded chairs
- Looking as possible new seating in ensuite and townhouse accommodation
- Fridge / Freezer replacement programme ( problems with broken plastic drawers etc)
- Sturdier toilet seats

Have put several requests in for a fob entry system in bike sheds and and lights, as well as a valance on the bottom of the shed.

Continuer Numbers for 15/16 are 260 (this includes around 40 students from other colleges in studio accommodation)

Waiting list reduced to around 10– majority of those applied after deadline.

New accreditation scheme – in tandem with Lancaster City Council. Homes checked every three years. Can include large providers like City Block. Student Pad <https://approvedhomes.lancaster-university.uk/Accommodation> along with Campus halls, LUSU Housing etc.

Deposits now roll over to following year if over £100

Still some complaints re noise and smoking house 30 – Ads now patrolling

Still have a lot of fire alarm activations (probably 3 per week)

Currently conducting Lent Term Rent Term room inspections

Superior Ensuite accommodation being used for PELPS over Summer, managed by Grad ( approx. 150)

Volunteers for visit days getting allowance ( standard accommodation) £125 volunteer £25 people in flat

**Tracy Hargreaves.**

### Financial report.

Balances on Agresso show that the college has circ. £15000 in the kitty

Account	Amount	Budget	Variance	Outturn
Income	-19473	-16462	3011	-28293
Payroll	3897.12	11629	7731.88	11691.36
Fees	-218.02	0	218.02	-218.02
Non-Payroll	21031.1	25427	4395.9	37413.46
Expenditure	24710.2	37056	12345.8	48886.8
Grizedale	5237.2	20594	15356.8	20593.8
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## Deanery report

We managed to retain John Shaw as an Assistant Dean this year, which obviously helped with the induction of our 2 new AD's Lauren and Xavier.

We also hosted the AD training in Sept. Successfully, I hope.

Fines for the year 2013 to 2014:

Total levied	4,380
Total suspended	1,125

The main issues have been smoking and noise (particularly in QP). Happily, we only had a couple of instances of tampering with detectors.

We have had a fair number of appeals at the College level, but none have been escalated to the University Dean, which I feel is a positive indicator.

So far this year has been very quiet and most of the fines levied have been for non-attendance. We have decided not to send out emails congratulating students on their good behavior as last year when we did so, it seemed to have the opposite effect to the desired one! We are still aiming to reduce overall fine levels by raising awareness and showing vigilance.