2 February 2021

To: The Master, the Dean, the Associate Dean and Tutors,

The 46th Master and Tutors meeting will be held on Saturday, 6 February 2021, at 9:30 a.m. in Senior Common Room. Video conferencing setup via Zoom will also be available for those who are not feasible to join in person.

1. Welcome the new staff
2. Adopt and receive last meeting minutes
3. General updates on College life
4. Report on the following items:
   1. Constitution review
   2. Recycling arrangement
   3. Dining hall service
   4. Semester 2 admission
5. Discuss on the following items:
   1. Little Ghosts arrangement
   2. Little big things
   3. Communication between tutors and College office
   4. Room maintenance
   5. Semester 1 academic performance
6. A.O.B.

Orion Lee

Senior Tutor