

Proposed split of the roles and responsibilities of the Deputy President (Education and Welfare)

Education and Development	Welfare
<p>Representation Network: -Coordinate the network of Departmental and Year representatives through the Faculty Unions and the GSA. -Be responsible for communicating with, gathering opinions and providing training to all the reps.</p> <p>Individual Representations: -Provide advice and support for students called to attend academic discipline and appeal hearings by liaising with the Student Advisor and Postgraduate and Faculty Union Coordinator. - Attend as a representative of the student at academic discipline or appeal hearings, if requested.</p> <p>Progression and Development: -oversee changes to admissions policy and procedure to ensure equal and fair access to education at Imperial for all potential students, -liaise with the office of Alumni Development and the Alumni Associations to provide and promote contacts and networking between Imperial College Alumni and current Imperial Students, -liaise with the College's careers advice service and departmental careers advisors to ensure quality of service provided, -promote and provide information on internships, careers and personal development (e.g. writing CV's, gaining relevant experience etc) , -represent student's views on current projects such as ePortfolios, Personal Development Plans, electronic CVs etc.</p> <p>External Representation: -represent Imperial students views on academic issues to external organisations such as IDEA League/IDEAListic, Russell Group/Adlwyth Group, NUS, Local and National Government.</p> <p>Learning resources and services: -liaise with the Library and Humanities on the services and courses that they provide, -ensure adequate advice and guidance is given on transferrable skills such as referencing, scientific writing etc. -ensure student's are given sufficient advice on plagiarism and help to develop better</p>	<p>Accommodation: -Liaise with the Head of Residences and the Head of Commercial Services on all matters to do with halls, hall rents, welfare concerns etc. -Coordinate the Halls Reps and organise a Halls Committee at least once a term to provide an opportunity for student complaints to be taken straight to higher level management. -Liaise with the Wardening teams about increasing the presence of Imperial College Union in Halls, resolving any issues or complaints and providing welfare support. -Interview and Appoint Wardens, Assistant Wardens, Sub-wardens and staff of the Student Housing Office.</p> <p>Healthcare: -Liaise with the Health Centre, the College Disabilities officer and the College Counselling service on matters of general healthcare, mental health and disability support and maintain the level and quality of student services. -Be responsible for ensuring the union is DDA Compliant and that college is considering DDA Compliance in new projects and refurbishments (involves representing students on building projects such as Eastside Project Steering Committee). -Advertise and encourage students to take advantage of the discounts available through the NHS by ensuring the availability of HC1 forms. -Be ultimately responsible for implementing disability campaigns along with the Disabilities Campaign Portfolio holder.</p> <p>International Students: -Liaise with the International Office over International Student issues. -Represent international students on issues such as fees, funding, VISAs and other problems related to studying abroad. -Organise racism and diversity awareness events and liaise with the international students officer, faith, cultural and overseas societies to ensure diversity and equality in all Union activities and events,</p> <p>Community and Citizenship: -represent students and Imperial College Union on the local neighbourhood watch</p>

methods to teach students about the meaning and consequences of Plagiarism
-oversee the provision of language and maths support for students struggling in these areas,

eLearning:

-represent student's views on the current state of eLearning at Imperial and,
-suggest improvements and directions for development,
-represent students on ICT development, feasibility and working groups looking to bring in new learning resources and facilities,

NSS and SOLE/POLE/MOLE/PRES:

-analyse the results from internal and external surveys to identify areas of weakness within the university experience for future development,
-provide student reps with details and statistics about areas in need of improvement in specific departments/faculties,
-be responsible for advising the college on improvements that can be made on the survey,
-be responsible for ensuring that the responses and results of the survey are properly communicated back to the students,

Committees:

Quality and Academic Review Committee
Science/Engineering Studies Committee
Undergraduate Admissions Committee
Recruitment and Admissions Policy Committee
Library Committee (becoming a focus group)
Registry Committees
Quality Assurance Advisory Committee
Careers Service Advisory Committee
GSEPS/GSLSM Management Committee
GSEPS/GSLSM
eLearning Committee
eLearning Review Committee
Student Experience Stream
->relevant sub-committees thereof (e.g. My Timetable, My Imperial)

panel,
-liaise with the police through the local Safer Neighbourhoods Team and the Belgravia Ward Panel,
-be responsible for the Community Action Group and promote the opportunities for students to get involved in volunteering within the community,
-liaise with the Volunteer Centre and Outreach Programme to provide and promote further opportunities for helping in the community,
-be responsible for ICU RAG and be a champion for Charitable and Fundraising activities through Imperial College Union.

Ethics and the Environment:

-coordinate and liaise with the ethical and environmental campaigns portfolio holders,
-be responsible for the implementation of the Union's Environmental Policy and Fairtrade Policy.
-liaise with the Union's environmental and ethical societies to organise events that will promote care of the environment and ethics in science, engineering medicine and daily life.
-promote ethical and environmental practice in the university and the union,

Safety and Security:

-provide advice to students on personal safety,
-ensure students are aware of and can access devices to aid personal safety e.g. rape alarms, anti-drink spiking devices etc.
-coordinate with College security and the police to improve and maintain security and safety on campus,
-liaise with security and the police to provide access to anti-theft devices for bicycles, laptops and other personal belongings,

Fees and Funding:

-ensure Scholarship and Bursary packages are fairly distributed and allocated to ensure students are able to study at Imperial regardless of financial background,
-research and represent student's views on fees and funding

Minority and Equality Representation:

-Coordinate the LGBT, International, Womens, Faith and Equal Opportunities Officers to ensure that the Unions Equal Opportunities Policy is being upheld,
-Proactively create opportunities to promote equality and celebrate the diversity of minority groups at Imperial

	<p>-Represent student parents by liaising with the Early Years Education Centre and the Private Housing Office to ensure access to facilities (accommodation, nursery places etc) and provision of the best advice,</p> <p>Committees: Eastside Project Steering Committee Medical and Dental Services Advisory Committee Patient Participation Group Student Welfare Committee Early Years Education Committee Safer Neighbourhood Ward Panel (Belgravia) Neighbourhood Watch Panel Student Experience Stream ->relevant sub-committees thereof (e.g. Student Accommodation, Cashless) Student Accommodation Committee Student Welfare Committee Equality and Diversity Committee</p>
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