

MINUTES OF THE PROCEEDINGS  
of the second ordinary meeting of  
the  
**Council**  
of the  
Imperial College Union  
in the 2009-2010 Session

The meeting of the Council was held in the Union Dining Hall on the 2<sup>nd</sup> November 2009 at 6.40pm.

**Present:**

Council Chair	Mark Chamberlain
President	Ashley Brown
Deputy President (Clubs & Societies)	Jenny Wilson
Deputy President (Education)	Jonathan Silver
Deputy President (Welfare)	John James – arrived 6.50pm
Deputy President (Finance & Services)	Danny Hill
RCSU President	Katya-yani Vyas
GSA Chair	Ali Mozaffari
A&E Chair	Gavin Evans
ACC Chair	Charles Murdoch
Media Group Chair	Richard Waldie
OSC Representative	Sherif Salam – arrived 6.45pm
RCC Chair	Andrew Mclellan
RSM President	Henry Debens
SCC Chair	Nicolas Massie – left 7.35 proxy DPCS
CAG Chair	Joseph Freer – left 7.10 proxy SCC Chair
RAG Chair	Alex Dahinten
ICU Equal Ops Officer	Hannah Theodorou
International Officer	Matthew Fitch
C&GU Academic Affairs Officer (Taught)	Ben Stubbens
ICSMSU year 4 & Research Rep	Natalie Kernan
CGCU Ordinary member representative (UG)	Edward O’Hare
CGCU Ordinary member representative (UG)	He-in Cheong
CGCU Ordinary member representative (UG)	Rikki Norris
RCSU Ordinary member representative (UG)	Hannah Short
ICSMSU Ordinary member representative (UG)	Agneish Dutta
<b>Permanent observers</b>	
Governance and Administration Co-ordinator (Clerk to Council)	Rebecca Coxhead

**Observers:** Sameeya Toraub, Soumaya Mauthoor

**Apologies:** C&GU President Kirsty Patterson proxy Ben Stubbens, ICSMSU President Anil Chopra, CGCU Welfare Officer Alice Rowlands, ICSMSU Education Rep 12 Gayathri Rajasooriar, ICSMSU Education Rep 356 Afsoon Sepahzad, Physical Science Postgraduate rep Neki Patel, CGCU Ordinary member representative (UG) Apostolia Matraki, ICSMSU Ordinary member representative (UG) Richard Hewitt, ICSMSU Ordinary member representative (UG) Alex Walls

**Not present:** ICU Welfare Campaigns Officer Adam Gill, ICSMSU Welfare Officer Kathryn Wright, Silwood Park Chair Catherine Walker, RCSU Academic Affairs Officer David Chreng, Engineering Postgraduate representative Shuoying Cao, Life Science Postgraduate representative Sean Delany, School of Medicine Postgraduate representative Deena Blumenkrantz

## 1. CHAIRS BUSINESS

NOTED:

- a) The Chair welcomed the new ordinary members to the Council meeting.
  - i. The voter turnout was six times up on last years.
  - ii. The outstanding vacancies will be filled at the next meeting of Council.

## 2. MINUTES – 12<sup>th</sup> October 2009

RESOLVED:

- 1) To accept the minutes as true and correct.

## 3. MATTERS ARISING

NOTED:

- a) The Deputy President (Education) stated that he has had no response from Council in regards to the Student Written Submission.

*At this point the agenda was changed to consider the President's report after the other Deputy President's reports.*

## 5. DEPUTY PRESIDENT (CLUBS & SOCIETIES) REPORT

RECEIVED: The report was presented by the Deputy President (Clubs & Societies)

NOTED:

- a) If clubs officers have not joined their clubs by Friday, they will have their clubs budgets frozen.
- b) Council moved to vote to accept the report and it was accepted unanimously.

RESOLVED:

- 1) To accept the report.

## 6. DEPUTY PRESIDENT (EDUCATION) REPORT

RECEIVED: The report was presented by the Deputy President (Education)

NOTED:

- a) The Dep Rep handbook is now completed.
  - i. Council were invited to come and collect hard copies from the Deputy President (Education) or he can email out the PDF file.
- b) Council moved to vote to accept the report and it was accepted unanimously.

RESOLVED:

- 1) To accept the report.

## **7. DEPUTY PRESIDENT (WELFARE) REPORT**

RECEIVED: The report was presented by the Deputy President (Clubs & Societies) on behalf of the Deputy President (Welfare)

NOTED:

- a) The Deputy President (Welfare) is unable to attend the meeting of Council due to him currently running the University Challenge qualifying round.
- b) Officers were asked to publicise the Chlamydia screening.
- c) Council moved to vote to accept the report and it was accepted unanimously.

RESOLVED:

- 1) To accept the report.**

## **8. DEPUTY PRESIDENT (FINANCE & SERVICES) REPORT**

RECEIVED: The report was presented by the Deputy President (Finance & Services)

NOTED:

- a) Council were asked to email any feedback they wish to give on Union services to the Deputy President (Finance & Services).
- b) Council moved to vote to accept the report and it was accepted unanimously.

RESOLVED:

- 1) To accept the report.**

## **9. FELIX REPORT**

RECEIVED: The report was presented by Media Chair on behalf of the Felix Editor

- a) Council moved to vote to accept the report and it was accepted unanimously.

RESOLVED:

- 1) To accept the report.**

## **10. CGCU REPORT – NOT SUBMITTED**

## **11. ICSMSU REPORT**

RECEIVED: The report was presented by the ICSMSU year 4 & Research Rep Natalie Kernan on behalf of the ICSMSU President

NOTED:

- a) Council moved to vote to accept the report and it was accepted unanimously.

RESOLVED:

- 1) To accept the report.**

## **12. RCSU Report**

RECEIVED: The report was presented by the RCSU President

- a) The first RCSU newsletter went out today.
- b) Council moved to vote to accept the report and it was accepted unanimously.

**RESOLVED:**

- 1) To accept the report.**

**The agenda was reordered to consider the President's report as the next item.**

## **4. PRESIDENT REPORT**

RECEIVED: The report was presented by the President

NOTED:

- a) The President and Deputy President (Clubs & Societies) are off to the Aldwych meeting on Friday.
  - i. Aldwych group is the student unions attached to the Russell group of Universities.
  - ii. The President met today with the Heythrop College student union President who is keen to use the Union facilities.
- b) Council moved to vote to accept the report and it was accepted unanimously.

**RESOLVED:**

- 1) To accept the report.**

## **13. CHANGE TO MITIGATING CIRCUMSTANCES PROCESS/FORM**

RECEIVED: The paper was presented by the Deputy President (Education)

NOTED:

- a) The working group to look at the process of mitigating circumstances have meet twice and now have produced a draft policy.
- b) The policy still needs to be approved by QAAC and Senate.
- c) In regards to the applicant having to provide a death certificate, it was thought that it is a contentious issue and some sensitivity should be given to the applicant.
- d) In regards to the confidentiality of the form, it was stated that it will stay within the department and only passed on to the Exam Board if the student allows.
- e) Council struggled to see the point of the exam board seeing the details of the application.
  - i. It should be up to the student to decide how much information the Exam Board see in regards to their application.
- f) The applicant has 7 days after the event to submit the form which is a positive change.
- g) The student will also be entitled to sit the whole exam again and will not be restricted by a grade maximum of 40% as previously held.
- h) It was pointed that other universities have a grading system for the seriousness of the circumstance.
  - i. Council felt that this was not appropriate for Imperial College
  - ii. The advisory board within the department surely have the expertise to deal with the request.
- i) It was questioned if the way that the form is worded puts undue force on the student to disclose information to the Exam Board.
  - i. The form gives the impression that everything should be disclosed to the Exam Board otherwise this will put the student at a disadvantage.
  - ii. It was suggested to make a change to the disclosure on the form to make it more positive.

- j) Ultimately the department advisory board is an advocate for the student to the Exam Board.
- k) The advisory panel can see a dip in performance as the student is known to them.
- l) The CGCU OM Rikki Norris expressed his dislike to the 'tick box' aspect on the form and that when a student is already vulnerable, this may put further unnecessary stress on them.
- m) It was questioned if the form could be filled out by someone else on behalf of the student.
  - i. It was suggested that a senior member of staff can fill in the form for the student.
  - ii. The importance of having the student sign the form was pointed out.
  - iii. The Deputy President (Education) is to investigate if the form can be completed by another person.

**ACTION:**

- 1. The Deputy President (Education) to investigate if the form can be completed by an alternative person.**

- n) It was agreed that Council did not feel that the circumstances needed to be released to the Exam Board; the advisory committee should be the final consideration.

**RESOLVED:**

- 1) Council do not agree that the circumstances needed to be released to the Exam Board; the advisory committee should be the final consideration.**

**14. STUDENT WRITTEN SUBMISSION**

RECEIVED: The paper was presented by the Deputy President (Education)

NOTED:

- a) There are outstanding sections that need to be completed by contributors.
- b) The CGCU Academic Affairs officer pointed out that the information regarding the Aeronautics Department was not absolutely correct.
- c) Feedback on the document is to be emailed to the Deputy President (Education)

**ACTION:**

- 1. Council to email feedback on the Student Written Submission to the Deputy President (Education).**

**15. ANY OTHER BUSINESS**

*Council moved to a vote to consider the GSA report as it was a late submission and they unanimously accepted to consider it.*

**15.1 GSA REPORT**

RECEIVED: The report was presented by the GSA chair

NOTED:

- a) Council were asked for contributions to Post script to be emailed to the GSA Chair.
- b) Council moved to vote to accept the report and it was accepted unanimously.

**RESOLVED:**

- 1) To accept the report.**

Meeting closed 7.40pm

Approved as a correct record at a meeting of Union Council

on \_\_\_\_\_ 2009/10

\_\_\_\_\_ Chair of the Meeting