

MINUTES OF THE PROCEEDINGS
of the eight meeting of
the **Executive Committee**
of the Imperial College Union
in the 2011-2012 Session

The meeting of the Executive Committee was held in meeting room 6 of the
Union Building on the 1st March at 6.00pm

Present:

President - Chair	Scott Heath (SH)
Deputy President (Clubs & Societies)	Monya Zard (MZ),
Deputy President (Finance & Services)	Michael Foster (MF)
Deputy President (Education)	Jason Parmar (JP)
Deputy President (Welfare)	Nicolas Massie (NM)
GSA Representative	Georgios Makkoulis (GM)
CGCU President	Jacky Kwan (JK)
RCSU President	Luke Kanczes (LK)
ICSMSU President	Suzie Rayner (SR)
CSB Representative	Chandana Shankar (CS)
RWB Representative	Mikhail Nikitin (MN)
RWB Representative	Steven Tran (ST)
Permanent Observer:	
General Manager	Joe Cooper (JC)
Governance and Administration Coordinator	Rebecca Coxhead (RC)

Apologies: CSB Representative Richard Simons (RS), Honorary Senior Treasurer Colin Kerr

1. CHAIRS BUSINESS

NOTED:

- a) Trustee Board is Meeting on Tuesday next week.

2. MINUTES OF LAST MEETING – 17th February 2012

RESOLVED:

- 1) To pass the minutes.

3. MATTERS ARISING – none

Agenda item 4, Sabbatical Updates did not occur

5. JANUARY MANAGEMENT ACCOUNTS

RECEIVED: The accounts were presented by the DPFS

NOTED:

- a) Ents is moving in the right direction.
 - i. Expenditure has been severely restricted in this area.
 - ii. There has been a reduction in security expenditure but the level employed is still a safe level.
- b) The shortages in tills have diminished.
- c) Clubs and Societies are spending more than against budget but this is levelling out the under spending that has been in previous months.
 - i. This may be due to the implementation of e activities and officers inputting data later than normal whilst getting to grips with the system.
- d) The Board moved to a vote to pass the presented accounts and they were passed unanimously.

RESOLVED:

- 1) **To pass the presented accounts.**

6. BUDGETING

NOTED:

- a) Budgeting was considered in 3 phases, voluntary cuts, suggested cuts and mandatory cuts.

Phase 1 – voluntary cuts

- a) Core items and high priorities were considered.
- b) ICSMSU Exec removed £800 from contingency and £500 from Freshers.
- c) CGCU forgot to include telephones and it was agreed to consider £186.84 for CGCU telephones.

RESOLVED:

- 1) **To consider £186.84 for CGCU Exec telephones.**
- d) It is unsure why there is a discrepancy between the amounts budgeted for telephones between the Faculties.
- e) It was agreed that all telephones will be funded at £100 per line.

RESOLVED:

- 2) **To fund all telephones at £100 per line.**
- f) The GSA removed £50 from GSA Exec contingency.
- g) ICSMSU removed £200 from ICSMSU Exec publicity.
- h) RCSU removed £500 from magazines and newspapers and £250 from publicity.

Phase 2 – suggested cuts

- a) It was suggested and agreed to remove £200 from GSA contingency as there is limited chances that they will need this and can always apply to the Executive Committee is required.
- b) £40 was removed from Silwood's request.
- c) It was agreed to remove £200 from ICSMSU GradMed.
- d) It was stated that the downstairs Charing Cross telephone is not required and should not be funded.
 - i. This was not agreed by the ICSMSU.
- e) It was questioned why the GSA should prioritise polo shirts over publicity.

- i. The polo shirts are vital for making committee members and officers feel part of the GSA community.
- f) At this point the CGCU was ringfenced with the final figure of £275.05.

RESOLVED:

3) To fund CGCU £275.05 for Executive activity.

- g) The following cuts were made to the RCSU:
 - i. -£200 from Broadsheet
 - ii. -£400 from Publicity
 - iii. -£200 from Consumables
 - iv. -£200 from Equipment & Repair
 - v. -£100 from Stationary
- h) The following cuts were made to the GSA:
 - i. -£200 from Publicity
- i) The following cuts were made from ICSMSU
 - i. -£100 from Publicity
 - ii. -£100 from Equipment and Repair
 - iii. -£200 from Consumables

Phase 3 – mandatory cuts

- a) It was suggested that GSA have £100 removed from publicity. The vote is as follows:

FOR 5
 AGAINST 6
 ABSTAIN 0
 Falls

- b) It was agreed to remove £50 from GSA publicity.

- c) It was proposed to ringfence GSA at £150 and the vote is as follows:

FOR 7
 AGAINST 2
 ABSTAIN 2
 Passes

RESOLVED:

4) To fund GSA £150 for Executive activity.

- d) It was agreed to bring RCSU to 0% increase which translated to removing £117 from its overall amount.
- e) The outstanding £308.05 was split equally between RCSU and ICSMSU overall with is £154.03 from RCSU and £154.02 from ICSMSU.

RESOLVED:

5) To fund the management groups the following amounts:

Management Group	Allocation
CGCU (City & Guilds College)	£275.05
GSA (Graduate Students Association)	£150.00
ICSMSU (School of Medicine)	£2,245.98
RCSU (Royal College of Science)	£928.97
Silwood (Silwood Park)	£0.00
Total	£3,600.00

7. ANY OTHER BUSINESS

7.1 FUSION

NOTED:

- a) Fusion was not as successful as anticipated due to low ticket sales.
- b) The event has made a loss but it is unsure what the total amount is.
- c) Procedures were followed but it was the variable income of the ticket sales that have contributed to the loss.
- d) Kings College did well with ticket sales there but UCL were not as successful.
- e) Concern was raised that the Union backed the event financially and that inexperienced members were dealing with large sums of money.
- f) It was suggested that more oversight from the Executive Committee should have been implemented.
 - i. The DPFS and DPCS stated that they were very involved in assisting with the planning process.
- g) It was agreed that the event went 'too big too soon' and that in hindsight should have taken place on campus.
- h) The DPCS stated that she will draft a debrief report of the event.

ACTION:

1. **The DPCS to draft a debrief report of the Fusion event and present back to the Executive Committee.**

The meeting closed at 7.05pm

Approved as a correct record at a meeting of the Executive Committee on

_____ 2011/12

_____ Chair of the Meeting