

# Imperial College Union Council Report

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## Extra

### Room Booking Project

Part of this falls into my third goal of trying to make Room Bookings part of College Timetabling, where we are using a new booking system to hopefully achieve mass uploads, and also allow bookings to appear in every student to see CSP schedules on CELCAT.

That however, would clearly not be enough to create a significantly more efficient system. Over the past month I have dedicated most of my time to developing a new Room Booking ticketing system, where you make the requests, for both annual and adhoc bookings. Previously this has been achieved using Qualtrics and Epix ticketing system, both of which are incredibly clunky and slow, and also involve an awful lot of manual admin work. The new system, which has now been released will allow for both bookings to be made and approvals to happen all in one system. Talks are now in place with College to connect this with booking systems to remove all unnecessary admin work, and ultimately speed up your bookings. TLDR?? A semi-automated booking system is now in existence.

### Union Concert Hall Redevelopment

Update – Currently working through college process, specifically around surveying the building.

## Manifesto

### Goal 1 – Expand Ethos Gym – Complete – Should be done by July

### Goal 2 – Dedicated Sports Hub – Complete - Reworked

- Working with Sport Imperial to develop the frameworks
- Establishing processes so that next year the performance teams can enter the programme.

### Goal 3 – Improve our Union processes and get more bookable space – Part complete

- Annual Budgeting complete and successful. This will now be developed into a web app for ease (and reduced excel) in the future.
- (as previous) Working carefully on room bookings, to try and make it part of college timetabling, meaning CSP activities would appear in your calendars, and it would make the annual booking process considerably quicker. As in extra work – MAJOR PROGRESS.

### Goal 4 – Create an online CSP Portal - deferred

- Sadly this project will not be able to happen this year, purely down to the amount of time I have to dedicate to it before the end of the year. It is hoped that the other systems that have been / are being developed already push at achieving this.

### Goal 5 – Easier, better and more relevant consultation forms – Part complete – As Before

I want to ensure you are involved in the key decisions so that we truly understand your needs.

- Student Experience Survey has closed!! 3,256 people engaged with the survey, a phenomenal 27.5% of the eligible student population. For a survey with 200 questions, taking on average around 20 minutes to complete, this is a huge win for the student voice.

- College will now be doing data analysis on their sections, and coming back with responses and action plans by the end of April.
- I will be creating a response to the Union section with input from all relevant directorates, creating action plans out of it and forming a full response out of it.
- I will also be creating a full response to the College sections highlighting the particular areas students want change, and we will meet with relevant College teams to ensure these points are held to account.
- An evaluation plan will be written, with dates for when follow ups need to be made, budgets that need to be submitted and work that needs to be completed ready for the next academic year. The way the SES is now structured means plans are made one year ready for implementation the next.

## Closing Comments

Please raise any support or concern you may have.

As always, I am available in person and via email for any questions you may have on my report or the Union's work.

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