



Imperial College Union Board of Trustees

AGENDA ITEM NO.	15
TITLE	OT Update Paper
AUTHOR	The Officer Trustee Team (compiled by the Union President)
EXECUTIVE SUMMARY	To share recent updates with the Board
PURPOSE	Information
DECISION/ACTION REQUIRED	None

OT Recent Update Paper

This paper consists of recent updates on OT activity, in particular since the last Board meeting on May 13th. Our individual papers constitute more general retrospectives on the year as a whole.

College Education Strategy & Operations Group

Since the last Board the College governance for COVID-19 education planning has been consolidated in a single daily meeting called the Education Strategy and Operations Group (ESOG) which operates a carousel model such that there are effectively 5 separate weekly sub-group meetings. These are:

- Monday – **Online Readiness**: looking at the technical aspect of delivering education next year.
 - A separate “**Ed-tech Guild**” has been set up (also a weekly meeting) to go into more detail around specific ICT needs for the new year.
- Tuesday – **Education / “Business-as-usual”**: looking at the current educational provision as well as next year. Topics have included PG extension policies, student registration, remote assessments, and Term 3 learning and teaching.
- Wednesday – **Student Experience**: all aspects of the student experience. We produced a paper that divided work into 7 streams: wellbeing support, academic experience, co-curricular experience, extra-curricular experience, student community, amenities and infrastructure, and the PGR experience.
- Thursday – **Admissions and Issues Arising**: looking at converting offer holders, student numbers, regulatory compliance, and considering widening participation.
- Friday – **Timetabling**: how to timetable the blended delivery model. Principles around timetabling and now starting to generally explore the usage of campus space.

The Union has **representation at all these meetings**, with the DPW and President attending all meetings and other student representatives joining some of the meetings (including the DPCS, the current and incoming DPE, and officers of the GSU). We also have student representation at the Guild and all student experience sub-streams with scheduled meetings.

Important current items of business include:

- What principles should be adopted when managing student numbers on campus – e.g. should there be a strict 2m distancing rule in October? How should this be enforced?
- How do we navigate changing regulatory guidance in a manner fair to current, incoming, and future students?
- How do we make a “hybrid teaching model” work in practice? What guidelines should be offered to departments in this regard?

Regarding the latter, we have conducted a survey to inform the work of these groups and ensure we are representing student opinion properly. The survey garnered ~1200 responses and we are in the process of analysing the data and producing reports for the ESOG meetings.

It's worth highlighting that we have **no representation** at the College's Silver meetings, where many meaningful operational decisions are still being made. Our request to join this group was denied by the College Chief Financial Officer in March.

Union Business

- **October Readiness:** The officers have been involved in conversations preparing the Union for the new academic year, and also in planning handover and induction for newly elected members. This will be covered in more detail, alongside **officer handover**, under the Head of Student Experience's item.
- **Student Choice Awards:**
 - o This year, our main staff awards (the Student Academic Choice Awards) were merged with our main student volunteer awards (the Union Awards) into a single process, to more equitably recognise excellence across Imperial.
 - o The usual panels were convened in early June and made deliberations in online meetings.
 - o The ceremony itself consisted of a combination of pre-recorded videos from officers and other volunteers, and a livestream hosted by the DPW, DPCS, and DPFS.
 - o It was extremely successful and well-received by viewers, reaching a much larger audience than it possibly could have in person (with several thousand views). We are likely to adopt an online delivery for this ceremony in future. Thanks to all who worked to make it happen.
- **Union Council & subcommittee updates:**
 - o All policies owned by Council or its subcommittees should be reviewed by July 21st. This will be discussed in further detail under the Council Chair's item.
 - o The DPFS Reform paper has passed through Union Council
- The DPCS has been working to find a fair proposal for how **CSP grant** should be managed in the new academic year, which will be discussed under the Budget 2020-21 item.
 - o Related to this, we are aiming to have clear guidance in place before year-end on the circumstances under which clubs might change their membership fee, and how grant spending/the Activities Development fund should be managed in the coming year.
- The DPFS has spent a good deal of time processing refunds as a result of COVID-19, with the impact having been realised and reported to the Finance and Risk committee.
- A model **debt management plan** has been produced by the DPFS and DPCS to provide guidance to future student committee members, sabbatical officers, and permanent staff when CSPs find themselves in debt.

Other business

- **Black Lives Matter** – meetings have begun discussing what can be done to promote anti-racism and confront the College's history, including the DPW, Union President, BME Officer and Afro-Caribbean Society Chair. We may be able to provide a verbal update at the meeting depending on what we hear back from the College between the time of writing and the date of the meeting.
 - o Related to this, the **de la Beche club**, of which all Geology students are automatically members, is currently consulting on changing its name. We are supporting them in this process.
- A **College Council meeting** is taking place on July 10th, which will primarily focus on planning for next year (both academic and financial). The Union has an item on the agenda updating the Council on recent activity, our plans for 2020-21, and providing some more personal reflections from the Union President.

- **College Sustainability** – the DPFS is working with the College as part of the Sustainability Strategy Advisory Group and Greening Imperial Steering Group.
- **Health & Safety** – in the absence of a full-time Managing Director, the DPFS delivered updates to the final College Health & Safety meeting of the year on behalf of the Union.
- The College's Assessment/Feedback Task & Finish group, with which the DPE has been involved, has completed its work, and should produce a final report by the end of the year.
- Work will soon be beginning on the **2020 NSS**, with the results set to be published on July 15th. Our vision for this is to support the incoming DPE in setting the direction on this as part of handover.
- The outgoing OTs are beginning the handover process with their successors.