

**Imperial College Union
Board of Trustees / 12th May 2021**

Officer Trustee Update

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Sam Lee (DP Finance & Services)
Michaela Flegrova (DP Education)
Shervin Sabeghi (DP Welfare)
Ross Unwin (DP Clubs & Societies)

Purpose: To note the work of the Officer Trustees.

For more detail and to see some of the business currently being discussed within ICU, you can find papers from our last Council meeting:

https://www.imperialcollegeunion.org/your-union/how-were-run/committees/20-21/Union_Council/2124

1. Sam Lee (DP Finance & Services)

Key pieces of work I've been involved in include:

- i. UCH Redevelopment project – This project has been rescheduled to ensure no disruption to students sitting exams in Beit Hall but is on track to be delivered and completed before October 2021. Works are looking to be started mid-to-late June.
- ii. College Sustainability – I have been contacted and agreed to sit on the College's Sustainability Strategy Committee, which is primarily focused on ensuring implementation of the recently launched Sustainability Strategy. The DPFS role has also been made a member of the Grantham Advisory Board to both Imperial and LSE's Grantham Institutes.
- iii. Space Review – We have initiated a full audit of our current spaces (both spaces managed by ICU as well as rooms used by any groups within ICU). This will inform the next stages of the Space Review. We have also drafted principles for allocation of space to individual CSPs, which ensures fair and appropriate allocation based on many factors.
- iv. Sponsorship Policy & Review – Sponsorship Policy was passed by Finance & Risk; I have been pulling together information on sponsorship contracts to enable us to do an in-depth review of CSP sponsorship
- v. Health & Safety Policies – The Union now has a complete set of up-to-date Health & Safety papers spanning all relevant, key areas, which passed the last F&R meeting.

2. Ross Unwin (DP Clubs & Societies)

Key pieces of work I've been involved in include:

- i. Worked with College Estates and the Student Opportunities and Development team to establish processes and protocols to enable safe activity.
 - a. New Activity Risk Assessment process and over 300 authorised risk assessments created by CSPs for their activities.
 - b. Creation of Imperial Leagues with Move Imperial to enable some sporting competitions when COVOD restrictions allow.
- ii. Creation of an ICU CSP Support Development Plan and 3-year roadmap – an outline transformation of the Union's support to student groups over the coming years with more specific objectives and projects within this academic year

- a. Creation of a wiki to hold operational information for CSP support to be accessible for staff, OTs and student volunteers.
 - b. Review of our New Activities Committee and Incubator and reopening the application for new students.
 - c. Minibus & Transport project of which some board members will have seen the proposal before Christmas. Review of our provision and development of plans to ensure we are offering the correct service to students
 - d. Storage and space project – work with Student Opportunities & Development team to pest proof and deep clean our two largest storage areas, reallocate space as a result of losing storage space from the sale of Heston Sports Grounds, and project plan developed further to conduct a full audit of our space.
- iii. CSP Annual Budgeting and allocation of other CSP funding pots, as well as the reallocation of CSP grant to enable more remote activity whilst ensuring the underspend required due to the Union's financial position.
 - iv. Roll out of Imperial Athletes framework and support to our sports clubs – evolution of the Sports Hub
 - v. Development of the Imperial Award with the Education Office to make it more accessible and applicable to our CSP committee members and wider ICU volunteers

3. Michaela Flegrova (DP Education)

Key pieces of work I've been involved in include:

- i. Involvement in rep coordinator recruitment: Aiming to recruit this role to help support the work of student representatives; while there were some good candidates, we (Shervin, Tom N, me) unfortunately did not feel that any of the ones we interviewed met all of our criteria and would be a good fit for the role; we therefore did not offer the job to anyone. We are reviewing the JD/PS before re-advertising, ensuring there is parity between this role and other coordinators.
- ii. Refurbishments of student spaces: working with key contacts in the College to help allocate a £3m refurbishment budget; leading on student consultation into identifying smaller, local spaces within departments, as well as a consultation group looking at RCS Chemistry building refurbishments.
- iii. Working Together Task Group: been involved in a group looking at improving Imperial College working culture following the bullying scandal. The consultation phase has begun, with some student 'leaders' invited to participate in sessions.
- iv. Covid impact statements for PhD students: Any PhD student affected by COVID (writing up now or in the next few years) will be able to outline how their PhD was impacted to their assessors, and this will be taken into account when they assess their PhD thesis. More info [here](#).
- v. Digital Education Recording Policy: this has been agreed at Provost's Board! All lectures will be recorded by default, unless the lecturer and cohort agree this should not be the case. This is something student reps have been advocating for for many years.

4. Shervin Sabeghi (DP Welfare)

Key pieces of work I've been involved in include:

- i. Bursary for MBBS students: at the end of last term, I took a paper to the College's Provost's Board (where all the big dogs make big decisions) advocating for extending the Imperial Bursary to cover also the 5th and 6th year in MBBS (it currently only covers 4 years). There was provisional agreement for this, as those involved were very keen on parity of experience, HOWEVER it is subject to approval at a funding meeting happening in June so *we will see*. Regardless, I think it very unlikely that there won't be more financial support for 5th and 6th year

MBBS students next year. Halls: talking to College about 1) extending the rent waivers for Term 2 until 8th March, 2) Looking at AY 2021/22 and discussing which measures will stay around (fewer shared rooms, smaller households etc), 3) Coming up with a better household matching system for 2021/22 so people get on better

- ii. Monitoring attainment for different demographics: I've pressured the College to make good on promises they made in September that they'd monitor the early in-year performance of students from different demographics (e.g. ethnicity, socio-economic background, bursary status) to ensure that any disparity is addressed. It's now reached a point where they've identified departments to trial this and the different metrics to measure.
- iii. Discipline project work: I've finally been able to spend a fair amount of time on project work; I've mainly been focusing on disciplinary procedures within the Union. I've developed a framework that identifies three key areas: individual student, CSP and venues (i.e. the bars) disciplinaries. The next piece of work is to develop these policies and plans for implementation – they're all at various different stages right now and the next piece of the project work will be developing them in consultation with various student groups.
- iv. Safety/harassment: I've been having conversations with the College about things they're planning to do in response to student concerns about safety (mainly following the murder of Sarah Everard in March). They're planning immediate measures such as providing personal safety alarms and safety comms, but are also very keen that a more holistic approach is taken that includes training and education (i.e. not making this about victim blaming, but education and prevention).
- v. COVID-19 Response: Ongoing ESOG (Education Strategy and Operation Group) meetings dealing with all COVID student experience and teaching issues. In collaboration with the College's Registry, I've put together a template for different streams of the ESOG - Student Experience committee for different streams (e.g. Wellbeing Support, Extra-Curricular Activity) to plan how it will be delivered in the next academic year. After these have been completed (around mid-June) they will inform comms to students about what to expect next year.

5. Abhijay Sood (President)

Key pieces of work I've been involved in include:

- i. Supporting the work on the financial bid to the College, the strategy, and corporate governance review.
- ii. Project work on planning the implementation of the petitions system, organising town halls for key student volunteers, preparing handover and induction, and updating policy and governing documents on the website.
- iii. Progress on the implementation of the Socially Responsible Investment Policy. I have played a prominent role in consultation interviews on this subject with internal and external stakeholders over recent weeks and am contributing to sections of a report which is being prepared on this topic for a May 24th meeting.
- iv. Concrete progress on support for refugees and asylum seekers looking to study at Imperial. Our proposal has cleared the scholarships committee, with some amendment, and will go to President's and/or Provost's Board this term.
- v. Raising concerns about the governance of the university in light of the bullying scandal, and the recently announced departures of two further senior staff members.