

**Imperial College Union
Union Council**
Tuesday 30 November 2021
6.00pm – 8.30pm / Union Dining Hall

Standing Items

	Item	Author	Action	Time
01	Introductions and refreshments	Council Chair	To note	6:00pm
02	Apologies	Council Chair	To note	6.30pm
03	Minutes	Council Chair	To approve	
04	Action Tracker	Council Chair	To consider	

Presentations

05	Neil Alford, Tom Bailey: Estates Strategy Presentation	NA, TB	To note	6:35pm
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Matters for Decision/Discussion

07	Inter-departmental Coordination on Shared Modules	RT	To approve	7:05pm
08	Sexual Misconduct Survey Results	NP	To discuss	7.15pm
Break				7.25pm
09	UCU Industrial Action	LJ	To Discuss	7:35pm

Matters for Report

10	Silwood Union Report	AA	To approve	7.55pm
11	DPE Report	DPE	To approve	8.05pm
12	DPW Report	DPW	To approve	8.10pm
13	DPCS Report	DPCS	To approve	8.15pm
14	DPFS Report	DPFS	To approve	8.20pm
15	Union President Report	Union President	To approve	8.25pm
	AOB			

Author key

NA – Neil Alford

KJC – Ka Jun Cheng

NP – Nathalie Podder

AA – Alex Auyang

TB – Tom Bailey

RT – Rea Tresa

LJ – Lloyd James

Date of Next Meeting:

11th January 2022

Imperial College Union
Minutes of the second ordinary Meetings of Union Council
2nd November 2021 6:30pm –8:30pm

Council Representative (UG Medicine)	Aigun Gassanova (AG)	Present
Silwood Chair	Alex Auyang (AA)	Present
Council Representative (PG Science)	Ang Li (AL)	
Postgraduate Taught AWO (Medicine)	Anjola Onifade (AO)	
International Officer	Anvesh Rajeshirke (AR)	Present
RCSU President	Aparna Pillai (AP)	Present
Postgraduate Research AWO (Medicine)	Aryan Niknam Maleki (ANM)	Present
CGCU (Wellbeing Officer)	Aurna Maitra (AM)	Present
Disabilities Officer	Awais Seyyad (AS)	Present
Sports Sector Chair	Beckett Marshall (BM)	Present
LGBTQ+ Officer	Calyste Revel (CR)	Present
Ethics and Environment Officer	Camilla Billari (CBI)	Present
Postgraduate Research AWO (Natural Sciences)	Ceire Wincott (CW)	Present
Mental Health Officer	Charlotte Barot (CB)	Present
Council Representative (UG Engineering)	Christina Wang (CWa)	Present
Council Representative (UG Science)	Ding Ding (DD)	Present
Council Representative (PG Medicine)	Eman Adair Adair (EA)	Present
RSM Vice President Welfare	Emily Li (EL)	Present
Interfaith Officer	Esha Kamran (EK)	Present
RSM Vice President Education	George Morgan (GM)	Present
Working Class Officer	Grace Fisher (GF)	Apologies
CGCU President	Hayley Wong (HW)	Present
Council Representative (UG Engineering)	Hilliam Tung (HT)	Present
Deputy President (Clubs & Societies)	India Marsden (IM)	Present
CGCU (Education Chair)	James White (JW)	Present
RSM President	Jasmine Crocker (JC)	Present
Postgraduate Taught AWO (Business)	Jenaifer Farhad Sethna (JFS)	
ICSMSU Academic Chair	Julia Komor (JK)	Present
Postgraduate Taught AWO (Engineering)	Karthikeyan Ponniah (KP)	
Council Representative (PG Engineering)	Lintong Li (LL)	Present
Union President	Lloyd James (LJ)	Present
ICSMSU Welfare Officer	Mabel Prendergast (MP)	Apologies
Gender Equality Officer	Malinda Davies (MD)	Present

Postgraduate Taught AWO (Natural Sciences)	Manasa Reddy Sanaga (MRS)	Present
Knowledge Chair	Matthew Hamer (MH)	
Council Chair	Michaela Flegrova (MF)	Present
Council Representative (PG Business)	Molly Gao (MG)	
Council Representative (UG Engineering)	Nabeel Azuhar Mohammed (NAM)	Present
Deputy President (Welfare)	Nathalie Podder (NP)	Present
A&E Chair	Niamh McAuley (NM)	Present
RCSU Vice President (Education)	Nicolas Barykin Pankevich (NBP)	Present
Council Representative (UG Engineering)	Rea Tresa (RT)	Present
Black & Minority Ethnic Students Officer	Rebekah Christie (RC)	Present
Deputy President (Finance & Services)	Sam Lee (SL)	Present
ICSMSU President	Samuel Hammond (SH)	Present
Council Representative (UG Science)	Stefano Fiocca (SF)	Present
RCSU Vice President (Welfare)	Tianyu Wen (TW)	Present
Postgraduate Research AWO (Engineering)	Tin Hang Un (THU)	
Deputy President (Education)	Tin Lo (DL)	Present
Council Representative (PG Engineering)	Yusen Wang (YW)	Present
Council Representative (PG Business)	Zhun Tang (ZT)	

In attendance:

Zixiao Wang (ZW)

Samuel Lovatt (SLo) – Felix Editor

Helena Schofield – ICU Representation Coordinator

Diptasri Basu – ICU Policy & Research Officer

Cat Turhan – ICU Representation & Advice Manager

Item	Actions
1. Chair's welcome and Chair's business 1.1.	
2. Apologies: 2.1. Noted	

<p>3. Minutes of Previous Meeting</p> <p>3.1. Chair went through minutes for amendments</p> <p>3.2. In AOB there is something about a working group around Trustee Accountability. Is that an action as well? MF to put on action tracker</p>	
<p>4. Action Tracker</p> <p>4.1. 1st action Union President – extending VNOC and central powers (Item 7). Continuous action: This will be part of the democratic structures review. Keep on tracker.</p> <p>4.2. 2nd action DPE to provide updated set of objectives. Complete: see officer report</p> <p>4.3. 3rd action Union President. Share recommendations of College's history group with Council members. Complete.</p>	
<p>Matters for Decision</p>	
<p>5. Motion of No Confidence: KNC Consultancy ICG President</p> <p>5.1. MF received resignation email from the President earlier on, so no longer needs to be discussed</p>	
<p>6. Changing Union Council Meeting Venue (MD)</p> <p>6.1. Chair reminded members to log into Mentimeter when voting</p> <p>6.2. Reasons: Negatively impacts societies as they have to change their spaces. Lots of societies rely on the UDH for activities which they cannot do anywhere else, for example Cheerleading, which MD is President of. Cheerleading usually hold practice in UDH but can't when Union Council is in session. Counter paper stated it would only impact 4 sessions per month, but cheerleading season is short (3 and a half months) and majority of members do not know how to do cheerleading before they join university. Need to teach members 2 years' worth of cheerleading in one term, so cannot miss any training sessions. Compacting this into less sessions could cause injuries and be less safe. Training session has to be in this building and in the UDH due to the ceiling height and weight of mats. Besides stress of cheerleading having to move out of this room, the counter paper stated that it is important for Council to be accessible, but having a meeting in a room on campus, with no projector is not accessible, especially following the pandemic.</p> <p>6.3. UDH is the best alternative for Union Council, but it is the only option for cheerleading to be able to hold their practices. This could be the same case for other societies next year that doesn't have a representative on Union Council.</p> <p>6.4. Moving Union Council to a room with technology could make it more accessible and broaden the student community.</p> <p>6.5. SL asked for MD to schedule a meeting with him and IM to talk about safety of condensed training</p> <p>6.6. ZW asked about having a projector available at future meetings.</p>	<p>SL to schedule meeting with MD</p>

- 6.7.** LJ clarified that he did try and arrange a projector today but there was an issue with the input/output, but will have one in future meetings
- 6.8. Paper in response to MD's paper from LJ:**
- 6.9.** Council been happening in UDH for decades
- 6.10.** Possible for cheerleading to have this room on a different day of the week – no requirement that they have fewer sessions, but they can change the day. IM confirmed this.
- 6.11.** Cheerleading were told about lack of availability of UDH at beginning of September
- 6.12.** Restrictions on where Union Council can take place. Nowhere in this building that can hold a meeting this size, and our accessibility policy states we cannot hold it in a tiered lecture theatre. People can find this venue easily. Not sure we've had much evidence that having a hybrid meeting makes it more accessible or increases engagements
- 6.13.** Other points in the paper but these are the highlights
- 6.14.** MD - Cheerleading didn't know they could do something about not getting the room in September. It was only when MD went to training was when she realised you do not have to accept Union's decisions and you can complain
- 6.15.** MF – 6 minutes for comments
- 6.16.** IM – Activities are not always firm on annual room booking and the inbox is always open. Don't think we have a culture of not changing room bookings. Can be changed and cheerleading can reach out to Activities team before bringing it to Council
- 6.17.** AR – To catch up with LJ after meeting to discuss projector availability
- 6.18.** HT – Council meetings used to be in RSM G01
- 6.19.** LJ – Initially happened because of a room booking mix up. A team missed the room bookings for Council which meant it was already allocated to other clubs
- 6.20.** AA – regarding the previous room in RSM. Most people don't know where this is, and after 6pm you cannot access the room unless you have a key card so isn't very accessible
- 6.21.** MD – Response to IM on alternative days. Members are told at the beginning of the year which days are scheduled for training so that they can ensure they are available. Switching the day of training after students have already scheduled their plans around this is not helpful. Wednesdays were offered, but these aren't suitable as they are reserved for catching up on work and social events and other society activities. Whilst this is the best option for Union Council, UDH is only option for cheerleading. Could be the same for other societies next year who don't have representatives on Union Council.
- 6.22.** IM – If cheerleading had queried this earlier, Activities team would have been able to provide a resolution before cheerleading communicated training sessions to their members. Fairly certain cheerleading is the only society that relies totally on this room.
- 6.23.** LJ – Misleading that this is the only choice for cheerleading as they can use an alternative day. No club or society is able to have a perfect room/situation for their society.
- 6.24.** Voting to change the venue, stay in the UDH, or abstain. If we do change the venue, this will depend on us being able to find another venue.
- 6.25.** 5 people voting to move, 30 to stay, 4 abstained. Union Council stays in UDH

Voting:

Change the venue: 5

<p>Stay in UDH: 30 Abstain from voting: 4</p> <p>Will be staying in UDH.</p>	
<p>Increasing number of votes shared by GSU AWOs</p> <p>7. AA took over chairing whilst MF presents paper</p> <p>7.1. There is a PG review happening which means there isn't currently a GSU President. Usually one seat for President, one for VP, and one for VP Welfare. In GSU, there would be one seat for President on Union Council, and other seats redistributed between AWOs. Vacant positions on Council currently because roles weren't elected, but this is different because there isn't the option for PG students to elect anyone as GSU President. Want to give back one seat to PGs as they don't have a GSU President at the moment. 3 votes to share between the 7 of PG reps. Not looking at changing number of votes in all CUs.</p> <p>7.2. ZW – PG students are always underrepresented at Council. There are 4 UG Unions, and only 1 PG Union. The ratio of PG students to UG students is almost 1:1. Must increase number of AWOs votes to 8 not 3 if we want to increase PG representation.</p> <p>7.3. MF – Agree that there is underrepresentation of PGs on Council, but this needs to be a proper discussion, which we are planning to have, and not one to have right now. This paper is just to fix the current structure where there is no GSU President.</p> <p>7.4. CW – Unlikely that we'd get all 7 AWOs at any meeting</p> <p>7.5. JC - CUs do also represent PG students as social members</p> <p>7.6. LJ – We all agree that PGs need to be represented better at Council. The way PGs are represented through the faculty unions is not entirely clear, and this needs more time dedicated to work out.</p> <p>7.7. AA - Needs 2/3rds majority vote as it contradicts an aspect in bylaws</p> <p>7.8. ZW - UG CUs do have some representation for PGs, but this is for PG reps. Suggests that all PG reps vote against.</p> <p>Voting: Accept – 34 Reject – 4 Abstain – 0</p> <p>Passed – number of votes increases by 1 for GSU AWOs</p>	

<p>8. PG engagement review</p> <p>8.1. This item is just a discussion, and we won't be voting.</p> <p>8.2. LJ – This is an update on what we are planning on PG structures review. Looking at how the GSU in the past has served that role as planning events and representing PG students. Review looking at how this can be done better. Paper illustrates timeline of the review. Potentially changes to structures and roles which can be elected in leadership elections. A number of possible outcomes – one of these will be a plan to see how we can engage PG students better. Setting up interviews, surveys and data from elections, events turnouts, and student experience surveys. One of LJ's key objectives for the year.</p> <p>8.3. HW – UG CUs have incorporated PGs in their events, does that sit in the scope for the review?</p> <p>8.4. LJ – It is a complexity as it sits across the democratic structure review and this one, but this will be considered in both reviews</p> <p>8.5. ZW - Originally supposed to finish this plan by end of September, but it was delayed so they weren't elected in Autumn Elections. Would the working group look at my paper last year?</p> <p>8.6. LJ – Aware of the paper, the extension of the timeline was because the working group realised it needed more data, which they couldn't do confidently in the time they had alongside being able to be approved by Council, Board of Trustees, and in time for elections.</p> <p>8.7. SL – GSU used to do grad ball, wellbeing events, etc. We should see what we're doing in engaging in events as well as the academic representation side. Could potentially split the groups to have one community side, and one academic representation side.</p> <p>8.8. ZW – Suggests that PG students should choose their favourite structure</p> <p>8.9. IM – If we're expanding remit to events then we should look at extending to CSPs</p>	<p>LJ – To speak to IM and SL about sitting on PG review group</p>
<p>9. Democratic structures review</p> <p>9.1. AA to chair as MF seconded</p> <p>9.2. LJ – Another review and main objective. Overlaps in PG review. About this body looking at Council and subcommittees of council to see if it is the right structure, approach and people in the room. Will also look at things like governing documents, CUs, and if there are any changes that should be made. Paper to be voted on. Paper outlines scope, timelines (which is a longer period of time over than the PG review). Mainly questions about which roles sit where, rather than creating/changing new/current roles. Concluded by end of academic year so including in elections in new academic year. Official working group for this – would like it to be an official working group from Council so members to tell Lloyd if they would like to volunteer, if it is voted through.</p> <p>Voting: Accept – 32 Reject – 2 Abstain – 5</p> <p>Democratic structure review to go ahead</p>	<p>Volunteers for working group to contact LJ</p>

<p>10. Union's response to College's Disciplinary Procedures</p> <p>10.1. NP – Review of disciplinary procedures in the Union and College. Important to present a unified approach to College in terms of safeguarding and duty of care for students. Number of problems which have been highlighted in paper. Not enough being done to protect wellbeing of students, or to provide justice or support and reassurance to the complainant. Any comments?</p> <p>10.2. ZW – How are you able to guarantee student safety?</p> <p>10.3. NP - Will sit on a working group to do a review of the disciplinary procedures with the College and have already had agreement from the College that they are willing to prioritise this.</p> <p>10.4. HW – Is that a College disciplinary working group or a separate one?</p> <p>10.5. NP – It is a College run working group. For the union NP is planning to make an operational procedures policy, as how to do disciplinary complaints in the Union, how we currently use our policy is not clear or consistent. That will have its own working group within the Union</p> <p>10.6. HW - What would be the timeframe of your working group?</p> <p>10.7. NP – Data from sexual misconduct survey will influence the group so we need to look at this analysis first, and NP hoping to have a group set up by end of the month</p> <p>10.8. Observer asked - What do you mean by reassurance to the complainant?</p> <p>10.9. NP – Complainant does not receive outcome of resolution of investigation, including what safeguarding measures will be put in place for them.</p> <p>10.10. Observer asked how NP will stop this being biased so both parties provide support.</p> <p>10.11. NP – Will ensure it is fair and considered in the review and group.</p> <p>10.12. NP – Purpose of paper is in response to gaps from the College's 2019 policy.</p> <p>10.13. Members to contact Nathalie for any other concerns on College disciplinary procedures</p> <p>Voting: Accept – 37 Abstain – 1</p> <p>NP to undertake projects</p>	
<p>11. Appointments to Union Council Subcommittees</p> <p>11.1. SL – To appoint members to subcommittees of Council (GIB and SSBB). Needs to be two council members to be elected to each board.</p> <p>11.2. MF – First asked for volunteers and do voting offline if we have more than two volunteers per committees</p> <p>11.3. IM – can OTs run to be a voting member on these subcommittees even though they're already non-voting members?</p> <p>11.4. LJ – No.</p> <p>11.5. MF – GIB on Thursday. HT and RT volunteered. No objections – accepted by consensus.</p> <p>11.6. SL – SSBB is currently being built, and volunteers will be taking on the journey of making it great. Ideal candidate will have a</p>	<p>SL & MF to discuss how to get second person on Events Board</p>

<p>personal want to action things around sustainability, environment and how college do these things, as well as how we run events.</p> <p>11.7. CWa and BM volunteered. Accepted by consensus.</p> <p>11.8. SL – Events committee is an informal thing. Wants students to be leading the creative direction of events. Current membership of this group relies on CUs, with a high UG focus. Interested in getting PG involvement in the events they run and give PGs platform to create events with Union support. PG students don't need to be council members, so if we don't get them today members can suggest students.</p> <p>11.9. AR volunteered for one of the seats.</p> <p>11.10. MF & SL to discuss how to allocate extra seat.</p>	
<p>Matters for Report</p>	
<p>12. RSMU Report</p> <p>12.1. JC – Thanks to GM and EL for helping to put report together</p> <p>12.2. Goals – supporting CU, including PG members as social members.</p> <p>12.3. Documented three department societies and what they are up to this term.</p> <p>12.4. All sports teams are playing – some with Imperial athletes, some not. Some issues with Imperial athletes in terms of finances</p> <p>12.5. Networking with alumni</p> <p>12.6. Financially healthy</p> <p>12.7. Any other CUs that want to discuss involving PGs to speak to JC</p>	
<p>13. CGCU Report</p> <p>13.1. HW – LJ involved CU presidents in officer objective setting</p> <p>13.2. Recently ran welcome dinner which was a good event</p> <p>13.3. Support and enable volunteers – worked with alumni to improve community cohesion and training. Getting newly elected people trained up. Worked with alumni to gain funding for training and committee bonding.</p> <p>13.4. Mentoring scheme continuing from last year. CGCU charity division of the Union.</p> <p>13.5. Planning connecting students with history</p> <p>13.6. Empowering women in Engineering faculty. Been working with NP in reviewing sexual harassment stuff.</p> <p>13.7. HT– could you elaborate more on the finances on eActivities? Welcome dinner lost £13k</p> <p>13.8. Reasons we are able to run these events is because we've secured double the grant we've ever got. Only time it's been possible to run a dinner at this scale. Graph doesn't reflect this though as they haven't received the faculty grant yet.</p>	

<p>14. RCSU Report</p> <p>14.1. AP – Thanks to everyone on RCSU exec who contributed to the report.</p> <p>14.2. Outlined aims we have this year throughout report.</p> <p>14.3. Had a normal freshers' fortnight with a successful pub crawl and got an Autumn ball coming up</p> <p>14.4. Starting sports league in RCSU as it doesn't have any sports teams currently</p> <p>14.5. Welfare representation – reps have been working hard and making sure NSS feedback is being read through and setting goals, similar with education</p> <p>14.6. Operations run a standard events schedule but want to run a careers conference for students this year</p> <p>14.7. Trying to set up an alumni network, as current network has been unresponsive</p> <p>14.8. Doing well in terms of finances. Faculty grant hasn't come in yet but once it has the finances will shoot back up</p> <p>14.9. HW – How much faculty grant do you get?</p> <p>14.10. Around £21k</p>	
<p>15. ICSMSU Report</p> <p>15.1. SH – Been going well. Freshers fortnight went really well and sold more tickets than we have in any events</p> <p>15.2. Running refreshers for second years which will happen in the second week of November</p> <p>15.3. Aim to bring down cost of tickets for halfway dinner next year</p> <p>15.4. Finances in similar situation. No outlined agreement on finance between CU and faculty so SH trying to work on this and get an agreement written down.</p> <p>15.5. Exec going well. Had an active bystander training which was really successful. Looking to expand training to things like EDI training for students too.</p> <p>15.6. Expanding BMB society to include more BMB students.</p> <p>15.7. NSS response was brought to the first SSLG of the year and was well received by faculty</p> <p>15.8. Feedback has been good as they have rolled out feedback boards</p> <p>15.9. Welfare going well – just started drink spiking campaign awareness.</p> <p>15.10. University Hospitals wants to reach out to venues across London to see what they are doing to support students on nights out and we will then write an open letter to address what they are not doing</p> <p>15.11. HT – In future could you include a bit about finances in the written report? SH – Will next time</p>	

<p>15.12. Observer asked - What's going on at Reynolds bar?</p> <p>15.13. SL – Consultation happened over the summer, but now we are looking at the finances</p>	
<p>16. Felix Report</p> <p>16.1. Going well. Editor team has now more than doubled in size. Started the year on 0 and now have 4 or 5.</p> <p>16.2. New writers and requests to write</p> <p>16.3. Started podcast but the episodes aren't out yet as they're being edited</p> <p>16.4. Community side of things back up and running and people coming to the office</p> <p>16.5. Started assessments of the distribution drive as often wasted papers scattered around so been auditing where things have been picked up</p> <p>16.6. Website has been audited and bought the domain from a third party</p> <p>16.7. College always emails me to ask about what we are printing</p> <p>16.8. MD – Do you ensure that what you publish is factually correct?</p> <p>16.9. SL – Wouldn't publish anything we knew wasn't true.</p> <p>16.10. MD – Something in previous publication that was incorrect. MD to email SLo about this.</p> <p>16.11. SLo - If something is wrong/misleading let us know and we will investigate and publish a retraction.</p> <p>16.12. AP – Maybe it would be a good idea to have a structure in place for fact checking. If a student comes across something to be factually incorrect a procedure should be communicated so they know how to raise this</p> <p>16.13. SL – We could put a note in somewhere or students can email me/come to the office.</p>	<p>MD to email SLo regarding incorrect information</p>
<p>MF proposed to extend the meeting by 10 minutes, seconded by LJ</p>	

17. DPE Report

- 17.1. Attached a project initiation plan for Mums and Dads and more details on objectives.
- 17.2. Been supporting events department with welcome fair and other freshers events
- 17.3. Been planning rep training and meeting with the department reps before their SSC meetings to check in with them, and a follow-up on how their NSS recommendations are being implemented
- 17.4. HW – Mums and Dads: Are you looking to centralise it or offer it on an opt-in basis?
- 17.5. DL – Opt-in basis so department societies still have autonomy, but this service is something we've done previously in the past few years
- 17.6. JC – Do you personalise the way Mums and Dads are paired?
- 17.7. DL – Yes, we look at interests and activities of volunteers
- 17.8. DL would like participants to be involved in the review. GM and SH volunteered. Daniel to email them.

18. DPW Report

- 18.1. Updates from past month
- 18.2. Attending student events to stay in contact with people
- 18.3. Work around sexual consent. Worked with college on feedback for consent training they are rolling out. Planning to roll this out this academic year but depends on how quickly they can put it into their systems
- 18.4. Provision of free period products still in progress– been speaking to Steven Curry from College and two people interested in campaign will be meeting with him. Plan to have this rolled out through all campuses. Stage one is going in at least one toilet in each department
- 18.5. Been working with SL on spiking incidents in London and across the UK. Written a blog post on what the Union is doing:
 - i. Have trained staff, searches on entry to venues, implemented drink testing strips (ordered but will be out when they've arrived), first aid for ticketed events and pre-booked rooms for anyone in distress, drink covers, will be reaching out to London nightclubs to implement these measures in their venues.
- 18.6. JC – Does the Union have scope to roll this out to people that don't come to Union events? Some departments hand out free period products anyway so if you don't get support from College, you could work with department welfare reps to lobby departments.
- 18.7. NP – Benefit to having it rolled out centrally makes it more sustainable and convenient
- 18.8. SL – Want to reach out to nightclubs and other venues [regarding drink spiking campaign], but only so much we can do, so this will hopefully turn into a big campaign with other SUs, so please get involved.

<p>19. DPCS Report</p> <p>19.1. Fixing CSP processes as a top priority.</p> <p>19.2. Backlog of enquiries during freshers, and we are now getting there.</p> <p>19.3. New processes and team will make it easier going forward</p> <p>19.4. Enterprise lab and community fund detailed in report</p> <p>19.5. Getting onto objectives now:</p> <ul style="list-style-type: none"> i Review on Imperial Athletes ii CSP systems and processes iii Communications. <p>19.6. Taking report as read</p>	
<p>20. DPFS Report</p> <p>20.1. Delivery of welcome which went well and good uptake</p> <p>20.2. Supporting India and opportunities & development team in backlog and email count</p> <p>20.3. Campus services – good conversations in terms of allergens and having a clear labelling systems, London students sustainability conference which we might be hosting.</p> <p>20.4. Concert refurbishment complete – opening ceremony on 17th November from 4pm</p> <p>20.5. Objectives looking good: Setting out ethical framework and sustainability actions for the year. Included the rest in report</p>	
<p>21. Union President Report</p> <p>21.1. In addition to objectives already covered, been involved in College level committee groups, and involved in College decisions</p> <p>21.2. Taking report as read</p> <p>21.3. Also has to sit on or delegate membership of academic misconduct/fitness to practice panels – can delegate to Union members. Is there a volunteer who is able to sit on an academic misconduct panel on 16th November? Stefano volunteered.</p>	<p>LJ to email Stefano with details of academic misconduct panel</p>
<p>22. AOB</p> <p>22.1.</p>	

Union Council Action Tracker

Meeting Date	Item	Action	Responsible	Timeline/Due Date	Completed
30 th September 2021	7	Extending VONC and Censure Powers Add standardisation of CU governing documents to be added into the democracy review	Union President	Continuous	
2 nd November 2021	6	Cheerleading training SL to meet with MD regarding cheerleading training safety	DPFS	30/11/21	
2 nd November 2021	8	Postgraduate Engagement Review Group Add DPFS and DPCS	Union President	30/11/21	
2 nd November 2021	9	Democratic Structures Review Group Volunteers to sit on group to contact LJ	Council members	30/11/21	
2 nd November 2021	11	Appointments to Union Subcommittees SL & MF to discuss extra member on Events Board	DPFS & Council Chair	30/11/21	
2 nd November 2021	16	Felix Report MD to contact Felix Editor regarding incorrect information	Gender Equality Officer	30/11/21	
2 nd November 2021	21	Union President Report Share details of academic misconduct panel with SF	Union President	30/11/2021	

**Inter-departmental coordination on shared modules
Union Council
30 November 2021**

Proposer: Rea Tresa (Undergraduate Engineering Council Representative)

Seconders:

- Daniel Lo (Deputy President – Education)
- Hayley Wong (CGCU President)
- James White (CGCU Education Chair)
- Alexis Morgan (Bioengineering Departmental Academic Representative)
- Isabela Lopez Ticianelli (Mechanical Engineering Departmental Academic Representative)
- Arijit Bhattacharyya (EEE Departmental Academic Representative)
- Bharat Chilukuri (EEE Departmental Academic Representative)
- Jason Zheng (EIE Departmental Academic Representative)
- Ines Wright (JMC Departmental Academic Representative)
- Codrin Cotarlan (Computing Departmental Academic Representative)
- George Morgan (Materials Departmental Academic Representative)
- Sulekh Teegala (Chemical Engineering Departmental Academic Representative)
- Emma Pajak (Chemical Engineering Departmental Academic Representative)
- Ben Ford (Computational Bioengineering Stream Representative)
- Binghuan Li (Electrical Bioengineering Stream Representative)
- Ioana Esanu (Mechanical Bioengineering Stream Representative)

Union notes:

1. Imperial students have the option to choose elective modules outside of their home departments.
2. For example:
 - a. Third, fourth year and MSc Bioengineering students have the option to enrol in elective modules offered by the Department of Computing, EEE and Mechanical Engineering.
 - b. Third and fourth year MEng Chemical, Materials, Mechanical Engineering have the option to transfer to a Nuclear stream, which is comprised of shared modules between these departments.
 - c. Similarly, EEE and EIE students have the option to take modules from the Department of Computing.
3. This process is traditionally co-handled by administrative staff of the departments involved.
4. There are frequent delays in releasing information and timetables for these modules, alongside clashes with other core modules.
 - a. These delays are also reflected in the exam timetables for shared modules, which in turn halt the release of exam timetables for internal departmental modules.

5. Banner has caused issues with synchronising which modules are available and who they are taught by.
6. There are inconsistencies in the times when students expect to receive information depending on which department is hosting the module.
7. It is unclear whether the host or home department should handle individual student issues that arise.

Union believes:

1. There are no college-wide established procedures to handle interdepartmental modules.
2. The timetable delays and clashes result in frustration amongst students and take a massive toll on the administrative staff.
3. The departments involved would appreciate some tools and guidance to facilitate the process.

Union resolves:

1. To handle such an interconnected issue, the Faculty of Engineering should provide tools and/or guidance for the departments via an external body with the aim of facilitating:
 - a. A timelier release of the timetable and information pertaining modules, which adheres to shared deadlines between departments
 - b. Avoiding clashes of shared modules with internal modules
 - c. Having a centralised system that handles students' queries and complaints
2. Mandate the Deputy President of Education and Faculty of Engineering representatives to lobby for the above system to be put in place

UCU Industrial Action – Discussion on ICU Action Plan

Author: Dr. Lloyd T. James (President)

Context

Staff in the University and College Union (UCU) have voted to go on strike over pensions. These strikes, which were supported by 71.9% of voting UCU members at Imperial, will initially take place on the 1st, 2nd, and 3rd of December. Staff also voted to support Action Short of Strike (ASOS) from 1st December to 3rd May, which entails working to contract and not undertaking voluntary activities.

This is the third time Imperial staff have voted to strike in recent years. Both previous times, ICU have taken a position in support of this action, which was decided by Union Council. This time, I decided that given the wide-reaching impact of this action on students, it would be more democratic to put this decision to an all-member vote which ran from November 24th-26th. The referendum reached a quorate turnout of 2502 votes (10.44%) with the results:

Yes	1791
No	648
Abstain	63
Total	2502

Therefore, the formal position of Imperial College Union is in support of the strike action.

It is now necessary to determine what actions the Union should take to show this support, which is the purpose of this discussion.

What has this support looked like in previous years?

Previous Council resolutions have mandated the following actions:

- The Union President has written to the Provost encouraging the College to support the UCU's position and to exert pressure nationally in favour of their position.
- Elected representatives have been mandated to support the UCU position in meetings with the College if and when the issue is raised.
- Union officers and staff have been encouraged to disseminate materials publicising the strike and the UCU's position in the dispute.
- Elected officers have been encouraged to visibly support the UCU where possible, including attending events and writing in *Felix*.
- Union representatives have been mandated to call on their respective faculties / departments to ensure that disruption to major coursework and exams taking place during the strike period is minimised.

Besides these formal resolutions, the Union has informally supported the UCU strike action previously by providing space in the Union building for striking staff to meet and hold events during the strike period, and for storing materials.

For discussion: does Council wish ICU commit to repeating all these previous supportive actions, and are there any additional means of support that Council would recommend?



Silwood Park Students' Union Report

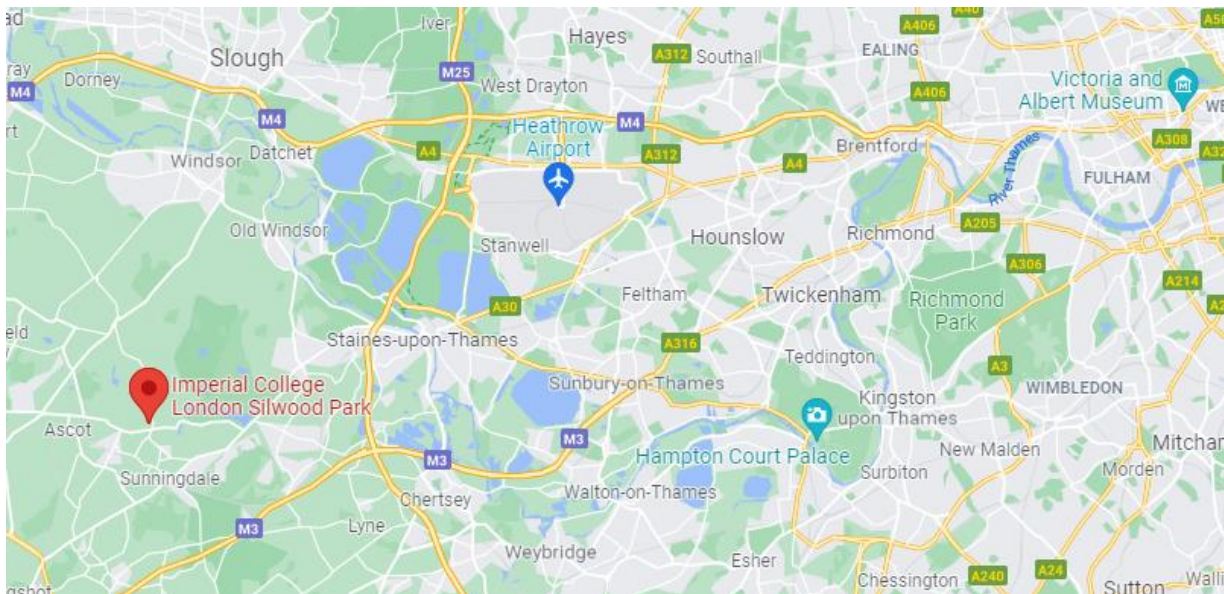
23/11/2021

Contributors: Alex Auyang (President), Lizzie Bru (Vice Chair), Jasmine Hull (Treasurer)

Overview

The Silwood Park Students' Union represents the students based at the Silwood Park campus of Imperial. The campus is primarily focussed on ecology, evolution, and conservation, with nearly all students and staff working within the Department of Life Sciences.

We are pretty far outside of London, past Heathrow and Windsor, so getting here from South Kensington takes about an hour and 40 minutes. The distance makes it difficult for students based here to visit ICU at South Kensington, which is part of the reason why most of my predecessors have never made it to Council. Because of this, communication between us and the Union has been minimal over the past few years.



All of the students based here are postgrads, mostly one-year master's students with a few PhD candidates in the mix. This exacerbates the distance-based isolation as:

1. Postgraduates tend to be less engaged with ICU.
2. The committee positions in the Silwood Union are often held by one-year master's students who do not have experience in ICU and are unable to handover to next year's cohort.

Despite these hurdles, I'm optimistic about this year. The committee is strong and there is a real drive to change things at Silwood. Also, because I'm in the first year of my PhD, I should be able to assist future committees with the experience that I gain this year.

The Silwood Union committee was elected on the 18th of October. Unlike other CUs, because we are composed primarily of one-year master's students, we cannot elect our committee the year before. Our committee has 23 members, not including academic reps or society chairs.

Organization

One of the first orders of business was to create a proper repository of information for the committee. There may have been a google drive or other file system previously, but that has been lost over the past three years. We now have a new drive where we keep the available handover documents, meeting minutes, general admin information e.g. calendars, and a swanky new vector graphic version of our logo (props to Lloyd for that). In addition, we carried out an inventory of equipment (including sports, ents, and music) in our storage room.

New committee positions

This year we have also appointed international officers and a charities officer. We hope that this will improve the representation of all individuals on campus as well as improve our involvement with local charities.

Budgeting

Because we are far away from South Kensington (and there is nothing to do in Sunningdale), we facilitate many student societies. Most of them are run by master's students, which means that the list of societies we manage is constantly shifting. Therefore, during budgeting, we do not get allocated money for specific societies. Instead, students at Silwood decide to form societies and send us budget requests from the pot of money we get from ICU.

This year we have 24 societies and the budget requests totalled at nearly four times the value of our allocated pot. The allocations were decided on the 15th of November, and the information was disseminated on the 22nd. Now that the societies have some money to get started, hopefully they will begin running more events in the coming weeks.

Academic Games	Foraging and Fermentation
Anime Society	Garden Society
Art Society	Knitting
Basketball	LGBTQ+
Beekeeping	Music
Bird Ringing	Rowing
Board Games	Running and Outdoor
Brewing	Scottish
Choir	Self Defence and Boxing
Climbing Society	Squash
Cricket	Tennis
Football	Yoga and Pilates

Events

Given Silwood's isolation, running socials is an important aspect of our work. We've run an event practically every week, including pumpkin carving for Halloween, a table football tourney, and a few bar nights. Future events planned also include a masked ball, movie nights, and collaborations with international team to organise international-themed nights. Big props to the events and well-being teams for these events.



Goals

The issues presented at the beginning of this report aren't all easy to resolve. However, I have a few goals in mind for the year which could help improve things.

Create separate eactivities accounts for the societies that exist every year

Currently, all of our socs are informal and do not have a separate account on eactivities. This means that technically, a society can overspend from our main pot, making it a nightmare to keep track of each society's spending. To resolve this, we are working on getting six societies made into formal socs. These are: Climbing, Chickens, Brewing, Garden, Sports, and Beekeeping. In doing so, hopefully we can reduce the admin required to monitor each society's budget and give the clubs more autonomy.

Integrate Silwood elections into the Union system

Silwood elections are relatively informal and take place in an AGM style. Instead, I'd like the elections to run through the eVoting system to ensure that:

1. Nobody has to run the elections for the committee to be filled. Because the master's students leave every year, sometimes there is nobody from the previous committee to run the new election.
2. The election rules in the Bye-Laws are followed.
3. There are clear rules on manifestos, campaigning, etc.

However, while it does solve these issues, it will be important for ICU (and perhaps the department) to effectively communicate the election deadlines to Silwood students, otherwise this system may not work.

Improve handovers

About half of the positions this year had handover documents. I am going to create a template and strongly encourage everyone to produce one, as they have proven extremely useful for the individuals that have been provided one. This could help alleviate the “brain drain” we have every year with the loss of master’s students.

Investigate options for union management of the Silwood bar

We have a bar at Silwood. It’s one of a few social spaces that students have access to out here. Unfortunately, the catering company that manages it does not care much for it, as they don’t normally manage bars. There was an inquiry a few years back about the Union taking over management of the bar, which would allow for student staff and input regarding how its run. However, they did not follow through with this plan. Many of the students at Silwood are keen for Union management of the bar, and therefore I have asked for the outcome of that inquiry to be shared with me. If possible, I’d like to see the bar managed by the Union or allow for greater student input/interaction.



Obtain additional grant during budgeting

Living in Silwood is tough for many students. It takes about an hour and a half to reach a major city, and they do not have access to many services provided by the College or Union. The Silwood Union tries its best to fill these gaps, but we are still underfunded. Our budget is stretched very thin, particularly given that our students are on 12-month degrees and therefore must be supported year-round. We hope to obtain additional funds during budgeting, and bolster this with money from the department.

Set up lines of communication with the department

Strangely, I’m not invited to any meetings of the department at Silwood. I don’t really have a point of contact with them either, which seems counterproductive for both parties. Next week I am meeting with the deputy head of department Guy Woodward to discuss this, and several other issues that students have raised.

Thank you for reading. Feel free to email any questions to silpres@ic.ac.uk.

Deputy President (Education) November report to Union Council

Daniel Lo

Updates:

- Met with departmental reps before their first student-staff committees (SSCs) to understand issues affecting students in various departments
- Conducted initial analysis on postgraduate research experience survey (PRES) and drafted initial recommendations with the President in the PRES task and finish group and PG research quality group
- Organised and co-delivered a total of 6 sessions of remote PG year rep training and in-person UG year rep training. Over 250 UG and PG year reps were trained. The overall turn-up rate was approximately 70 percent. A rep social was also organised and led by me and the DPW
- Supported recruitment for the Advice Caseworker role under the representation team
- Supported ICU staff members with the referendum and promoting it to students on campus
- Lobbying the College with academic concerns, such as summer exam arrangements, modification of the new SOLE survey and issues with shared modules between some departments in Faculty of Engineering

Upcoming:

- Chairing the Taught Academic Rep Forum (22/11), second Education and Representation Board (23/11) and Research Academic Rep forum (2/12)
- To continue promoting the referendum and explaining to reps about the UCU strike action and potential effects of student's learning experience
- To sit on the Learning and Teaching promotions as well as the UROP bursaries panel
- To continue lobbying the College with summer exam arrangements in the In Person Exam Group (IPEG)

Education and Representation Board (ERB) updates:

- Presented my project initiation document for the Mums and Dads project. Members have provided valuable insights and suggestions on this. The project initiation document presented in the last Council meeting will require some modification
- Had initial updates on the summer exam arrangements. I followed up with the College and lobbying them to include student representation in exam arrangement decisions. I will bring this topic back again in the next ERB

Objectives:

Objective 1: Work closely with faculty and departmental (dep) academic reps to ensure departments are actively addressing the issues/feedback raised in the NSS response - [In progress]

I have managed to meet the vast majority of departmental academic reps before their SSCs to ensure they are comfortable of chairing the meeting, especially if they haven't done so. I also followed up with some reps after the SSCs to check out whether issues they raised have been discussed and resolved. A majority of issues brought in the SSCs were identified by departmental reps and written in the NSS departmental recommendations. I will continue engaging with reps to follow up on the NSS issues raised in departments and provide support.

Objective 2: Providing support on development training for reps and foster the sharing of good practice across different departments - [In progress]

The rep training for UG and PG were a success and I am delighted to have such a high turn-up rate and engagement from year reps, and faculty, departmental reps who attended the training. I have also included a Kahoot! game at the end of the session and giving out Union tote bags to the winners. We will consider all feedback from reps to improve our rep training in the future. In addition, academic rep forums allow reps from each department to interact and sharing good practice. More information will follow in my next Council report.

Some figures of the year rep attendance if you're interested.

Attendance Record		
Year rep training	Number of attendees	Turn-up rate (percentage)
PG Engineering	40	73
PG Natural Sciences	45	65
PG Medicine	34	69
UG NatSci + Med	53	74
UG Engineering	79	70

Objective 3: Work closely with PG AWOs to ensure the departments are actively addressing the recommendations raised in the PRES response - [In progress]

I am going to consult PG research reps and the AWOs in the Research Academic Rep Forum with the initial PRES recommendations. The President and I will work on this together in the second term, including a wider student consultation and report writing. I will be scheduling catch-ups with the newly elected AWOs soon, as they have just attended the training session today (22/11).

Objective 4: Review the Mums and Dads scheme to investigate what the right cause of action is - [In progress]

Most officer and staff time has been reprioritised into sorting out the logistics for the referendum, which has meant logistical steps on this has taken a back seat. Given that there are more urgent academic issues (ICU strike action and the associated action short of strike, as well as summer exam arrangements) this term, I prioritised other these issues. The timeline of the student consultation for the Mums and Dads review will be in late January to avoid clashes with exams.

Objective 5: Enhance the Imperial experience for international students to ensure there is parity with home students - [Not yet started]

This objective still needs to be started.

Thanks for reading! If you have any questions, feel free to email me at dpe@ic.ac.uk or drop me a message on Teams:)

DPW report to Union Council

Nathalie Podder

Updates:

- Attended ICUsToo's Night In on November 3. It was incredibly wholesome, with fairy string lights, Lofi music and board games. Students who attended told me that they felt in was an incredibly safe space.
- Trained welfare reps and AWOs who were elected during the Autumn elections and by-elections. Training concluded with an incredibly wholesome social in the Union Bar.
- Facilitated a Union Town Hall to address ongoing concerns around spiking in the Union venues. This is by far the hardest thing I've done as a DPW, but I'm incredibly glad for it. We received some valuable, honest feedback on how we can continue to improve.
- Interviewed and aided in the selection of a new advice manager.
- Helped with writing the report and briefing of the sexual misconduct survey.
- Presented the Union's anti-spiking measures, as well as the Union's Response to the College's Disciplinary Procedures, to the Student Experience Committee. Both received support from College staff.
- Met with three senior members of College staff to discuss the terms of reference and upcoming membership for the College's working group to review its student disciplinary procedures.
- Shortlisted two EDI consultants for the development of the Union's EDI strategy.
- The College is officially rolling out Phase 1 of free period products! By December 6th, one female and one disabled toilet in each building in every campus will have a vending machine with free products. Many thanks to Grace and the WCN for all of your efforts.

Upcoming:

- Will implement the suggested improvements to anti-spiking measures from Town Hall. One of these will be forming a working group on changing student culture and views towards consent. **Please contact the DPW if you would like to take part!**
- Will take part in a security review of the bars and venues, led by senior management. Sam and I will take the lead on acquiring student consultation.
- In December, Senate will meet to approve the membership and terms of reference of the College's working group to review student disciplinary procedures.
- The Union's working group will continue to meet to write a set of operational guidelines to complement the Union's Board-approved Disciplinary Procedures for its members.
- Will interview two potential consultants, one of which will take the lead on the Union's EDI Strategy development.
- Will share the results of the student sexual misconduct survey with the Student Experience Committee as well as other key stakeholders.
- Will aid in the selection of grant recipients for the College's EDI Seed Fund.
- Will facilitate a discussion between the Gender Equality Officer and the Director of Estates on how to improve street lighting on South Kensington, White City and Silwood campuses.
- Will touch base with the ICSMSU president to write an open letter to venues on spiking.
- Will follow up on implementing the recommendations from the Town Hall on spiking.

Community & Welfare Board Update:

- On 26/10/2021, the CWB approved a paper outlining the budgets for all nine of the Liberation and Community Networks. Liberation Community Officers were encouraged to apply for the EDI Seed Fund if they had any projects in mind that could benefit from additional funding.
- On 18/11/2021, the CWB discussed a paper by Divest Imperial that will be coming to Union Council. Divest was able to gain some good feedback as well as plenty of seconds for the paper.
- During AOB, it was discussed that the reps would benefit from having a collective database of surveys to browse from when writing their own. This will be a project for staff in the rep team.

Objectives:

Objective 1: Post-Pandemic Reintegration of the Imperial Community - [In progress]

After meeting with department reps as well as faculty well being staff, one very consistent and concerning pattern is becoming apparent: students are continuing to struggle with their mental health after the pandemic. Demand for counselling has increased by 90% this academic year, which may indicate that students are actually struggling more now, than they were during the throes of isolation. This actually makes sense from a psychological perspective. My own theory is that this is the result of a post-traumatic effect, where students learned to cope by numbing out and carrying on during the period of isolation, and it wasn't until they started to come out of it that the mental impact has started to hit them.

This leads to the question of how to proceed. There are some things I can do which would certainly help students who are struggling right now, such as lobbying for more counselling to reduce waiting times. However, this would not address the root cause of the mental health epidemic at Imperial, which is connected to the culture of overworking and maladaptive perfectionism at Imperial. This would require a much longer piece of work, which I hope to initiate with Hugh Brady during his handover period.

Objective 2: CSP Culture Review - [Not yet started]

I sadly have not had time to start working on this objective this month, as I was so busy attending to spiking concerns and report writing for the sexual misconduct survey. I plan to take this up with the Policy & Research Officer once we are both a bit more free.

Objective 3: Improving Safeguarding and Disciplinary Procedures - [In progress]

Like last month, this was the objective that I was able to make the most progress on. Presenting the Union's Response paper on College's Disciplinary procedures to the Student Experience Committee and during early discussion around the working group was a promising start, as I was able to gauge the amount of support I can expect to get from senior members of College staff. The point on communicating the outcomes to complainants was contentious, but Lloyd and I will not be backing down easily.

The general issue around safeguarding as well as preventative measures has also seen some progress in the form of the Union's anti-spiking campaign. This is an ongoing piece of work that I plan to revisit and continue to make improvements on throughout the year.

Objective 4: Welfare Representation Network Review - [Not yet started]

Given everything else that I am doing which involves security, welfare, and inclusion in the Union, this happens to be one of my lower-priority objectives at the moment. I am looking to start work on this no earlier than term 2.

Objective 5: Developing the Union's EDI Strategy - [In progress]

I shortlisted two candidate consultants for the development of the Union's EDI strategy. We will be interviewing them in the upcoming month.

DPCS report to Union Council

India Marsden

Updates:

- **IA Consultations** Throughout last week, I ran 5 consultations sessions with Sports Clubs, in order to establish what is and isn't working within Imperial Athletes. We had some productive discussions and I will be reviewing the comments over the course of this week to put a plan together.
- **President's Community Fund** I supported the running of and attended a brainstorming session for the presidents community fund, which will hopefully result in some good applications that allow this money to be directed towards projects that add significant value for students.
- **Tours (Reports)** The time is coming for me to persuade ICTrust we deserve money, so I have been collating tours reports to include in the report I write to them. If you are part of a CSP that received Tours Funding, make sure the report is sent in!!
- **Policy** I have been working on reconsidering how we implement our policies within our staff team, and considering further review of some of our subcommittees. Often, the process that the policy enacted was unnecessarily complicated, so there is potential for simplification. Any policy changes will come to December CSPB.
- **MG Elections** We are still trying to run Management group elections, but unfortunately have not received many candidates, and so have not opened voting. Two MGs still have no candidates for all roles (Community and Culture)
- **Large Society Events** Sam, Connor and I have been meeting with several different societies that run large sector leading events, in order to both make their events happen as well as improving the process behind it. The work is on going and we hope these events have a strong comeback post the COVID hiatus.
- **ADF** We are just completing the first round of the Activities Development Fund Allocations, outcomes of which should be communicated to clubs this week. I have also been working with CSPB and the Board of Trustees on details of how ADF is spent and formed.
- **Processes** There is constantly ongoing work on how our processes work. The team is actively working on improving every process, and simplify it from a CSPs perspective.
- **Budgeting** Budgeting is coming! A timeline has been created between me, Sam and the staff. This timeline has been approved by Finance and Risk (a subcommittee of the Board of Trustees) and discussed at CSPB. The policy needs to be constructed through both internal work and discussion at CSPB.
- **Budgeting for Sport** It became clear during the IA consultation that there needs to be a different process around budgeting for Sport. I have been working on a way to include them in the same process as the other groups, as well as defining specific Sport related principles in agreement with the Move Imperial team.

Upcoming:

- Planning for Budgeting - systems and policies.
- Reviewing the comments from IA Consultation
- Continuing work on processes
- Interviews for the new members of the Activities Team!

Clubs, Societies and Projects Board (CSPB) Update:

- A new version of the CSP Policy was approved, including small changes to the responsibilities of different Sabbs in relation to clubs, and some small wording changes. There were also some additions the responsibilities of clubs.
- The budgeting timeline was discussed and provisionally approved, with full process and timeline discussion and approval to happen at the next CSPB

Objective Updates:

Objective 1: Training for CSP Committees - [Not yet started]

We currently anticipate commencing the full training review in order to have it ready for training the committee elected for next year, starting in June. Considerations of the form this will take are currently in progress, but there are more urgent issues.

Objective 2: CSP Systems and Processes - [In progress]

We have reached a point within the team that the processes currently are just about functional with reasonable expectations. We are forming plans to simplify these from both the teams and the CSPs perspective, as currently they are quite fragmented. We have already changed some processes, such as sponsorship, aspects of room booking and aspects of activity registration. There is still more to be done!

Objective 3: Imperial Athletes - [In Progress]

As noted in my updates, I have undertaken a significant bit of consultation to allow me to take the next steps of this objective. I will now be reviewing the key themes that came out of the consultation and deciding upon the best course of action. Outside of this consultations I have also been spending a significant amount of time supporting sports groups to function more effectively under the IA Structure.

Objective 4: Communication (Response Times) - [In Progress]

This objective had to be paused due to the complexity of everything else happening at the moment. I am keen for it to be picked up again as soon as is feasible, but as a team there is a huge amount of work to be done and change happening, so it is not the right time to change the entire way the team works.

Objective 5: Student Representation around Spaces - [Not yet started]

This objective still needs to be started - however, a brief planning discussion has occurred, and we anticipate scoping and planning of the project will happen throughout second term, with election of appropriate students to representative positions for the next academic year.

DPFS report to Union Council

Sam Lee

Updates:

- New EPOS system tender process for Venues & Retail - we are in need of a more robust and functional EPOS system to support the operations in our outlets and alleviate some of the major issues in these areas
- UCU strike referendum planning and implementation - this has included planning rules and timelines; supporting systems team to setup referendum voting platform; and,
- London Student Sustainability Conference planning
- Annual budgeting planning and setting up in preparation for opening and have approved the timeline for budgeting with Finance, Audit & Risk subcommittee.
- Supporting Nathalie with the work around communicating out the safety of our venues and making changes as appropriate
- Summer Ball 2022 planning including budgeting and booking College spaces
- Advice centre roles interview panel
- Imperial Athletes consultation support

Upcoming:

- CSP Annual Budgeting
- End-of-term and Welcome Back events planning
- Union Ethics policy consultation

Objectives:

Objective 1: Union Sustainability - [In progress]

Union Sustainability has had to take a backseat due to some of the more time-pressed issues that have come up over the last few weeks (the referendum for example). I have written a plan for the Union's Ethics policy which will include consultation, review, and implementation planning for the project.

Objective 2: Developing a coherent lobbying agenda for Campus Services & Estates [Started] - Joint Objective with President

I have worked closely with Campus Services to initiate student involvement in key areas. There are plans to start a Catering Committee within the College to oversee and suggest changes to the catering operations within College. We would be looking to bring in a range of students to this panel to expand the range of culture within the food provision on campus.

We are also starting to plan and prepare a suggested dietary display that is consistent across outlets to ensure the onus is on the outlet and the staff to make people aware of allergens/ dietary requirements instead of putting the onus on the individual to ask.

Objective 3: CSP Systems and Processes [Started] - Joint Objective with DPCS

My focus on this objective now is developing and improving the annual budgeting process for clubs & societies ahead of the start of next term. I will be reviewing the current budgeting process and systems, and be looking to make improvements to make it easier for students to use and understand. If anyone has any ideas of how this could be done; what is not easy to use; what parts you would like to keep; and, how we can deliver effective training to all CSPs, please email me with suggestions!

Objective 4: Commercial Review - [Ongoing]

One of the primary parts of the Commercial Review is to replace the EPOS system for our outlets. We are currently midway through the tender process for this with the aim to have the change in Jan/ Feb 2022. We are also looking at ways to better support CSPs in delivering events within the Union.

Objective 5: Services & Sustainability Board [Started]

Meetings for SSB and the Events Committee are being planned for near the end of term. I am working with staff to better increase the support that is provided to SSB.

We are still looking to get another PG representative on the Events Committee, so if you would like to volunteer or would like more information on what is required of your time on this committee, please email me!

President Report to Union Council

Dr Lloyd T. James

Updates:

- Initiated an all-student referendum concerning Union support for the upcoming UCU strike action. Supported the Representation Team in planning and execution of this referendum, including supporting comms and speaking to students directly.
- Lobbied the College to prioritise 3/4 year degree graduates (Undergraduate + PhD) in a March catch-up Graduation ceremony (expect verbal update).
- Spent more time than I would like engaged in discussions around ongoing disciplinary cases (both CSP and Membership).
- Revised the set of Union questions to be included in the Student Experience Survey (to ensure these are aligned with our annual measuring round plans).
- Attended College Council - interesting Covid update: situation on campus is very good, with positive case rate in the College community at 1 in 500, much lower than ONS data of 1 in 50 for England. Additionally, the Contact Tracing Hub has shown that transmission is not happening on campus. From PCR test genotyping, it has been shown that there are no clusters of infection.
- Supported Nathalie with the Union Town Hall regarding the anti-spiking campaign. My only contribution was anonymously reported to Felix as 'disgraceful and disrespectful' so clearly this was not entirely successful on my part.
- GSU Review Working Group - the 'data-gathering' phase is drawing to a close and the process of developing recommendations is beginning (see objective update below).
- Joined the new 'Imperial Together Task Group' which will have oversight over the College and Union's actions towards improving the working culture within the College.
- Continued to engage with the College's Partnerships Working group - set up to outline the ethical/values-based requirements which have to be met for the College to engage in any kind of partnership (e.g. research or teaching). Helping shape a student consultation process on this.
- Engaged a barrister specialising in disciplinary cases (and also former ICU President) to consult informally on our work reviewing the College and Union disciplinary processes.
- Analysed data from the PRES survey and computed Departmental breakdowns.
- Successfully appointed a new Governance and Democracy coordinator who will take over Victoria's role from early Jan.
- Chaired this year's first Governance and Identity Board (see update below).
- Took w/c Nov 8th as Annual Leave.

Upcoming:

- Ongoing project work (see below).
- Lots more recruitment / interviews over the coming weeks.
- Continuing to spend more time than I would like on disciplinary matters.

- Board of Trustees meeting on December 8th - will approve updated Vote of No Confidence Bye Law and Associate Membership Policy.
- Initiation of construction of permanent Union Helpdesk on ground floor of Beit (no I will not be building it myself).
- Identification of 4-5 minor capital projects for ICU building improvements to go into College funding round.

Governance and Identity Board Updates:

- Governance and Identity Board has met once since last Council.
- GIB has re-approved our Mascotry Policy, subject to my bringing a proposal to next GIB for how Mike the Micrometer might be rendered violate.
- GIB has re-approved our Union Bar Policy, subject to an extension on the deadline by which tie clubs may collect their inactive tankards.
- GIB has re-approved our Union Awards Policy, subject to an update to the list of area-specific awards.
- GIB discussed support for Constituent Unions (see update to Objective below).

Objectives:

Objective 1: Reviewing our Offer to Postgraduates - [In progress]

Current progress: I have interviewed a number of former engaged GSU volunteers to build an evidence base for this decision-making. I have also coordinated the efforts of the Representation Team in gathering other data on PG engagement from eActivities, Student Experience Survey, eVoting etc. The deadline for compiling all written/data evidence was Nov 26th. We will be meeting again on Dec 3rd to hammer out some basic recommendations, which will then be refined and compiled into a report over the period before Christmas. This will then be presented to Council for approval in January.

Objective 2: Reviewing our Democratic Structures - [In progress]

Current progress: I invited interested members of Council to put themselves forward for a Working Group to progress this, however I had no volunteers. I would once again ask Council Members to consider joining this group - if we have no working group the project will not be able to proceed.

Objective 3: Understanding Community Development - [In progress]

Current progress: Some early consideration around this going into the development of the revised Student Experience Survey questions. This will then be progressed further through Term 2.

Objective 4: Supporting Constituent Unions - [In progress]

Current progress: Continued to have semi-regular catch ups with CU Presidents, and provided ICU representation at CU events. Discussion at GIB suggested a need for Leadership and Management training for Constituent Union Presidents which I have actioned.

Objective 5: Developing a coherent lobbying agenda for Campus Services and Estates - [In progress]

Current progress: Continuing to engage regularly with senior stakeholders in Estates, including Neil Alford (Associate Provost - Academic Planning), who has been invited to attend this Council meeting. Initiated project to map out key decision-makers and decision-making committees around estates decisions in the College. Fed back on plans for significant increase in student space on the North side of the White City campus.