

**Imperial College Union
Board of Trustees / 18 September 2024**

Sabbatical Officer Objectives & Updates

Author: Camille Boutrolle (Union President)
 Purpose: To update the Board on the Sabbatical Officers' objectives for 2024/25.
 Action: To note

1. Officer Objectives

Union President - Camille Boutrolle

Objective	Description/Progress
1. Increase UKRI stipend	<p><u>Description:</u> Work with PGR representatives and sector networks to lobby UKRI to increase London allowance for PGR students in London, to account for the fact the absolute value has not increased since 1994.</p> <p><u>Progress:</u> No progress made yet.</p>
2. Expanding cross-module learning opportunities	<p><u>Description:</u> Develop more inter-departmental modules for undergraduates, where students can take modules from different courses. Work to potentially develop a cross-register with LSE of exchange modules between the two universities.</p> <p><u>Progress:</u> No progress made yet.</p>
3. Green spaces	<p><u>Description:</u> Advocate for more biodiversity on Imperial campuses.</p> <p><u>Progress:</u> I have engaged with Imperial's new Head Gardener on initial ideas, particularly around Glenister on Imperial's Charing Cross campus. Working with Nico (DPW) on looping in Imperial's Chief Property Officer and Head Architect to ensure green spaces are front and centre!</p>
4. Study spaces	<p><u>Description:</u> Increase the amount of study spaces on campus.</p> <p><u>Progress:</u> No progress made yet.</p>

Additional adventures:

- With the help of Eleanor (Policy & Research Coordinator), have reached out to the new MPs of the constituencies relating to Imperial students. Pleased to say we have heard back from some!
- Brand new (almost) sabbatical team!

Deputy President (Welfare) – Nico Henry

Objective	Description/Progress
1. Food redistribution platform	<p><u>Description:</u> Implementing a platform to redistribute surplus food, reducing both food waste and living costs for students.</p> <p><u>Progress:</u> Currently proposing this as a pilot project to Fusion, with plans to later extend it to main campus outlets. Discussions are also ongoing with the Digital Media Lab team about integrating the platform into MyImperial.</p>
2. Mentorship programmes for under-represented students	<p><u>Description:</u> Expanding student-led mentorship programmes for underrepresented BAME/LGBTQ+/Women students.</p> <p><u>Progress:</u> The Faculty of Natural Sciences has just started a very similar project. Operational info from Natural Sciences gathered; ready to propose implementation to other faculties.</p>
3. Cycle to Uni Scheme	<p><u>Description:</u> Investigating the potential for college-owned bikes to encourage more students to cycle, targeting those who use rental services. This could reduce costs for students and support carbon auditing.</p> <p><u>Progress:</u> Currently researching whether there is sufficient demand and if the scheme would be effective.</p>
4. Lobbying the college to become London Living Wage accredited	<p><u>Description:</u> Lobbying for the College to formally become London Living Wage accredited. While they claim to be LLW compliant, student staff employed through the College are not paid holiday pay or given proper contracts.</p> <p><u>Progress:</u> Engaging in discussions with college HR to address these issues and push for full accreditation and contract improvements. HR has stated that since they meet compliance, a formal decision against accreditation has been made. Pushing for reconsideration continues.</p>

Additional adventures:

- Working with Student Services on a proposal to **increase prayer spaces**, aiming for one within a 5-minute walk of every department.
- Writing a proposal for **new consent education measures** in line with Office for Students requirements for registration conditions.
- Supported a bid by the Graduate School for more **mentorship programs** aimed at PhD women students.

Deputy President (Finance & Services) – Stephanie Yeung

Objective	Description/Progress
1. Delivering the Union Sustainability Strategy	<p><u>Description:</u> Building upon my objective from last year to develop the sustainability strategy, this year’s focus is on its implementation and setting it up for long-term success. The aim is ensuring a smooth delivery of the strategy in its first year, and ensuring student input is accounted for during the strategy’s annual review cycle.</p> <p><u>Progress:</u> Finalised the strategy following feedback from June BoT and now working with training leads to integrate sustainability into student volunteer training sessions.</p>
2. Delivering student-led, safe & inclusive events	<p><u>Description:</u> Continue improving the inclusivity of our events for even more students, with a specific focus on our international & postgraduate (PG) students, as well as continuing our non-drinking focus on events. The aim is to work with our student groups to deliver inclusive events for different communities of students, for example through cultural celebration.</p> <p><u>Progress:</u> Worked with Events Team to create Welcome events, featuring</p> <ul style="list-style-type: none"> ○ Zero drinking-focused events ○ “International Gathering” event to encourage international student mingling ○ “Postgrad Party” & “Postgrad Mixers” for PG students. <p>I have reached out to relevant student groups about collaborating on Diwali celebrations.</p>
3. Ensuring financial accessibility of CSP activities for all our students	<p><u>Description:</u> The cost of participating in our CSPs is often measured by their membership costs, but there are often additional hidden costs that students may not be aware of that may affect their ability to fully engage with their activities. The aim is to work with CSPs to communicate their cost of participation to students transparently.</p> <p><u>Progress:</u> No progress yet.</p>
4. Ensuring allergen information is easily accessible across Imperial	<p><u>Description:</u> The aim is to improve the presentation & communication of allergen information at all Imperial catering outlets (i.e., ICU, university & external caterers)</p> <p><u>Progress:</u> No progress yet.</p>

Additional adventures:

- Planned & delivered the ICU Olympics & Picnic social event (with thanks to our People Team)
- Drafted ICU’s section for Imperial’s Annual Sustainability Report 23/24 (with thanks to our Policy & Research Coordinator)
- Presented ICU’s Welcome Week plans to PTO staff across the university (with enthusiastic feedback about Beit Farm)

Deputy President (Education) – Emina Hogas

Objective	Description/Progress
1. Assessment and feedback tailoring	<p><u>Description:</u> Carry out a review of the assessments in the lowest rated departments for A&F (NSS) and meet with Academic Reps to identify pain points and possible solutions before lobbying staff.</p> <p><u>Progress:</u> Currently in the 'research' stage: collaborating with Eleanor to get all the data on this before reaching out to relevant stakeholders from each faculty. I have joined the College Assessment & Feedback task and finish group where I am kept up to date with College developments.</p>
2. Masters in-year resits	<p><u>Description:</u> Lobby staff to make it standard practice for Masters students to resit in the same academic year rather than the year after.</p> <p><u>Progress:</u> Research stage: what is currently preventing this from being standard practice?</p>
3. Mitigating circumstances review	<p><u>Description:</u> Improve the mitigating circumstances (MC) application process by digitising the process across all depts and review self-certification procedures. Lobby for a waterfall grading system to ease staff workload.</p> <p><u>Progress:</u> I have begun speaking with relevant stakeholders, but otherwise still researching current MC landscape across the college.</p>
4. Alumni networking event	<p><u>Description:</u> Connect alumni from unconventional career paths with students at an early point in their degrees to broaden the horizon of available careers.</p> <p><u>Progress:</u> Initial discussions with ICU Venues team.</p>

Additional adventures:

- Completing my Masters thesis!
- Attended Russell Group Students' Union in Durham in late August and established manifesto points for the coming year with sabbatical officers from other universities (Key topics: Ethical investment; Parity of international student experience).

Deputy President (Clubs & Societies) – Christian Cooper

Objective	Description/Progress
1. Introduce the CSP Sustainability Framework	<p><u>Description:</u> Co-design a long-lasting framework with students to ensure that all CSPs can strive towards environmental and financial sustainability. The aim of the project would be to ensure that the framework is mutually beneficial to ICU and students, to ensure that student priorities underpin the framework, and that students <i>want</i> to engage with the framework, rather than it being an additional burden.</p> <p><u>Progress:</u> Initial project plan completed. Project group due to meet in September.</p>
2. Strive for high-performing CSPs & improve the volunteer experience	<p><u>Description:</u> Explore the policies and processes around CSPs, the successes, issues with the current volunteer experience, and the way students interact with CSPs, to inform what it means to be a “high-performing CSP”. Develop a series of changes which aim to improve the volunteer experience and ensure that CSPs can be/remain high-performing.</p> <p><u>Progress:</u> Initial project plan completed. Project group due to meet in September</p>
3. Review and improve CSP annual budgeting and funding opportunities	<p><u>Description:</u> Conduct a full review of the CSP annual budgeting process, and other funding opportunities, with the aim of improving the equity, transparency, and ease of annual budgeting.</p> <p><u>Progress:</u> Research phase begun. Findings to be presented to the project group in September, alongside options appraisal.</p>
4. Expand and increase the usage of the Student Experience Fund	<p><u>Description:</u> The Student Experience Fund aims to ensure that students, who would not normally be able to due to financial constraints, are able to engage with ICU CSPs and events through the provision of credit on their Union accounts. The fund is currently only available to home undergraduates in receipt of a bursary. This project aims to expand who can access funding and to increase total usage of funding for year two of its implementation.</p> <p><u>Progress:</u> SEF funding is due to be confirmed in September. A proposal for SEF expansion has been drafted.</p>

Additional adventures:

- Successfully elected British Universities and Colleges Sport (BUCS) London Region Student Chair, so will sit on BUCS Advisory Group which will allow ICU and ICL to strengthen the voice of the London region on a national level. I am hosting BUCS’ Regional Meeting with all London institutions and sports/activity officers at Imperial on 13th September.
- Working on Welcome Fair planning, including blogs/social posts and assisting with operational planning and student input.
- Working on CSPB training and induction, including 1:1s with chairs and group meetings scheduled in. Focus on facilitating CSPB members’ projects/goals for the year and aligning my goals with theirs.

ICSMSU President – Lilia Evans

Objective	Progress
1. Expand & Streamline Alumni Networks	<p><u>Description:</u> Expand & streamline alumni funding opportunities to improve ICSM events and reduce financial barriers to entry.</p> <p><u>Progress:</u> Meetings with Chairs of different alumni groups have been arranged for September/October. I met with FEO Governance & Secretariat Team to identify what feedback they had from alumni and explore possibilities with the newsletter. In ICSMSU committee meeting, gathered ideas from officers on what the Gazette student newspaper could report on to engage our current, subscribed Alumni.</p>
2. Produce a robust WP mentorship scheme and improve EDI representation in ICSMSU	<p><u>Description:</u> Develop widening participation mentorship scheme and establish EDI representation with support of LCOs.</p> <p><u>Progress:</u> I have contacted directors of the Student Accomplishment Group to arrange a meeting to discuss how the initiative currently works. I consulted students on their thoughts about EDI Representation structures within ICSMSU.</p>
3. Develop & establish ICSMSU values & framework	<p><u>Description:</u> Produce a Specific ICSMSU Mission in line with ICU's Strategy to support and provide structure for future committees. Producing an overall framework would ensure that our officers are aiming towards the same unified vision and provide a consistent structure for future ICSMSU committees to follow.</p> <p><u>Progress:</u> ICSMSU training day preparation is under-way. All 23 officers will participate in a workshop to discuss ICSMSU values. Arranged 1-2-1s with each ICSMSU officer to identify and establish core components of their role. Arranged meetings with FEO team members involved with ICSMSU to gather their thoughts on the framework. Monthly meetings with ICU have been arranged to ensure ongoing support with producing a framework for ICSMSU which can be employed over next 3-5 years.</p>

Additional adventures:

- Attended **Russell Group Students' Union** Conference in Durham to discuss and set out aims for the upcoming year. Equity for Healthcare (NHS) students was named a priority and will be engaging with that priority group over the course of the next few months.
- **Travel Costs for Placement:** Survey data analysis is near complete, report will be produced by end of September and presented to School of Medicine's Faculty and potentially other stakeholders.
- **ICSMSU Office in Reynolds** is refurbished and nearly ready for our officers during the upcoming Welcome Week!

2. Officer Trustee (OT) Team Objective

As a team, the OTs have agreed to prioritise communication and transparency with our students to enable us to remain in-touch with the students as we represent them in our full-time roles.

Team Objective: Ensuring clear and direct communication with our students on Union affairs.

We aim to achieve this team objective by establishing an expected level of communication that we as elected student officers will commit to fulfilling over the 2024/25 academic year. This is broken down into (1) team baseline commitments, and (2) additional individual commitments.

Team Baseline Commitments

As OTs, we are often presented as the face of the Union to students and already engage with them through various forms of communication

- **Written media:** To regularly communicate our work as OTs through the all-student newsletter (weekly), online blogs on the ICU website (monthly), and Felix student newspaper articles (termly, or as appropriate).
- **Social media:** To work closely with our Digital & Marketing Team to create video & interactive content for our social media platforms to engage students with the Union more informally.
- **Face-to-face:** To speak directly with students in-person on a regular basis (e.g., ad-hoc stalls), with a heightened engagement during Welcome through stalls and induction talks. To also communicate to prospective students about the Union's role and services at Imperial's Open Days.

Additional Individual Commitments (Officer Trustees)

The following outline the specific commitments we are pledging to fulfil in our specific remits as OTs:

OT(s)	Individual Commitment(s)
Camille	<ul style="list-style-type: none">• To act as the interface between our students & university/HE sector and communicate relevant issues affecting them
Emina & Nico	<ul style="list-style-type: none">• To run monthly joint & independent feedback sessions on both academic & welfare issues for direct communication with students (e.g., stalls, forums etc.)
Stephanie	<ul style="list-style-type: none">• To ensure students are informed about our progress on the Union Sustainability Strategy, and are provided feedback opportunities on it• To directly engage with our international & postgraduate students to deliver my objective on "inclusive events"
Christian	<ul style="list-style-type: none">• To improve the communication of all funding and governance decisions to CSPs, including those made at CSPB.• To ensure that annual budgeting transparency is significantly improved.• To ensure that students are provided a platform through which to feedback constructively to the Union about CSPs/Student Activity.

We will regularly monitor and evaluate our fulfilment of the commitments outlined above through our weekly OT Project Hour sessions.