

## **Officer Trustee Report**

### **President- Tom Wheeler**

#### **Job Culture/Sexism at Imperial**

Now that students are back we are organizing an interested parties forum, for the relevant, interested people to come and discuss their views on sexism at imperial. This also ties into Chris & I's involvement with the Women of Imperial Week celebration that is happening in March.

#### **Affordable Imperial**

College has recognized the increased risk that Affordability of Accommodation has on the Student Experience at Imperial. I have met with the Director of Risk Management, David Forbes, and am meeting with Nick Kay, Risk Manager, soon to discuss how to manage this risk to the advantage of our members.

Additionally, on Friday the 17/10/2014 I sent an open letter to the Guardian in response to a news article that suggests that students expect luxurious accommodation. We felt this is a very damaging suggestion, because we believe affordability is more important than luxury, as it encourages wider participation.

#### **Heston acquisition/cessation of sport at Teddington**

Abi de Bruin & Anthony Crowther are leading the Heston transition for CSP's. On Wednesday the 15/10/2014, Abi & I unveiled the new bar signage and photos to translate some of the spirit and heritage of Teddington to the new facilities at Heston. On Saturday the 18/10/2014 I attended the Celebration of Teddington, and will be happy to provide a verbal report on this event to Board during the meeting.

#### **'Saving Halls'**

Still a working progress, as Simon Harding-Roots (COO at College) has a team costing the redevelopment of Halls of Residence. Once these costing's have been announced we will be able to engage with our membership to ensure that the best decision is made.

#### **Bursaries**

On Thursday 16/10/2014 I attended a meeting of the Access Agreement Working Group to discuss potential changes to the distribution of the Imperial College Bursary. This led to me publishing an article in Felix as well as on our website to encourage students to take part in a meeting to discuss these potential changes, that will occur on Thursday 23/10/2014. I will provide a verbal update to this meeting at Board.

#### **Welcome Week**

I attended the Mingles, LiteMingle as well as the PG Comedy night and the Medics' Big Chill event to socialize and meet our members. On the Monday of Welcome Week I formally welcomed students during the Provost's Welcome Talks. Freshers' Fair went exceptionally well, and I'd like to congratulate Abi and the Student Activities team for this. I also showed James Stirling, Provost, around Freshers' Fair to showcase some of the activities we provide for our students.

#### **Political Outreach**

Andrew Keenan (Education & Welfare Manager) and I met with Mark Fields MP to show him the range of activities we provide for our members at Freshers' Fair. The engagement went well and Mark and Stuart (a member of staff from his office) seemed to enjoy the tour of opportunities that we provide.

#### **Union Engagement**

In my manifesto I promised to begin a series of collaborative events with our neighbors. Currently, we are planning on running a social event in the evening of Thursday 13/11/2014 for students from Imperial, RVC, RCM and RCA in Metric, FiveSixEight and The Union Bar. This should

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hopefully be a very successful event, and I'd like to thank the Commercial Services Team for their support in its preparation.

### **Deputy President (Clubs & Societies) - Abi de Bruin**

#### **Sports at Imperial**

Before handover I attended British University & Colleges Sport conference at Cardiff University with ACC Chair and two staff members from Sport Imperial. I attended a large number of seminars which led to interesting discussion and the conference was a great opportunity to meet sabbatical officers and staff from other universities. This has led to productive discussion towards both Intramural sport at Imperial, including positive reception from RSM and CGCU sports officers towards the idea, and towards a Women's Sports Day to aid participation. Discussion of the Women's Sports Day has led to the decision to incorporate into the College wide 'Women of Imperial Week'. Another scheme we are working towards is 'Out in Sport' a campaign to look into, study, and potentially celebrate the diversity of our sports teams in conjunction with Imperial LGBT (IQ). Hopefully these aims will all fit in with the Sport Strategy towards furthering participation.

#### **Teddington/Heston**

After several meetings involving College and ICSMSU, many of the questions and concerns concerning the Teddington sports ground have now been answered. ICSMSU has been given time at Teddington to say a last goodbye on the 18<sup>th</sup> October with their upcoming Teddington Alumni Day and work is still progressing to ensure a satisfactory ICSMSU presence at the new grounds in Heston. The official launch of the new grounds will take place on the first day of fixtures on 15<sup>th</sup> October and has promising interest from not only sports clubs but also musical and dance groups for the inside spaces.

#### **Officer Training**

The new initiative from the end of last year to train our incoming club officers has been well received. This started at the end of the summer before handover and has continued this year with development of the programme between the two periods. The two days of New Officer Training at the start of October were incredibly well attended, with over 200 new officers registering for the sessions. These provided both an excellent chance to interact with the officers of different clubs, meeting many for the first time, and also to ensure that the student volunteers felt appropriately trained to approach the year ahead. Including the Freshers' Fair briefing during one of the workshop sessions at this as well as running the same session three times on other days meant that approximately 200 stallholders were briefed ready for the day. Hopefully this was a contributor to the incredibly smooth running of Freshers' Fair this year.

The beginning of October also saw a well-attended Management Group training afternoon which allowed for discussion of any potential issues the chairs could foresee for the year ahead, a small amount of financial training, and an informal atmosphere to meet one another. This meeting led to productive discussion of papers in the process of being written by DPCS/FS and thorough discussion of the potential concerns about Freshers' Fair.

#### **Freshers' Fair & GIAG**

Freshers' Fair seems to have run particularly smoothly this year. Security, the Fire Officers and Soft Services were all consulted before the plans for Freshers' Fair were finalised and no changes needed to be made after these meetings. Few layout changes were made from last year and, as previously, I tried to group similar clubs close together in a logical way to make stalls easier to find. Having the QTR entirely booked out to externals this year meant more stalls than usual in Beit Quad which seems to have worked well, though this may have largely been thanks to the good weather. There was no wet weather plan due to lack of space for stalls to move in to in the event of rain, but outside stall holders were made aware of this and advised to prepare in advance by bringing appropriate clothing, umbrellas and paper sign-up sheets.

As previously, external companies and organisations turned up the fair without bookings and were dealt with smoothly and efficiently by Union staff, Security and the Police. The College Main Entrance and outside Beit saw stalls set up on the road, which as not on site were difficult for us to control however did not cause any significant problems. The Union staff and volunteers were very good in looking out for external people who should not be in attendance and dealing with them swiftly. Concerns have been raised about the types of externals we are allowing to actually book spaces at the Fair as many were felt to directly compete both with our student groups and college services (for example charities and tutoring services). Several of the external bookings were repeatedly reported as suspected un-booked externals and this certainly raises the question of whether we are allowing appropriate groups to be booked in and as to the behaviors we should be allowing from them.

The Give It A Go (GIAG) scheme was launched for the second year with a calendar of events happening throughout October that do not need membership to participate in, nor are sporting trials. This initiative worked well last year and so we are continuing it for Clubs, Societies & Projects. Booklets were distributed at Freshers' Fair containing information but also directing people to the website for up-to-date details and more events. This allowed the clubs that did not engage in time for the printed booklet to still be a part of the programme. I will be following up to gain feedback on the scheme and monitor how the programme impacts membership.

### **Deputy President (Finance & Services) - Alex Savell**

During the first three months or so I have engaged with several of my four objectives and have additionally taken on several other projects and items. I have tried to separate these out below starting with my primary objectives for the year as outlined at the trustee away day. I have sought to remove operational items but in particular event budget approvals and sponsorship contracts have been a theme of the first month and a half as well as financial approvals and other troubleshooting.

#### **More Live Acts at Metric**

I have engaged with Matt and Paul regarding Welcome Week acts these were generally very well received and we will be discussing how to build on this for ongoing events and summer ball. We (myself and Tom) have had some initial meetings regarding Websites for our venues – specifically Metric and while this was mostly positive we cannot easily move forward in the run up to one of the biggest events of the year for marketing and communications.

#### **Post Graduate Engagement in h-Bar**

Little progress on this yet

Plan to meet with the Bar manager and the Commercial Services manager and discuss plans for what we wish to do this year and a strategy for engaging with college on those matters that need their approval or action.

PG engagement with h-Bar during Welcome week was very good and we hope to keep this momentum during the year. A number of live events were run down there that were a first for the h-Bar and generally well received/attended

#### **CSP Sponsorship**

Discussions about this plan have begun taking place

Wary that other Universities have had little success with centralised sponsorship

Again, this will not realistically have a great deal of progress during the run up to Welcome week as Marketing and Coms need direct engagement

The plan seems to be rapidly expanding to cover all possible sponsorship opportunities within the union rather than just Clubs

### **CSP Policy**

Similar to above this is starting to look like it might expand from simply CSP related policies 2 policies have been started at the time of writing. With work on CSP Budgeting to commence imminently and broader scope policies (such as the Staff Student Protocol) to also be considered where there is a need

This may lead to a new suggested structure for some subset of union policy; which I have discussed with the Governance and Administration Manager and am triaging in these first documents.

This would focus on placing priority on the policy's intent or objective and ethos which is something that can too easily be forgotten when we write procedural policy in particular The New Activities Policy and the Activities Development Board Policy have now been passed at CSPB and elections to both have occurred

### **Other Items**

CSP Budgeting Mission Statement. This was discussed at last Trustee Board but has since been presented at CSPB and a proposal is tabled for this trustee board

Welcome Week – I drove a minibus as a welfare provision for student at both Mingles and attended one or more events on every day of Welcome week with the exception of (Thursday and Saturday) as well as Dri on Monday the 13<sup>th</sup>

Operational Excellence – I have attended 3 days of OE training and will be participating in the Student Finance Stream. This should dovetail nicely with work on the HEF Policy  
As the President mentioned I am taking an active role in the Higher Education Funding debate and have helped so far to define the timetable for this as well as actively participating in the debate itself. An initial paper has been present at the first Council of the year and was passed, mandating us to perform a survey rather than the original referendum and has been in development for some time. I have also been a part of the Management Group Restructure Process that Abi is leading

Engaging Silwood – I have travelled to Silwood in order to engage with the current President there, I have committed to trying to stay actively engaged with the campus and trying to visit regularly.

End of year financial clean up – We discovered some items that were difficult to process within our current systems this year, this has caused some issues with end of year accounts and I intend to actively engage with the Head of Finance and relevant staff to try to address this for next year so that similar retroactive steps should not need to be taken in 2015.

### **Deputy President (Education) - Pascal Loose**

#### **Feedback**

I met with all the Dep Reps, AAOs and current AWOs to discuss the current situation in their departments. The majority of the departments, academic staff and reps alike, will be focusing this year on improving feedback and it seems that communication and sharing of best practice is lacking between departments. I met with Dr Martyn Kingsbury, head of Educational Development Unit, and Kate Ippolito, Senior Teaching Fellow in Educational Development, who are both motivated to work with the Union on improving feedback and we will be collaborating for Education Day where we aim to showcase best practices of feedback via keynotes.

I will be meeting with the SACA nominees for “Best Feedback” of previous years to discuss with them their strategies, working methods and ideas. These findings will then be presented at staff meetings and at the Education Day.

### **Lecture Recordings**

I have met with Julie Voce, Carlyne Megan and Mel Phillips, all part of the E-learning team of ICT, to discuss the development plans for lecture recordings, which include HD cameras being installed where there is high demand. These installations will continuously take place within the next 4 to 5 years.

I have discussed the current situation of lecture recordings within the departments of the Dep Reps. As expected a common concern among the lecturers is an expected drop in attendance. I am now working together with the Dep Reps in researching and composing a paper to be used in future SSCs to influence lecturers opinions.

### **Postgraduate Experience**

Although not initially considered as a primary aim, it is now my goal to improve the Post Graduate Experience and Representation in collaboration with Nida Mahmud, the president of the Graduate Student Union. We are currently working on the structure of the representation of the Postgraduate students and are meeting up once a week to discuss recent developments within the Union and the GSU. The current PG rep structure is incoherent as many departments elect their PG reps without notifying the Union, which then leads to a lack of communication. I am planning to meet with the majority of last year's reps to discuss their ideas and experiences.

### **Deputy President (Welfare) - Chris Kaye**

#### **Dri**

Our inaugural 'Dri' event was held on Monday 13<sup>th</sup> and was successful in no small part due to the creativity of the mocktail menu, and the excellent choice of DJ. I would like to thank the Commercial Services team for their efforts. I think the concept, of an inclusive, non-alcohol focused event can be refined and improved and even become a permanent fixture for the future.

#### **Women in SET**

I have been in contact with Imperial postgraduate students who have held successful inclusive events at other universities, with the aim on encouraging more women to apply for SET subjects. I will be having meetings with them and work on the feasibility of Imperialising the themes.