FELIX REVIEW APPOINTMENT GROUP

The second meeting of the Felix Review Appointment Group for the 2016/17 session, was held on Wednesday 29th March 2017 at 10.00am in SMG office, Students Union, Beit Quad.

Present:	Lef Apostolakis (LA)	Felix Editor
	Andrew Keenan (AK)	Head of Student Voice & Communication
	Nas Andriopoulos (NA)	Union President
In Attendance:	James McDonald (JM)	Administration Support Coordinator

- AK gives an overview of the previous meeting
- AK feels there should be two documents produced. One a Terms of Reference for the Felix Review Appointment Group and a Review Brief to approach potential reviewers.
- The aim is for the Felix Review Appointment Group to unanimously agree on both documents, failing which advice will be sort from the Communications Committee
- Discussion around *Matters for discussion during review*
    - *5.1 – Felix's Core Purpose*
        - LA fears this could enter a review of the philosophical role of student press
        - AK states that is more to have physical document regarding the purpose of Felix
    - *5.2 – Student expectations of Felix's content*
        - LA notes that this will change over time and so therefore doesn't want to constrict future editors to the current feeling
    - *5.3 – Felix's funding model, including paid roles, advertising, printing and equipment*
        - LA unhappy about Felix paid editorship being discussed.
        - AK and NA disagree and feel to fully review the financial model of Felix, the paid editorship should also be reviewed.
        - AK feels that this is a difficult question that will need to be asked so is better to ask as part of a full review.
        - AK feels this is most opportune time to demonstrate the need and value of a paid editor
        - NA notes that the review will make recommendations not state requirements
    - *5.4 – Felix's use of print and online channels*
        - Will change 'use' to 'balance'
        - LA states print is how Felix makes money
    - *5.5 – Felix's governance and accountability structures*
        - AK states this is about accountability and to formalise the process.
        - LA feels this is too broad a discussion point and should be more direct
        - AK states that these are headings and will be unpacked further
    - *5.6 - Felix's Legal compliance structures*
        - AK states this is how Felix gets advice with media lawyers, experienced journalists.

        - NA This is to formalise a procedure which provides confidence for both future Felix editors and the Board of Trustees
    - *5.7 – Felix's editorial structure*
        - AK states this is to give a clearer formalised picture as to how Felix editors interact
    - *5.8 and 5.9 – Felix's relationship with Imperial College Union and Imperial College London*
        - Felix is part of the Union, but considered by many as being entirely separate.
        - Felix's relationship with College is vaguer.
    - *5.10 – Roles and responsibilities of student participants in Felix*
        - The Union have an Investing in Volunteers awards which requires role descriptions available to volunteering positions. This is something that is hoped to spread to all CSPs.
    - *5.11 – Support and training for student participations in Felix*
        - Similar to 5.10, but with increased links to the Training and Development Manager
        - Aim to help all who contribute to Felix as much as possible with the correct training and to formalise a process.
- The reviewer will give recommendations, but these are not binding. They will go to Union Council and the Board of Trustees for approval
- If recommendations are approved by Board and Council, the will still take a long time to implement.
- LA would like a further matter to be discussed being the expectations of contributors and editors.
- LA would like another further matter to be review around the value of Felix to the Union, to College, to students and to the editorial team.
    - NA and AK agree and feel this could be placed as the second major point for review
- Attendees decided that points 5.7 and 5.10 can be merged into one.
- The ideal independent reviewer is someone who has not been involved in Felix, external to Imperial who is experienced in the journalist world, ideally with Editorial experience.

Action Point – LA to review Matter for Discussion in further detail and will give a response to AK by the end of Friday