

ICSMSU 3rd Meeting 2020-21



20/09/2020: 18:00 – 19:41

MS Teams

PRESENT	<i>Muntaha Naeem, Elena Torrell, Adrija Bhattacharyya, Biranavi Kirupakaran, Christian Oldfield, Harroop Bola, Jai Chapman, Milly Orr Ewing, Natania Varshney, Pedro Chen, Rachel Kwok, Rayyan Islam, Sajan Patel, Tom Hess, Seb Mitchell, Varja Čučulović</i>
APOLOGIES	<i>Nicole George, Pritesh Patel, Rahul Penamaka,</i>

Agenda

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| <ol style="list-style-type: none"> 1. Review of meeting 2. Freshers Update 3. Letter Packing, Training day, Welcome talks 4. Black history Month Campaign 5. NSS Results 6. Stream Updates 7. Any Other Business | <p><u>Action points of the last meeting</u></p> <p><u>Matters Arising</u></p> <p><u>Next Meeting</u></p> | <p><u>Officer Reports</u></p> <p><u>Dates for your diary</u></p> <p><u>Action Points/Deadlines</u></p> | <p>Action Points from last</p> |
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Discussion Points

ACTION POINTS OF LAST MEETING	
MUNTY	<ul style="list-style-type: none"> ➤ Feedback to the other CUs on socials - DONE ➤ Send social media details for results' day stalking - DONE
BIRANAVI, RAYYAN, VARJA	<ul style="list-style-type: none"> ➤ Prepare for Instagram/Twitter/Facebook congratulations messages on results day - DONE
HARROOP	<ul style="list-style-type: none"> ➤ Round up all the merch ideas and make a poll in time for freshers to decide on - DONE
RAYYAN	<ul style="list-style-type: none"> ➤ Rayyan and Academic stream to discuss content for freshers on the website - DONE

	➤ Change email signatures and headshots - DONE
CHRIS, PRITESH AND SEB	➤ Gather logos for CSPs for the website - DONE
BIRANAVI	➤ Make a lit tiktok account - IN PROGRESS
MATTERS ARISING	
AP UPDATES	<ul style="list-style-type: none"> • CU Social (Quiz Night) was a success, may be more to follow • Results Day stalking went well too • Merch Brochure has been created with different bundles to be sent to freshers, Microsoft forms to be used to follow up orders. • Website is going alright, some more content for Academics (Y3-6), Welfare and Black History Month to be written soon too
FRESHER'S UPDATE	<ul style="list-style-type: none"> • T-shirt design has been finished • Due to a change in government guidance, the fortnight has now shifted mostly online • Will likely use Insta/FB for Fresher Fairs for Clubs and Socs • Most events will use SU/Buddies for stewarding, but will still go ahead, some in person (like Mums and Dads and Scavenger Hunt) • SU to keep dates free so they can steward during Freshers' • Welcome Talks – 3 SU members at CX and 3 at SK across Tuesday and Wednesday (MN, NV, BK; NG, SP, ME)
BLACK HISTORY MONTH CAMPAIGN	<ul style="list-style-type: none"> • Multiple aims (e.g. spreading BLM awareness, educating on Black History, collaborating with ICSM) • Running an 'Allies for Black Lives' post series, and a Welfare Book Club (to be run too for future campaigns) • Running a creative competition to empower students • Organised a panel of speakers for the end of the month • SU to encourage engagement with the campaign wherever possible
NSS RESULTS (SU)	<ul style="list-style-type: none"> • SU Feedback: mostly positive, 73/74% • Positive: Variety of extracurricular activities, social, academic and pastoral support • Negatives: exclusivity, drinking culture, issues regarding safe drinking (consent) • Academics Stream to work with faculty on NSS comments and have drafted SU response • Stream leads to work on reviewing SU-specific comments to form an action plan and communicating these improvements to ICSM
NSS RESULTS (ACADEMICS)	<ul style="list-style-type: none"> • Very positive for resources, but many complaints including: • Exam arrangements (likely a unique issue) • High discrepancies/inequalities in placements • Very low student engagement with large decisions (I.e. St. Marys) • Low consistency in terms of exam feedback • Academics Stream to meet with faculty on this soon, and many more meetings on NSS to follow with them.

STREAM UPDATES

More details in Officer Reports

Exec

- **MN:** Working on ways to increase student engagement with St Mary's Consultation as much as possible
- **NG:** New Phoenix costume coming soon!
- Working on Training/Welfare days
- **RI:** Making a form for ICSM to fill in stuff for newsletter
- New content to be made for each stream on the website before the start of the year
- **HB:** SU room clear-out, staff lockers to be cleared out too soon
- **TH:** Renegotiating sponsorship deals
- Working on stash with HB
- Working on Inspirational Afternoon
- **ET:** Held a live Q&A session for BMB
- Working with faculty on CV19 guidelines for students

Academics

- **RK:** Lots of meetings, dealing with recent Y5/6 issues cropping up with CW
- Meeting with faculty soon on NSS recommendations
- To chat with MN on alternatives/adjustments to SOLE
- **VC:** Working on notebank for freshers': May do a general call-out for notes for all years
- Met with Head of Assessments to reject some proposed changes lmao
- Working with Mary Morrell on future Mock OSCEs
- Generally engaging with freshers
- **CW:** Did Intro to Y3 with MN, getting ready for rep elections, SSLG + related meetings
- **RP:** Preparing External Intercalator's Mingle
- **JC:** Working on BMB NSS feedback (oof) and freshers with ET
- Generally engaging with freshers

Welfare

- **NV:** Analysing survey responses, working on support and with faculty to work on campaigns and support for students, as well as wider welfare meeting
- **MP:** Working with new reps to prep for SSLG
- **SP:** Working on BHM campaign so it hits the ground running
- Working on mental health campaign for November and finance for December

MG

- **CO:** Working with C&Ss on navigating CV19 and *finally* dealing with C&S Storage Room via blood sacrifice
- MG doing amazing work on social media
- **PC:** Chugging through eActivities and helping MG / TH where possible
- **SM:** Working with CCs on social media and Arts Dinner
- **PP:** Working with Socs on social media

Ents

- **ME:** Looking ahead on future events / dealing with CV19
- **BK:** Fresher Buddy posts and brainstorming content for FF (esp ways to run scavenger hunt well in person), working on CX video
- **AB:** RAG Quiz went well, supporting RAG committee, working on RAG yoga

	<ul style="list-style-type: none"> Lebanon prints raised £380, printing taking a while due to CV19
OTHER BUSINESS	
MISCELLANEOUS	<ul style="list-style-type: none"> Keith Gould retiring and faculty are getting a video together to wish him well, SU to make clips for it
NEXT MEETING	<ul style="list-style-type: none"> Post-Freshers!
DATES FOR DIARIES	<ul style="list-style-type: none"> 30th September at 2pm – Welfare Training via Teams 3rd/4th October – SU Training Day / Bag Packing at SK and streamed for anyone remote

Officer Reports

EXECUTIVE	
PRESIDENT	<ul style="list-style-type: none"> Wow where to even begin... Many a meetings - from boards to forums to individual 121 meetings, welfare cases and lots more. A lot of representation and advocacy on behalf of our students. Many an emails Many a whatsapps and other such messages Helping you all out with various bits and bobs in your teams – really looks like we’ve got some beautiful things in the pipeline and to say I’m excited about the next few months is an understatement! On the above note, sort of helped Harroop and Nicole with our CX office cleanup (yuck) and stock count. Still got more to do but it’s immensely better already and we can <i>actually walk</i> inside it omg. Going through every line of our finances manually for the past 3 years to calculate our actual Student Experience Fund for our streams. We’re reworking our CU column in the Felix with the other CUs Open day fun today – Q&As, Insta lives and all that good stuff Also been on other random webinars and q&a panels for incoming and prospective students. I’ve been rubbing shoulders (from >2m in line with all the constantly changing government guidance) with a lot of other Union presidents and sabbatical officers from across the country and collectively discussing some of the wider issues affecting Higher Education, and on a more on-the-ground level for our student experience. Planning and helping to run our Inter-CU quiz – we won where it matters; the <i>team</i> bits. Sports hub actually seems to be moving on a little more and discussions are picking up. Also discussing reopening of Reynolds gym with Move Imperial. Planning for our training day and bag packing – fun times ahead. Discussing COVID guidelines with Lupton, Amir Sam, and a few of you and how we can ensure they’re well signposted to students to ensure compliance

	<ul style="list-style-type: none"> • The faculty's St Mary's consultations within each year group are continuing on. I was happy to be able to sit in on our alumni one, other years are incoming and we really need to get as many students engaging as possible!
DEPUTY PRESIDENT	<ul style="list-style-type: none"> ○ Sorting out the update to the Phoenix costume ○ Finalising Welfare Training/making content for SU Training day ○ Trying to help with Freshers where I can!
SECRETARY AND COMMUNICATIONS	<ul style="list-style-type: none"> • Slowly updating website with new content, need to talk with stream leads on this • Engaging with freshers in the run up to FF, including a chill Q&A with Munty on ICSM/Y1 • Making up a form for the Newsletter to let C&Ss (and anyone else tbh) submit stuff for the newsletter • Generally doing newsletters and social media here and there
SITES AND SERVICES	<ul style="list-style-type: none"> • Finalisation of stash ideas with a proposed price list and design- had lit times with Tom Hess. • Ordered & invoiced new Stash items on eActivities (Varsity Jackets, Barrel Bags, Engraved water bottles, Bucket hats, panel caps, masks) • Organising proposed fresher bundles and packages. • Completed Stock count shout out to Nicole and Munty, them rat dropping be grim. • Begun clearing out and organising the ICSMSU officer in Reynolds. • Contacted Clubs & Socs for final UH victory list (To complete engravings) • Locker allocations in SAF and clear-out
EXECUTIVE TREASURER	<ul style="list-style-type: none"> • Planning renegotiations with sponsors – bronze package is chill (social media only), silver and gold need big rework to replace in-person opportunities. • Discussed Fr Spon w Milly & BK, trying to integrate sponsors into remote events (shoutout at beginning/end or pre-recorded promo vid), and into event specific social media tags. • Gone over some grant/SGI stuff in boat club, might be worth preparing for the change in grant allocation to benefit ICSM CSPs. • Still haven't started Inspiration Afternoon prep/finding speakers yet, would appreciate any help if we still want to run it. • Went through some stash finances with Harroop, gonna make some big \$. (<i>Record moola- HB</i>) • First day of Y3 firms tomorrow skrr
BMB PRESIDENT	<ul style="list-style-type: none"> • Held a Q&A live event for freshers • Helping other committee members: ICU trainings for firs committee positions • Brainstorming social online events ideas with our social secretary <ul style="list-style-type: none"> ▪ BMB quiz for the mums & dads' event if "family" not in London ▪ Among us/netflix/movie party (?) ▪ In the near future: arrange a meeting between ents and social sec with BMB social sec • Discussing COVID guidelines with Lupton, Amir Sam and some SU members

ACADEMICS

ACADEMIC CHAIR

- Meetings with Amir Sam, Ali Dhankot (year 5), Martin Lupton etc.
- Main issues with years 5/6 identified: mis-/lack of communication and low uptake of digital learning packages
- Completing NSS responses – to be checked by Michaela Flegrova before sending off soon
- Discussed student feedback system with Muntaha – SOLE/ Unitu and various stakeholders
- In near future: catch up on new curriculum with AOEY, start steam meetings, follow up on faculty concerns over COVID code of conduct

ACADEMIC OFFICER FOR EARLY YEARS

- Gathering notes for the notebank
- Advised on CSI examinations for Phase1 with Muntaha
- Joined faculty Digital development group
- Communication with prof Morrell about this year's mock PSA (clinical skills exam)
- Meeting with dr Saleh about early years academics
- Support for incoming freshers (so much WhatsApp, emails rolling in) and returning students
- Upcoming: looking at early years academic representatives elections, might chat with VCWR

ACADEMIC OFFICER FOR CLINICAL YEARS

- Did the intro to Year 3 talk with Muntaha
- Had meetings with Amir Sam and Martin Lupton
- Attended a meeting with the Deputy President of Education and other dep reps to discuss NSS
- Year 3 Rep elections are about to begin

ACADEMIC OFFICER FOR BSC

- Planning for external intercalator's mingle

ACADEMIC OFFICER FOR BMB

- Finished BMB NSS response report + sent to Michaela to review.
- Amended and finalised NSS report after review.
- Active in groups / chats with incoming freshers to answer Qs etc.
- BMB committee organising w/ Elena

WELFARE

WELFARE CHAIR

- Been through the ICSM survey on racial discrimination and writing the report, producing posts on this for BHM
- Caught up with Munty about personal tutors and Welfare cases so far
- Chaired our first Welfare Team meeting with the wellbeing reps and campaign officers and formed team goals
- Attended meeting with Amir Sam and Martin Lupton on COVID-19 and campus
- Sorting out mums and dads
- Great progress with all the campaigns and had a meeting with the campaigns team for BHM (thanks Sajan x)
- Great progress with the clinical year surveys for the upcoming SSLG and held meetings with the wellbeing reps and Mabel so looking good so far (thanks Mabel x)

	<ul style="list-style-type: none"> • Having a meeting with Fran soon to discuss recent Welfare cases and possibility of having a ICSM Welfare and FEO Welfare meeting to collab on future campaigns • Thinking about what we want to do to celebrate World Mental Health Day on 10th October
<p>VICE CHAIR FOR WELLBEING REPS</p>	<ul style="list-style-type: none"> • Creating a “year overview” specific to each wellbeing representative • Meeting and getting to know our new, fantastic wellbeing reps! Working closely with them to understand their goals and visions and how we can bring these to life this year. • Creating a new welfare template for the SSLG reports • Researching different feedback methods and learning about how to effectively report feedback (for SSLGs) • Reviewing the answers to the year 3, 5 and 6 wellbeing reports and the main conclusions that can be drawn from these ○ Our first welfare meeting including the whole team (welfare campaign officers and wellbeing representatives so far) ○ Preparing for year 3 representative elections and communicating with potential nominees
<p>VICE CHAIR FOR CAMPAIGNS</p>	<ul style="list-style-type: none"> • Promoting “What’s new in welfare” - an Instagram live explaining what the welfare team is doing • Executed the Meet the Welfare Team Campaign • Organising and Overseeing Black History Month Campaign (Allyship, Black History posts, Hearing from the ICSM Black Community, Creative Competition, Panel Discussion, Book Club) • Organising and Finalising Panel of Speakers • Organising and Overseeing Mental Health Awareness Campaign (Signposting, Self-Care Tips, Gratitude Giveaway, Quotes, Book Club) • Planning Finance Campaign (Initial Ideas Stage) • Whole Team Welfare Meeting • Producing posts of BLM/Discrimination Survey Results
<p>MANAGEMENT GROUP</p>	
<p>CLUBS AND SOCIETIES CHAIR</p>	<ul style="list-style-type: none"> • Blood, sweat & tears in the C&S storage room • Had a fantastic MG team social with the boys • Had meeting & written up times for Reynolds gym reopening • Lots of general queries from clubs • Meeting with street doctors (incubator club) & guiding them on how to be a club
<p>MANAGEMENT GROUP TREASURER</p>	<ul style="list-style-type: none"> • CSP have started to submit requests on eActivities for approval so have been working on them ➤ Trying to help the MG team where I can ➤ Supporting Exec Treasurer where possible
<p>VICE CHAIR FOR</p>	<ul style="list-style-type: none"> ▫ Promoting ICSM Clubs via promo Vids / written bits for ‘ICSM Society Stories’ (got 200+ followers this past month or so)

SPORTS AND ARTS	<ul style="list-style-type: none"> ▫ Contacting places for ICSM Arts Dinner 2020+1 (likely to be Tuesday 19th Jan – let's hope Rona doesn't halt it) ▫ Built some units for the C&S room with the rest of the management group #bloodwasspilt
VICE CHAIR FOR VOLUNTEERING AND ACADEMICS	<ul style="list-style-type: none"> • Gathering videos and soc stories ready to be posted • Helping build C + S Shelves (points of you can find Chris' sweat marks on the shelves) • GDPR POLICING!!! • Answering queries from socs
ENTERTAINMENT	
ENTERTAINMENTS CHAIR	<ul style="list-style-type: none"> • Reorganising events to be online big RIP • Sorting refund for SU dinner. Even. Bigger. RIP. • Spoken to some external venues about possibility of events in the future • T-shirt design alongside Rayyan and Varja – decided to sell these as stash as passport not being sold • Continuing planning for snow ball and refreshers
SOCIAL SECRETARY	<ul style="list-style-type: none"> - Fresher Buddy posts whoooo - Brainstorming online Freshers events, looking into different websites to use and subscriptions we might need (make his (ICU's) pockets hurt) - Challenges for Star Scavenger Hunt w Seb - Slowly working on video about CX campus
RAG CHAIR	<ul style="list-style-type: none"> - Successful rag quiz – big thanks to all who helped - Just waiting on update from milly about rag fresher day - Having meetings with charities - Rag committee t shirts and individual meetings with committee to see how they are getting on - Big sad Abt SU dinner ☹️

Action Points and Deadlines

ACTION POINT	PERSON	DEADLINE
Contact streams on website content (Y3-6, BMB, Welfare, C&S Front Page)	RI	Before October 19th
Stream leads to review NSS feedback	MN, RK, CO, NV, ME	Before Next Meeting
Sort criteria for non-centralised mock funding pot		
Rachel and Munty to discuss SOLE and feedback methods	RK, MN	Before next meeting
Send out a call out for notes for the notebank	VC, RP, RK, RI	Before October 3rd

Prep for SSLG and Y3 rep elections	CW	Before Y3 SSLG
Work on Charing Cross video	BK	Before October 3rd
Run external intercalator's mingle	RP	September 26th
Make well wishes clips for Keith Gould	Everyone	October 11th