

# **ICSMSU 8th General Meeting 2022-23**

**05/03/2023: 19:00 – 21:00**

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| PRESENT | Maya Alazzawi, Yasmin Baker, Angellica Marta, Monica Jin Yang, Asra Shah, Hafsa Jalisi, Rayyan Islam, Nicholas Soon, Sean Li, Zeynah Alhadad, Eve Butler, Hamza Ikhlaq, Lilia Evans, Nia Davies, Nicholas Lawson, Pedro Chen, Aoife Madden, Christian Oldfield, Raunak Chugani, Haider Nazerali, Olivia Wing |
| APOLOGIES | Matthew Qurku |

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| [**Action points of the last meeting**](#_ACTION_POINTS_OF) | [**Officer Reports**](#_Officer_Reports) |
| [**Matters Arising**](#_MATTERS_ARISING) | [**Dates for your diary**](#_OTHER_BUSINESS) |
| [**Next Meeting**](#_OTHER_BUSINESS) | [**Action Points/Deadlines**](#_Action_Points_and) |

# **Agenda**

* Focus Group
* Prizes for STFYD
* Welfare expenditure
* Survey Responses

# **Discussion Points**

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| ACTION POINTS OF LAST MEETING | |
| Action Point 1 | Action Point – **Complete/In Progress/Not Complete** |
| MATTERS ARISING | |
| **Focus Group** | <https://imperial.eu.qualtrics.com/jfe/form/SV_8wFeRyEZmDRfFvo> |
| Prizes for Colours AWARDS | Currently the Outstanding Service Award winners get an engraved tankard as a gift. There are 2 issues that I wanted to discuss.   * This is not a very inclusive item anymore as some winners may be non-drinkers. * Tankards are generally much more expensive than a mantlepiece (which is what fellowship award winners get) despite a fellowship award being more prestigious   - Should we ask awardees whether they would like to receive a tankard or an alternative for OSA? Yes – after the evening we can contact award winners with the option of a tankard or an alternative gift  - OSA: Alternative of mantlepiece or trophy (smaller than the fellowship mantlepiece/trophy) to be offered as an alternative to tankards. Once winners have been announced, successful students will be sent a message offering them a tankard or an alternative gift. The alternative OSA prize should not be made of glass to ensure there is a difference between OSA and fellowship awards.  - Options for OSA awards: personalised stained glass mantlepiece  Gifts will not be presented on the night to avoid things getting lost. |
| Welfare expenditure | ***Chris has highlighted welfare spending is low this year. In order to ensure welfare still receives good funding for next year, I am thinking of investing the money in the basement room at Reynolds to make it into a common room space. Would be good to hear what people think.***   * Beanbags, sofas, kettle to improve the room in the basement with the piano * Make the room into a wellbeing room   + Welfare rep drop-ins   + Wellbeing meetings * This is to be a short-term change in the interim while waiting for funding from faculty for a more comprehensive renovation * Cleaning is not required from ICSMSU, but maintenance of furniture/ facilities is required * Before and after photo for the Instagram * Timeline for the project: 8-10 weeks |
| Survey responses | Consider how SSLG surveys are being communicated to year groups, they often get lost on WhatsApp chats amongst all the other advertisements.  Use the newsletter to advertise the SSLG information |
| OTHER BUSINESS | |
| NEXT MEETING | Sunday 02.04.23, 7-9pm, Reynolds |
| DATES FOR DIARIES | Hustings 12/03 4pm-6pm Brain Drewe Lecture Hall |

# **Officer Reports**

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| EXECUTIVE | |
| President | * What a crazy month but has been really successful so thank you everyone for your hard work! * Met with Hugh Brady to show Reynolds & secured £1.6 m for the refurbishment of the bar and café * Organising socials & meeting with LKC students throughout this week (they had a great time) * Spoke to phase 1a with Rayyan about their conduct * Met with Newfoundland Canada health minister & team to discuss electives & work opportunities for UK medical students in Canada * Webinar with Amir Sam about changes to UKFPO * 3 x SSLGs (phase 1 on time (!!), phase 2 just over time and clinical years finished an hour early. From SSLGs running up to 2 hours over this is a great improvement * Sat on St George’s student progress monitoring committee * Presented a paper to the undergraduate EDI forum (brilliantly made by Lilia) highlighting EDI issues on the MBBS course, which went down really well * Working on CSP Culture project with ICU * Catching up with ICU on elections progress (hope ICSMSU has a great committee next year!) * Following up on the return of Dr Me project to ICSM * Supported admissions interviews when consultants had to drop out last minute |
| Deputy president | * Has been a busy month actually! * 121s with all SU members * Transported Reynold Bar tankards over to Sid’s to be updated (SU and CSPs) - SU ones were last updated in 2016! * Attempted to get UH board updated – Chris has contacted ICU staff to help with this * Met with Hafsa 3 separate times to complete the exec annual budget (my 3rd year doing this despite not having ever been exec tres cry) * Booked room and currently organising Hustings 2023 * Met LKC students and organised activities for them! * Finished Paeds and currently on Psych rotation! |
| EXECUTIVE TREASURER | * Annual Budget done by yours truly (& Pedro I guess) * Doing internal charges for SMHA/SMDT, Academic mocks, and BMB yearbook subsidy, doing claims for SU retreat, doing POs for STFYD * Need to finish some refunds post-finals * Got some money from Elsevier for a mock OSCE day * Finished my medical school placements!!!! Preparing for finals, wish me luck send all the good vibes |
| SECRETARY AND COMMUNCIATIONS | - Filmed and edited videos for LGBTQ+ history month: student and doctor  - Liaising with female staff for women’s history month media  - Weekly newsletter  - Created media for upcoming elections  - Welcomed LKC students! |
| SITES AND SERVICES | - Ordered new merch!! Teddy bear mugs, t shirts, joggers, hoodies  - LKC mini merch sale – around £130  - Fixed the Clubs and Socs room door  - Merch Stall planned for late March. |
| BMB Society PRESIDENT | * Worked with investment society for a Healthcare in Industry talk with BNP Paribas Biochem PhD graduate * Year 3 meeting with faculty * EDI meeting * Worked w treasurer to organise career workshop with Touchlight – Biotech company * BMB Society budgeting form |
| ACADEMICS | |
| ACADEMIC CHAIR | * **IT’S MOCKS MONTH BABYYYYYYYYYYYYY LET’S GOOOOOOOOOO** * *Also, SSLGs month but that’s less interesting but they’ve been great sure reps are vibing* * - CPAs have been a work of art enough said read more below from Yasmin * - OSCEs are in the works, a few hurdles here and there but otherwise on track for good things (we’re trialling a 12-station circuit which may or may not be either insanely good or soul-crushingly awful but we shall see) * Spoke to Y1s and 2s about conduct (and I think they may now all either hate me or be scared of me but c’est la vie 🙁) * Have been working on another 25 mocks on the side with clubs and socs to get them running smoothly (a good number are happening in april/may) in the process of helping Yasmin/Nick organise SU mocks so that’s been a thing I guess * Random assortment of meetings on random things here and there – may soon be involved in a few discussions on feedback, marking, prize funding etc etc with ICU, have almost certainly forgotten some things I’ve inputted in |
| ACADEMIC OFFICER For Early YEARS | * Completed all 4 Mock SU CPA’s wooo - was extremely successful and smooth – very proud of all 4 societies for collaboratively working so well and being amazing! Also proud of myself as took a lot of effort (3 all nighters) to implement new changes:   + collaboration & standardisation of mark schemes   + digitalised mark schemes reducing paper waste   + coded forms so feedback is sent directly to students reducing workload   + laminated NEWS2 sheets so can be used for all future CPA’s   + bought pegs so can be used for future CPA’s   + email templates for academic leads to use when sending out emails * Successful Phase1a & b SSLG – once again ran on time! * Still filming CPA progress for Aoife hehe * Successfully managed to lobby alongside Nick (AOCY) for faculty to release information about the new OSCE PVB station earlier in video format so Nick can include the station in the Mock OSCEs! * Met the Singapore students and taught them through doing a History-taking & A-E Demo during their ChelWest session on Thursday – they were absolutely amazing! |
| ACADEMIC OFFICER For Clinical YEARS | * Mock season has been quite stressful. Have primarily been planning examiner/candidate allocations. As well as sorting out logistics, equipment, digitalising mark schemes etc. The 1st mock is a week away and am hopeful it’ll run smoothly * Lobbying for FEO to release more information regarding the new PVB/Comms station in the OSCEs. After weeks of correspondence, they have finally agreed to film an example case and distribute this to students. They have also agreed to host a Q&A regarding the new station on the 14th March. Huge success! * Organising pre-SSLG meetings, finalising reports and overseeing the reps with their surveys led to a successful Phase1c SSLG meeting, finishing 1hr ahead of schedule * LKC students were lovely |
| ACADEMIC OFFICER For BSc YEAR | * Completed 2nd SSLG which went well * Organising 3rd Cohort Connect event, everyone is invited to Musical Bingo! * Advertising BSc Academic Officer role for next year * Met the Singapore students (So much fun and a lovely bunch of students) * Studying for finals! |
| ACADEMIC OFFICER For BMB | * Prepared and submitted all student feedback reports for welfare and academics for BMB SSLG 123 occurring in the next two weeks * Organised a Careers Q&A with BMB Alumni for Year 2 and 3 students with the help of Dr Lydia Durant * Attended Education Forum meetings for Years 1 2 and 3, as well as Quality Assurance Group * Added new notes to BMB Notebank for Years 1 and 2 * Promoted SU and BMB Soc roles to Whatsapp groupchats, spoke to people in my year group about running! * Liaised information about strikes with Year Representatives |
| WELFARE | |
| WELFARE CHAIR | * + Got communication for strike days emailed out. Great result for students!   + Supported a couple of students through raising concerns.   + Met with Lilia to brief for clinical years SSLG. Great success!   + Working on raising concerns publicity in the Spring. |
| VICE CHAIR For Campaigns | • Completed LGBTQ+ History month campaign with posts including events that went on over the month in Imperial and London, faces of the month and a timeline of notable events that have happened in LGBTQ+ history  • Met with some students who were interested in my role and sent over the campaigns timeline so they have an idea of how the year works  • Met with ICU and tried to sell the SU to students (with free pizza)  • Boogied with the LKC students in slug (maybe a bit too hard :o) |
| VICE CHAIR For  WEllbeing reps | - Thoroughly enjoyed the LKC Immersion week  - Attended all the SSLGs for this term and gave feedback to Faculty  - Big win for Welfare, bringing Welfare support to placement via the Teaching Fellows (trialling for the 2nd year placement starting next week and will implement into the older years)  - Did my Takeover for the SU instagram! Was super fun  - Been working hard on Fashion Show yayy come watch us! (Aoife, Nia, Zeynah, Eve and Maya are all in it)  - I wrote and EDI report for ICSM MBBS which was very well received |
| Welfare officer for bmb | * Prepared and submitted all student feedback reports for welfare and academics for BMB SSLG 123 occurring in the next two weeks |
| MANAGEMENT GROUP | |
| CLUBS AND SOCIETIES CHAIR | -Attended CSPB 5 discussing budgeting, and elections  -Completed 1-2-1s with (almost) all ICSM CSPs  -Reviewed all ICSM CSPs budgets and grant allocations  -Meeting with activities manager to help ICSM clubs  -Helping to plan sports dinner – had to push this back unfortunately  -Working on Varsity – so close now!!  -Working on Reynolds photos coming up this week |
| MANAGEMENT GROUP TREASURER | * Annual budgeting and provided feedback to all CSPs under our MGT ~ woooo! * 121s with all the CSPs * General eActivities admin * Speaking to potential persons who might be interested in my role next year * Attended CSPB and getting ready for ICU’s side of annual budgeting |
| VICE CHAIR For  SPORT AND ARTS | - Organised sports dinner  - Liaised with 5-6 venues for psorts dinner and went to go view the venues  - Annual budgeting 121s  - Annual budgeting meetings with the clubs and societies team |
| VICE CHAIR For  VOLUNTEERING AND ACADEMICS | * Lots of annual budgeting Stuff * 1-2-1s to get their budgets done! * Promoting the clubs and socs roles on our instagram |
| ENTERTAINMENT | |
| ENTERTAINMENTS CHAIR | Planning PFA event days – 28/04 and 16/06  Helping promote the Ents roles  LKC immersion week fun |
| SOCIAL SECRETARY | * Next social is on 23rd March!!! - BBQ at Rayyan’s house – woooooo food * Spoke to people who are interested in the role next year plus promoted on IG * LKC Immersion week – super fun meeting the Singapore students |
| RAG Chair | * Helping out with fashion show! * Tallying up money we made in RAG week (£16.5k whattt) |

# **Action Points and Deadlines**

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| Action POINT | Person Responsible | Deadline |
| Pedro to visit Sid’s to examine alternative awards | Pedro | Next Week |
| Chris to speak to Dorrit about the items in the basement room to be renovated | Chris | Tomorrow |
| Haider to communicate with Music society (Jule) about what to do with the piano in the basement room | Haider | Next Week |
| Hafsa and Nick S to communicate about Elsevier contact | Hafsa and Nick S | Weekend |
| Chat about surveys and responses | Academics x Welfare | TBC |
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