



ICSMSU

Imperial College School of Medicine
Students' Union

ICSMSU 5th General Meeting 2023-24

03/12/23: 11:00

Reynolds R2 (137)

PRESENT	Yasmin, Jaspreet, Defne, Priya, Youse, Tino, Kete, Arjun, Haider, Renee,
Online	Sam, Bhavana, Lilia, Anant, Lee, Anouk, Viraj
APOLOGIES	Matthew

[Action points of the last meeting](#)

[Officer Reports](#)

[Matters Arising](#)

[Dates for your diary](#)

[Next Meeting](#)

[Action Points/Deadlines](#)

Agenda

1. Action points
2. Officer Reports
3. Next meeting and dates for diaries
4. X
5. X
6. X

Discussion Points

ACTION POINTS OF LAST MEETING	
	Action Point – Complete / In Progress / Not Complete
HAIDER	Organise meeting with Gazette Comm regarding Martin Lupton's ideas on IC Alumni

	Deadline: 4 th November
HAIDER	Follow up SEF with Viraj – NEED TO FIND OLD DOCUMENTATION ABOUT IT
MATTHEW, HAIDER, RAYYAN	Meeting to discuss SU participation during freshers fortnight
MATTHEW, HAIDER	Brainstorm meeting on Reynolds show games
HAIDER	Update on Phoenix trust
LEE	RAG CHARITY SELECTION: Moving them to Hammersmith/SAF/back to Reynolds
LEE	RAG CHARITY SELECTION: Volunteering project needs more research with regards to safeguarding
MATTERS ARISING	
STATEMENT ON PALESTINE	<p>See Appendix 1</p> <p>ICSMSU condemns the indiscriminate killing of civilians by the Israeli government in Gaza.</p> <p>We would like to remind students to any harassment and bullying of students from Israeli, Jewish, Muslim and Palestinian backgrounds.</p> <ul style="list-style-type: none"> Rephrasing the SU statement
EDI CHANGE TO STANDING ORDERS	<p>There is an action raised in the BMA Charter final report and development of EDI in ICSM for the ICSMSU committee to attend Bystander, Beyond Equality, and Welfare training at the start of the 22/23 academic year; we hope that this can be set up as required training at ICSMSU. Need to vote to add it to the Standing Orders</p>
BMB EVENTS	
GROUPCHAT ADVERTISING	<p>To put out a survey to all students for a week offering:</p> <ol style="list-style-type: none"> current system (own gcs) no intervention (back to before) ICSMSU-controlled announcements chat (via Tino or myself, X times a week) year ads chats for people to join

	<ul style="list-style-type: none"> ▫ Separate group chats ▫ Remove the communities ▫ Limit ads to once a day in year group chats ▫ External companies can advertise on gc with permission from ICSMSU member
TOUR	Buy tickets!
ICSMSU MEETINGS	
OTHER BUSINESS	
NEXT MEETING	7 th January, 4 th February, 3 rd March, 7 th April
DATES FOR DIARIES	29 th Jan, Phoenix Ball 2-4 th Feb, TOUR 09/02 - Y1 SU day

Officer Reports

EXECUTIVE	
PRESIDENT	<p>Chaired the first Staff-Student Liaison Group Meetings</p> <ul style="list-style-type: none"> - Phase 3/1c, Phase 2 and Phase 1 - Finished on time or early for two! <p>First Union Council Meeting, Palestine Paper</p> <ul style="list-style-type: none"> - Wrote the paper alongside AOEY and VCWR - Presented paper on Gaza - Multiple meetings with Sabbs and with ICU SMT regarding wordings <p>Talks with Faculty of Medicine candidate</p> <p>ICU Recruitment Training</p> <p>Answered a few 100 emails</p> <p>Cleared up SAF President's Office</p> <p>Scored 200+ Year 6 Elective applications</p> <p>Library Team meeting regarding Medicine Campus Libraries</p> <p>Visited White City campus twice, alongside other sabbs</p> <ul style="list-style-type: none"> - To view the new ICT Helpdesk - To discuss the future of the campus <p>Placed flowers at the Act of Remembrance alongside the other CU Presidents</p> <p>Gazette archives in St Mary's with Jaspreet and SMHA Chair</p> <p>Attended a CSPB alongside the MG team</p> <p>Filmed various segments of the Imperial MBBS MMI interviews in St Mary's</p> <p>First United Hospitals meeting with RUMS, Barts and GKT Presidents</p> <ul style="list-style-type: none"> - Discussed flagship events - Compared committee and college structures

	<ul style="list-style-type: none"> - Discussed Palestine - Got merch <p>Charity Week headshave (livestream!)</p>
<p>DEPUTY PRESIDENT</p>	
<p>EXECUTIVE TREASURER</p>	<ul style="list-style-type: none"> • 2 additional sponsorship packages finalised • List of companies to re-contact at start of calendar year established • Finalised claims – please keep these coming through for Freshers and Mocks! • Finalised internal transfers to academic societies for mock finals grants • Had Financial handover meeting with BMB and planning for BMB Ball • Allocated STFYD funding (e.g. yearbook) • Conducted HWD Debrief • Confirmed tour budget with Matthew • Supported STFYD Committee with Doctors Day Sponsorship – contact with MDU and Wesleyan about additional sponsorship opportunities for final year • Finalising unpaid invoices on behalf of ICSMSU Exec & Halfway Dinner • Completed outstanding refund requests • Speaking to MDU and Wesleyan about additional sponsorship opportunities for final year
<p>SECRETARY AND COMMUNICATIONS</p>	<ul style="list-style-type: none"> • Sent out weekly newsletters • Facilitated the Student Shapers Takeover
<p>SITES AND SERVICES</p>	<ul style="list-style-type: none"> • brand new BMB merch is here!!! • organised other new merch designs and reordered some more old merch - getting ready for collection next week • replaced lock to csp lockers with Maggie and Renée • reported need for new lock on csp cupboards - that is now in progress • working with Maggie to clear out reynolds common room after the bar refurbishment
<p>BMB SOCIETY PRESIDENT</p>	<p>Conducted a couple of meetings with BMB Soc to understand where everyone stands and how we move forward</p> <ul style="list-style-type: none"> • Social events – aiming for some in term 2 • BMB Christmas dinner had an insanely low number of year 1 signups which is worrying – According to their academic reps, price was the main factor as to why Year 1 students did not sign up • Our budget is a little restricted, so we need to know what kind of support we have from ICSM SU

	<ul style="list-style-type: none"> • Talked to Niamh Martin who suggested we can attend one of the Year 1 lectures and get everyone to fill in a survey of what types of events they would like and get year 1 feedback • Handed out BMB Merch – very positive feedback so far. People are enjoying the hoodies • Also contacted Fran (thank you Matthew) and arranging a call to understand how for future events we can make them more affordable, especially for students on a bursary – offering them tickets at a reduced price – this will also be essential for the graduation dinner • Also having some issues with getting the society engaged and to start planning some events • Need to also talk to FEO BMB year 3 and arrange a meeting with them that suits everyone's schedule. • Also collaborating with the other biosciences. BioSoc have been in contact with me to throw an academic conference for all our students. <p>If we could please have some more support from ICSM SU that would be great. Majority of the society does not really have defined roles nor is everyone contributing.</p>
GAZETTE EDITOR	Working on the Winter 2023 edition.
ACADEMICS	
ACADEMIC CHAIR	<ul style="list-style-type: none"> • Led the SU Mock Finals – very successful and organisation was very smooth! Faculty, Students and Examiners were very impressed and satisfied! • Attended all MBBS SSLG's (and temporarily chaired at one point). • Attended TARF meeting • Sent out Starter Pack Guide for running mock exams to all academic officers & presidents of societies • Helping societies with room bookings • Having meeting with Rebecca Sie re booking 7th floor system to improve it • Attended AOEY & AOCY Mock meetings • Had meeting with Phase1 Leadership re touchpoint issues • Sent written piece re Mock Finals for Gazette Winter Edition
ACADEMIC OFFICER FOR EARLY YEARS	<p>Slaying</p> <p>Arts Dinner venue to be finalised on Tuesday</p>
ACADEMIC OFFICER FOR CLINICAL YEARS	<ul style="list-style-type: none"> • Thrilled with the success of Mock Finals – congrats Yaz! Was happy to provide support on the day, things went very smoothly, have taken things on board for PACES later in the year • Organised productive pre-SSLGs for Y3/5/6 • Attended SSLG for Clinical Years

	<ul style="list-style-type: none"> • Successful in moving trickier Y6 DOPS into Y5 and extending deadline for current final years into PSA • Complete OSCE Buddy Scheme allocations are now with societies to send out, should be done within a week • Had initial meetings for mOSCE and mPACES, individual dates have been finalised • NOTE: OSCE and PACES dates have been swapped so PACES in March and OSCE in April due to final years being all on elective at same time • Recruited Final Year examiners via feedback form at mFinals.
ACADEMIC OFFICER FOR BSC YEAR	
ACADEMIC OFFICER FOR BMB	<ul style="list-style-type: none"> • Completed handover for all Academic Reps (+ Y2 Welfare rep) • Prepared and reviewed SSLG surveys for Y1, Y2 and Y3. • Reviews SSLG papers for Y1, Y2 Academics and Welfare, and submitted to FEO for review • Preparing for SSLG on Wednesday and Thursday next week! • Tried inviting all staff to BMB Christmas dinner through FEO (how does MBBS do it – no one signed up for ours) • Have a catch up with BMB FEO on 5th Dec – hopefully this gives more clarity on academic opportunities this year • Have started asking for a budget for academic events • Have opened nominations for committees for: <ul style="list-style-type: none"> ○ Academic Events ○ BMB Yearbook • Got my secret Santa present • Handed out BMB Merch!!
WELFARE	
WELFARE CHAIR	<ul style="list-style-type: none"> • Attended this term's SSLGs – the reps are doing AMAZING • Assisting with Personal Welfare concerns • Attended MBBS EDI Forum <ul style="list-style-type: none"> ○ Collaborated with Haider/President on action point to mandate BE & Welfare Training for SU & CSP Leaders • Attended ICU Community & Welfare Forum • Working with Bhav/Campaigns to plan Blooms • Reached out to Welfare Chair Alumni to plan a social • Emailing Puppy therapy companies to try and organise a Puppy Therapy day as part of Exams Season Campaign • Collaborating with students to create resources designed to support "LGBTQ+ students in ICSM" • Finalising a data report and summary for Travel Reimbursement Scheme – to be proposed to Amir Sam and Martin Lupton with FEO Welfare's Support

	<ul style="list-style-type: none"> • Working with Stuti to develop ideas for SU Common Room in Reynolds <ul style="list-style-type: none"> ○ Awaiting access to the space and for storage to be cleared from Refurb
VICE CHAIR FOR CAMPAIGNS	<ul style="list-style-type: none"> • ICSMSU Welfare Instagram has had highest engagement in months • Successful collaborations with IMRFC and ICSMBC for Movember campaigns • Ongoing collaboration with ICU Disabilities Network • Ongoing contact with Fran and Hannah from FEO to collaborate in-person on IAPT workshops for first week of December • Ongoing Blooms planning for Jan '24 • Ongoing work with ICU LGBTQ+ Officer for History Month in '24 • Set up a group chat with Welfare Officers to help out with Campaigns. Plan to use December to organise a plan with jobs for them
VICE CHAIR FOR WELLBEING REPS	<ul style="list-style-type: none"> - Attended all 3 SSLGs – the reps are FABULOUS - Finished the welfare on placement poster and got it approved - Had meeting with Dr James Jensen Martin about getting coach to hillingdon – need to now collect data - Working on action points now - Had meeting with phase 1 leads - Vibing, working and slaying
WELFARE OFFICER FOR BMB	
MANAGEMENT GROUP	
CLUBS AND SOCIETIES CHAIR	<p>CSPB</p> <ul style="list-style-type: none"> - EDI forum discussion - Discussed: trips policy, sustainability with CSP travel, NAC reports and funding, CSP funding (annual budgeting and reserves/deficiencies) - Events forum some time in the next month before next CSPB - Financial training pages updated for annual budgeting <p>Monthly catch-up with Christian</p> <ul style="list-style-type: none"> - Union council MG: democracy review this year - PDQ, to be flagged and chat to jules about potentially using - Welfare training -> potentially replicating beyond equality, dicussed active bysater training and mental health workshop - compulsory MG Chair annual budgeting training <p>Storage room in basement:</p> <ul style="list-style-type: none"> - New key woo! - Locker 2-> need to clear out, nutritank, squash, ICSMSU football - Clear our random stuff-> contact building manager

Welfare x Clubs&Socs

- meeting with FEO welfare Arjun and Lilia about introducing mental health training workshops before tour seasons e.g. end of october and january

IA x Varsity:

- Sports development meeting: term 2 bookings deadline today
- dates confirmed with IA
- ACC to organise afterparty, potential joint?
- IA have said last 2 year headliners can't headline, I disagreed, I did not win

UCH

- Currently fixed from my knowledge, ICSM Drama had their show
- Still ongoing issue with storage space for Light Opera and ICSM Drama

SMHA/SMDT

- Josh has sent applications out to presidents and treasurers, deadline end of this term
- Financial document with sports&art finances being sorted-> Jonathon Hoare asked for this at AGM

NAC clubs: NAC meeting this Monday

- gastro have submitted incubator report
- cycle club have not: deadline today
- ICSMSU golf: to contact
- ICSMSU yoga: merge with IC
- neurosociety and neurosurg potential merge: voting and documents sorted

Upcoming:

- PASB board
- Annual budgeting training

Miscellaneous:

- Club photos

Action points for me:

- Locker room clear out-> contact building manager, and locker 2 to sort
- Meet with ACC team for varsity afterparty
- Contact ICSMSU golf and cycle club about NAC documents
- go over SMHA/SMDT applications over christmas holidays
- RAG shirts? -> Viraj

MANAGEMENT GROUP TREASURER	
VICE CHAIR FOR SPORT AND ARTS	Slaying Arts Dinner venue to be finalised on Tuesday
VICE CHAIR FOR VOLUNTEERING AND ACADEMICS	V&A Awards Evening had to be cancelled. At after being open for two weeks, we had 2 nominations at the deadline. <ul style="list-style-type: none"> - Don't think V&A are keen for an event such as this - Largest societies won last year with big teaching series and conferences - Small societies might not be interested if they believe criteria for winning are geared towards the more traditional series like BRS Crashcourse etc. - Feedback from last year had positive likert overall but no open text responses for positives/improvements and all anonymous so cannot tell what specific societies thought - <u><i>ACTION POINT: Would like to meet with a group of chairs from a range of societies (small/big) in a focus group type meeting to see what they think can be done to improve social events for V&A</i></u>
ENTERTAINMENT	
ENTERTAINMENT S CHAIR	
SOCIAL SECRETARY	<ul style="list-style-type: none"> - Phoenix ball: Dropin on Monday trying to get everything approved <ul style="list-style-type: none"> o Sent form out to get creatives onboard (shoutout to Kete) o Save the Date!! - Christmas Potluck Tomorrow + Secret Santa - Tour: Please buy the tickets (link on whatsapp)
RAG CHAIR	<ul style="list-style-type: none"> • Gladiators sold out – pretty successful <ul style="list-style-type: none"> • People decided not to go to Embargo's (venue wasn't sold out). Need to evaluate the use for next time • Shoutout to MusicSoc @Arjun Narendran - ICSMSU Vice Chair for Sports and Arts for helping with set-up. • Maybe it is something ICSMSU should look into so we don't rely on a society. @Matthew Qurku - ICSMSU Entertainments Chair maybe this would be a better use of money than the stewarding things we were speaking about in last week meeting • Launched ICSM RAG Book Club <ul style="list-style-type: none"> • 120+ in a whatsapp group • First event on 12/12 • Launched new Academic Conference <ul style="list-style-type: none"> • Thank you to Jaspreet who has helped with promotion • Recruiting speakers (Thank you Rayyan(.

- Global aim of the project is: if we demystify the the process and drawbacks of alternative healthcare careers we ↑ students retention. E.g hidden cost within the USMLE/US systems.
- Launched our “Health Literacy” programme in conjunction with St Mary’s Paeds department as part of our focus on improving local community health. Aim will be to make this one of the flagship volunteering activity on the Y1 day off (09/02).
 - Plan going forwards is to involve local schools
 - Then meet with Paeds Consultant to work on a way forwards
 - Long-term aim is to ↑ sustainability
- Spoke to Arts Societies to help them ↑ community engagement with their concerts.
 - We currently work with 3 charities. Could RAG help here by bridging the gap by advertising to the families involved in the charities?
 - Spoken to charity partners – they think it is a good idea. Arts’ have the concern that tickets will mean less profit for them. Could RAG help fund these tickets? How would we feel about that?
- 09/02 Y1 Volunteering event
 - Next big event
 - Main focus: Volunteering ideas include
 - Health Literacy Project
 - Gardening
 - Charity Partner work
 - Health screening Market Stall
- Fashion Show
 - Venue semi-confirmed Electric Brixton. They have expressed concerns with the delays with payment. Union said they need at least 3 weeks before they look into this. [@Haider Nazerali - ICSMSU President](#) might this be something you can look into? Not an urgent priority but something we need to have you help us with this year
 - Auditions have concluded. Seemed to have a pretty good feedback ~180 people applied. 70 places
- RAG Week
 - Monday – Blood Drive in conjunction with NHS Blood & Transplant team
 - Tuesday – Fashion Show day
 - Wednesday – 4skins
 - Looking into ways to get the girl-sports clubs & arts involved
 - Thursday – Auction
 - Friday – Infernos [circle-line afterparty]

	<ul style="list-style-type: none"> ▪ Thank you Haider for aiding in the discussion re Final Line T-Shirts • End of Year Dinner – Y1 / Y2 • Culture Ball • Volunteering Abroad
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Action Points and Deadlines

ACTION POINT	PERSON RESPONSIBLE	DEADLINE
Follow up on RAG t-shirts [will work on this in Jan/Feb]	Renee / Lee	
Organising a meeting with MM, MSF and friends of Palestine to discuss posting educational material and events	Haider	
<ul style="list-style-type: none"> • Separate group chats • Remove the communities • Limit ads to once a day in year group chats • External companies can advertise on gc with permission from ICSMSU member 	Streams	
Meeting discussing BMB meeting events	Haider, Rayyan, Sam, Matthew, Viraj, Anant	

Appendix 1: Letter from ICU President to CU Presidents

Imperial College Union
Beit Quadrangle
Prince Consort Road
South Kensington
London SW7 2BB

Dear Constituent Union President,

Following the passing of the motion titled 'Union's Stance on the Situation in Gaza' at Union Council on Tuesday 7th November, the following resolutions were concluded:

Union Resolves -

- 1. For the Union to take an official, public stance condemning the indiscriminate killing of civilians by the Israeli government in Gaza, and to continue their condemnation of the actions of Hamas.*
- 2. For the Union to lobby the College to take an official, public stance condemning the indiscriminate killing of civilians by the Israeli government in Gaza, and to continue their condemnation of Hamas.*
- 3. For the Union President to write a letter to Constituent Unions (CUs) reassuring them they are allowed to reiterate the Union's stances as outlined in Resolves 1.*
- 4. For the Union to continue to promote and signpost students affected by the conflict to the relevant support.*
- 5. For the Union to support the university in its stance condemning the harassment and bullying of Israeli, Jewish, Muslim and Palestinian students.*

The Union has now released an official statement, as of Friday 17th November and in response to Resolves 1, 4 and 5, stating publicly its stance on the conflict in the Middle East. As a Constituent Union, you are entitled to reiterate the stance that the Union has taken to your members and across your means of communication (social media, newsletter etc).

The Union is here to support you, so please feel free to reach out with any queries on this matter!

Yours sincerely,

Camille Boutrolle

Camille Boutrolle
Imperial College Union President